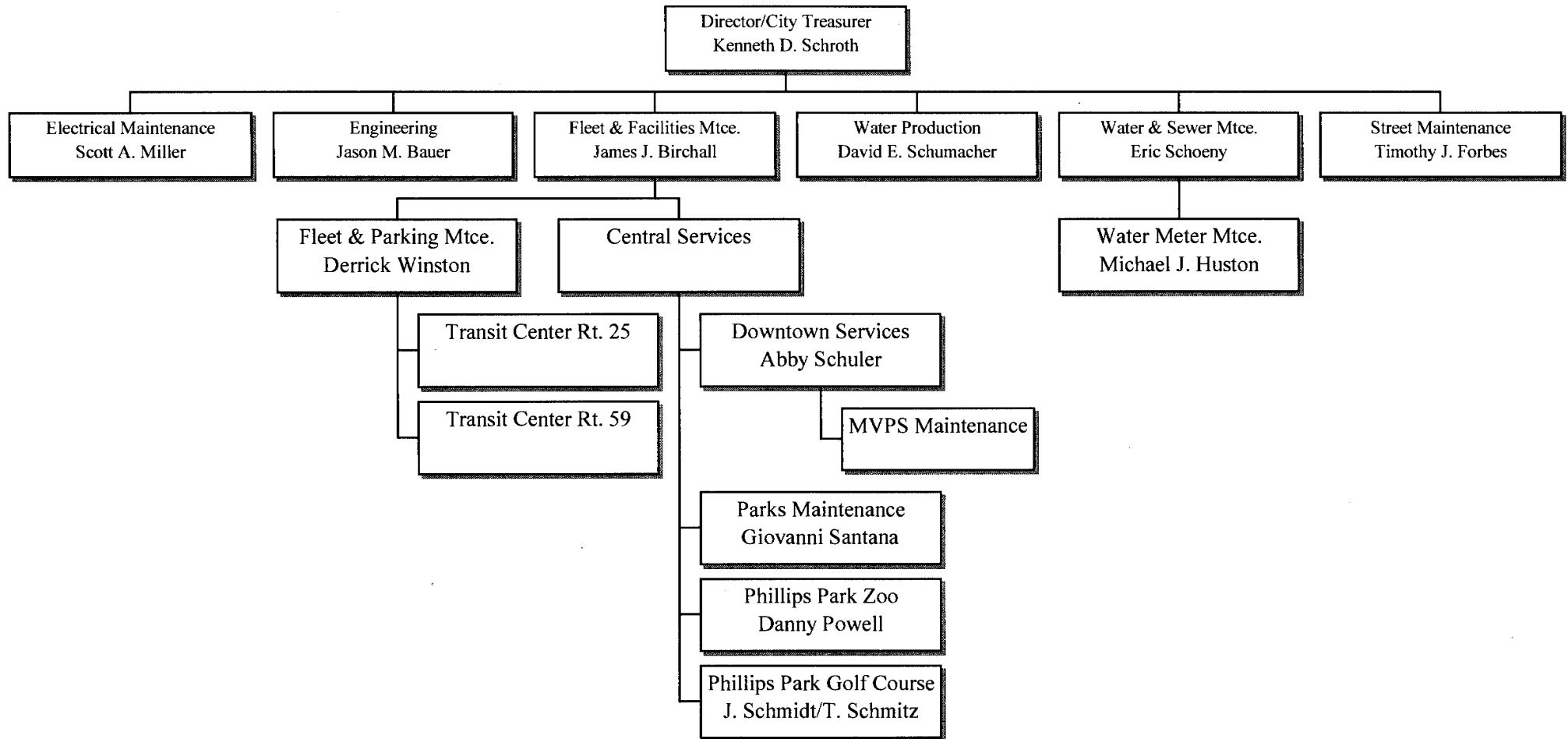


CITY OF AURORA
ORGANIZATIONAL CHART
PUBLIC WORKS DEPARTMENT



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Public Works Administration Division

2020 Budget

Mission

To operate, construct, and protect the city's public infrastructure in a professional and cost-effective manner.

Major Functions

1. Assist in the preparation of the Capital Improvement Plan.
2. Interface with governmental agencies and other departments within the city to assist in the planning and implementation of projects.
3. Administer special service area projects.
4. Oversee the budget and performance of the divisions of the Public Works Department: Central Services, Electrical Maintenance, Engineering, Water Production, Water & Sewer Maintenance, Water Meter Maintenance, Downtown Services, Fleet & Parking Maintenance, MVPS Maintenance, Route 25 Transit Center, Route 59 Transit Center, Parks & Recreation, Phillips Park Zoo, Phillips Park Golf Course, and Street Maintenance.

Budget Summary

		2019	
	2018	Original	2020
<u>Expenditures</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Salary & Benefits	734,092	627,339	820,845
Other Non-Capital	28,232	19,256	48,100
Capital	-	-	-
Total	762,324	646,595	868,945

Staffing

Full-Time Positions

	2018	2019	2020
Director/City Engineer	1	1	1
Confidential Secretary	1	1	1
Executive Secretary	1	1	1
Office Manager	1	1	1
TOTAL	4	4	4

Short-Term Goals (2020)

1. Begin construction of a new combined Public Works facility.

Long-Term Goals (2021 and Beyond)

1. Complete the projects contained in the Combined Sewer Overflow Long-Term Control Plan (2030).
2. Continue the annual bridge replacement program (Ongoing).
3. Implement preventative maintenance programs for watermain distribution and sewer collection systems (Ongoing).

2019 Major Accomplishments

- Continued with the LED streetlight change-out program.
- Completed the Aurora Transportation Center improvements.
- Developed a plan for a new Public Works combined facility.

Public Works Administration Division

2020 Budget

2018 Major Accomplishments

- Completed the Farnsworth Avenue bridge improvement project.
- Completed Broadway Avenue west side street improvements and some parking lot improvements at the Aurora Transportation Center for the new pedestrian bridge at RiverEdge Park.

Performance Measures

Refer to the divisions of the Public Works Department for performance measures: Central Services, Electrical Maintenance, Engineering, Water Production, Water & Sewer Maintenance, Water Meter Maintenance, Downtown Services, Fleet & Facilities Maintenance, MVPS Maintenance, Route 25 Transit Center, Route 59 Transit Center, Parks & Recreation, Phillips Park Zoo, Phillips Park Golf Course, and Street Maintenance.

Budget Highlights

The 2020 budget will permit the Public Works Administration Division to maintain the service level of the prior year.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
101-4002-431.10-01	FULL-TIME/REGULAR	264,129	402,285	382,874	412,568	599,609	187,041
101-4002-431.10-31	OVERTIME/REGULAR	0	1,950	762	500	500	0
101-4002-431.10-50	SUPPLEMENT-VACTN BUY BACK	0	0	0	2,000	2,000	0
101-4002-431.10-52	SUPPLEMENT-OTHER	45,000	61,567	1,164	1,564	1,569	5
LEVEL	TEXT			TEXT AMT			
20L2	STIPEND TRANSLATION 1 EMPLOYEE			1,569 1,569			
101-4002-431.10-55	SUPPLEMENT-Y/E PAYOUT	21,354	31,391	1,848	30,000	5,200	24,800-
101-4002-431.10-70	LONGEVITY PAY	1,555	2,220	1,216	1,617	2,129	512
* SALARIES		332,038	499,413	387,864	448,249	611,007	162,758
101-4002-431.20-01	EMPLOYEE HEALTH INSURANCE	35,861	85,342	45,260	60,347	59,316	1,031-
101-4002-431.20-04	RETIREE HEALTH INSURANCE	0	24,347	14,646	19,528	14,113	5,415-
101-4002-431.20-10	FICA/SOCIAL SECURITY	12,552	22,875	19,304	18,715	28,785	10,070
101-4002-431.20-11	FICA/MEDICARE	4,663	7,427	5,423	5,136	8,521	3,385
101-4002-431.20-12	PENSION/IMRF	44,222	63,587	44,721	42,171	75,943	33,772
101-4002-431.20-16	HDHP-HSA CONTRIBUTION	0	1,091	0	536	536	0
101-4002-431.20-37	INSURANCE/WORKERS COMP	12,000	24,000	18,000	24,000	12,000	12,000-
101-4002-431.20-43	TERMINATION BENEFITS	0	6,010	6,489	8,657	10,624	1,967
* EMPLOYEE BENEFITS		109,298	234,679	153,843	179,090	209,838	30,748
101-4002-431.38-88	CENTRAL GAR./MAINTENANCE	22	0	0	0	0	0
* REPAIRS & MTCE. SERVICES		22	0	0	0	0	0
101-4002-431.40-40	LIABILITY INSURANCE	9,000	27,000	11,997	16,000	45,000	29,000
* INSURANCE		9,000	27,000	11,997	16,000	45,000	29,000
101-4002-431.42-01	EDUCATION/TRAINING	1,027	970	754	1,300	1,300	0
* TRAVEL & PROFESS DVLPM		1,027	970	754	1,300	1,300	0
101-4002-431.44-04	TELEPHONE-MOBILE	491	410	0	756	600	156-
LEVEL	TEXT			TEXT AMT			
20L2	** IT COM ** 5/13/19 CELL PHONE CHARGES \$50 X 12 K. SCHROTH			600 600			
* COMMUNICATION CHARGES		491	410	0	756	600	156-
101-4002-431.45-01	DUES	0	0	50	0	0	0
101-4002-431.45-03	POSTAGE	0	11	45	100	100	0
* OTHER SERVICES & CHARGES		0	11	95	100	100	0
101-4002-431.61-01	OFFICE-DIRECT	0	159-	0	400	400	0
101-4002-431.61-02	OFFICE-CENTRAL STORES	0	0	0	100	100	0

PREPARED 10/09/19, 18:25:06
PROGRAM GM601L EXPENSE ACCOUNTS

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2020

2020-LEVEL 2

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
101-4002-431.61-80 OTHER		0	0	0	600	600	0
* SUPPLIES-GENERAL		0	159-	0	1,100	1,100	0
** PUBLIC WORKS-ADMIN		451,876	762,324	554,553	646,595	868,945	222,350

DECISION PACKAGE (NON-CIP)			FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)		
Department/Division Number and Name:		Budget Year:	2020		PERSONNEL (10, 20 ACCOUNTS) COST		
4010 Central Services		Priority No:	42		Acct No		0
Submitted By:		Strategic Plan Task No:		Acct No		0	
Jim Birchall		3		Acct No		0	
Decision Package Name:				Acct No		0	
Replace Roof Top HVAC Unit at 7 South Broadway				Acct No		0	
Description of Decision Package:				Acct No		0	
Replace the main roof top unit on 7 South Broadway.				SERVICES/CHARGES (30, 40, 50 ACCOUNTS)			
				Acct No	38-05	Building & Grounds	18,000
				Acct No			0
				Acct No			0
				Acct No			0
Benefits of Decision Package:				SUPPLIES (60 ACCOUNTS)			
The building will have cooling and heating.				Acct No		0	
				Acct No		0	
				Acct No		0	
				Acct No		0	
				Acct No		0	
Impact of Not Approving the Decision Package:				CAPITAL OUTLAY (70 ACCOUNTS)			
The unit will fail as it is over 7 years old and on the recommended replacement list for the deferred maintenance plan.				Acct No		0	
				Acct No		0	
				Acct No		0	
				Acct No		0	
				Total Cost			18,000
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	18,000	0	0	0	0	18,000	
Funding Sources							
General Fund	18,000	0	0	0	0	18,000	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

DECISION PACKAGE (NON-CIP)			FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)		
Department/Division Number and Name:		Budget Year:	2020		PERSONNEL (10, 20 ACCOUNTS) COST		
4010 Central Services		Priority No:	48		Acct No	0	
Submitted By:		Strategic Plan Task No:		Acct No	0		
Jim Birchall		3		Acct No	0		
Decision Package Name:				Acct No	0		
Detail Clean E911 Center and Back-Up Center				Acct No	0		
Description of Decision Package:				Acct No	0		
Detail clean the E911 Center and the backup center.				SERVICES/CHARGES (30, 40, 50 ACCOUNTS)			
				Acct No	38-05	Building & Grounds	18,000
				Acct No			0
				Acct No			0
				Acct No			0
Benefits of Decision Package:				SUPPLIES (60 ACCOUNTS)			
Detail cleaning at all electronic devices including the space for the employees will keep the center operating to peak performance and will continue to operate 24/7 operations.				Acct No		0	
				Acct No		0	
				Acct No		0	
				Acct No		0	
				Acct No		0	
Impact of Not Approving the Decision Package:				CAPITAL OUTLAY (70 ACCOUNTS)			
The equipment will fail prematurely and the space will have an abundance of dirt and dust in the overhead area.				Acct No		0	
				Acct No		0	
				Acct No		0	
				Acct No		0	
				Total Cost			18,000
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	18,000	0	0	18,000	0	36,000	
Funding Sources							
General Fund	18,000	0	0	18,000	0	36,000	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

DECISION PACKAGE (NON-CIP)			FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)		
Department/Division Number and Name:		Budget Year:	2020		PERSONNEL (10, 20 ACCOUNTS) COST		
4010 Central Services		Priority No:	28		Acct No		0
Submitted By:		Strategic Plan Task No:		Acct No		0	
Jim Birchall		3		Acct No		0	
Decision Package Name:				Acct No		0	
Re-Roof 5th Floor City Hall				Acct No		0	
Description of Decision Package:				Acct No		0	
Re-roof (tower) City Hall 5th Floor with drain installation.				SERVICES/CHARGES (30, 40, 50 ACCOUNTS)			
				Acct No	38-05	Building & Grounds	16,300
				Acct No			0
				Acct No			0
				Acct No			0
Benefits of Decision Package:				SUPPLIES (60 ACCOUNTS)			
The roof will have a twenty-five year warranty and the roof will not hold water. We will also save money on the repairs that we are constantly having to make.				Acct No		0	
				Acct No		0	
				Acct No		0	
				Acct No		0	
				Acct No		0	
Impact of Not Approving the Decision Package:				CAPITAL OUTLAY (70 ACCOUNTS)			
The roof will fail and cause damage to the floors below. Currently, the roof looks like a pool after it rains.				Acct No		0	
				Acct No		0	
				Acct No		0	
				Acct No		0	
				Total Cost			16,300
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	16,300	0	0	0	0	16,300	
Funding Sources							
General Fund	16,300	0	0	0	0	16,300	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

DECISION PACKAGE (NON-CIP)			FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)		
Department/Division Number and Name:		Budget Year:	2020		PERSONNEL (10, 20 ACCOUNTS) COST		
4010 Central Services		Priority No:	52		Acct No		0
Submitted By:		Strategic Plan Task No:		Acct No		0	
Jim Birchall		3		Acct No		0	
Decision Package Name:				Acct No		0	
Paint Upper Steel Beams on Training & Support Bldg.				Acct No		0	
Description of Decision Package:				Acct No		0	
Prime and paint the steel beams on the Police Department's Training & Support Building.				SERVICES/CHARGES (30, 40, 50 ACCOUNTS)			
				Acct No	38-05	Building & Grounds	25,000
				Acct No			0
				Acct No			0
				Acct No			0
Benefits of Decision Package:				SUPPLIES (60 ACCOUNTS)			
The building will not deteriorate and will look professional.				Acct No		0	
				Acct No		0	
				Acct No		0	
				Acct No		0	
				Acct No		0	
Impact of Not Approving the Decision Package:				CAPITAL OUTLAY (70 ACCOUNTS)			
The steel beams will continue to rust and will fail in time.				Acct No		0	
				Acct No		0	
				Acct No		0	
				Acct No		0	
				Total Cost			25,000
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	25,000	0	0	0	0	25,000	
Funding Sources							
General Fund	25,000	0	0	0	0	25,000	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

DECISION PACKAGE (NON-CIP)			FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)		
Department/Division Number and Name:	Budget Year:	2020	PERSONNEL (10, 20 ACCOUNTS)				COST
4010 Central Services	Priority No:	40	Acct No				0
Submitted By:	Strategic Plan Task No:		Acct No				0
Jim Birchall	3		Acct No				0
Decision Package Name:			Acct No				0
Replace Hot Water Heater at APD			Acct No				0
Description of Decision Package:			Acct No				0
Replace the 500 gallon hot water heater.			SERVICES/CHARGES (30, 40, 50 ACCOUNTS)				
			Acct No	38-05	Building & Grounds		18,000
			Acct No				0
			Acct No				0
			Acct No				0
Benefits of Decision Package:			SUPPLIES (60 ACCOUNTS)				
The building will have hot water and reliable service.			Acct No				0
			Acct No				0
			Acct No				0
			Acct No				0
			Acct No				0
Impact of Not Approving the Decision Package:			CAPITAL OUTLAY (70 ACCOUNTS)				
The building will lose hot water.			Acct No				0
			Acct No				0
			Acct No				0
			Acct No				0
			Total Cost				18,000
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	18,000	0	0	0	0	18,000	
Funding Sources							
General Fund	18,000	0	0	0	0	18,000	
Mayor's Office Use Only <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Pending							
Comments							

DECISION PACKAGE (NON-CIP)		FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)			
Department/Division Number and Name:		Budget Year: 2020		PERSONNEL (10, 20 ACCOUNTS) COST			
4010 Central Services		Priority No: 46		Acct No			0
Submitted By:		Strategic Plan Task No:		Acct No			0
Jim Birchall		3		Acct No			0
Decision Package Name:				Acct No			0
Epoxy Coat Sally Port at APD				Acct No			0
Description of Decision Package:				Acct No			0
The Sally Port needs to be epoxy-coated and restriped.				SERVICES/CHARGES (30, 40, 50 ACCOUNTS)			
				Acct No	38-05	Building & Grounds	27,000
				Acct No			0
				Acct No			0
				Acct No			0
Benefits of Decision Package:				SUPPLIES (60 ACCOUNTS)			
The area will have a 30 year warranty and will not deteriorate.				Acct No			0
				Acct No			0
				Acct No			0
				Acct No			0
				Acct No			0
Impact of Not Approving the Decision Package:				CAPITAL OUTLAY (70 ACCOUNTS)			
The area will continue to deteriorate. Countless dollars and hours will be spent to maintain this heavily-used area.				Acct No			0
				Acct No			0
				Acct No			0
				Acct No			0
				Total Cost			
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	27,000	0	0	0	0	27,000	
Funding Sources							
General Fund	27,000	0	0	0	0	27,000	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

DECISION PACKAGE (NON-CIP)			FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)		
Department/Division Number and Name:		Budget Year:	2020		PERSONNEL (10, 20 ACCOUNTS) COST		
4010 Central Services		Priority No:	54		Acct No		0
Submitted By:		Strategic Plan Task No:		Acct No		0	
Jim Birchall		2		Acct No		0	
Decision Package Name:				Acct No		0	
Roller Shades for Development Services Center				Acct No		0	
Description of Decision Package:				Acct No		0	
The Development Services Center's forty year old curtains are falling apart and are unsightly.				SERVICES/CHARGES (30, 40, 50 ACCOUNTS)			
				Acct No	38-05	Building & Grounds	20,000
				Acct No			0
				Acct No			0
				Acct No			0
Benefits of Decision Package:				SUPPLIES (60 ACCOUNTS)			
New roller shades will provide a more presentable appearance for a development meeting location and cooler, more comfortable offices.				Acct No		0	
				Acct No		0	
				Acct No		0	
				Acct No		0	
				Acct No		0	
Impact of Not Approving the Decision Package:				CAPITAL OUTLAY (70 ACCOUNTS)			
Negligible				Acct No		0	
				Acct No		0	
				Acct No		0	
				Acct No		0	
				Total Cost			20,000
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	20,000	0	0	0	0	20,000	
Funding Sources							
General Fund	20,000	0	0	0	0	20,000	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

DECISION PACKAGE (NON-CIP)		FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)			
Department/Division Number and Name:	Budget Year: 2020	PERSONNEL (10, 20 ACCOUNTS)				COST	
4010 Central Services	Priority No: 37	Acct No					0
Submitted By:	Strategic Plan Task No:	Acct No					0
Jim Birchall	2	Acct No					0
Decision Package Name:		Acct No					0
Security Measures at City Hall		Acct No					0
Description of Decision Package:		Acct No					0
The Police Department and the Central Services Division did a security assessment. This decision package will address all concerns.		SERVICES/CHARGES (30, 40, 50 ACCOUNTS)					
		Acct No	38-05	Building & Grounds			160,000
		Acct No					0
		Acct No					0
		Acct No					0
Benefits of Decision Package:		SUPPLIES (60 ACCOUNTS)					
The building will provide a more secure work environment.		Acct No					0
		Acct No					0
		Acct No					0
		Acct No					0
		Acct No					0
Impact of Not Approving the Decision Package:		CAPITAL OUTLAY (70 ACCOUNTS)					
		Acct No					0
		Acct No					0
		Acct No					0
		Acct No					0
		Total Cost					
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	160,000	40,000	0	0	0	200,000	
Funding Sources							
General Fund	160,000	40,000	0	0	0	200,000	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

DECISION PACKAGE (NON-CIP)		FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)			
Department/Division Number and Name:		Budget Year: 2020		PERSONNEL (10, 20 ACCOUNTS)			COST
4010 Central Services		Priority No: 22		Acct No			0
Submitted By:		Strategic Plan Task No:		Acct No			0
Jim Birchall		3		Acct No			0
Decision Package Name:				Acct No			0
Upgrade Automated Building Control in APD				Acct No			0
Description of Decision Package:				Acct No			0
Update the automated building controls at the APD.				SERVICES/CHARGES (30, 40, 50 ACCOUNTS)			
				Acct No	38-05	Building & Grounds	77,000
				Acct No			0
				Acct No			0
				Acct No			0
Benefits of Decision Package:				SUPPLIES (60 ACCOUNTS)			
The system will be able to be maintained with a reliable system.				Acct No			0
				Acct No			0
				Acct No			0
				Acct No			0
				Acct No			0
Impact of Not Approving the Decision Package:				CAPITAL OUTLAY (70 ACCOUNTS)			
The system will experience failures and the software and ports will not be available.				Acct No			0
				Acct No			0
				Acct No			0
				Acct No			0
				Total Cost			
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	77,000	8,000	8,000	8,000	8,000	109,000	
Funding Sources							
Capital Improvements Fund	77,000	0	0	0	0	77,000	
General Fund	0	8,000	8,000	8,000	8,000	32,000	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

DECISION PACKAGE (NON-CIP)			FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)		
Department/Division Number and Name:		Budget Year:	2020		PERSONNEL (10, 20 ACCOUNTS) COST		
4010 Central Services		Priority No:	1		Acct No		0
Submitted By:		Strategic Plan Task No:		Acct No		0	
Jim Birchall		2		Acct No		0	
Decision Package Name:				Acct No		0	
Demolish 110 South LaSalle				Acct No		0	
Description of Decision Package:				Acct No		0	
Demolition of the building located at 110 S. LaSalle Street.				SERVICES/CHARGES (30, 40, 50 ACCOUNTS)			
				Acct No	36-25	Demolition	400,000
				Acct No			0
				Acct No			0
				Acct No			0
Benefits of Decision Package:				SUPPLIES (60 ACCOUNTS)			
By removing the deteriorated building, the property will become available for additional parking.				Acct No		0	
				Acct No		0	
				Acct No		0	
				Acct No		0	
				Acct No		0	
Impact of Not Approving the Decision Package:				CAPITAL OUTLAY (70 ACCOUNTS)			
If the building is not removed, it will continue to have an unappealing sight to the community. In addition, the opportunity to extend Parking Lot J or providing additional parking will be lost.				Acct No		0	
				Acct No		0	
				Acct No		0	
				Acct No		0	
				Total Cost			400,000
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	400,000	0	0	0	0	400,000	
Funding Sources							
Gaming Tax Fund	400,000	0	0	0	0	400,000	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

DECISION PACKAGE (NON-CIP)			FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)		
Department/Division Number and Name:	Budget Year:	2020	PERSONNEL (10, 20 ACCOUNTS)				COST
4010 Central Services	Priority No:	47	Acct No				0
Submitted By:	Strategic Plan Task No:		Acct No				0
Jim Birchall	2		Acct No				0
Decision Package Name:			Acct No				0
ADA Compliance for all City Buildings			Acct No				0
Description of Decision Package:			Acct No				0
The city has started an ADA study for all city buildings. This decision package will fund the ability to make the buildings accessible.			SERVICES/CHARGES (30, 40, 50 ACCOUNTS)				
			Acct No	38-05	Building & Grounds	30,000	
			Acct No			0	
			Acct No			0	
			Acct No			0	
Benefits of Decision Package:			SUPPLIES (60 ACCOUNTS)				
The city will be ADA compliant.			Acct No				0
			Acct No				0
			Acct No				0
			Acct No				0
			Acct No				0
Impact of Not Approving the Decision Package:			CAPITAL OUTLAY (70 ACCOUNTS)				
The building will not be ADA compatible.			Acct No				0
			Acct No				0
			Acct No				0
			Acct No				0
			Total Cost				
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	30,000	20,000	20,000	20,000	0	90,000	
Funding Sources							
Capital Improvements Fund	30,000	20,000	20,000	20,000	0	90,000	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

DECISION PACKAGE (NON-CIP)			FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)		
Department/Division Number and Name:		Budget Year:	2020		PERSONNEL (10, 20 ACCOUNTS) COST		
4010 Central Services		Priority No:	14		Acct No		0
Submitted By:		Strategic Plan Task No:		Acct No		0	
Jim Birchall		3		Acct No		0	
Decision Package Name:				Acct No		0	
UPS Batteries				Acct No		0	
Description of Decision Package:				Acct No		0	
Replace the uninterruptible power supply (UPS) batteries with capacitors and fans. The batteries are in need of systematic replacement due to age and are near the end of their useful life.				SERVICES/CHARGES (30, 40, 50 ACCOUNTS)			
				Acct No	38-05	Building & Grounds	62,300
				Acct No			0
				Acct No			0
				Acct No			0
Benefits of Decision Package:				SUPPLIES (60 ACCOUNTS)			
Functioning batteries are necessary to retain power at the E911 Center and the Police Department.				Acct No		0	
				Acct No		0	
				Acct No		0	
				Acct No		0	
				Acct No		0	
Impact of Not Approving the Decision Package:				CAPITAL OUTLAY (70 ACCOUNTS)			
The current UPS batteries are an electrical hazard. The E911 Center and critical computer systems will not be backed up.				Acct No		0	
				Acct No		0	
				Acct No		0	
				Acct No		0	
				Total Cost			62,300
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	62,300	62,300	62,300	62,300	62,300	311,500	
Funding Sources							
General Fund	62,300	62,300	62,300	62,300	62,300	311,500	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

DECISION PACKAGE (NON-CIP)		FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)			
Department/Division Number and Name:		Budget Year: 2020		PERSONNEL (10, 20 ACCOUNTS)			COST
4010 Central Services		Priority No: 8		Acct No			0
Submitted By:		Strategic Plan Task No:		Acct No			0
Jim Birchall		3		Acct No			0
Decision Package Name:				Acct No			0
Tuckpoint/Paint City Hall & Tuckpoint City-Owned Buildings				Acct No			0
Description of Decision Package:				Acct No			0
Tuckpoint City Hall and paint the west side in 2020. Paint southeast side in 2021. Tuckpoint 15 S. Broadway (\$35,600), 19 S. Broadway (\$34,200), 31 S. Broadway (\$154,000), and 33 S. Broadway (\$33,500).				SERVICES/CHARGES (30, 40, 50 ACCOUNTS)			
				Acct No	38-05	Building & Grounds	206,000
				Acct No			0
				Acct No			0
				Acct No			0
Benefits of Decision Package:				SUPPLIES (60 ACCOUNTS)			
The buildings will continue to serve the city for years without continued patching and water infiltration.				Acct No			
				Acct No			0
				Acct No			0
				Acct No			0
				Acct No			0
Impact of Not Approving the Decision Package:				CAPITAL OUTLAY (70 ACCOUNTS)			
The buildings will continue to deteriorate and unlimited funds will be spent to perform temporary repairs.				Acct No			0
				Acct No			0
				Acct No			0
				Acct No			0
				Total Cost			
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	206,000	245,000	35,600	69,750	154,000	710,350	
Funding Sources							
Capital Improvements Fund	206,000	245,000	35,600	69,750	15,400	571,750	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

DECISION PACKAGE (NON-CIP)		FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)			
Department/Division Number and Name:		Budget Year: 2020		PERSONNEL (10, 20 ACCOUNTS) COST			
4010 Central Services		Priority No: 0		Acct No	10-02	Salaries/Regular	73,000
Submitted By:		Strategic Plan Task No:		Acct No	20-01	Employee Health Insurance	17,100
Jim Birchall				Acct No	20-04	Retiree Health Insurance	10,000
Decision Package Name:				Acct No	20-10	FICA/Social Security	4,500
Solid Waste Coordinator (New Position)				Acct No	20-11	FICA/Medicare	1,000
Description of Decision Package:				Acct No	20-12	Pension/IMRF	10,000
Add a Solid Waste Coordinator Non-Exempt Grade 15 Step 11, \$34.04/hr.		SERVICES/CHARGES (30, 40, 50 ACCOUNTS)					
		Acct No					0
		Acct No					0
		Acct No					0
		Acct No					0
Benefits of Decision Package:		SUPPLIES (60 ACCOUNTS)					
This position will monitor solid waste contracts within the city. It will also be a point of contact.		Acct No					0
		Acct No					0
		Acct No					0
		Acct No					0
		Acct No					0
Impact of Not Approving the Decision Package:		CAPITAL OUTLAY (70 ACCOUNTS)					
Delays in contracts.		Acct No					0
		Acct No					0
		Acct No					0
		Acct No					0
		Total Cost					115,600
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	115,600	120,000	124,200	128,500	133,000	621,300	
Funding Sources							
General Fund	115,600	120,000	124,200	128,500	133,000	621,300	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

DECISION PACKAGE (NON-CIP)			FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)		
Department/Division Number and Name:		Budget Year:	2020		PERSONNEL (10, 20 ACCOUNTS) COST		
4010 Central Services		Priority No:	20		Acct No		0
Submitted By:		Strategic Plan Task No:		Acct No		0	
Jim Birchall		3		Acct No		0	
Decision Package Name:				Acct No		0	
Replace Cooling Water Tower at APD				Acct No		0	
Description of Decision Package:				Acct No		0	
Replace the corroded hot water basins in the cooling tower at APD with new stainless hot water basins.				SERVICES/CHARGES (30, 40, 50 ACCOUNTS)			
				Acct No	38-05	Building & Grounds	50,000
				Acct No			0
				Acct No			0
				Acct No			0
Benefits of Decision Package:				SUPPLIES (60 ACCOUNTS)			
The building will have cooling for many years for the 24/7 facility.				Acct No			
				Acct No		0	
				Acct No		0	
				Acct No		0	
				Acct No		0	
Impact of Not Approving the Decision Package:				CAPITAL OUTLAY (70 ACCOUNTS)			
The building cooling tower hot water basins will deteriorate and will stop functioning. The building will lose cooling.				Acct No		0	
				Acct No		0	
				Acct No		0	
				Acct No		0	
				Total Cost			
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	50,000	0	0	0	0	50,000	
Funding Sources							
Capital Improvements Fund	50,000	0	0	0	0	50,000	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

DECISION PACKAGE (NON-CIP)			FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)		
Department/Division Number and Name:	Budget Year:	2020	PERSONNEL (10, 20 ACCOUNTS)				COST
4010 Central Services	Priority No:	1	Acct No				0
Submitted By:	Strategic Plan Task No:		Acct No				0
Jim Birchall	3		Acct No				0
Decision Package Name:			Acct No				0
Replace Roof at 19-21 South Broadway			Acct No				0
Description of Decision Package:			Acct No				0
The roof at 1921 S. Broadway needs to be replaced.			SERVICES/CHARGES (30, 40, 50 ACCOUNTS)				
			Acct No	38-05	Building & Grounds		83,500
			Acct No				0
			Acct No				0
			Acct No				0
Benefits of Decision Package:			SUPPLIES (60 ACCOUNTS)				
The roof will no longer leak and will have a twenty-five year warranty.			Acct No				0
			Acct No				0
			Acct No				0
			Acct No				0
			Acct No				0
Impact of Not Approving the Decision Package:			CAPITAL OUTLAY (70 ACCOUNTS)				
Will continue to repair leaks every time it rains and will be spending more and more money on repairs each year.			Acct No				0
			Acct No				0
			Acct No				0
			Acct No				0
			Total Cost				
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	83,500	0	0	0	0	83,500	
Funding Sources							
TIF #1	83,500	0	0	0	0	83,500	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

Central Services Division

2020 Budget

Mission

To provide and maintain a clean and safe environment for city buildings and grounds and provide continuous maintenance of building systems and equipment.

Major Functions:

1. Provide maintenance service on a regular basis for the following city buildings:
 - a. Alschuler Building
 - b. Animal Control Building
 - c. City Hall
 - d. Customer Service Center
 - e. Development Services Center
 - f. Elmslie/Hogan Building
 - g. Fire Museum
 - h. Grand Army of the Republic (GAR) Museum
 - i. Police Headquarters Campus
 - j. Public Art Building
 - k. Scitech Building
 - l. Stolp Island Parking Deck offices and tenant spaces
 - m. 11-13 S. Water Street
 - n. 43 East Galena Boulevard
 - o. 745 Aurora Avenue
 - p. 1960 East Indian Trail
 - q. 712 S. River Street
2. Perform daily and seasonal preventive maintenance on mechanical equipment.
3. Detect impending major mechanical malfunctions and take proactive steps for corrections/repairs.

4. Assist all departments that request services.
5. Monitor and respond to security and mechanical alarm alerts on a 24-hour basis.
6. Assist/oversee all contractual work performed at city buildings.
7. Provide in-house emergency electrical, plumbing, heating, ventilating, and air conditioning repair and maintenance services.

Budget Summary

		2019	
	2018	Original	2020
<u>Expenditures</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Salary & Benefits	1,068,126	1,148,251	1,020,233
Other Non-Capital	2,187,738	1,953,272	2,390,690
Capital	-	-	-
Total	3,255,864	3,101,523	3,410,923

Staffing

Full-Time Positions

	2018	2019	2020
Superintendent	1	1	1
Custodian	3	3	3
Executive Secretary	1	1	1
Maintenance Engineer	4	4	4
Solid Waste Coordinator	0	0	1
TOTAL	9	9	10

Central Services Division

2020 Budget

Short-Term Goals (2020)

1. Replace the roof at 21 S. Broadway.
2. Replace the roof at 7 S. Broadway.
3. Caulk and perform masonry repairs on the City Hall building.
4. Replace the rooftop HVAC unit on the Alschuler Building.
5. Seal-coat the police headquarters campus and the Customer Service/Fire Station #8 building.

Long-Term Goals (2021 and Beyond)

1. Develop building automation systems for sustainable and efficient energy use in city facilities (Ongoing).
2. Continue training and development opportunities for employees (Ongoing).
3. Utilize cooperative purchasing agreements for the procurement of services (Ongoing).
4. Incorporate the deferred maintenance plan in the budget process (Ongoing).

2019 Major Accomplishments

- Continued the facility life-cycle study on all city buildings.
- Troubleshoot and repaired the sound system in the Police Department's branch courtroom.
- Repaired the roof skylights at 727 Orchard Avenue.
- Repaired the roof at 720 N. Broadway.
- Remodeled the Budgeting and Payroll offices to maximize space.

- Replaced the HVAC unit in the Alschuler Building's conference room.
- Ground and epoxy-coated the stairwell at the Police Headquarters parking deck.
- Tuck-pointed and replaced brick at the Elmslie building.
- Repaired the sound system in the courtroom of the Police Headquarters.

2018 Major Accomplishments

- Upgraded the sound system in the Police Department's Community Room.
- Completed parking deck repairs at the Police Department.
- Caulked, performed masonry repairs, and where necessary painted the exterior of the buildings that are adjacent to the Water Street mall, as well as the Public Art and GAR buildings.
- Completed the first floor remodeling of the Development Services Center.
- Completed lighting upgrades in the Fire Museum.

Central Services Division

2020 Budget

Performance Measures

	2018	2019	2019	
	2018	2019	Estimated	2020
<u>Measure</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
Avg. Days to Complete Routine Repairs	3.0	3.0	4.0	3.0
Avg. Response Time to Building Security Alarm Calls (minutes)	10.0	12.0	N/A	N/A
Routine Special Meeting Room Setups and Takedowns Completed	1,500	1,500	N/A	N/A

Budget Highlights

The 2020 budget will permit the Central Services Division to maintain the service level of the prior year.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
101-4010-417.10-01	FULL-TIME/REGULAR	0	622,966	360,467	687,815	606,979	80,836-
101-4010-417.10-07	PART-TIME/SEASONAL	0	12,665	22,174	0	0	0
101-4010-417.10-10	PRIOR YEAR RETRO	0	2,799-	0	0	0	0
101-4010-417.10-31	OVERTIME/REGULAR	0	9,370	13,152	12,500	12,500	0
101-4010-417.10-50	SUPPLEMENT-VACTN BUY BACK	0	0	0	7,000	7,000	0
101-4010-417.10-52	SUPPLEMENT-OTHER	0	13,656	2,490	11,084	4,680	6,404-
LEVEL	TEXT			TEXT AMT			
20L2	LANGUAGE TRANSLATION - 3 EMPLOYEES			4,680			
				4,680			
101-4010-417.10-55	SUPPLEMENT-Y/E PAYOUT	0	33,817	0	37,000	34,300	2,700-
101-4010-417.10-70	LONGEVITY PAY	0	8,370	5,386	7,834	7,592	242-
* SALARIES		0	698,045	403,669	763,233	673,051	90,182-
101-4010-417.20-01	EMPLOYEE HEALTH INSURANCE	0	136,546	101,835	135,780	133,462	2,318-
101-4010-417.20-04	RETIREE HEALTH INSURANCE	0	32,176	34,081	45,441	37,634	7,807-
101-4010-417.20-10	FICA/SOCIAL SECURITY	0	41,926	23,754	42,003	38,717	3,286-
101-4010-417.20-11	FICA/MEDICARE	0	9,805	5,555	9,824	9,054	770-
101-4010-417.20-12	PENSION/IMRF	0	90,626	46,543	81,096	89,017	7,921
101-4010-417.20-20	CLOTHING	0	1,387	2,275	3,400	3,400	0
101-4010-417.20-37	INSURANCE/WORKERS COMP	0	48,000	36,000	48,000	12,000	36,000-
101-4010-417.20-43	TERMINATION BENEFITS	0	9,615	14,605	19,474	23,898	4,424
* EMPLOYEE BENEFITS		0	370,081	264,648	385,018	347,182	37,836-
101-4010-417.32-20	CONTRACTED SERVICES	0	350	350	9,000	9,000	0
LEVEL	TEXT			TEXT AMT			
20L2	POLICE HQ CAMPUS			9,000			
				9,000			
101-4010-417.32-50	TEMPORARY SERVICES	0	11,312	0	9,000	9,000	0
101-4010-417.32-80	CONSULTING FEES	0	25,000	13,403	48,000	48,000	0
* PROFESSIONAL FEES		0	36,662	13,753	66,000	66,000	0
101-4010-417.34-02	BILLING-SEWERAGE CHARGES	0	7,148	4,630	6,300	6,300	0
LEVEL	TEXT			TEXT AMT			
20L2	BASE BUDGET			6,000			
	ELMSLIE BUILDING			100			
	GAR BUILDING			200			
				6,300			
* UTILITY SERVICES		0	7,148	4,630	6,300	6,300	0
101-4010-417.36-01	SNOW REMOVAL	0	65,152	60,212	89,500	90,000	500
LEVEL	TEXT			TEXT AMT			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
20L2	BASE BUDGET			4,500			
	CUST SVC/FIRE STATION 8 - PLOWING FOR 3 PARKING			40,000			
	LOTS. SIDEWALKS AND STAIRS SHOVELED MANUALLY						
	ENTIRE FACILITY SALTED.			45,500			
	POLICE HQ CAMPUS			90,000			
101-4010-417.36-03	JANITORIAL	0	226,663	214,575	230,200	230,200	0
LEVEL	TEXT			TEXT AMT			
20L2	BASE BUDGET			31,000			
	ALSCHULER BUILDING			7,000			
	CUST SVC/FIRE STATION 8			6,200			
	ELMSLIE BUILDING			14,000			
	POLICE HQ CAMPUS			150,000			
	PUBLIC ART BUILDING			6,000			
	GAR BUILDING			5,000			
	DSC BUILDING MOVED FROM 1820			11,000			
				230,200			
101-4010-417.36-05	PEST CONTROL	0	0	0	2,000	2,000	0
101-4010-417.36-15	MOWING/LAWN-WEED	0	11,610	6,650	20,000	25,000	5,000
LEVEL	TEXT			TEXT AMT			
20L2	CUST SVC/FIRE STATION 8 - ACCURATE AMOUNT NEEDED			15,000			
	PER PRIOR YEAR SPENDING. TOOK OVER FROM PARKS						
	DEPARTMENT.						
	POLICE HQ CAMPUS			10,000			
				25,000			
101-4010-417.36-66	VEHICLES	0	42	32	0	0	0
* CLEANING SERVICES		0	303,467	281,469	341,700	347,200	5,500
101-4010-417.38-01	EQUIPMENT	0	3,027	532	20,650	250	20,400-
LEVEL	TEXT			TEXT AMT			
20L2	BASE BUDGET			250			
	POLICE HQ CAMPUS						
	2017 DP-NEW SOUND/VIDEO SYSTEM IN COMMUNITY ROOM						
	2020: \$3,500						
	2021: \$3,600						
				250			
101-4010-417.38-05	BUILDING & GROUNDS	0	1,102,879	466,563	844,200	1,314,600	470,400
LEVEL	TEXT			TEXT AMT			
20L2	BASE BUDGET			218,800			
	ALSCHULER BUILDING						

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
	CUST SVC/FIRE STATION 8						
	SEALCOAT, CRACK REPAIR & RESTRIPE 3 PARKING LOTS			12,000			
	ELMSLIE BUILDING			17,100			
	2017 DP-ELMSLIE/HOGAN ROOF REPLACEMENT						
	POLICE HQ CAMPUS: VARIOUS REPAIRS			150,000			
	BASE CONTRACT AND OTHER SERVICE WORK			25,000			
	PROVISION FOR THE UPS BATTERY ESSENTIAL CONTRACT			22,000			
	PREVENTIVE MAINTENANCE FOR MECHANICAL EQUIPMENT			23,000			
	2016 DP - APD CAULKING/SEALANT THROUGHOUT CAMPUS						
	2020: \$-0-						
	2018 DP - APD CONCRETE REPAIRS			20,000			
	2020: \$20,000						
	2021: \$20,000						
	2022: \$20,000						
	2019 DP - APD SEALCOAT EAST WALL TAS BUILDING						
	2019 DP - APD SEALCOAT STAIRCASE						
	2020 DP - REPLACE HOT WATER HEATER AT APD			18,000			
	2020 DP - DETAIL CLEAN E911 & BACK-UP CENTERS			18,000			
	2020 DP - UPGRADE APD AUTOMATED BUILDING CONTROL						
	ANNUAL MAINTENANCE OF \$8,000 (2021 THRU 2024)						
	2020 DP - EPOXY COAT SALLY PORT AT APD			27,000			
	2020 DP - PAINT UPPER STEEL BEAMS ON T & S BDG.			25,000			
	PUBLIC ART BUILDING			18,000			
	2018 DP - PUBLIC ART-PAINT WINDOW FRAMES & TRIM						
	GAR BUILDING			27,300			
	2018 DP - GAR MASONARY REPAIRS						
	2020: \$20,000			20,000			
	FIRE MUSEUM BUILDING			19,000			
	SCITECH BUILDING			50,000			
	DEVELOPMENT SERVICES CENTER						
	2020 DP - ROLLER SHADES FOR DSC			20,000			
	CENTRAL GARAGE 720 N. BROADWAY						
	2019 DP - ROOF REPAIR AT 720 N. BROADWAY						
	CITY HALL						
	2019 DP - BUDGET & PAYROLL REMODEL						
	2019 DP - ROOF REPAIRS AT 727 ORCHARD						
	2020 DP - RE-ROOF 5TH FLOOR CITY HALL			16,300			
	2020 DP - REMODEL FINANCE/PURCHASING OFFICES						
	2021: \$40,000 ; 2022 : \$60,000						
	2020 DP - SECURITY MEASURES AT CITY HALL			160,000			
	2021: \$40,000						
	DSC, 712 RIVER, 19/21, 15/17 S BROADWAY			90,000			
	MISC REPAIRS			237,800			
	2020 DP - UPS BATTERIES			62,300			
	2021: \$62,300						
	2022: \$62,300						
	2023: \$62,300						
	2024: \$62,300						

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
	2020 DP - REPLACE ROOFTOP HVAC AT 7 S. BROADWAY		18,000 1,314,600				
101-4010-417.38-11	COMPUTER-SOFTWARE	0	0	0	10,000	10,000	0
101-4010-417.38-14	EQUIPMENT-ELEVATORS	0	51,425	37,000	52,500	52,500	0
LEVEL	TEXT		TEXT	AMT			
20L2	ELEVATOR CONTRACT PREVENTIVE MAINTENANCE			5,000			
	ELMSLIE BUILDING			5,000			
	POLICE HQ CAMPUS/DSC - KONE MTCE CONTRACT FOR			28,500			
	TESTING AND REPAIRS						
	PUBLIC ART BUILDING			3,500			
	GAR BUILDING			2,000			
	FIRE MUSEUM BUILDING			2,500			
	SCITECH BUILDING			6,000			
				52,500			
101-4010-417.38-34	LANDSCAPING	0	9,883	0	10,000	13,000	3,000
101-4010-417.38-39	LANDSCAPE FERTILIZING	0	0	762	1,500	4,000	2,500
LEVEL	TEXT		TEXT	AMT			
20L2	BASE BUDGET			1,500			
	INCREASE IS FOR STATION 8/CUSTOMER SERVICE AND						
	POLICE DEPARTMENT			2,500			
				4,000			
101-4010-417.38-40	INSECT CONTROL	0	13,596	6,224	16,600	16,600	0
LEVEL	TEXT		TEXT	AMT			
20L2	BASE BUDGET			5,000			
	ALSCHULER BUILDING			600			
	CUST SVC/FIRE STATION 8			1,000			
	ELMSLIE BUILDING			1,000			
	POLICE HQ CAMPUS - INCREASE IN PEST CONTROL IS			6,000			
	NEEDED. LOOKING INTO A NEW VENDOR.						
	PUBLIC ART BUILDING			600			
	GAR BUILDING			600			
	FIRE MUSEUM BUILDING HANDLES THEIR OWN						
	SCITCH BUILDING			1,800			
				16,600			
101-4010-417.38-41	FEES-ALARM SERVICE	0	68,441	58,786	75,000	75,000	0
LEVEL	TEXT		TEXT	AMT			
20L2	COVER ADD'L BUILDINGS CENTRAL SERVICES OBTAINS			43,000			
	DURING THE YEAR THAT NEED ALARMS SET UP						
	ALSCHULER BUILDING			3,200			
	ELMSLIE BUILDING			6,000			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
	POLICE HQ CAMPUS			7,300			
	PUBLIC ART BUILDING			5,500			
	GAR BUILDING			1,500			
	FIRE MUSEUM BUILDING			2,000			
	SCITECH BUILDING			6,500			
				75,000			
101-4010-417.38-88	CENTRAL GAR./MAINTENANCE	0	9,022	2,816	16,500	9,200	7,300-
101-4010-417.38-90	VEHICLE REPAIR/ACCIDENT	0	30	34	100	100	0
101-4010-417.38-99	OTHER	0	1,839	0	0	0	0
*	REPAIRS & MTCE. SERVICES	0	1,260,142	572,717	1,047,050	1,495,250	448,200
101-4010-417.39-17	PARKING FACILITIES	0	7,500	0	7,500	7,500	0
LEVEL	TEXT			TEXT AMT			
20L2	ELMSLIE BUILDING/JOCO LOT			7,500			
				7,500			
101-4010-417.39-50	EQUIPMENT-OTHER	0	0	160	5,000	5,000	0
LEVEL	TEXT			TEXT AMT			
20L2	POLICE HQ CAMPUS			5,000			
	2018 DP - SNOW REMOVAL MAINT. TRACTOR			5,000			
*	RENTALS/LEASES	0	7,500	160	12,500	12,500	0
101-4010-417.40-40	LIABILITY INSURANCE	0	81,000	54,000	72,000	8,000	64,000-
LEVEL	TEXT			TEXT AMT			
20L2	ALSCHULER BUILDING						
	CUST SVC/FIRE STATION 8						
	ELMSLIE BUILDING						
	POLICE HQ CAMPUS						
	PUBLIC ART BUILDING						
	GAR BUILDING						
	FIRE MUSEUM BUILDING						
	SCITECH BUILDING						
	DEVELOPMENT SERVICES CENTER						
*	INSURANCE	0	81,000	54,000	72,000	8,000	64,000-
101-4010-417.42-01	EDUCATION/TRAINING	0	1,275	0	10,200	5,000	5,200-
LEVEL	TEXT			TEXT AMT			
20L2	E. DURAN - ELECTRICITY FOR NON-ELECTRICIAN			500			
	M. VARGAS - TROUBLESHOOTING MECHANICAL DRIVE & ROTATING EQUIPMENT			500			
	J. GERBER - EQUIPMENT MAINTENANCE			700			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
	A. OLVERA - EQUIPMENT MAINTENANCE			700			
	J. GARCIA - EQUIPMENT MAINTENANCE			800			
	C. DEBOLT - VARIABLE FREQUENCY DRIVE CLASS			500			
	C. ALVARADO - GENERATORS & EMERGENCY POWER CLASS			500			
	B. QUINTERO - PROJECT MANAGEMENT			500			
	J. BIRCHALL - PROJECT MANAGEMENT			300			
				5,000			
101-4010-417.42-03	TRAVEL/MEETINGS	0	0	38	200	200	0
101-4010-417.42-12	FEES-TOLL RD BILLING/CHG	0	21	0	100	100	0
*	TRAVEL & PROFESS DVLPMT	0	1,296	38	10,500	5,300	5,200-
101-4010-417.44-01	TELEPHONE	0	519	349	1,200	1,200	0
LEVEL	TEXT			TEXT AMT			
20L2	**IT COM** 06/05/18						
	6308441192 BUSLINE-FIRE ALARM			600			
	6308977221 GAR MUSEUM (WILL REPLACE WITH VOIP IN FUTURE)			600			
				1,200			
101-4010-417.44-02	TELEPHONE-ALARM	0	130,486	112,318	118,000	157,000	39,000
LEVEL	TEXT			TEXT AMT			
20L2	**IT COM** 05/29/19						
	6308920785 DSL			157,000			
	8441642 13 S. BROADWAY ELEVATOR PHONE						
	8441652 13 S. BROADWAY						
	8926143 1 S. BROADWAY						
	8926488 44 E. DOWNER PLACE ATM						
	8926535 44 E. DOWNER PLACE ELEVATOR						
				157,000			
101-4010-417.44-04	TELEPHONE-MOBILE	0	5,149	3,350	6,360	5,400	960-
LEVEL	TEXT			TEXT AMT			
20L2	** IT COM ** 5/13/19						
	CELL PHONE CHARGES \$50 X 12						
	J. BIRCHALL			600			
	B. QUINTERO			600			
	C. ALVARADO			600			
	J. GARCIA			600			
	J. GERBER			600			
	C. DEBOLT			600			
	E. DURAN			600			
	M. VARGAS			600			
	A. OLVERA			600			
				5,400			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
101-4010-417.44-15	FEE-LANGUAGE LINE	0	0	0	1,000	0	1,000-
*	COMMUNICATION CHARGES	0	136,154	116,017	126,560	163,600	37,040
101-4010-417.45-03	POSTAGE	0	2	4	100	100	0
101-4010-417.45-04	U.P.S./FED EX	0	29	10	0	0	0
101-4010-417.45-12	ADVERTISING/PUBLICATION	0	181	0	2,500	2,500	0
101-4010-417.45-34	ASSESSMENT/PROPERTY TAXES	0	19,684	7,155	10,000	10,000	0
*	OTHER SERVICES & CHARGES	0	19,896	7,169	12,600	12,600	0
101-4010-417.61-01	OFFICE-DIRECT	0	177	0	500	500	0
101-4010-417.61-09	CUSTOM PRINTING	0	75	0	0	0	0
101-4010-417.61-19	FLAGS/BANNERS/SIGNS	0	25	1,341	2,100	2,100	0
101-4010-417.61-41	FURNITURE/FIXTURES	0	308	8,288	8,000	11,000	3,000
101-4010-417.61-80	OTHER	0	203	0	0	0	0
*	SUPPLIES-GENERAL	0	788	9,629	10,600	13,600	3,000
101-4010-417.62-01	NATURAL GAS	0	104,335	66,964	70,000	70,000	0
LEVEL	TEXT		TEXT	AMT			
20L2	BASE BUDGET			50,000			
	POLICE HQ CAMPUS			15,000			
	PUBLIC ART BUILDING			5,000			
				70,000			
101-4010-417.62-04	ELECTRICITY-GEN'L	0	37,896	52,915	35,500	38,500	3,000
LEVEL	TEXT		TEXT	AMT			
20L2	BASE BUDGET			28,000			
	PUBLIC ART BUILDING			10,500			
				38,500			
101-4010-417.62-40	FUEL	0	5,453	2,247	9,000	9,500	500
LEVEL	TEXT		TEXT	AMT			
20L2	FUEL FROM EQUIPMENT SERVICES			3,500			
	POLICE HQ CAMPUS - FUEL PURCHASED FROM SOURCES			6,000			
	OTHER THAN EQUIPMENT SERVICES			9,500			
*	SUPPLIES-ENERGY	0	147,684	122,126	114,500	118,000	3,500
101-4010-417.63-99	OTHER	0	80,074	0	0	0	0
*	SUPPLIES-MACH/EQUIP	0	80,074	0	0	0	0
101-4010-417.65-05	BUILDING & GROUNDS	0	164,331	98,184	208,700	208,700	0
LEVEL	TEXT		TEXT	AMT			

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20L2	BASE BUDGET			75,000			
	ALSCHULER BUILDING			3,000			
	ELMSLIE BUILDING			8,000			
	POLICE HQ CAMPUS			100,200			
	PUBLIC ART BUILDING			3,000			
	GAR BUILDING			7,000			
	FIRE MUSEUM BUILDING			8,500			
	SCITECH BUILDING			4,000			
				208,700			
101-4010-417.65-32	SALT/SAND	0	0	0	5,000	8,000	3,000
LEVEL	TEXT			TEXT AMT			
20L2	POLICE HQ CAMPUS			8,000			
				8,000			
101-4010-417.65-36	CHEMICALS	0	0	0	3,500	3,500	0
LEVEL	TEXT			TEXT AMT			
20L2	POLICE HQ CAMPUS			2,000			
	SCITECH BUILDING			1,500			
				3,500			
*	SUPPLIES-REPAIRS/MTCE	0	164,331	98,184	217,200	220,200	3,000
101-4010-417.89-01	PROPRIETARY FUNDS	0	58,404-	63,178-	84,238-	77,860-	6,378
*	ADMINISTRATIVE SERVICES	0	58,404-	63,178-	84,238-	77,860-	6,378
**	CENTRAL SERVICES	0	3,255,864	1,885,031	3,101,523	3,410,923	309,400

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101-1710-417.10-01	FULL-TIME/REGULAR	336,934	0	0	0	0	0
101-1710-417.10-07	PART-TIME/SEASONAL	10,407	0	0	0	0	0
101-1710-417.10-10	PRIOR YEAR RETRO	104	0	0	0	0	0
101-1710-417.10-31	OVERTIME/REGULAR	7,451	0	0	0	0	0
101-1710-417.10-50	SUPPLEMENT-VACTN BUY BACK	231	0	0	0	0	0
101-1710-417.10-52	SUPPLEMENT-OTHER	6,833	0	0	0	0	0
101-1710-417.10-55	SUPPLEMENT-Y/E PAYOUT	24,128	0	0	0	0	0
101-1710-417.10-70	LONGEVITY PAY	3,789	0	0	0	0	0
*	SALARIES	389,877	0	0	0	0	0
101-1710-417.20-01	EMPLOYEE HEALTH INSURANCE	89,652	0	0	0	0	0
101-1710-417.20-10	FICA/SOCIAL SECURITY	23,598	0	0	0	0	0
101-1710-417.20-11	FICA/MEDICARE	5,519	0	0	0	0	0
101-1710-417.20-12	PENSION/IMRF	50,770	0	0	0	0	0
101-1710-417.20-20	CLOTHING	2,026	0	0	0	0	0
101-1710-417.20-37	INSURANCE/WORKERS COMP	24,000	0	0	0	0	0
*	EMPLOYEE BENEFITS	195,565	0	0	0	0	0
101-1710-417.32-80	CONSULTING FEES	38,030	0	0	0	0	0
*	PROFESSIONAL FEES	38,030	0	0	0	0	0
101-1710-417.34-02	BILLING-SEWERAGE CHARGES	11,330	0	0	0	0	0
*	UTILITY SERVICES	11,330	0	0	0	0	0
101-1710-417.36-01	SNOW REMOVAL	2,140	0	0	0	0	0
101-1710-417.36-03	JANITORIAL	26,400	0	0	0	0	0
101-1710-417.36-66	VEHICLES	66	0	0	0	0	0
*	CLEANING SERVICES	28,606	0	0	0	0	0
101-1710-417.38-05	BUILDING & GROUNDS	373,277	0	0	0	0	0
101-1710-417.38-14	EQUIPMENT-ELEVATORS	3,629	0	0	0	0	0
101-1710-417.38-40	INSECT CONTROL	4,033	0	0	0	0	0
101-1710-417.38-41	FEES-ALARM SERVICE	43,673	0	0	0	0	0
101-1710-417.38-88	CENTRAL GAR./MAINTENANCE	11,746	0	0	0	0	0
101-1710-417.38-90	VEHICLE REPAIR/ACCIDENT	40	0	0	0	0	0
*	REPAIRS & MTCE. SERVICES	436,398	0	0	0	0	0
101-1710-417.40-40	LIABILITY INSURANCE	9,000	0	0	0	0	0
*	INSURANCE	9,000	0	0	0	0	0
101-1710-417.42-01	EDUCATION/TRAINING	1,630	0	0	0	0	0
101-1710-417.42-12	FEES-TOLL RD BILLING/CHG	38	0	0	0	0	0
*	TRAVEL & PROFESS DVLPM	1,668	0	0	0	0	0
101-1710-417.44-02	TELEPHONE-ALARM	113,088	0	0	0	0	0
101-1710-417.44-04	TELEPHONE-MOBILE	5,215	0	0	0	0	0
101-1710-417.44-15	FEE-LANGUAGE LINE	20	0	0	0	0	0
*	COMMUNICATION CHARGES	118,323	0	0	0	0	0

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101-1710-417.45-04	U.P.S./FED EX	28	0	0	0	0	0
101-1710-417.45-34	ASSESSMENT/PROPERTY TAXES	25,421	0	0	0	0	0
*	OTHER SERVICES & CHARGES	25,449	0	0	0	0	0
101-1710-417.61-01	OFFICE-DIRECT	75	0	0	0	0	0
101-1710-417.61-19	FLAGS/BANNERS/SIGNS	855	0	0	0	0	0
101-1710-417.61-41	FURNITURE/FIXTURES	5,566	0	0	0	0	0
*	SUPPLIES-GENERAL	6,496	0	0	0	0	0
101-1710-417.62-01	NATURAL GAS	64,206	0	0	0	0	0
101-1710-417.62-04	ELECTRICITY-GEN'L	37,083	0	0	0	0	0
101-1710-417.62-40	FUEL	2,463	0	0	0	0	0
*	SUPPLIES-ENERGY	103,752	0	0	0	0	0
101-1710-417.65-05	BUILDING & GROUNDS	63,483	0	0	0	0	0
*	SUPPLIES-REPAIRS/MTCE	63,483	0	0	0	0	0
101-1710-417.89-01	PROPRIETARY FUNDS	67,150-	0	0	0	0	0
*	ADMINISTRATIVE SERVICES	67,150-	0	0	0	0	0
**	CENTRAL SERVICES	1,360,827	0	0	0	0	0

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
101-1711-417.36-03	JANITORIAL	6,720	0	0	0	0	0
* CLEANING SERVICES		6,720	0	0	0	0	0
101-1711-417.38-05	BUILDING & GROUNDS	2,592	0	0	0	0	0
101-1711-417.38-40	INSECT CONTROL	216	0	0	0	0	0
101-1711-417.38-41	FEES-ALARM SERVICE	2,951	0	0	0	0	0
* REPAIRS & MTCE. SERVICES		5,759	0	0	0	0	0
101-1711-417.40-40	LIABILITY INSURANCE	9,000	0	0	0	0	0
* INSURANCE		9,000	0	0	0	0	0
** ALSCHULER BUILDING MAINT		21,479	0	0	0	0	0

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
101-1713-417.36-01	SNOW REMOVAL	3,451	0	0	0	0	0
101-1713-417.36-03	JANITORIAL	5,988	0	0	0	0	0
101-1713-417.36-15	MOWING/LAWN-WEED	4,160	0	0	0	0	0
*	CLEANING SERVICES	13,599	0	0	0	0	0
101-1713-417.38-05	BUILDING & GROUNDS	12,520	0	0	0	0	0
101-1713-417.38-34	LANDSCAPING	11,850	0	0	0	0	0
101-1713-417.38-40	INSECT CONTROL	717	0	0	0	0	0
*	REPAIRS & MTCE. SERVICES	25,087	0	0	0	0	0
101-1713-417.40-40	LIABILITY INSURANCE	9,000	0	0	0	0	0
*	INSURANCE	9,000	0	0	0	0	0
**	CUSTOMER SRV/FIRE STAT#8	47,686	0	0	0	0	0

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
101-1715-417.10-01	FULL-TIME/REGULAR	55,210	0	0	0	0	0
101-1715-417.10-10	PRIOR YEAR RETRO	33	0	0	0	0	0
101-1715-417.10-31	OVERTIME/REGULAR	35	0	0	0	0	0
101-1715-417.10-50	SUPPLEMENT-VACTN BUY BACK	136	0	0	0	0	0
101-1715-417.10-55	SUPPLEMENT-Y/E PAYOUT	6,401	0	0	0	0	0
101-1715-417.10-70	LONGEVITY PAY	927	0	0	0	0	0
*	SALARIES	62,742	0	0	0	0	0
101-1715-417.20-01	EMPLOYEE HEALTH INSURANCE	17,930	0	0	0	0	0
101-1715-417.20-10	FICA/SOCIAL SECURITY	3,784	0	0	0	0	0
101-1715-417.20-11	FICA/MEDICARE	885	0	0	0	0	0
101-1715-417.20-12	PENSION/IMRF	8,345	0	0	0	0	0
101-1715-417.20-20	CLOTHING	229	0	0	0	0	0
101-1715-417.20-37	INSURANCE/WORKERS COMP	12,000	0	0	0	0	0
*	EMPLOYEE BENEFITS	43,173	0	0	0	0	0
101-1715-417.36-03	JANITORIAL	11,760	0	0	0	0	0
*	CLEANING SERVICES	11,760	0	0	0	0	0
101-1715-417.38-05	BUILDING & GROUNDS	60,098	0	0	0	0	0
101-1715-417.38-14	EQUIPMENT-ELEVATORS	4,205	0	0	0	0	0
101-1715-417.38-40	INSECT CONTROL	247	0	0	0	0	0
101-1715-417.38-41	FEES-ALARM SERVICE	5,113	0	0	0	0	0
*	REPAIRS & MTCE. SERVICES	69,663	0	0	0	0	0
101-1715-417.39-17	PARKING FACILITIES	7,500	0	0	0	0	0
*	RENTALS/LEASES	7,500	0	0	0	0	0
101-1715-417.40-40	LIABILITY INSURANCE	9,000	0	0	0	0	0
*	INSURANCE	9,000	0	0	0	0	0
101-1715-417.44-01	TELEPHONE	2,576	0	0	0	0	0
*	COMMUNICATION CHARGES	2,576	0	0	0	0	0
101-1715-417.65-05	BUILDING & GROUNDS	1,745	0	0	0	0	0
*	SUPPLIES-REPAIRS/MTCE	1,745	0	0	0	0	0
**	ELMSLIE BUILDING MAINT	208,159	0	0	0	0	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
101-1716-417.10-01	FULL-TIME/REGULAR	169,342	0	0	0	0	0
101-1716-417.10-10	PRIOR YEAR RETRO	139	0	0	0	0	0
101-1716-417.10-31	OVERTIME/REGULAR	1,236	0	0	0	0	0
101-1716-417.10-50	SUPPLEMENT-VACTN BUY BACK	206	0	0	0	0	0
101-1716-417.10-52	SUPPLEMENT-OTHER	1,563	0	0	0	0	0
101-1716-417.10-55	SUPPLEMENT-Y/E PAYOUT	10,764	0	0	0	0	0
101-1716-417.10-70	LONGEVITY PAY	2,723	0	0	0	0	0
* SALARIES		185,973	0	0	0	0	0
101-1716-417.20-01	EMPLOYEE HEALTH INSURANCE	35,861	0	0	0	0	0
101-1716-417.20-10	FICA/SOCIAL SECURITY	11,008	0	0	0	0	0
101-1716-417.20-11	FICA/MEDICARE	2,575	0	0	0	0	0
101-1716-417.20-12	PENSION/IMRF	24,751	0	0	0	0	0
101-1716-417.20-20	CLOTHING	490	0	0	0	0	0
101-1716-417.20-37	INSURANCE/WORKERS COMP	12,000	0	0	0	0	0
* EMPLOYEE BENEFITS		86,685	0	0	0	0	0
101-1716-417.32-20	CONTRACTED SERVICES	1,560	0	0	0	0	0
* PROFESSIONAL FEES		1,560	0	0	0	0	0
101-1716-417.36-01	SNOW REMOVAL	21,177	0	0	0	0	0
101-1716-417.36-03	JANITORIAL	138,737	0	0	0	0	0
101-1716-417.36-15	MOWING/LAWN-WEED	3,280	0	0	0	0	0
* CLEANING SERVICES		163,194	0	0	0	0	0
101-1716-417.38-01	EQUIPMENT	51,710	0	0	0	0	0
101-1716-417.38-05	BUILDING & GROUNDS	195,567	0	0	0	0	0
101-1716-417.38-14	EQUIPMENT-ELEVATORS	24,970	0	0	0	0	0
101-1716-417.38-34	LANDSCAPING	10,465	0	0	0	0	0
101-1716-417.38-40	INSECT CONTROL	2,880	0	0	0	0	0
101-1716-417.38-41	FEES-ALARM SERVICE	4,680	0	0	0	0	0
* REPAIRS & MTCE. SERVICES		290,272	0	0	0	0	0
101-1716-417.39-50	EQUIPMENT-OTHER	1,662	0	0	0	0	0
* RENTALS/LEASES		1,662	0	0	0	0	0
101-1716-417.40-40	LIABILITY INSURANCE	9,000	0	0	0	0	0
* INSURANCE		9,000	0	0	0	0	0
101-1716-417.42-01	EDUCATION/TRAINING	1,130	0	0	0	0	0
* TRAVEL & PROFESS DVLPMT		1,130	0	0	0	0	0
101-1716-417.61-19	FLAGS/BANNERS/SIGNS	475	0	0	0	0	0
* SUPPLIES-GENERAL		475	0	0	0	0	0
101-1716-417.62-01	NATURAL GAS	7,872	0	0	0	0	0
101-1716-417.62-40	FUEL	8,566	0	0	0	0	0
* SUPPLIES-ENERGY		16,438	0	0	0	0	0

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101-1716-417.65-05	BUILDING & GROUNDS	62,639	0	0	0	0	0
101-1716-417.65-32	SALT/SAND	4,648	0	0	0	0	0
*	SUPPLIES-REPAIRS/MTCE	67,287	0	0	0	0	0
**	POLICE HEADQUARTERS MTCE	823,676	0	0	0	0	0

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2020

2020-LEVEL 2

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
101-1717-417.36-03	JANITORIAL	6,600	0	0	0	0	0
* CLEANING SERVICES		6,600	0	0	0	0	0
101-1717-417.38-05	BUILDING & GROUNDS	11,328	0	0	0	0	0
101-1717-417.38-14	EQUIPMENT-ELEVATORS	1,892	0	0	0	0	0
101-1717-417.38-40	INSECT CONTROL	155	0	0	0	0	0
101-1717-417.38-41	FEES-ALARM SERVICE	4,722	0	0	0	0	0
* REPAIRS & MTCE. SERVICES		18,097	0	0	0	0	0
101-1717-417.40-40	LIABILITY INSURANCE	9,000	0	0	0	0	0
* INSURANCE		9,000	0	0	0	0	0
101-1717-417.62-01	NATURAL GAS	3,780	0	0	0	0	0
101-1717-417.62-04	ELECTRICITY-GEN'L	6,266	0	0	0	0	0
* SUPPLIES-ENERGY		10,046	0	0	0	0	0
** PUBLIC ARTS BUILDING MCTE		43,743	0	0	0	0	0

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2020

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
101-1718-417.34-02	BILLING-SEWERAGE CHARGES	22	0	0	0	0	0
* UTILITY SERVICES		22	0	0	0	0	0
101-1718-417.38-05	BUILDING & GROUNDS	19,485	0	0	0	0	0
101-1718-417.38-14	EQUIPMENT-ELEVATORS	1,908	0	0	0	0	0
101-1718-417.38-40	INSECT CONTROL	155	0	0	0	0	0
101-1718-417.38-41	FEES-ALARM SERVICE	2,243	0	0	0	0	0
* REPAIRS & MTCE. SERVICES		23,791	0	0	0	0	0
101-1718-417.40-40	LIABILITY INSURANCE	9,000	0	0	0	0	0
* INSURANCE		9,000	0	0	0	0	0
** GAR BUILDING MAINTENANCE		32,813	0	0	0	0	0

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
101-1719-417.38-05	BUILDING & GROUNDS	28,368	0	0	0	0	0
101-1719-417.38-14	EQUIPMENT-ELEVATORS	2,016	0	0	0	0	0
101-1719-417.38-41	FEES-ALARM SERVICE	2,810	0	0	0	0	0
*	REPAIRS & MTCE. SERVICES	33,194	0	0	0	0	0
101-1719-417.40-40	LIABILITY INSURANCE	9,000	0	0	0	0	0
*	INSURANCE	9,000	0	0	0	0	0
**	FIRE MUSEUM BUILDING	42,194	0	0	0	0	0

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
101-1721-417.38-05	BUILDING & GROUNDS	45,169	0	0	0	0	0
101-1721-417.38-14	EQUIPMENT-ELEVATORS	2,368	0	0	0	0	0
*	REPAIRS & MTCE. SERVICES	47,537	0	0	0	0	0
101-1721-417.40-40	LIABILITY INSURANCE	9,000	0	0	0	0	0
*	INSURANCE	9,000	0	0	0	0	0
**	SCI TECH BUILDING MAINT	56,537	0	0	0	0	0

DECISION PACKAGE (NON-CIP)			FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)		
Department/Division Number and Name:		Budget Year: 2020		PERSONNEL (10, 20 ACCOUNTS)			COST
4020 Electrical Maintenance		Priority No: 1		Acct No	10-07	Salaries-PT/Seasonal	11,000
Submitted By:		Strategic Plan Task No:		Acct No	20-10	FICA/Social Security	700
Scott Miller		3		Acct No	20-11	FICA/Medicare	200
Decision Package Name:				Acct No			0
Seasonal Worker II (New Position)				Acct No			0
Description of Decision Package:				Acct No			0
We would like one person to assist in the painting and sprucing up street light poles throughout the city, along with assisting with general up keep of other items such as street light controller cabinets and facilities. Salary Grade 866 Step 3, \$11.14/hour, 990 hours.				SERVICES/CHARGES (30, 40, 50 ACCOUNTS)			
				Acct No			0
				Acct No			0
				Acct No			0
Benefits of Decision Package: The benefits would be that the lights and facilities would garner a fresh look as well as lengthen their usefulness.				SUPPLIES (60 ACCOUNTS)			
				Acct No			0
				Acct No			0
				Acct No			0
Impact of Not Approving the Decision Package: The negative impact would be that the poles and facilities would look more and more run down and shorten their respective lives.				CAPITAL OUTLAY (70 ACCOUNTS)			
				Acct No			0
				Acct No			0
				Acct No			0
				Total Cost		11,900	
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	23,800	24,800	25,700	26,600	27,500	128,400	
Funding Sources							
General Fund	23,800	24,800	25,700	26,600	27,500	128,400	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

DECISION PACKAGE (NON-CIP)		FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)			
Department/Division Number and Name:	Budget Year:	2020	PERSONNEL (10, 20 ACCOUNTS)				COST
4020 Electrical Maintenance	Priority No:	0	Acct No				0
Submitted By:	Strategic Plan Task No:		Acct No				0
Robert Greene			Acct No				0
Decision Package Name:			Acct No				0
Traffic Signal Maintenance			Acct No				0
Description of Decision Package:			Acct No				0
Traffic signal and combination mast arm lighting maintenance of city and state signals under collective bid.		SERVICES/CHARGES (30, 40, 50 ACCOUNTS)					
		Acct No	38-22	Repairs & Mtce./Traffic Sig		149,500	
		Acct No					
		Acct No				0	
		Acct No				0	
Benefits of Decision Package:		SUPPLIES (60 ACCOUNTS)					
Ensure proper maintenance and operations of traffic signals.		Acct No				0	
		Acct No				0	
		Acct No				0	
		Acct No				0	
		Acct No				0	
Impact of Not Approving the Decision Package:		CAPITAL OUTLAY (70 ACCOUNTS)					
Traffic signals could malfunction disrupting traffic flow.		Acct No				0	
		Acct No				0	
		Acct No				0	
		Acct No				0	
		Total Cost					
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	139,500	0	0	0	0	139,500	
Funding Sources							
General Fund	139,500	0	0	0	0	139,500	
	0	0	0	0	0	0	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

Electrical Maintenance Division

2020 Budget

Mission

To provide the highest level of efficient, expedient, economic, and effective level of service to residents and visitors of the City of Aurora that will allow for the safe movement of pedestrian and vehicular traffic on the road system. Provide a quality of work environment through effective communications, training, leadership, and safety. This will ensure the reliability of the city's street lighting equipment.

Major Functions

1. Maintain, repair, and upgrade the city-owned streetlight system where necessary.
2. Provide emergency electrical maintenance and repair of city-owned buildings.
3. Maintain and repair the electrical wiring and circuitry in city-owned facilities (i.e., well houses, lift stations, crossing guard shelters, park and golf course lighting).
4. Provide J.U.L.I.E. locates for underground electrical wiring for city-owned streetlights and fiber optics.
5. Inspect all new fiber optic installations.
6. Serve as a liaison with ComEd concerning streetlight installation requests and streetlight fixture upgrades.
7. Inspect the new streetlight poles that are installed by private contractors and/or developers.
8. Assist with the electrical needs for city-sponsored festivals and special events.
9. Maintain and upgrade the streetlight infrastructure.

Budget Summary

		2019	
	2018	Original	2020
<u>Expenditures</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Salary & Benefits	751,248	728,537	765,296
Other Non-Capital	1,424,605	1,541,980	1,682,148
Capital	-	-	-
Total	2,175,853	2,270,517	2,447,444

Staffing

Full-Time Positions

	2018	2019	2020
Supervisor	1	1	1
Electrician	3	3	3
Subtotal - Full-Time Positions	4	4	4

Seasonal Positions

Seasonal Worker II	0	0	1
Subtotal - Seasonal Positions	0	0	1

TOTAL

4	4	5
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Short-Term Goals (2020)

1. Upgrade the LaSalle Street electrical vault.
2. Complete the conversion of the citywide bridge lights to LED.

Electrical Maintenance Division

2020 Budget

Long-Term Goals (2021 and Beyond)

1. Continue the conversion of the city streetlights to LED (Ongoing).
2. Continue to upgrade the electrical infrastructure throughout the city (Ongoing).

2019 Major Accomplishments

- Upgraded the electrical infrastructure at parking Lot Q to accommodate the Farmers Market events.
- Upgraded the Stolp Island parking deck electrical infrastructure.
- Completed the conversion of the lights in the Stolp Island parking deck to LED.
- Installed new lighting at the Development Service Center and the Mundy Park.
- Upgraded the lighting for a large portion of the Aurora Transportation Center.

2018 Major Accomplishments

- Upgraded the lighting controls on Smith Boulevard.
- Continued with the conversion of the citywide bridge lights to LED.
- Upgraded the Stolp Avenue streetlights to LED.
- Upgraded approximately 4,200 citywide streetlights to LED.

Performance Measures

			2019	
	2018	2019	Estimated	2020
<u>Measure</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
Average Time to Repair Reported Streetlights Outage (Hours)	23	23	60	48
Streetlights Repaired	2,650	2,700	2,725	2,700
Streetlight Poles Installed/ Replaced	79	90	97	80
JULIE Locates	27,000	26,000	27,500	28,000

Budget Highlights

The 2020 budget will permit the Electrical Maintenance Division to maintain the service level of the prior year.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
101-4020-418.10-01	FULL-TIME/REGULAR	376,936	393,702	300,920	402,638	416,762	14,124
101-4020-418.10-07	PART-TIME/SEASONAL	0	0	0	0	11,079	11,079
101-4020-418.10-31	OVERTIME/REGULAR	87,071	86,918	49,164	90,000	90,000	0
LEVEL	TEXT			TEXT AMT			
20L2	OVERTIME FOR ELECTRICIAN ON CALL DURING WEEKENDS TO HANDLE EMERGENCIES.			90,000			
				90,000			
101-4020-418.10-50	SUPPLEMENT-VACTN BUY BACK	4,518	0	2,096	13,000	13,000	0
101-4020-418.10-52	SUPPLEMENT-OTHER	1,775	1,500	1,300	2,000	2,000	0
LEVEL	TEXT			TEXT AMT			
20L2	STIPEND-CERTIFICATION - 3 EMPLOYEES			600			
	IMSA CERTIFICATE - 5 EMPLOYEES			1,400			
				2,000			
101-4020-418.10-55	SUPPLEMENT-Y/E PAYOUT	27,645	36,831	0	33,000	33,000	0
101-4020-418.10-70	LONGEVITY PAY	3,226	3,427	2,297	2,583	2,655	72
* SALARIES		501,171	522,378	355,777	543,221	568,496	25,275
101-4020-418.20-01	EMPLOYEE HEALTH INSURANCE	71,721	68,273	45,260	60,347	59,316	1,031-
101-4020-418.20-04	RETIREE HEALTH INSURANCE	0	34,520	17,787	23,716	22,321	1,395-
101-4020-418.20-10	FICA/SOCIAL SECURITY	29,494	30,512	21,369	24,213	25,730	1,517
101-4020-418.20-11	FICA/MEDICARE	7,060	7,362	4,997	5,663	6,081	418
101-4020-418.20-12	PENSION/IMRF	66,755	67,515	41,021	46,722	56,731	10,009
101-4020-418.20-20	CLOTHING	1,991	3,100	1,750	2,500	2,500	0
101-4020-418.20-22	DUES-HEALTH/FITNESS	225	450	450	1,000	1,000	0
LEVEL	TEXT			TEXT AMT			
20L2	DUES HEALTH FITNESS			1,000			
				1,000			
101-4020-418.20-24	TOOLS-REIMBURSEMENT	375	330	68	500	500	0
LEVEL	TEXT			TEXT AMT			
20L2	UNION CONTRACT IBEW (4)			500			
	(ESTIMATE BASED ON CONTRACT VS. HISTORICAL)			500			
101-4020-418.20-37	INSURANCE/WORKERS COMP	12,000	12,000	9,000	12,000	12,000	0
101-4020-418.20-43	TERMINATION BENEFITS	0	4,808	6,491	8,655	10,621	1,966
* EMPLOYEE BENEFITS		189,621	228,870	148,193	185,316	196,800	11,484
101-4020-418.36-03	JANITORIAL	0	1,500	1,350	2,000	2,500	500
LEVEL	TEXT			TEXT AMT			
20L2	RATE INCREASES			2,500			

BUDGET PREPARATION WORKSHEET
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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
				2,500			
101-4020-418.36-12	DISPOSAL/RECYCLING	0	0	0	3,000	2,500	500-
LEVEL	TEXT			TEXT AMT			
20L2	JANITORIAL SERVICE			2,500			
				2,500			
*	CLEANING SERVICES	0	1,500	1,350	5,000	5,000	0
101-4020-418.38-01	EQUIPMENT	471	221	0	500	1,500	1,000
LEVEL	TEXT			TEXT AMT			
20L2	AGING EQUIPMENT RISING COSTS			1,500			
				1,500			
101-4020-418.38-05	BUILDING & GROUNDS	0	4,900	309-	4,000	5,000	1,000
LEVEL	TEXT			TEXT AMT			
20L2	TO HANDLE ANY REPAIRS NEEDED. REPLACE FENCING			5,000			
				5,000			
101-4020-418.38-09	STREET LIGHTING	108,222	148,369	36,279	109,900	114,800	4,900
LEVEL	TEXT			TEXT AMT			
20L2	ADDITIONAL AMOUNT TO COVER COSTS			114,800			
				114,800			
101-4020-418.38-15	EQUIPMENT-COPIER	21	23	14	200	200	0
LEVEL	TEXT			TEXT AMT			
20L2	SHARED WITH 4460 STREETS						
	CANON C30801; ID S6327			200			
				200			
101-4020-418.38-22	TRAFFIC SIGNALS	212,899	201,302	134,122	285,000	434,500	149,500
LEVEL	TEXT			TEXT AMT			
20L2	BASE BUDGET			285,000			
	2020 DP TRAFFIC SIGNAL MAINTENANCE			149,500			
				434,500			
101-4020-418.38-23	TRAFFIC SIGNALS-STATE	91,778	90,760	52,153	133,000	110,000	23,000-
LEVEL	TEXT			TEXT AMT			
20L2	SHARED COST WITH THE STATE OF ILLINOIS FOR THE			110,000			
	MAINTENANCE & REPAIR OF VARIOUS TRAFFIC SIGNALS						
	ON STATE HIGHWAYS.						

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
			110,000				
101-4020-418.38-34	LANDSCAPING	400	1,454	215	0	0	0
101-4020-418.38-40	INSECT CONTROL	480	480	280	500	500	0
101-4020-418.38-41	FEES-ALARM SERVICE	1,344	1,344	1,008	1,500	1,500	0
LEVEL	TEXT						
20L2	ADT ALARM SERVICE						
				TEXT AMT			
				1,500			
				1,500			
101-4020-418.38-88	CENTRAL GAR./MAINTENANCE	33,852	37,703	20,506	37,200	38,500	1,300
101-4020-418.38-90	VEHICLE REPAIR/ACCIDENT	1,146	6,749	0	1,600	6,900	5,300
101-4020-418.38-99	OTHER	0	0	0	300	300	0
*	REPAIRS & MTCE. SERVICES	450,613	493,305	244,268	573,700	713,700	140,000
101-4020-418.39-03	AUTOS/VANS/TRUCKS	0	0	0	1,000	1,000	0
*	RENTALS/LEASES	0	0	0	1,000	1,000	0
101-4020-418.40-40	LIABILITY INSURANCE	9,000	9,000	6,003	8,000	8,000	0
*	INSURANCE	9,000	9,000	6,003	8,000	8,000	0
101-4020-418.42-01	EDUCATION/TRAINING	745	85-	270	2,000	2,000	0
*	TRAVEL & PROFESS DVLPMT	745	85-	270	2,000	2,000	0
101-4020-418.44-04	TELEPHONE-MOBILE	3,416	3,616	2,531	3,480	3,948	468
LEVEL	TEXT						
20L2	** IT COM ** 5/13/19						
	CELL PHONE CHARGES \$50 X 12						
	J. SAUCEDO			600			
	S. MILLER			600			
	J. SCHAGG III			600			
	T. WASHAK			600			
	MIFI CHARGES \$38 X 12						
	2 ELECTRICAL TRAFFIC SIGNAL			912			
	ATT PREMIER FOR WIND TURBINES \$53 X 12			636			
				3,948			
*	COMMUNICATION CHARGES	3,416	3,616	2,531	3,480	3,948	468
101-4020-418.45-01	DUES	425	765	90	500	500	0
LEVEL	TEXT						
20L2	INTERNATIONAL MUNICIPAL SIGNAL ASSOCIATION						
					500		
					500		
101-4020-418.45-03	POSTAGE	0	0	0	100	100	0
101-4020-418.45-04	U.P.S./FED EX	0	0	0	400	400	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
101-4020-418.45-32	LICENSES/PERMITS	30	0	30	200	200	0
101-4020-418.45-79	ANSWERING SERVICE FEES	3,478	3,295	2,924	5,000	3,500	1,500-
*	OTHER SERVICES & CHARGES	3,933	4,060	3,044	6,200	4,700	1,500-
101-4020-418.61-01	OFFICE-DIRECT	20	66	343	1,500	1,500	0
101-4020-418.61-02	OFFICE-CENTRAL STORES	36	72	0	100	100	0
101-4020-418.61-10	BOOKS/PERIODICALS/VIDEOS	0	0	0	300	300	0
101-4020-418.61-13	FIRST AID	38	207	114	400	900	500
LEVEL	TEXT						
20L2	RISING COSTS						
				900			
				900			
101-4020-418.61-40	EXPENDABLE TOOLS/EQUIPMNT	4,305	5,439	2,525	4,500	4,500	0
LEVEL	TEXT						
20L2	AGING EQUIPMENT RISING COSTS						
				4,500			
				4,500			
101-4020-418.61-80	OTHER	822	143	125	500	500	0
*	SUPPLIES-GENERAL	5,221	5,927	3,107	7,300	7,800	500
101-4020-418.62-05	ELECTRICITY-STREET LIGHTG	753,689	768,042	499,031	775,000	775,000	0
101-4020-418.62-40	FUEL	8,407	9,450	6,914	10,000	9,700	300-
*	SUPPLIES-ENERGY	762,096	777,492	505,945	785,000	784,700	300-
101-4020-418.64-80	OTHER	0	0	762	4,000	0	4,000-
LEVEL	TEXT						
20L2	I-PADS						
*	SUPPLIES-COMPUTER	0	0	762	4,000	0	4,000-
101-4020-418.65-01	EQUIPMENT	1,751	1,284	39	1,000	1,000	0
LEVEL	TEXT						
20L2	BASE BUDGET						
	BUDGET TRANSFER DONE FOR L.P. REDUCE AND MOVE TO						
	65-36						
				2,000			
				1,000-			
				1,000			
101-4020-418.65-07	STREET LIGHTING	106,075	122,807	89,178	140,000	144,800	4,800
LEVEL	TEXT						
20L2	RISING COSTS INCREASED WORK LOAD						
				144,800			
				144,800			
101-4020-418.65-13	EQUIPMENT-TELEPHONE	168	22	0	0	0	0
101-4020-418.65-34	SIGNAGE	0	4,100	0	0	0	0

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
101-4020-418.65-36	CHEMICALS	0	1,540	766	1,800	3,000	1,200
LEVEL	TEXT						
20L2	INCREASED FEES FROM AIRGAS			3,000 3,000			
101-4020-418.65-99	OTHER	1,353	37	1,006	3,500	2,500	1,000-
*	SUPPLIES-REPAIRS/MTCE	109,347	129,790	90,989	146,300	151,300	5,000
**	ELECTRICAL MAINTENANCE	2,035,163	2,175,853	1,362,239	2,270,517	2,447,444	176,927

DECISION PACKAGE (NON-CIP)			FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)		
Department/Division Number and Name:	Budget Year:	2020	PERSONNEL (10, 20 ACCOUNTS)				COST
4040 Engineering	Priority No:	3	Acct No	10-01	Salary-Full Time	12,500	
Submitted By:	Strategic Plan Task No:		Acct No	20-10	FICA/Social Security	0	
Jason Bauer			Acct No	20-11	FICA/Medicare	0	
Decision Package Name:			Acct No	20-12	Pension/IMRF	0	
Reclassify 2 Prof. Engineers to Prof. Engineer II			Acct No			0	
Description of Decision Package:			Acct No			0	
Reclassify 2 Professional Engineers to Professional Engineer II to allow for flexibility in hiring. The new positions would be entered at the Step between Engineering Coordinator and Professional Engineer. The current difference between a Coordinator and the Professional Engineer position is approximately \$21,000.			SERVICES/CHARGES (30, 40, 50 ACCOUNTS)				
			Acct No			0	
			Acct No			0	
			Acct No			0	
Benefits of Decision Package:			SUPPLIES (60 ACCOUNTS)				
Allow for more competitive pay scales in the Division, greater flexibility in relation to employee retention, and pay scales that are more competitive with the private engineering firms. It will also allow greater flexibility to hire upper level design engineers which will reduce the amount of work that is contracted to consulting engineering firms.			Acct No			0	
			Acct No			0	
			Acct No			0	
			Acct No			0	
			Acct No			0	
Impact of Not Approving the Decision Package:			CAPITAL OUTLAY (70 ACCOUNTS)				
Inability to hire specific engineering positions that are qualified for undertaking complex designs. The Division currently shows a need for design engineers without adding additional coordinators. If the package is not approved, additional work will be contracted out to consulting engineering firms in 2020 and beyond.			Acct No			0	
			Acct No			0	
			Acct No			0	
			Acct No			0	
			Total Cost				
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	12,500	12,500	12,500	12,500	12,500	62,500	
Funding Sources							
General Fund	12,500	12,500	12,500	12,500	12,500	62,500	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

DECISION PACKAGE (NON-CIP)			FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)		
Department/Division Number and Name:	Budget Year:	2020	PERSONNEL (10, 20 ACCOUNTS)				COST
4040 Engineering	Priority No:	2	Acct No	10-01	Salaries-Full Time	4,000	
Submitted By:	Strategic Plan Task No:		Acct No	20-10	FICA/Social Security	300	
Jason Bauer			Acct No	20-11	FICA/Medicare	100	
Decision Package Name:			Acct No	20-12	Pension/IMRF	500	
Upgrade Traffic Engineer to Traffic Engineer/Coordinator			Acct No			0	
Description of Decision Package:			Acct No			0	
Merge the Traffic Engineer with the Engineering Coordinator position. Currently, the Traffic Engineer is a pay grade below the Engineering Coordinator but with equal responsibilities. This title and pay grade adjustment will ensure equal payment within the Division.			SERVICES/CHARGES (30, 40, 50 ACCOUNTS)				
			Acct No			0	
			Acct No			0	
			Acct No			0	
Benefits of Decision Package: Accurately reflect the responsibilities of the Traffic Engineer/Coordinator and compensate accordingly. This is not a request for additional personnel but the reclassification of existing personnel with minimal impact to the budget. The end result would be to pay the position at the pay grade of Engineering Coordinator due to similar responsibilities.			SUPPLIES (60 ACCOUNTS)				
			Acct No			0	
			Acct No			0	
			Acct No			0	
Impact of Not Approving the Decision Package: Ongoing imbalance within the Division as related to compensation.			CAPITAL OUTLAY (70 ACCOUNTS)				
			Acct No			0	
			Acct No			0	
			Acct No			0	
			Acct No			0	
			Total Cost				4,900
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	4,900	5,100	5,200	5,400	5,600	26,200	
Funding Sources							
General Fund	4,900	5,100	5,200	5,400	5,600	26,200	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

Engineering Division

2020 Budget

Mission

To effectively design and/or manage the engineering and construction of capital projects in the city.

Major Functions

1. Design and construction of road and bridge improvements.
2. Design and construction of traffic control improvements.
3. Design and construction of stormwater management and underground improvements.
4. Review proposed public improvements related to new development for conformance with Aurora's standards and ordinances.

Budget Summary

		2019	
	2018	Original	2020
<u>Expenditures</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Salary & Benefits	2,792,044	3,169,224	3,093,161
Other Non-Capital	(1,454,628)	(1,395,532)	(1,365,894)
Capital	-	-	-
Total	1,337,416	1,773,692	1,727,267

Staffing

Full-Time Positions

	2018	2019	2020
Asst. Director of Public Works/			
Asst. City Engineer	0	1	1
Assistant City Engineer	1	0	0
Capital Improvement Program			
Manager	1	1	1
Civil Engineer I	2	2	2
Engineer Coordinator	4	4	4
Engineering Technician I	1	2	2
Engineering Technician II	1	1	1
Engineering Technician III	3	2	2
Engineering Technician IV	1	1	1
LTCP Project Assistant	1	1	1
Professional Engineer	5	5	3
Professional Engineer II	0	0	2
Traffic Engineer	1	1	0
Traffic Engineer/Coordinator	0	0	1
Subtotal - Full-Time Positions	<u>21</u>	<u>21</u>	<u>21</u>

Seasonal Positions

College Intern	4	4	4
Subtotal - Seasonal Positions	<u>4</u>	<u>4</u>	<u>4</u>
TOTAL	<u>25</u>	<u>25</u>	<u>25</u>

Engineering Division

2020 Budget

Short-Term Goals (2020)

1. Complete the construction of the pedestrian bridge at RiverEdge Park as depicted in the Regional Transportation Improvement Project.
2. Complete the first phase of the Broadway Avenue streetscape improvements.

Long-Term Goals (2021 and Beyond)

1. Complete infrastructure improvements in the downtown, near-east, and near-west side neighborhoods to meet the city's long-term control plan requirements (2030).
2. Rehabilitate the infrastructure in the downtown and Fox River Corridor as necessary to support the redevelopment of those areas (Ongoing).

2019 Major Accomplishments

- Completed the parking lot improvements at the Aurora Transportation Center that were included in the Regional Transportation Improvement Project.
- Continued with watermain replacements, sanitary sewer replacements, and storm sewer extension projects.
- Installed seven signalized intersections along Indian Trail to the existing fiber optic interconnection system.
- Facilitated demolition projects to prepare for future redevelopment of property along Farnsworth Avenue and Interstate Route 88.

- Maintained the city's infrastructure through the resurfacing of 60 lane-miles of roadway.

2018 Major Accomplishments

- Replaced the Farnsworth Avenue bridge.
- Completed Broadway Avenue west side street improvements and some parking lot improvements at the Aurora Transportation Center for the new pedestrian bridge at RiverEdge Park.

Performance Measures

	2018	2019	2019	2020
	Actual	Budget	Estimated	Budget
Average No. of Days to Review New Development of Non-Residential with Detention	22	21	21	20
Average No. of Days to Review New Development of Non-Residential without Detention	12	11	11	10
Resurfacing (lane-miles)	55	54	60	60
Public Infrastructure Utility Improvements Completed (millions)	\$5.0	\$12.0	\$9.0	\$12.0
Sidewalk Replacement (s.f.)	142,500	135,000	157,000	150,000

Engineering Division

2020 Budget

Budget Highlights

The 2020 budget will permit the Engineering Division to maintain the service level of the prior year.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
101-4040-431.10-01	FULL-TIME/REGULAR	1,780,147	1,702,246	1,231,324	2,087,037	2,002,745	84,292-
101-4040-431.10-07	PART-TIME/SEASONAL	8,922	14,435	18,610	27,380	22,321	5,059-
101-4040-431.10-09	PART-TIME/TEMPORARY	7,657	2,486	0	0	0	0
101-4040-431.10-10	PRIOR YEAR RETRO	778	3,089-	0	0	0	0
101-4040-431.10-25	VEHICLE USE	138	0	0	0	0	0
101-4040-431.10-31	OVERTIME/REGULAR	53,476	72,100	77,527	65,000	70,000	5,000
LEVEL	TEXT			TEXT AMT			
20L2	ADDITIONAL WORK USING IN-HOUSE STAFF			70,000 70,000			
101-4040-431.10-50	SUPPLEMENT-VACTN BUY BACK	11,652	10,467	8,483	12,000	12,000	0
101-4040-431.10-52	SUPPLEMENT-OTHER	5,971	17,181	11,528	13,961	15,191	1,230
LEVEL	TEXT			TEXT AMT			
20L2	LANGUAGE TRANSLATION			10,391			
	STIPEND-INSURANCE OPT OUT - 2 EMPLOYEES			4,800 15,191			
101-4040-431.10-55	SUPPLEMENT-Y/E PAYOUT	95,851	67,907	0	80,000	80,000	0
101-4040-431.10-70	LONGEVITY PAY	21,145	20,960	14,793	19,206	16,695	2,511-
* SALARIES		1,985,737	1,904,693	1,362,265	2,304,584	2,218,952	85,632-
101-4040-431.20-01	EMPLOYEE HEALTH INSURANCE	376,537	358,434	237,616	316,821	311,411	5,410-
101-4040-431.20-04	RETIREE HEALTH INSURANCE	0	81,700	59,063	78,750	67,171	11,579-
101-4040-431.20-10	FICA/SOCIAL SECURITY	121,176	114,508	82,107	128,754	123,477	5,277-
101-4040-431.20-11	FICA/MEDICARE	29,295	28,413	19,878	30,556	29,063	1,493-
101-4040-431.20-12	PENSION/IMRF	271,521	257,367	159,882	246,741	269,745	23,004
101-4040-431.20-16	HDHP-HSA CONTRIBUTION	5,387	8,556	1,750	2,679	2,679	0
101-4040-431.20-20	CLOTHING	2,018	933	1,557	2,500	2,500	0
101-4040-431.20-22	DUES-HEALTH/FITNESS	200	200	476	400	400	0
LEVEL	TEXT			TEXT AMT			
20L2	3298(2)			400 400			
101-4040-431.20-37	INSURANCE/WORKERS COMP	12,000	12,000	9,000	12,000	12,000	0
101-4040-431.20-43	TERMINATION BENEFITS	0	25,240	34,079	45,439	55,763	10,324
* EMPLOYEE BENEFITS		818,134	887,351	605,408	864,640	874,209	9,569
101-4040-431.32-09	RESIDENT E&I (1.75%)	169,016	170,853	99,624	205,000	205,000	0
LEVEL	TEXT			TEXT AMT			
20L2	FEES FOR INCREASE IN NEW DEVELOPMENT INSPECTIONS			205,000			
	PARTIAL REVENUE OFFSET 101-1850-341.05-06			205,000			
101-4040-431.32-20	CONTRACTED SERVICES	88,085	99,149	70,933	134,000	134,000	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
LEVEL 20L2	TEXT FEES FOR DEVELOPMENT PLAN REVIEW FEES FOR NEW DEVELOPMENT WETLAND REVIEWS ANNEXATION/EASEMENT PLATS, ENGINEERING SERVICES 2017 DP-CONTRACTUAL SERVICES FOR ON-SITE TRAFFIC ENGINEER 2019: \$89,000			TEXT AMT 45,000 89,000 134,000			
*	PROFESSIONAL FEES	257,101	270,002	170,557	339,000	339,000	0
101-4040-431.36-66	VEHICLES	0	0	0	100	100	0
LEVEL 20L2	TEXT CITY VEHICLE WASHING			TEXT AMT 100 100			
*	CLEANING SERVICES	0	0	0	100	100	0
101-4040-431.38-01	EQUIPMENT	3,025	0	1,465	3,300	3,300	0
LEVEL 20L2	TEXT NON-LICENSED: REPAIR/MAINTAIN SURVEY EQUIP, PLOTTERS, SCANNERS			TEXT AMT 3,300 3,300			
101-4040-431.38-15	EQUIPMENT-COPIER	2,306	2,370	2,288	1,500	1,500	0
LEVEL 20L2	TEXT REPAIR/MAINTAIN COPIER			TEXT AMT 1,500 1,500			
101-4040-431.38-88	CENTRAL GAR./MAINTENANCE	14,980	16,951	11,231	15,800	17,300	1,500
101-4040-431.38-90	VEHICLE REPAIR/ACCIDENT	453	1,618	250	400	1,700	1,300
*	REPAIRS & MTCE. SERVICES	20,764	20,939	15,234	21,000	23,800	2,800
101-4040-431.39-03	AUTOS/VANS/TRUCKS	0	0	0	6,300	6,300	0
LEVEL 20L2	TEXT 2018 DP- SUMMER VEHICLE RENTAL 2020: 6,300			TEXT AMT 6,300 6,300			
*	RENTALS/LEASES	0	0	0	6,300	6,300	0
101-4040-431.40-40	LIABILITY INSURANCE	9,000	9,000	6,003	8,000	8,000	0
*	INSURANCE	9,000	9,000	6,003	8,000	8,000	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
101-4040-431.42-01	EDUCATION/TRAINING	4,933	2,514	1,083	5,200	5,200	0
101-4040-431.42-03	TRAVEL/MEETINGS	282	0	135	1,200	1,200	0
101-4040-431.42-07	MILEAGE	412	0	0	300	300	0
101-4040-431.42-12	FEES-TOLL RD BILLING/CHG	151	21	9	100	100	0
*	TRAVEL & PROFESS DVLPMT	5,778	2,535	1,227	6,800	6,800	0
101-4040-431.44-04	TELEPHONE-MOBILE	8,374	10,563	7,559	11,916	12,276	360
LEVEL	TEXT			TEXT AMT			
20L2	**IT COM** 5/13/19						
	CELL PHONE CHARGES \$50 X 12						
	A. HENDRICH			600			
	M. JANKOVICH			600			
	C. LIROT			600			
	M. PHIPPS			600			
	D. GOEWY			600			
	T. FARROW			600			
	B. GREENE			600			
	J. BAUER			600			
	J. JERRARD			600			
	T. WEIDNER			636			
	R. HUBRICK			600			
	K. MUTH			600			
	T. SHIELDS			600			
	T. WOJTIEWICZ			600			
	G. LICON			600			
	I. WADE			600			
	ENGINEERING INTERN I			600			
	ENGINEERING INTERN II			600			
	ENGINEERING INTERN III			600			
	ENGINEERING INTERN IV			600			
	TELEDYNE MONITOR CHARGES \$20 X 12			240			
				12,276			
*	COMMUNICATION CHARGES	8,374	10,563	7,559	11,916	12,276	360
101-4040-431.45-01	DUES	2,069	1,995	1,725	1,500	1,500	0
101-4040-431.45-02	SUBSCRIPTIONS	82	49	0	200	200	0
101-4040-431.45-03	POSTAGE	996	825	1,240	1,500	1,500	0
101-4040-431.45-04	U.P.S./FED EX	468	227	134	400	400	0
101-4040-431.45-07	COPIER COSTS	1,221	551	507	1,500	1,500	0
101-4040-431.45-11	RECORDING FEES	94	0	74	100	100	0
101-4040-431.45-12	ADVERTISING/PUBLICATION	5,401	2,532	1,875	5,500	5,500	0
101-4040-431.45-23	COPYING SERVICES	0	0	0	200	200	0
101-4040-431.45-29	TOWING/STORAGE-VEHICLES	0	180	0	0	0	0
101-4040-431.45-32	LICENSES/PERMITS	659	315	114	100	100	0
*	OTHER SERVICES & CHARGES	10,990	6,674	5,669	11,000	11,000	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
101-4040-431.61-01	OFFICE-DIRECT	5,676	3,891	5,035	7,000	7,000	0
101-4040-431.61-02	OFFICE-CENTRAL STORES	418	576	238	1,000	1,000	0
101-4040-431.61-09	CUSTOM PRINTING	690	0	0	100	100	0
101-4040-431.61-10	BOOKS/PERIODICALS/VIDEOS	0	0	0	200	0	200-
101-4040-431.61-11	PHOTOGRAPHIC	148	0	0	0	0	0
101-4040-431.61-40	EXPENDABLE TOOLS/EQUIPMNT	3,974	5,378	6,176	6,000	6,000	0
LEVEL	TEXT			TEXT	AMT		
20L2	EXPENDABLE SURVEY SUPPLIES - FLAGGING,LATH ETC.				6,000		
					6,000		
101-4040-431.61-41	FURNITURE/FIXTURES	110	9,542	3,988	2,000	2,000	0
101-4040-431.61-79	COFFEE	195	94	265	400	400	0
101-4040-431.61-80	OTHER	374-	592	1,238	1,500	1,500	0
* SUPPLIES-GENERAL		10,837	20,073	16,940	18,200	18,000	200-
101-4040-431.62-40	FUEL	8,212	7,782	7,012	9,300	8,000	1,300-
* SUPPLIES-ENERGY		8,212	7,782	7,012	9,300	8,000	1,300-
101-4040-431.63-02	EQUIPMENT-COPY MACHINES	0	0	0	2,000	2,000	0
* SUPPLIES-MACH/EQUIP		0	0	0	2,000	2,000	0
101-4040-431.65-01	EQUIPMENT	12	24	0	500	500	0
101-4040-431.65-13	EQUIPMENT-TELEPHONE	36	0	0	0	0	0
* SUPPLIES-REPAIRS/MTCE		48	24	0	500	500	0
101-4040-431.89-01	PROPRIETARY FUNDS	1,773,670-	1,802,220-	1,372,236-	1,829,648-	1,801,670-	27,978
* ADMINISTRATIVE SERVICES		1,773,670-	1,802,220-	1,372,236-	1,829,648-	1,801,670-	27,978
** ENGINEERING		1,361,305	1,337,416	825,638	1,773,692	1,727,267	46,425-
*** PUBLIC WORKS		3,848,344	7,531,457	4,627,461	7,792,327	8,454,579	662,252

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
101-4402-419.10-01	FULL-TIME/REGULAR	125,251	0	0	0	0	0
101-4402-419.10-31	OVERTIME/REGULAR	2,179	0	0	0	0	0
101-4402-419.10-50	SUPPLEMENT-VACTN BUY BACK	1,213	0	0	0	0	0
101-4402-419.10-52	SUPPLEMENT-OTHER	1,349	0	0	0	0	0
101-4402-419.10-55	SUPPLEMENT-Y/E PAYOUT	837	0	0	0	0	0
101-4402-419.10-70	LONGEVITY PAY	976	0	0	0	0	0
* SALARIES		131,805	0	0	0	0	0
101-4402-419.20-01	EMPLOYEE HEALTH INSURANCE	53,791	0	0	0	0	0
101-4402-419.20-10	FICA/SOCIAL SECURITY	10,879	0	0	0	0	0
101-4402-419.20-11	FICA/MEDICARE	2,544	0	0	0	0	0
101-4402-419.20-12	PENSION/IMRF	24,154	0	0	0	0	0
101-4402-419.20-16	HDHP-HSA CONTRIBUTION	882	0	0	0	0	0
101-4402-419.20-37	INSURANCE/WORKERS COMP	12,000	0	0	0	0	0
* EMPLOYEE BENEFITS		104,250	0	0	0	0	0
101-4402-419.32-99	OTHER	6,200	0	0	0	0	0
* PROFESSIONAL FEES		6,200	0	0	0	0	0
101-4402-419.40-40	LIABILITY INSURANCE	18,000	0	0	0	0	0
* INSURANCE		18,000	0	0	0	0	0
101-4402-419.44-04	TELEPHONE-MOBILE	763	0	0	0	0	0
* COMMUNICATION CHARGES		763	0	0	0	0	0
101-4402-419.45-03	POSTAGE	0	0	2	0	0	0
101-4402-419.45-22	NOTARY REGISTRATE/STAMP	98	0	0	0	0	0
* OTHER SERVICES & CHARGES		98	0	2	0	0	0
101-4402-419.61-02	OFFICE-CENTRAL STORES	288	0	0	0	0	0
* SUPPLIES-GENERAL		288	0	0	0	0	0
** PUBLIC PROPERTIES ADMIN		261,404	0	2	0	0	0

DECISION PACKAGE (NON-CIP)			FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)		
Department/Division Number and Name:		Budget Year: 2020		PERSONNEL (10, 20 ACCOUNTS)			COST
4058 Water Production		Priority No: 7		Acct No			0
Submitted By:		Strategic Plan Task No:		Acct No			0
David Schumacher		2		Acct No			0
Decision Package Name:				Acct No			0
Risk, Resilience Assessment & Emergency Response Plan				Acct No			0
Description of Decision Package:				Acct No			0
Per the recently passed federal America's Water Infrastructure Act of 2018 (AWIA) conduct a risk and resilience assessment and develop an emergency response plan for the city's drinking water system. These tasks must be completed by March 31, 2020 and September 30, 2020, respectively.				SERVICES/CHARGES (30, 40, 50 ACCOUNTS)			
				Acct No	32-07	Engineering/Surveying	60,000
				Acct No			0
				Acct No			0
				Acct No			0
Benefits of Decision Package:				SUPPLIES (60 ACCOUNTS)			
Completion of a Risk and Resilience Assessment and development of an Emergency Response Plan. Comply with recently passed federal law requiring the tasks be completed by March 31, 2020 and September 30, 2020, respectively.				Acct No			0
				Acct No			0
				Acct No			0
				Acct No			0
				Acct No			0
Impact of Not Approving the Decision Package:				CAPITAL OUTLAY (70 ACCOUNTS)			
Will be unable to complete tasks required by new federal regulations. The city not be in compliance with federal law.				Acct No			0
				Acct No			0
				Acct No			0
				Acct No			0
				Total Cost			60,000
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	60,000	0	0	0	0	60,000	
Funding Sources							
Water & Sewer Fund	60,000	0	0	0	0	60,000	
Mayor's Office Use Only <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Pending							
Comments							

DECISION PACKAGE (NON-CIP)			FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)		
Department/Division Number and Name:	Budget Year:	2020	PERSONNEL (10, 20 ACCOUNTS)				COST
4058 Water Production	Priority No:	6	Acct No				0
Submitted By:	Strategic Plan Task No:		Acct No				0
David Schumacher	2		Acct No				0
Decision Package Name:			Acct No				0
Rehabilitate 2 Finished Water Pumps & Motor Replacement			Acct No				0
Description of Decision Package:			Acct No				0
Funding for the rehabilitation of one (1) normal pressure system finished water pump and one (1) high pressure system finished water pump used for pumping drinking water from the Water Treatment Plant to the water distribution system. One replacement motor is included to increase the high pressure system pumping capacity.			SERVICES/CHARGES (30, 40, 50 ACCOUNTS)				
			Acct No	38-01	Equipment		75,000
			Acct No				0
			Acct No				0
			Acct No				0
Benefits of Decision Package:			SUPPLIES (60 ACCOUNTS)				
Periodic repair/rehabilitation of finished water pumps is needed to sustain the rated gallons per minute capacity and the ability to efficiently pump water to the distribution system. Testing has indicated loss of capacity of the existing pumps. Similar pump rehabilitation was last completed approximately 10 years ago.			Acct No	65-01	Repairs/Mtce.-Equipment		23,000
			Acct No				0
			Acct No				0
			Acct No				0
			Acct No				0
Impact of Not Approving the Decision Package:			CAPITAL OUTLAY (70 ACCOUNTS)				
In-service time will continue to decrease actual pumping capacity as pump mechanical components wear. Increased possibility of major failure.			Acct No				0
			Acct No				0
			Acct No				0
			Acct No				0
			Total Cost				
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	98,000	0	0	0	0	98,000	
Funding Sources							
Water & Sewer Fund	98,000	0	0	0	0	98,000	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

DECISION PACKAGE (NON-CIP)			FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)		
Department/Division Number and Name:		Budget Year:	2020		PERSONNEL (10, 20 ACCOUNTS) COST		
4058 Water Production		Priority No:	1		Acct No		0
Submitted By:		Strategic Plan Task No:		Acct No		0	
David Schumacher		2		Acct No		0	
Decision Package Name:				Acct No		0	
Sodium Hypochlorite Bulk Storage Tank Liner Nos. 1, 2 & 3				Acct No		0	
Description of Decision Package:				Acct No		0	
Purchase and install specialized NSF-61 certified polyvinylchloride (PVC) liners for the remaining three of the four sodium hypochlorite (NaOCl) bulk storage tanks at the Water Treatment Plant.				SERVICES/CHARGES (30, 40, 50 ACCOUNTS)			
				Acct No	38-01	Equipment	60,000
				Acct No			0
				Acct No			0
				Acct No			0
Benefits of Decision Package:				SUPPLIES (60 ACCOUNTS)			
The existing applied protective coating system has not protected the cast-in-place concrete bulk tanks. The PVC liners are expected to be durable and eliminate the need for costly repairs to the existing coating system. The newly installed PVC liner in Bulk Tank No. 4 has satisfactorily performed to date since its installation in Spring 2019.				Acct No		0	
				Acct No		0	
				Acct No		0	
				Acct No		0	
				Acct No		0	
Impact of Not Approving the Decision Package:				CAPITAL OUTLAY (70 ACCOUNTS)			
Will continue to experience failures of the existing coating system and require numerous and costly repairs which, if history holds, will shortly be in excess of the cost of installing the proposed PVC liners. Repairs have historically been approximately \$8,500 annually.				Acct No		0	
				Acct No		0	
				Acct No		0	
				Acct No		0	
				Total Cost			60,000
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	60,000	30,000	0	0	0	90,000	
Funding Sources							
Water & Sewer Fund	60,000	30,000	0	0	0	90,000	
Mayor's Office Use Only <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Pending							
Comments							

DECISION PACKAGE (NON-CIP)			FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)		
Department/Division Number and Name:	Budget Year:	2020	PERSONNEL (10, 20 ACCOUNTS)			COST	
4058 Water Production	Priority No:	2	Acct No			0	
Submitted By:	Strategic Plan Task No:		Acct No			0	
David Schumacher	2		Acct No			0	
Decision Package Name:			Acct No			0	
Replace Sodium Hypochlorite Pre-Disinfection Pumping Equip.			Acct No			0	
Description of Decision Package:			Acct No			0	
In-kind replacement of six (6) sodium hypochlorite (NaOCl) chemical dosing pumps used in the water treatment process for pre-disinfection. The dosing pumps are in constant operation and the current pumps are nearing the end of normal equipment life.			SERVICES/CHARGES (30, 40, 50 ACCOUNTS)				
			Acct No				
			Acct No			0	
			Acct No			0	
Benefits of Decision Package: The replacement pumps will provide continued reliability for a critical chemical dosing system and also deliver ease of maintenance. Pre-disinfection is required and necessary for chemically meeting chlorine demand in raw water supplies.			Acct No			0	
			Acct No			0	
			Acct No			0	
			Acct No			0	
Impact of Not Approving the Decision Package: Potential for one or more pump failures as equipment ages. Negative impacts to water treatment and subsequent filtered water quality.			SUPPLIES (60 ACCOUNTS)				
			Acct No	65-01	Repairs & Mtce./Equipment	40,000	
			Acct No			0	
			Acct No			0	
			CAPITAL OUTLAY (70 ACCOUNTS)				
			Acct No			0	
			Acct No			0	
			Acct No			0	
			Total Cost				
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	40,000	0	0	0	0	40,000	
Funding Sources							
Water & Sewer Fund	40,000	0	0	0	0	40,000	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

Water Production Division

2020 Budget

Mission

To provide the residents with a reliable supply of safe, high-quality water at adequate pressure for fire protection, in a cost-effective manner, and in full compliance with regulatory requirements; and manage the maintenance and expansion of water supply infrastructure needed to effectively support growth and development.

Major Functions

1. Operate and maintain the Water Treatment Plant (WTP), well houses, and pumping and storage facilities.
2. Operate chemical and microbiological laboratories and perform water sampling and analysis to meet state and federal regulatory requirements.
3. Plan and manage capital improvement and maintenance projects for the water supply, treatment, storage, and distribution systems.

Budget Summary

		2019	
	2018	Original	2020
<u>Expenditures</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Salary & Benefits	1,986,651	4,460,262	4,479,328
Other Non-Capital	8,215,673	9,637,569	6,348,204
Capital	954,784	7,293,900	9,140,600
Total	11,157,108	21,391,731	19,968,132

Staffing

Full-Time Positions

	2018	2019	2020
Superintendent	1	1	1
Assistant Superintendent	1	1	1
Administrative Secretary	1	1	1
Electrician	1	1	1
Lab Technician I	1	1	1
Lab Technician II	3	3	3
Labor Supervisor	1	1	1
Laboratory Manager	1	1	1
Manager of Water System Eng.	1	1	1
Operations Supervisor	1	1	1
Plant Operator I	6	6	6
Plant Operator II	4	4	4
Water Production Worker I	6	6	6
Water Production Worker II	3	3	3
TOTAL	31	31	31

Short-Term Goals (2020)

1. Implement a long-term plan for lime residual disposal.
2. Begin the repairs found by the supervisory, control and data acquisition (SCADA) system vulnerability study.
3. Complete the rehabilitation of the Fox Valley East Booster Station storage tank numbers 1 and 2.
4. Connect the Fox Valley East Booster Station to the city's fiber optic network.
5. Update the water system risk and resilience plan.
6. Install a liner in bulk storage tank #3 for sodium hypochlorite.

Water Production Division

2020 Budget

7. Replace the normal pressure system master flow meter.

Long-Term Goals (2021 and Beyond)

1. Complete the rehabilitation of the Fox Valley East Booster Station storage tank numbers 3 and 4 (2021).
2. Rehabilitate the lime residual de-watering lagoons (2021).
3. Install a permanent finished water ammonia feed system and renovate the electrical system, including pump starters, and piping at the Main Pumping Station (2022).
4. Complete the rehabilitation of the Indian Trail elevated tank site (2022).
5. Implement a computerized maintenance management system (2022).
6. Construct an on-site treatment system at an existing deep well (2025).

2019 Major Accomplishments

- Installed and tested the new liner in bulk storage tank #4 for sodium hypochlorite.
- Recoated areas of the vertical pipe gallery at the Water Treatment Plant.
- Abandoned and properly sealed deep well #8.
- Maintained the Illinois Department of Public Health laboratory certification.
- Completed a citywide water master plan/capacity analysis.
- Replaced the lime slurry pumps.
- Completed a water rate analysis.

- Replaced the Fox Valley East Booster Station pump #2.
- Automated the carbon dioxide dosing controls.
- Replaced the granular activated carbon in filters #7 through #12.
- Replaced the server hardware and software for the SCADA system.
- Repaired deep well #26.
- Replaced a 48" filter effluent insertion magnetic flow meter.

2018 Major Accomplishments

- Performed a preventative maintenance overhaul of the second river intake travelling screen.
- Repaired deep wells #21, #127, and #18.
- Monitored the city's drinking water for lead and copper through a sampling of customer taps as required by the U.S. Environmental Protection Agency (EPA).
- Performed the EPA's fourth Unregulated Contaminant Monitoring Rule that requires monitoring for specific chemical contaminants.
- Completed a SCADA system vulnerability study.
- Rehabilitated the three lime slaking systems.
- Inspected the four 1.0 million gallon storage tanks at the Fox Valley East Booster Station.
- Replaced the granular activated carbon in filters #5 and #6.
- Completed an Illinois Environmental Protection Agency sanitary survey inspection.
- Replaced a 42" filter effluent insertion magnetic flow meter.

Water Production Division

2020 Budget

Performance Measures

			2019	
	2018	2019	Estimated	2020
<u>Measure</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
Gallons Treated (billions)	6.1	6.1	6.0	6.0
IEPA Watermain Projects Supervised	14	15	17	15
Lime Sludge (wet tons)	39,799	40,400	40,400	40,000
Lime Sludge (dry tons)	14,371	15,500	15,500	15,200
Unit Consumption (gallons/connections)	124,515	126,000	125,000	124,000
Electrical Consumption (kWh/MG Produced)	2,592	2,900	2,800	2,700

Budget Highlights

The 2020 budget will permit the Water Production Division to maintain the service level of the prior year.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
510-4058-499.01-00	IMRF NPL	945,260	732,199	0	0	0	0
* IMRF NPL		945,260	732,199	0	0	0	0
510-4058-511.10-01	FULL-TIME/REGULAR	2,275,508	2,339,062	1,755,783	2,674,557	2,646,955	27,602-
510-4058-511.10-10	PRIOR YEAR RETRO	773	4,714-	0	0	0	0
510-4058-511.10-31	OVERTIME/REGULAR	151,876	171,974	114,542	160,000	160,000	0
LEVEL	TEXT			TEXT AMT			
20L2	BASED ON PAST 5 YEAR'S EXPENDITURES			160,000			
				160,000			
510-4058-511.10-33	OVERTIME/HOLIDAY CHITS	33,947	40,512	17,306	35,000	35,000	0
LEVEL	TEXT			TEXT AMT			
20L2	BASED ON PAST 5 YEAR'S EXPENDITURES			35,000			
				35,000			
510-4058-511.10-50	SUPPLEMENT-VACTN BUY BACK	24,496	18,687	3,248	24,000	6,800	17,200-
510-4058-511.10-51	SUPPLEMENT-FINAL PAY	590-	0	0	20,000	20,000	0
510-4058-511.10-52	SUPPLEMENT-OTHER	8,608	16,144	5,576	7,560	10,700	3,140
LEVEL	TEXT			TEXT AMT			
20L2	STIPEND-INSURANCE OPT OUT - 3 EMPLOYEES			9,100			
	LANGUAGE TRANSLATION - 1 EMPLOYEE			1,600			
				10,700			
510-4058-511.10-55	SUPPLEMENT-Y/E PAYOUT	120,889	127,608	1,381	120,000	131,050	11,050
510-4058-511.10-70	LONGEVITY PAY	35,375	35,720	22,129	31,862	24,581	7,281-
* SALARIES		2,650,882	2,744,993	1,919,965	3,072,979	3,035,086	37,893-
510-4058-511.11-82	VACATION	0	8,073	12,602	0	8,000	8,000
510-4058-511.11-83	SICK	0	32,294	48,552	0	32,000	32,000
* SALARIES/FINAL PAY		0	40,367	61,154	0	40,000	40,000
510-4058-511.20-01	EMPLOYEE HEALTH INSURANCE	555,840	529,116	363,636	484,848	459,701	25,147-
510-4058-511.20-04	RETIREE HEALTH INSURANCE	1,561,081-	1,951,564-	238,496	317,994	319,422	1,428
510-4058-511.20-10	FICA/SOCIAL SECURITY	154,778	165,423	114,512	160,162	165,265	5,103
510-4058-511.20-11	FICA/MEDICARE	37,254	40,042	26,791	38,055	39,469	1,414
510-4058-511.20-12	PENSION/IMRF	353,653	373,155	221,989	312,924	384,085	71,161
510-4058-511.20-20	CLOTHING	9,148	6,952	6,246	9,500	8,500	1,000-
LEVEL	TEXT			TEXT AMT			
20L2	BASED ON PAST 5 YEAR'S EXPENDITURES			7,500			
	PROVIDED IN BARGAINING UNIT CONTRACTS						
	SPIRITWEAR			500			
	DAMAGED/REPLACED CLOTHING			500			
				8,500			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
510-4058-511.20-22	DUES-HEALTH/FITNESS	1,175	1,625	1,000	2,300	2,300	0
LEVEL 20L2	TEXT BASED ON PAST 5 YEAR'S EXPENDITURES		TEXT AMT 2,300 2,300				
510-4058-511.20-24	TOOLS-REIMBURSEMENT	1,354	950	550	1,500	1,500	0
LEVEL 20L2	TEXT 1514 CONTRACT ALLOWS \$400 PER PRODUCTION WORKER II ELECTRICIAN ALLOWED \$100 CONTINGENCY		TEXT AMT 1,200 100 200 1,500				
510-4058-511.20-37	INSURANCE/WORKERS COMP	60,000	60,000	45,000	60,000	24,000	36,000-
510-4058-511.20-99	ACCRUED COMP ABS-Y/E ADJT	38,269	24,408-	0	0	0	0
* EMPLOYEE BENEFITS		349,610-	798,709-	1,018,220	1,387,283	1,404,242	16,959
510-4058-511.32-06	TESTING SERVICES	54,940	53,046	29,044	61,000	73,900	12,900
LEVEL 20L2	TEXT CRITICAL LABORATORY ACCOUNT - OUTSIDE SERVICES STAGE 2 DBP SAMPLING LIME RESIDUAL LAND APPLICATION TESTING MONTHLY CHEMICAL ANALYSES GIARDIA/CRYPTOSPORIDIUM MIB & GEOSMIN SAMPLING REGULATORY CHEMISTRY SAMPLING - FINISHED WATER PHARMACEUTICALS/TRITIUM WATER QUALITY CONTINGENCY SAMPLING (25%) MANDATORY COMPLIANCE - EMERGENCY WELL SAMPLING OFFSETTING REV 510-4058-341-05.10 (23,000)		TEXT AMT 4,000 2,600 14,000 5,500 8,525 9,000 7,000 14,775 8,500 73,900				
510-4058-511.32-07	ENGINEERING/SURVEYING	93,703	78,091	74,270	140,000	140,000	0
LEVEL 20L2	TEXT 2015 EXPENSES = \$41,669; 2016 EXPENSES = \$59,742 MISC ENGINEERING SERVICES FOR MAINT & IMPROV HYDRAULIC ANALYSES FOR PROPOSED DEVELOPMENTS 2020 DP - RISK RESILIENCE ASSESSMENT & EMERGENCY RESPONSE PLAN		TEXT AMT 55,000 25,000 60,000 140,000				
510-4058-511.32-20	CONTRACTED SERVICES	0	0	3,800	0	20,000	20,000
LEVEL 20L2	TEXT WATER PRODUCTION DIVISION SAFETY AUDIT PROGRAM		TEXT AMT 20,000				

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
CONTINUED DEVELOPMENT							
				20,000			
510-4058-511.32-21	INSPECTION SERVICES	20,399	28,907	4,724	22,000	25,000	3,000
LEVEL	TEXT			TEXT AMT			
20L2	BACKFLOW INSPECTION PROGRAM (PUBLIC WORKS)			500			
	STORAGE TANKS, ANTENNAS, AND OTHER INSPECTIONS			24,500			
				25,000			
510-4058-511.32-23	WATER LEAK TEST SERVICES	127,286	0	0	809,100	0	809,100-
*	PROFESSIONAL FEES	296,328	160,044	111,838	1,032,100	258,900	773,200-
510-4058-511.34-02	BILLING-SEWERAGE CHARGES	1,705	1,705	1,100	2,500	2,500	0
LEVEL	TEXT			TEXT AMT			
20L2	SEWER BILL FROM FMWRD FOR MAIN PUMP STATION			2,500			
	@ 1110 AURORA AVE			2,500			
510-4058-511.34-90	N AURORA WATER-DEERPATH	3,550	2,870	1,769	4,200	3,500	700-
LEVEL	TEXT			TEXT AMT			
20L2	BASED ON PAST 5 YEAR'S EXPENDITURES			3,500			
				3,500			
*	UTILITY SERVICES	5,255	4,575	2,869	6,700	6,000	700-
510-4058-511.36-15	MOWING/LAWN-WEED	0	0	2,240	4,000	4,000	0
LEVEL	TEXT			TEXT AMT			
20L2	PARTICIPATION IN CITYWIDE LANDSCAPING CONTRACT			4,000			
	3 WPD SITES IN PROGRAM IN 2019; POSSIBLY MORE IN						
	2020			4,000			
510-4058-511.36-58	LIME SLURRY REMOVAL	1,474,952	1,511,969	968,568	1,705,974	1,756,100	50,126
LEVEL	TEXT			TEXT AMT			
20L2	VERY WEATHER DEPENDENT; ESTIMATED QUANTITIES						
	** NOTE: 1-YEAR CONTRACT EXPIRES 10/23/2019						
	ITEM 1, 24,000 WT HAULED AT \$42.17 WET TON			1,012,080			
	ITEM 2, 400 HRS BACKHOE OPERATION AT \$359.60/HOUR			143,840			
	ITEM 3, 50 HRS MISC LABOR AT \$99.21/HR			4,961			
	ITEM 4, 1000 LF DRAIN PIPE REPLACE AT \$24.80/LF			24,800			
	ITEM 5, 8,000 LF 4-INCH DRAIN TILE AT \$3.71/LF			29,680			
	ITEM 6, 300 TN PEA GRAVEL AT \$18.59/TN			5,577			
	ITEM 7, 200 TN CA-6 FOR ROAD MAINT AT \$24.80/TN			4,960			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
	ITEM 9, 16,000 WT LAND APPLIED AT \$27.91/WT			446,560			
	5% CONTINGENCY DUE TO WEATHER UNKNOWNNS			83,642			
	2020 ESTIMATE 3% CONSTRUCTION COST INDEX INCREASE			1,756,100			
*	CLEANING SERVICES	1,474,952	1,511,969	970,808	1,709,974	1,760,100	50,126
510-4058-511.38-01	EQUIPMENT	378,002	216,361	128,725	263,100	378,500	115,400
LEVEL	TEXT			TEXT AMT			
20L2	CRITICAL WPD MAINTENANCE ACCOUNT						
	AVG OF PAST 5 YEAR'S EXPENDITURES = \$241,527						
	2014 EXPENSES = \$225,283; 2016 EXPENSES = \$212,764						
	GENERAL WTP EQUIPMENT REPAIR SERVICES			170,000			
	HACH INSTRUMENTATION MAINTENANCE PLAN			67,000			
	DEIONIZED WATER SYSTEM SERVICE			2,900			
	WPD LABORATORY BALANCE CALIBRATION			1,300			
	SWAN TURBIDIMETER PM CONTRACT			2,300			
	2020 DP - REHAB 2 FINISHED WATER PUMPS & MOTOR			75,000			
	REPLACEMENT						
	2020 DP - SODIUM HYPOCHORITE STORAGE TANK LINER			60,000			
	NUMBERS 1, 2, & 3						
	2021: \$30,000						
				378,500			
510-4058-511.38-05	BUILDING & GROUNDS	62,305	87,802	25,867	35,000	65,000	30,000
LEVEL	TEXT			TEXT AMT			
20L2	MAINTENANCE FOR 25 WPD SITES			35,000			
	WTP HVAC SERVICE CONTRACT			10,000			
	REMOTE SITE HVAC SERVICE CONTRACT			5,000			
	HVAC REPAIRS AT ALL WPD FACILITIES			15,000			
				65,000			
510-4058-511.38-14	EQUIPMENT-ELEVATORS	5,162	4,254	3,080	5,300	5,200	100-
LEVEL	TEXT			TEXT AMT			
20L2	BASED ON PAST 5 YEAR'S EXPENDITURES			5,200			
				5,200			
510-4058-511.38-15	EQUIPMENT-COPIER	1,175	1,094	778	1,500	1,500	0
510-4058-511.38-28	WATER PLANT/FILTER SYSTEM	262,588	267,452	200,617	288,280	319,400	31,120
LEVEL	TEXT			TEXT AMT			
20L2	WTP FILTER GRANULAR ACTIVATED CARBON LEASE						
	CMR CARBON PRICING FOR 2020						
	FILTERS 9-12, APR 2016: \$7,703/MO			92,436			
	FILTERS 1-4, DEC 2017: \$8,591/MO			103,092			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
	FILTERS 5-8, JAN 2018: \$9,005/MO			108,060			
	FILTER BACKWASH POND CLEANING, 2X @ \$7,875			15,812			
				319,400			
510-4058-511.38-29	WATER PLANT/RIVER INTAKE	0	0	0	3,800	2,500	1,300-
LEVEL	TEXT			TEXT AMT			
20L2	2015 EXPENSES = \$5,642; 2016 EXPENSES = \$3,840						
510-4058-511.38-31	WATER WELLS	275,778	460,336	0	280,000	310,000	30,000
LEVEL	TEXT			TEXT AMT			
20L2	USE OF FUNDS HIGHLY DEPENDENT ON MAINT. REQUIRED						
	2014 EXPENSES = \$426,176; 2015 EXPENSES= \$331,096						
	FUNDING TO REPAIR ONE DEEP WELL AND MOTOR			205,000			
	FUNDING TO REPAIR SHALLOW WELL AND MOTOR			105,000			
				310,000			
510-4058-511.38-32	WATER TANKS & SITES	14,165	12,805	1,500	13,000	13,000	0
LEVEL	TEXT			TEXT AMT			
20L2	AVG OF PAST 5 YEAR'S EXPENDITURES = \$11,155			13,000			
	2016 EXPENSES = \$9,850; 2015 EXPENSES = \$11,049			13,000			
510-4058-511.38-33	WATER PLANT-SCADA SYSTEM	2,420	23,080	0	15,000	15,000	0
LEVEL	TEXT			TEXT AMT			
20L2	2015 EXPENSES = \$11,502 2016 EXPENSES = \$12,715						
	2017 DP WORK DELAYED TO 2019 BY IT DEPT.						
	SCADA SYSTEM MAINTENANCE, PROGRAMMING, AND REPAIR			10,500			
	SCADA HARDWARE ANNUAL EQUIPMENT REPLACEMENT			4,500			
				15,000			
510-4058-511.38-34	LANDSCAPING	65	216	40	300	200	100-
LEVEL	TEXT			TEXT AMT			
20L2	UPKEEP OF LANDSCAPING AT REMOTE SITES & WTP			200			
				200			
510-4058-511.38-41	FEES-ALARM SERVICE	2,819	2,819	2,114	3,200	3,200	0
LEVEL	TEXT			TEXT AMT			
20L2	BASED ON PAST 5 YEAR'S EXPENDITURES			3,200			
	REQUIRED WTP FIRE ALARM SYSTEM MONITORING			3,200			
510-4058-511.38-72	WPD-ACCESS CARD SYSTEM	3,748	2,360	1,459	4,000	3,500	500-
LEVEL	TEXT			TEXT AMT			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
20L2	BASED ON PAST 3 YEAR'S EXPENDITURES ANNUAL MAINTENANCE ON SECURITY ACCESS CARD SYSTEM			3,500			
				3,500			
510-4058-511.38-88	CENTRAL GAR./MAINTENANCE	30,870	23,335	21,920	30,300	23,800	6,500-
510-4058-511.38-89	CENTRAL GAR./VEH. SET-UP	5,943	224	2,458	0	6,000	6,000
LEVEL	TEXT			TEXT AMT			
20L2	2020 VEHICLE REPLACEMENTS						
	58-142 COMPACT 4WD SUV SETUP			1,000			
	58-148 4WD SUV SETUP			1,000			
	58-140 HALF TON PICKUP 4X4 SUPER SETUP			3,000			
	58-147 ONE TON 4WD DUMP TRUCK SETUP			1,000			
				6,000			
510-4058-511.38-90	VEHICLE REPAIR/ACCIDENT	1,821	746	90	3,200	800	2,400-
*	REPAIRS & MTCE. SERVICES	1,046,861	1,102,884	388,648	945,980	1,147,600	201,620
510-4058-511.39-50	EQUIPMENT-OTHER	8,831	7,079	0	2,800	5,200	2,400
LEVEL	TEXT			TEXT AMT			
20L2	PURCHASING DIV REQUIRES RENTAL OF RIVER ALGAE PROBE FROM THIS ACCOUNT MISC EQUIPMENT RENTAL			3,200			
				2,000			
				5,200			
510-4058-511.39-60	RIGHT OF WAY	2,261	2,329	2,499	2,400	2,500	100
LEVEL	TEXT			TEXT AMT			
20L2	BNSF LEASES:			2,500			
	1 - BNSF TO INCREASE LEASE RATE 3% ANNUALLY FROM LETTER DATED 3-9-11						
	2 - CONTRACT #40230580 \$100 RENEWS ON 1/31/2029 (EVERY TEN YEARS) - REMINDER NOTE						
				2,500			
510-4058-511.39-99	OTHER	99,290	0	0	0	0	0
*	RENTALS/LEASES	110,382	9,408	2,499	5,200	7,700	2,500
510-4058-511.40-40	LIABILITY INSURANCE	200,000	200,000	150,003	200,000	36,000	164,000-
*	INSURANCE	200,000	200,000	150,003	200,000	36,000	164,000-
510-4058-511.42-01	EDUCATION/TRAINING	5,868	4,370	3,598	10,200	9,200	1,000-
LEVEL	TEXT			TEXT AMT			
20L2	CONTINUING EDUCATION REQUIREMENTS FOR 10 OPERATORS AND 12 MANAGERIAL AND MAINTENANCE STAFF REQUIRED TO RETAIN IEPA WATER OPERATOR CERTIFICATIONS						

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
	2014 EXPENSES = \$6,362; 2015 EXPENSES = \$6,589						
	IL AWWA ANNUAL CONFERENCE - WATERCON - MARCH			2,600			
	IL WATER OPERATORS ANNUAL CONFERENCE - SEPT			1,300			
	OTHER MISCELLANEOUS LOCAL SEMINARS & WEBINARS			700			
	NATIONAL LEVEL CONFERENCE			1,600			
	SAFETY TRAINING FROM 2018 SAFETY AUDIT			3,000			
				9,200			
510-4058-511.42-03	TRAVEL/MEETINGS	460	330	305	700	700	0
LEVEL	TEXT		TEXT AMT				
20L2	PURCHASING DIV REQUIRES SOME EXPENDITURES TO BE PAID FROM THIS ACCOUNT			700			
				700			
510-4058-511.42-12	FEES-TOLL RD BILLING/CHG	43	31	15	100	100	0
*	TRAVEL & PROFESS DVLPMT	6,371	4,731	3,918	11,000	10,000	1,000-
510-4058-511.44-04	TELEPHONE-MOBILE	6,697	6,186	4,390	7,824	7,044	780-
LEVEL	TEXT		TEXT AMT				
20L2	** IT COM ** 5/13/19						
	CELL PHONE CHARGES \$50 X 12						
	S. CARLIN			600			
	M. LUERS			600			
	B. LEIBLE			600			
	D. SCHUMACHER			600			
	T. HUBER			600			
	R. MUNSON			600			
	C. TYNER			600			
	N. SAMPSON			600			
	WATER TREATMENT LAB STAFF			600			
	K. RYAN \$40 X 12			480			
	E. ARREDONDO \$32 X 12			384			
	CELL PHONE CHARGES \$10 X 12						
	G. THOMAS			120			
	WATER TREATMENT OPERATOR 1			120			
	WATER TREATMENT OPERATOR 2			120			
	CELL PHONE CHARGES \$5 X 12						
	M. ADAMS			60			
	A. NELSON			60			
	R. HOOVER			60			
	B. POWELL			60			
	P. SVENDSON			60			
	T. FORBES JR.			60			
	WATER TREATMENT WELLMAN			60			
				7,044			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
*	COMMUNICATION CHARGES	6,697	6,186	4,390	7,824	7,044	780-
510-4058-511.45-01	DUES	3,205	3,379	3,211	3,700	3,700	0
LEVEL 20L2	TEXT AMERICAN WATER WORKS ASSOC DUES FOR 22 STAFF KANE COUNTY WATER ASSOC DUES FOR 5 STAFF PARTNERSHIP FOR SAFE WATER ANNUAL DUES			TEXT AMT 2,500 200 1,000 3,700			
510-4058-511.45-02	SUBSCRIPTIONS	767	1,262	790	900	900	0
LEVEL 20L2	TEXT AMERICAN WATER WORKS ASSOCIATION STANDARDS			TEXT AMT 900 900			
510-4058-511.45-03	POSTAGE	2,340	4,226	6,360	3,000	4,000	1,000
LEVEL 20L2	TEXT CONSUMER CONFIDENCE REPORT (REG REQUIREMENT) ELECTRONIC DELIVERY OF REPORT, POSTAGE REDUCTION MISC. INCLUDING SAMPLES FOR REVENUE INVOICES			TEXT AMT 1,000 3,000 4,000			
510-4058-511.45-04	U.P.S./FED EX	9,259	6,772	5,697	9,000	9,000	0
LEVEL 20L2	TEXT INCREASE IN SAMPLE VOLUME AND SUBSEQUENT SHIPMENTS TO EXTERNAL/OUTSIDE LABS (T&O SAMPLES)			TEXT AMT 9,000 9,000			
510-4058-511.45-07	COPIER COSTS	41	23	24	200	200	0
510-4058-511.45-12	ADVERTISING/PUBLICATION	582	294	0	600	600	0
LEVEL 20L2	TEXT BID ADVERTISING			TEXT AMT 600 600			
510-4058-511.45-18	PROMO MATERIALS/SERVICES	0	321	0	0	0	0
LEVEL 20L2	TEXT PR MATERIALS FOR RESIDENTS PERFORMING LEAD AND COPPER SAMPLING (TRIENNIAL)			TEXT AMT			
510-4058-511.45-32	LICENSES/PERMITS	7,769	7,778	7,753	8,620	8,700	80
LEVEL 20L2	TEXT NDPES PERMIT FEE TO IEPA ROUTE 59 TRAIN STATION - DUPAGE COUNTY PERMIT			TEXT AMT 8,000 230			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
	MISC PERSONAL LICENSES (PE, CDL, ETC.)			470 8,700			
* OTHER SERVICES & CHARGES		23,963	24,055	23,835	26,020	27,100	1,080
510-4058-511.49-01	GENERAL FUND	1,158,565	1,171,351	1,007,174	1,342,899	1,474,140-	2,817,039-
* ADMINISTRATIVE SERVICES		1,158,565	1,171,351	1,007,174	1,342,899	1,474,140-	2,817,039-
510-4058-511.61-01	OFFICE-DIRECT	2,147	2,976	1,883	3,500	3,500	0
LEVEL	TEXT			TEXT AMT			
20L2	BASED ON ANNUAL EXPENDITURES OF LAST 5 YEARS			3,500 3,500			
510-4058-511.61-02	OFFICE-CENTRAL STORES	622	513	237	700	700	0
LEVEL	TEXT			TEXT AMT			
20L2	BASED ON PAST 5 YEARS ACTUAL EXPENDITURES			700 700			
510-4058-511.61-09	CUSTOM PRINTING	1,168	2,507	1,346	2,300	2,300	0
LEVEL	TEXT			TEXT AMT			
20L2	CONSUMER CONFIDENCE REPORT (WATER QUALITY REPORT) (USEPA REGULATORY REQUIREMENT)			2,300 2,300			
510-4058-511.61-10	BOOKS/PERIODICALS/VIDEOS	118	196	134	200	200	0
LEVEL	TEXT			TEXT AMT			
20L2	EDUCATIONAL OR TECHNICAL MATERIALS AS NEEDED			200 200			
510-4058-511.61-13	FIRST AID	95	34	0	100	100	0
LEVEL	TEXT			TEXT AMT			
20L2	ABLE TO UPDATE FIRST-AID EQUIPMENT FOR STAFF			100 100			
510-4058-511.61-19	FLAGS/BANNERS/SIGNS	0	291	0	300	300	0
LEVEL	TEXT			TEXT AMT			
20L2	MINIMAL FUNDING			300 300			
510-4058-511.61-30	LABORATORY/TESTING	76,092	102,044	63,673	76,125	99,500	23,375
LEVEL	TEXT			TEXT AMT			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
20L2	CRITICAL LABORATORY SUPPLY ACCOUNT 2015 EXPENSES = \$70,380; 2016 EXPENSES = \$81,628 HACH SIRR PLAN COLILERT MEDIA - CUSTOMER SAMPLES COLILERT BOTTLES - CUSTOMER SAMPLES MEMBRANE FILTRATION PLATES MEMBRANE FILTRATION FILTERS MEMBRANE FILTRATION MEDIA PROFICIENCY TESTING SAMPLE SUPPLIES MISC CONSUMABLE LAB SUPPLIES ALGAL TOXIN TESTS 5% SAMPLING CONTINGENCY			38,000 20,000 5,200 3,000 3,000 3,000 2,700 15,000 5,000 4,600 99,500			
510-4058-511.61-40	EXPENDABLE TOOLS/EQUIPMNT	2,063	3,256	5,067	3,600	3,600	0
LEVEL 20L2	TEXT MINIMAL FUNDING FOR EXPENDABLE SUPPLIES AVG. OF PAST 5 YEAR'S EXPENSES = \$3,144			TEXT AMT 3,600 3,600			
510-4058-511.61-41	FURNITURE/FIXTURES	241-	0	0	500	500	0
LEVEL 20L2	TEXT REPLACE ONE PLANT OPERATOR ROOM CHAIR PER YEAR			TEXT AMT 500 500			
510-4058-511.61-80	OTHER	0	124	17	400	400	0
LEVEL 20L2	TEXT BASED ON PAST 5 YEAR'S EXPENDITURES			TEXT AMT 400 400			
*	SUPPLIES-GENERAL	82,064	111,941	72,357	87,725	111,100	23,375
510-4058-511.62-01	NATURAL GAS	21,958	13,301	59,817	23,000	24,000	1,000
LEVEL 20L2	TEXT BASED ON PAST 5 YEAR'S EXPENDITURES			TEXT AMT 24,000 24,000			
510-4058-511.62-04	ELECTRICITY-GEN'L	1,301,299	1,216,441	857,242	1,485,000	1,400,000	85,000-
LEVEL 20L2	TEXT 2014 EXPENSES=\$1.342 MIL; 2016 EXPENSES=\$1.347 MIL ACTUAL EXPENSES VARY GREATLY BASED ON PURCHASE AGREEMENT AND ARE VERY WEATHER DEPENDENT			TEXT AMT 1,400,000 1,400,000			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
510-4058-511.62-30	OIL & LUBRICANTS	0	127	0	1,300	1,200	100-
LEVEL	TEXT		TEXT	AMT			
20L2	MINIMAL FUNDING			1,200			
				1,200			
510-4058-511.62-40	FUEL	12,406	11,459	9,747	13,900	11,700	2,200-
* SUPPLIES-ENERGY		1,335,663	1,241,328	926,806	1,523,200	1,436,900	86,300-
510-4058-511.64-11	HARDWARE APPLICATIONS	0	9,784	0	0	10,000	10,000
LEVEL	TEXT		TEXT	AMT			
20L2	SCADA IFIX WEBSpace ANNUAL SERVICE AGREEMENT REQUESTED BY IT DEPARTMENT			10,000			
				10,000			
510-4058-511.64-12	COMPUTERS	2,654	41,063	12,489	0	0	0
* SUPPLIES-COMPUTER		2,654	50,847	12,489	0	10,000	10,000
510-4058-511.65-01	EQUIPMENT	124,234	177,337	126,524	220,000	245,500	25,500
LEVEL	TEXT		TEXT	AMT			
20L2	CRITICAL WTP MAINTENANCE ACCOUNT						
	2016 EXPENSES = \$193,389; 2015 EXPENSES = \$151,592						
	WTP PROCESS EQUIPMENT MAINTENANCE			160,000			
	MICRO LAB INCUBATOR REPLACEMENT			7,500			
	REPLACEMENTS FOR OBSOLETE CHLORINE ANALYZERS			10,000			
	REPLACEMENTS FOR OTHER OBSOLETE ANALYZERS			5,000			
	2020 DP - REHAB 2 FINISHED WATER PUMPS & MOTOR REPLACEMENT			23,000			
	2020 DP - SODIUM HYPOCHLORITE PRE-DISINFECTION PUMPING EQUIPMENT REPLACEMENT			40,000			
				245,500			
510-4058-511.65-05	BUILDING & GROUNDS	12,834	17,246	11,786	23,000	22,000	1,000-
LEVEL	TEXT		TEXT	AMT			
20L2	2014 EXPENSES = \$24,989; 2016 EXPENSES = \$15,176 BASED ON PAST 5 YEAR'S EXPENDITURES			22,000			
				22,000			
510-4058-511.65-34	SIGNAGE	12	37	12	100	100	0
510-4058-511.65-36	CHEMICALS	1,668,225	1,607,947	1,248,329	1,729,547	1,945,700	216,153
LEVEL	TEXT		TEXT	AMT			
20L2	2016 EXPENSES=\$1,702,412; 2015 EXPENSES=\$1,543,352 BASED ON 2020 PRICES WHEN LOCKED IN BY CONTRACT						

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
	* = ESTIMATED BID PRICING FOR 2020						
	FERRIC CHLORIDE, 1,000,000 LBS @ \$0.108		108,000				
	CATIONIC POLYMER, 180,000 LBS @ \$0.61		109,800				
	SODIUM HYPOCHLORITE, 280,000 GALS @ \$0.72		201,600				
	FLUOROSILICIC ACID, 120,000 LBS @ \$0.201 *		24,120				
	ANHYDROUS AMMONIA, 42,000 LBS @ \$0.745		31,290				
	SODIUM BISULFITE, 26,100 LBS @ \$0.24868		6,500				
	LIME, 5,400 TONS @ \$208.11 *		1,123,794				
	POWDERED ACTIVATED CARBON, 250,000 LBS @ \$0.53 *		132,500				
	ANIONIC POLYMER, 30,000 LBS @ \$1.17		35,100				
	CARBON DIOXIDE, 1,400,000 LBS @ \$0.0575		80,500				
	5% CONTINGENCY - BIDDING UNKNOWN IN FALL 2019		92,496				
			1,945,700				
*	SUPPLIES-REPAIRS/MTCE	1,805,305	1,802,567	1,386,651	1,972,647	2,213,300	240,653
510-4058-511.66-10	TRUCKS	0	0	55,624	55,700	80,000	24,300
LEVEL	TEXT			TEXT AMT			
20L2	2020 VEHICLE REPLACEMENT						
	58-142 COMPACT 4WD SUV			25,000			
	58-148 4WD SUV			25,000			
	58-140 HALF TON PICKUP 4X4 SUPER CAB			30,000			
				80,000			
*	NON CAPITAL VEHICLES	0	0	55,624	55,700	80,000	24,300
510-4058-511.73-01	WATER-LINE EXTENSIONS	290,217	0	0	1,143,600	2,370,000	1,226,400
LEVEL	TEXT			TEXT AMT			
20L2	2020 CIP - IC024 SMALL WATERMAIN ADDITIONS AND LOOPING			350,000			
	\$350,000 ONGOING ANNUAL AMOUNT						
	2020 CIP - IC022 WATERMAIN EXTENSIONS			500,000			
	\$500,000 ONGOING ANNUAL AMOUNT						
	2020 CIP - IC078 LIBERTY ST. WATERMAIN - HIGH PRESSURE SYSTEM			1,370,000			
	2020: \$1,370,000						
	IC062 CIP - SOUTHEAST NETWORK IMPROVEMENTS			150,000			
	2020: \$150,000						
				2,370,000			
510-4058-511.73-02	WATER-LINE REHAB	2,018,722	2,289,691	1,720,088	3,300,000	5,000,000	1,700,000
LEVEL	TEXT			TEXT AMT			
20L2	2020 CIP - IC076 WATERMAIN EVALUATION, REPAIR AND REPLACEMENT			5,000,000			
	2020: \$5,000,000						

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
	2021-2028: \$16,000,000						
	2020 CIP - IC043 NEW HAVEN AVE.-HIGHLAND AVENUE TO ELMWOOD DRIVE						
			5,000,000				
510-4058-511.73-03	WATER-OVERSIZING REIMB.	0	0	0	25,000	25,000	0
510-4058-511.73-04	WATER-WELLS	0	380,999	147,248	341,400	185,600	155,800-
LEVEL	TEXT			TEXT AMT			
20L2	2020 CIP - I041 DEEP WELL PUMP MOTOR REPLACEMENT (ONGOING PROGRAM)			185,600			
	2020: \$185,600						
	2022: \$191,200						
	2021: \$196,900						
	2023-2029: \$1,553,600						
			185,600				
510-4058-511.73-05	WATER-TANKS & SITES	0	0	0	621,500	800,000	178,500
LEVEL	TEXT			TEXT AMT			
20L2	2020 CIP - I047 REHABILITATION OF FVE WATER TANKS			800,000			
	2020: \$800,000						
	2021: \$3,600,000						
	2019-2020 CARRYOVER: I032 INDIAN TRAIL ELEVATED TANK REHAB						
			800,000				
510-4058-511.73-07	WATER-LIME WASTE PROJECT	0	0	0	1,400,000	0	1,400,000-
LEVEL	TEXT			TEXT AMT			
20L2	2018-2019 CARRYOVER: I044 LIME SLUDGE CONTAINMENT SYSTEM						
510-4058-511.73-08	WATER-TREATMENT PLANT	0	965-	0	0	700,000	700,000
LEVEL	TEXT			TEXT AMT			
20L2	2020 CIP - I048 REHABILITATION OF WTP SITE COMPONENTS			700,000			
	2020: \$700,000						
			700,000				
*	CAPITAL OUTLAY-IMPROVMENT	2,308,939	2,669,725	1,867,336	6,831,500	9,080,600	2,249,100
510-4058-511.74-41	PUMPS & SUBMERSIBLE MTRS	0	0	0	462,400	0	462,400-
LEVEL	TEXT			TEXT AMT			
20L2	2018-2019 CARRYOVER: I042 MAIN PUMPING STATION IMPROVEMENTS						
*	CAPITAL OUTLAY-MACH/EQUIP	0	0	0	462,400	0	462,400-

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2020

2020-LEVEL 2

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
510-4058-511.75-10	TRUCKS	0	0	0	0	60,000	60,000
LEVEL	TEXT			TEXT	AMT		
20L2	2020 VEHICLE REPLACEMENT						
	58-147 ONE TON 4WD DUMP TRUCK				60,000		
					60,000		
*	CAPITAL OUTLAY-VEHICLES	0	0	0	0	60,000	60,000
510-4058-511.90-01	CAPITAL OUTLAY CAPITALIZD	5,668,598-	6,913,361-	1,189,171-	0	0	0
510-4058-511.90-10	DEPRECIATION EXPENSES	4,169,579	5,198,420	0	0	0	0
*	CAPITAL-DEPREC/CONTRA	1,499,019-	1,714,941-	1,189,171-	0	0	0
510-4058-820.05-01	PRINCIPAL	572,703	589,461	606,709	589,500	589,500	0
510-4058-820.05-02	INTEREST	98,467	81,588	68,620	85,900	85,900	0
510-4058-820.05-09	PRINCIPAL REVERSAL	572,703-	589,461-	0	0	0	0
*	2000 IEPA LOAN	98,467	81,588	675,329	675,400	675,400	0
510-4058-820.07-01	PRINCIPAL	35,173	35,173	35,173	35,200	35,200	0
510-4058-820.07-09	REVERSAL	35,173-	35,173-	0	0	0	0
*	2009A IEPA LOAN	0	0	35,173	35,200	35,200	0
**	WATER PRODUCTION	11,709,979	11,157,108	9,507,915	21,391,731	19,968,132	1,423,599-

Water Meter Maintenance Division

2020 Budget

Mission

To maintain the city's water meters to ensure their accuracy. Provide customer service by investigating and solving complaints of high water usage and low water pressure.

Major Functions

1. Maintain the city's water meters through repair or replacement.
2. Respond to customer complaints of low water pressure, no water, and water leaks.
3. Install water meters in new building construction.
4. Issue and maintain fire hydrant water meters.
5. Monitor the conservation of water and issue citations for theft of water.
6. Check and diagnose water service leaks.
7. Enforce the water conservation ordinance.

Budget Summary

		2019	
	2018	Original	2020
<u>Expenditures</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Salary & Benefits	59,157	388,470	403,751
Other Non-Capital	942,767	1,032,100	968,300
Capital	-	-	-
Total	1,001,924	1,420,570	1,372,051

Staffing

Full-Time Positions

Water Meter Repairer

2018

2019

2020

3

3

3

TOTAL

3

3

3

Short-Term Goals (2020)

1. Replace 500 large commercial water meters.

Long-Term Goals (2021 and Beyond)

1. Replace all radio-read batteries on a cyclical basis before they run out of power with new 20-year batteries (Ongoing).
2. Upgrade the commercial meters through the meter exchange program (Ongoing).

2019 Major Accomplishments

- Developed a GIS-based process for managing the city's water meter maintenance program.

2018 Major Accomplishments

- Replaced 2,917 residential and business water meters.

Water Meter Maintenance Division

2020 Budget

Performance Measures

			2019	
	2018	2019	Estimated	2020
<u>Measure</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
Service Calls	5,210	5,000	5,000	5,000
Residential and Business Water Meters Replaced	2,917	1,500	1,500	500
Commercial Water Meters Replaced	67	250	250	500

Budget Highlights

The 2020 budget will permit the Water Meter Maintenance Division to maintain the service level of the prior year.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
510-4062-511.10-01	FULL-TIME/REGULAR	224,040	234,853	158,006	240,212	246,893	6,681
510-4062-511.10-31	OVERTIME/REGULAR	16,231	1,952	4,801	8,000	8,000	0
510-4062-511.10-50	SUPPLEMENT-VACTN BUY BACK	4,402	2,923	4,607	8,000	8,000	0
510-4062-511.10-51	SUPPLEMENT-FINAL PAY	0	0	0	10,000	10,000	0
510-4062-511.10-52	SUPPLEMENT-OTHER	1,564	3,062	1,164	1,564	1,560	4-
LEVEL	TEXT			TEXT	AMT		
20L2	LANGUAGE TRANSLATION - 1 EMPLOYEE				1,560		
					1,560		
510-4062-511.10-55	SUPPLEMENT-Y/E PAYOUT	7,188	11,995	0	8,000	8,800	800
510-4062-511.10-70	LONGEVITY PAY	5,829	5,857	3,989	5,605	5,761	156
* SALARIES		259,254	260,642	172,567	281,381	289,014	7,633
510-4062-511.20-01	EMPLOYEE HEALTH INSURANCE	53,791	51,205	35,191	46,921	44,487	2,434-
510-4062-511.20-04	RETIREE HEALTH INSURANCE	215,145-	318,004-	0	0	0	0
510-4062-511.20-10	FICA/SOCIAL SECURITY	15,512	15,622	10,240	14,787	16,158	1,371
510-4062-511.20-11	FICA/MEDICARE	3,628	3,654	2,395	3,458	3,779	321
510-4062-511.20-12	PENSION/IMRF	34,365	33,790	19,897	28,523	36,913	8,390
510-4062-511.20-20	CLOTHING	567	248	84	1,000	1,000	0
LEVEL	TEXT			TEXT	AMT		
20L2	3 EMPLOYEES				1,000		
	DAMAGED/REPLACED CLOTHING				1,000		
510-4062-511.20-22	DUES-HEALTH/FITNESS	0	0	0	400	400	0
510-4062-511.20-37	INSURANCE/WORKERS COMP	12,000	12,000	9,000	12,000	12,000	0
* EMPLOYEE BENEFITS		95,282-	201,485-	76,807	107,089	114,737	7,648
510-4062-511.32-06	TESTING SERVICES	0	0	0	2,000	8,000	6,000
LEVEL	TEXT			TEXT	AMT		
20L2	FOR TESTING WATER METERS. INCREASE IN EXPENSE IS				8,000		
	ANTICIPATED DUE TO FOCUS ON LARGE METER						
	EVALUATION AND REPLACEMENT				8,000		
* PROFESSIONAL FEES		0	0	0	2,000	8,000	6,000
510-4062-511.38-01	EQUIPMENT	0	1,310	0	3,500	3,500	0
510-4062-511.38-88	CENTRAL GAR./MAINTENANCE	11,363	11,767	3,173	24,200	12,000	12,200-
510-4062-511.38-89	CENTRAL GAR./VEH. SET-UP	6,942	14,074	0	0	0	0
510-4062-511.38-90	VEHICLE REPAIR/ACCIDENT	1,768	0	50	1,600	0	1,600-
* REPAIRS & MTCE. SERVICES		20,073	27,151	3,223	29,300	15,500	13,800-
510-4062-511.40-40	LIABILITY INSURANCE	9,000	9,000	6,003	8,000	8,000	0
* INSURANCE		9,000	9,000	6,003	8,000	8,000	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
510-4062-511.42-01	EDUCATION/TRAINING	0	0	0	2,100	2,100	0
LEVEL	TEXT						
20L2	POTABLE WATER RELATED TRAINING				2,100		
					2,100		
*	TRAVEL & PROFESS DVLPMT	0	0	0	2,100	2,100	0
510-4062-511.45-03	POSTAGE	0	0	17	0	0	0
510-4062-511.45-32	LICENSES/PERMITS	30	0	0	0	100	100
*	OTHER SERVICES & CHARGES	30	0	17	0	100	100
510-4062-511.61-40	EXPENDABLE TOOLS/EQUIPMNT	494	96	195	800	800	0
510-4062-511.61-80	OTHER	0	0	243	1,000	1,000	0
LEVEL	TEXT						
20L2	ACCOUNT USED FOR MISC SUPPLIES				1,000		
					1,000		
*	SUPPLIES-GENERAL	494	96	438	1,800	1,800	0
510-4062-511.62-40	FUEL	7,828	9,466	6,615	9,300	9,700	400
*	SUPPLIES-ENERGY	7,828	9,466	6,615	9,300	9,700	400
510-4062-511.65-01	EQUIPMENT	607	0	12	3,100	3,100	0
LEVEL	TEXT						
20L2	BACK UP INTERROGATOR				3,100		
					3,100		
510-4062-511.65-50	WATER METERS & PARTS	919,909	834,089	372,921	976,500	920,000	56,500-
LEVEL	TEXT						
20L2	FUNDING FOR CONTINUATION OF METER AND SMART POINT						
	CHANGE OUT PROGRAM				920,000		
					920,000		
510-4062-511.65-90	INVENTORY ADJUST (AUDIT)	126,698-	38,820	0	0	0	0
*	SUPPLIES-REPAIRS/MTCE	793,818	872,909	372,933	979,600	923,100	56,500-
510-4062-511.66-20	VANS	24,090	24,145	0	0	0	0
*	NON CAPITAL VEHICLES	24,090	24,145	0	0	0	0
**	WATER METER MAINTENANCE	1,019,305	1,001,924	638,603	1,420,570	1,372,051	48,519-

DECISION PACKAGE (NON-CIP)			FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)		
Department/Division Number and Name:		Budget Year:	2020		PERSONNEL (10, 20 ACCOUNTS) COST		
4063 Water & Sewer Maintenance		Priority No:	4		Acct No	10-01	Salaries-Full-Time 69,000
Submitted By:		Strategic Plan Task No:		Acct No	20-01	Health Insurance 17,100	
Eric Schoeny		3		Acct No	20-04	Retiree Health Insurance 10,000	
Decision Package Name:				Acct No	20-10	FICA/Social Security 4,300	
Licensed Plumber				Acct No	20-11	FICA/Medicare 1,000	
Description of Decision Package:				Acct No	20-12	Pension/IMRF 9,400	
Request to add a licensed plumber to oversee work on potable water service lines, per state law. Grade A23, Step 1, \$33.05/hour.				SERVICES/CHARGES (30, 40, 50 ACCOUNTS)			
				Acct No			0
				Acct No			0
				Acct No			0
				Acct No			0
Benefits of Decision Package:				SUPPLIES (60 ACCOUNTS)			
In the past the city has hired contractors to perform the work for an average annual cost of \$208,000. Having a licensed plumber will reduce overtime expenses since often times the W&S crew has to wait for a plumber to arrive to perform unplanned work.				Acct No		0	
				Acct No		0	
				Acct No		0	
				Acct No		0	
				Acct No		0	
Impact of Not Approving the Decision Package:				CAPITAL OUTLAY (70 ACCOUNTS)			
The city will continue to pay contractors to perform the required plumbing work.				Acct No		0	
				Acct No		0	
				Acct No		0	
				Acct No		0	
				Total Cost			110,800
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	110,800	114,700	118,700	122,800	127,100	594,100	
Funding Sources							
Water & Sewer Fund	110,800	114,700	118,700	122,800	127,100	594,100	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

DECISION PACKAGE (NON-CIP)			FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)		
Department/Division Number and Name:		Budget Year:	2020		PERSONNEL (10, 20 ACCOUNTS) COST		
4063 Water & Sewer Maintenance		Priority No:	5		Acct No		0
Submitted By:		Strategic Plan Task No:		Acct No		0	
Eric Schoeny		3		Acct No		0	
Decision Package Name:				Acct No		0	
Combination Sewer Cleaning Machine				Acct No		0	
Description of Decision Package:				Acct No		0	
Purchase a truck-mounted combination sewer vacuum and high pressure jetting sewer cleaning machine.				SERVICES/CHARGES (30, 40, 50 ACCOUNTS)			
				Acct No		0	
				Acct No		0	
				Acct No		0	
Benefits of Decision Package: The Water & Sewer Maintenance Division maintains over 1100 miles of storm and sanitary sewer along with approximately 30,000 manholes and catch basins. The Division currently has 3 sewer cleaning machines and needs a 4th to be able to keep up with the maintenance demands of the city's aging infrastructure.				SUPPLIES (60 ACCOUNTS)			
				Acct No		0	
				Acct No		0	
				Acct No		0	
Impact of Not Approving the Decision Package: Increased sewer overflows, basement backups and street flooding, potentially resulting in damage claims and Clean Water Act violations.				CAPITAL OUTLAY (70 ACCOUNTS)			
				Acct No	75-99	Vehicles-Other	480,000
				Acct No			0
				Acct No			0
				Acct No		0	
				Total Cost 480,000			
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	480,000	7,500	10,000	15,000	15,000	527,500	
Funding Sources							
Water & Sewer Fund	480,000	7,500	10,000	15,000	15,000	527,500	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

Water & Sewer Maintenance Division

2020 Budget

Mission

To provide the best quality service, information, and support to the citizens of Aurora by addressing concerns while maintaining Aurora's sanitary, storm, and metered water distribution utilities.

Major Functions

1. Maintain the water distribution system to including watermain, valves, fire hydrants, and water service lines.
2. Maintain the sanitary sewer lines up to 15 inches in diameter and four sanitary lift stations. (Lines over 15 inches are maintained by the Fox Metro Water Reclamation District.)
3. Maintain the combined sewer system and assist with meeting National Pollutant Discharge Elimination System permit requirements for the city's 15 combined sewer overflows.
4. Maintain the storm sewer system including storm sewer main lines, storm sewer catch basins, four storm sewer lift stations, and water detention systems.
5. Locate and identify the city's water and sewer system infrastructure pursuant to requests from Joint Utility Locating Information for Excavators, Inc. (JULIE).
6. Manage the division's inventory of parts and supplies.
7. Maintain a mapping database of the city's water and sewer system infrastructure reflecting the location, size, and age of components as well as other relevant information.
8. Enforce the water conservation ordinance.

Budget Summary

		2019	
	2018	Original	2020
<u>Expenditures</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Salary & Benefits	2,385,526	5,049,598	5,242,598
Other Non-Capital	18,840,466	36,734,611	30,598,262
Capital	5,515,517	5,487,100	7,230,000
Total	26,741,509	47,271,309	43,070,860

Water & Sewer Maintenance Division

2020 Budget

Staffing

<u>Full-Time Positions</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Superintendent	1	1	1
Assistant Superintendent	1	1	1
Administrative Secretary	1	1	1
Computer Tech II (GIS)	1	1	0
Custodian	1	1	1
GIS Analyst II	0	0	1
Labor Supervisor	4	3	3
Licensed Plumber	0	0	1
Maintenance Worker I	15	15	15
Maintenance Worker II	7	6	6
Maintenance Worker III	6	8	8
Radio/Telephone Dispatcher	1	1	1
Utility Service Worker	1	1	1
Subtotal - Full-Time Positions	39	39	40
<u>Seasonal Positions</u>			
Seasonal Worker I	4	4	4
Seasonal Worker II	2	2	2
Subtotal - Seasonal Positions	6	6	6
TOTAL	45	45	46

Short-Term Goals (2020)

1. Assist the Engineering Division in the development of a GIS program for managing the city's water and sewer infrastructure.
2. Send 5 Maintenance Workers to the National Association of Sewer Service Companies for pipeline assessment certification.

Long-Term Goals (2021 and Beyond)

1. Reduce the number of older-model fire hydrants from the water system (2025).
2. Eliminate combined sewer backups in cooperation with the Engineering Division and other agencies (2025).
3. Conduct a comprehensive leak survey of the entire water distribution and transmission system (Ongoing).
4. Initiate a televising program for the entire combined sewer system (Ongoing).

2019 Major Accomplishments

- Performed condition assessment studies for the city's four sanitary sewer lift stations.
- Developed a digital work order process for managing the division's operations.
- Initiated a water system valve exercise program, beginning with 1,000 valves.
- Updated the division's standard operating procedures.

2018 Major Accomplishments

- Developed GIS-based collector applications for the division's activities.
- Developed a capacity, management, operation, and maintenance plan for the city's sewer infrastructures.

Water & Sewer Maintenance Division

2020 Budget

Performance Measures

			2019	
	2018	2019	Estimated	2020
<u>Measure</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
Watermain Break Repairs	113	100	100	100
Water Service Leak Repairs	93	100	100	100
JULIE Locating Callouts	20,504	27,000	27000	27000
Fire Hydrants Inspected	2,388	1,500	1500	2000
Fire Hydrants Replaced	44	20	20	20
Sewer Back-Ups Repaired	5	10	10	10
Sewer Cleaning (miles)	50.6	65	65	65
Catchbasin Repairs/Installed/ Rebuilt	97	120	120	120
Training and Development Hours	1,194	1,400	1400	1400

Budget Highlights

The 2020 budget will permit the Water & Sewer Maintenance Division to maintain the service level of the prior year.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
510-4063-511.10-01	FULL-TIME/REGULAR	2,604,568	2,798,383	2,061,121	2,892,477	3,026,979	134,502
510-4063-511.10-07	PART-TIME/SEASONAL	67,341	66,110	29,129	60,870	39,606	21,264-
510-4063-511.10-09	PART-TIME/TEMPORARY	0	7,191	630	7,000	7,000	0
510-4063-511.10-10	PRIOR YEAR RETRO	236	8,601-	0	0	0	0
510-4063-511.10-25	VEHICLE USE	747	698	564	800	800	0
510-4063-511.10-31	OVERTIME/REGULAR	235,407	284,397	217,886	236,000	236,000	0
510-4063-511.10-50	SUPPLEMENT-VACTN BUY BACK	32,218	16,841	26,538	31,000	16,400	14,600-
510-4063-511.10-51	SUPPLEMENT-FINAL PAY	23,204	0	0	75,000	75,000	0
510-4063-511.10-52	SUPPLEMENT-OTHER	18,306	32,587	14,728	19,900	19,900	0
LEVEL	TEXT			TEXT	AMT		
20L2	LANGUAGE TRANSLATION - 11 EMPLOYEES				16,900		
	STIPEND-INSURANCE OPT OUT - 1 EMPLOYEES				3,000		
					19,900		
510-4063-511.10-55	SUPPLEMENT-Y/E PAYOUT	128,659	130,719	0	100,000	86,000	14,000-
510-4063-511.10-70	LONGEVITY PAY	30,492	34,899	25,834	22,789	16,644	6,145-
* SALARIES		3,141,178	3,363,224	2,376,430	3,445,836	3,524,329	78,493
510-4063-511.11-81	SEVERANCE	10,918	0	0	0	0	0
510-4063-511.11-82	VACATION	1,047	62,810	0	0	0	0
510-4063-511.11-83	SICK	9,293	27,515	0	0	0	0
* SALARIES/FINAL PAY		21,258	90,325	0	0	0	0
510-4063-511.20-01	EMPLOYEE HEALTH INSURANCE	681,353	665,663	457,478	609,971	593,163	16,808-
510-4063-511.20-04	RETIREE HEALTH INSURANCE	1,138,721-	2,484,059-	273,460	364,613	383,388	18,775
510-4063-511.20-10	FICA/SOCIAL SECURITY	185,058	202,333	141,744	176,509	187,461	10,952
510-4063-511.20-11	FICA/MEDICARE	43,786	48,037	33,340	41,650	44,422	2,772
510-4063-511.20-12	PENSION/IMRF	417,789	443,240	274,709	345,119	431,935	86,816
510-4063-511.20-20	CLOTHING	17,370	14,656	15,008	22,000	22,000	0
LEVEL	TEXT			TEXT	AMT		
20L2	CLOTHING FOR 37 EMPLOYEES @ \$500 EACH				18,500		
	DAMAGED/REPLACED CLOTHING				3,500		
					22,000		
510-4063-511.20-22	DUES-HEALTH/FITNESS	2,149	2,821	593	2,900	2,900	0
LEVEL	TEXT			TEXT	AMT		
20L2	ASA (1)						
	1514 (6)						
	3298 (3)				2,900		
					2,900		
510-4063-511.20-30	INSURANCE/WC-PREM	0	0	0	5,000	5,000	0
510-4063-511.20-37	INSURANCE/WORKERS COMP	36,000	36,000	27,000	36,000	48,000	12,000
510-4063-511.20-99	ACCRUED COMP ABS-Y/E ADJT	36,565	3,286	0	0	0	0
* EMPLOYEE BENEFITS		281,349	1,068,023-	1,223,332	1,603,762	1,718,269	114,507

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2020

2020-LEVEL 2

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
510-4063-511.32-06	TESTING SERVICES	11,245	3,159	2,531	14,000	14,000	0
LEVEL 20L2	TEXT SOIL TESTING REQUIRED FOR CCDD SITE AND LANDFILL		TEXT AMT 14,000 14,000				
510-4063-511.32-18	ENVIRONMENTAL STUDY	98,950	98,950	98,950	105,000	105,000	0
LEVEL 20L2	TEXT FOX RIVER STUDY GROUP FEE IS.50 PER CAPITA		TEXT AMT 105,000 105,000				
510-4063-511.32-20	CONTRACTED SERVICES	11,490	6,680	3,650	12,000	12,000	0
LEVEL 20L2	TEXT KRITTER GETTER WILDLIFE TRAPPER (BEAVERS)		TEXT AMT 12,000 12,000				
510-4063-511.32-24	SERVICE-CSO PLANT MANAGE	101,057	88,402	58,851	125,000	120,000	5,000-
LEVEL 20L2	TEXT OPERATIONAL EXPENSES PLUS REHAB DISINFECTION SYSTEM		TEXT AMT 120,000 120,000				
*	PROFESSIONAL FEES	222,742	197,191	163,982	256,000	251,000	5,000-
510-4063-511.34-01	BILLING-WATER CHARGES	1,267	1,221	848	1,500	1,500	0
510-4063-511.34-02	BILLING-SEWERAGE CHARGES	5,242	4,300	3,263	5,500	5,500	0
*	UTILITY SERVICES	6,509	5,521	4,111	7,000	7,000	0
510-4063-511.36-05	PEST CONTROL	2,000	2,600	1,100	2,600	2,700	100
LEVEL 20L2	TEXT RODENT CONTROL AT 649 S RIVER ST		TEXT AMT 2,700 2,700				
510-4063-511.36-13	DISPOSAL/LANDFILL CHARGES	79,939	102,973	89,776	80,000	105,000	25,000
LEVEL 20L2	TEXT EXCAVATED NON-CCDD SPOILS DISPOSAL. BUDGET AMOUNT IS BASED ON HISTORIC ACCOUNT ACTIVITY		TEXT AMT 105,000 105,000				
510-4063-511.36-99	OTHER	3,702		0	0	0	0
*	CLEANING SERVICES	85,641	105,579	90,876	82,600	107,700	25,100

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
510-4063-511.38-01	EQUIPMENT	27,390	23,786	6,363	46,000	46,000	0
LEVEL 20L2	TEXT BASE BUDGET OUTSOURCING AND AGEING EQUIPMENT I.E. BACKHOES 2020 DP - COMBINATION SEWER CLEANING MACHINE 2020: \$ -0- 2021: \$7,500 2022: \$10,000 2023: \$15,000 2024: \$15,000			TEXT AMT 30,000 16,000			
				46,000			
510-4063-511.38-05	BUILDING & GROUNDS	37,640	17,044	64,620	135,000	52,500	82,500-
LEVEL 20L2	TEXT VENTILATION			TEXT AMT 52,500 52,500			
510-4063-511.38-13	EQUIPMENT-TELEPHONE	0	0	0	1,500	1,500	0
LEVEL 20L2	TEXT SERVICE CALLS			TEXT AMT 1,500 1,500			
510-4063-511.38-15	EQUIPMENT-COPIER	314	575	416	550	575	25
LEVEL 20L2	TEXT FOR REPAIRS TO AGEING PRINTER/COPIER			TEXT AMT 575 575			
510-4063-511.38-30	WATER LINES	42,283	67,513	51,157	70,000	73,500	3,500
LEVEL 20L2	TEXT BASED ON 2016 TOTAL EXPENSE, 2017 FUNDING IS INADEQAUTE			TEXT AMT 73,500 73,500			
510-4063-511.38-34	LANDSCAPING	111,932	125,393	122,704	112,000	130,000	18,000
LEVEL 20L2	TEXT 2019 ESTIMATE BASED ON 2017 EXPENSE 2020 ESTIMATE BASED ON 2018 EXPENSE			TEXT AMT 130,000 130,000			
510-4063-511.38-35	SEWER LINES/SANITARY	28,172	19,040	37,573	36,500	38,000	1,500
LEVEL	TEXT			TEXT AMT			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
20L2	USE OF CONTRACTORS TO ASSIST WITH REPAIRS			38,000 38,000			
510-4063-511.38-38	PAVEMENT REPAIR CONTRACT	593,099	574,808	555,682	656,250	665,000	8,750
LEVEL 20L2	TEXT MATERIAL AND LABOR FOR PAVEMENT, CURB, SIDEWALK REPAIRS			TEXT AMT 665,000 665,000			
510-4063-511.38-40	INSECT CONTROL	0	0	0	500	500	0
LEVEL 20L2	TEXT INSECT CONTROL AT PUMP STATIONS			TEXT AMT 500 500			
510-4063-511.38-41	FEES-ALARM SERVICE	3,233	2,971	2,228	3,600	3,600	0
510-4063-511.38-45	PLUMBING SERV-WATER LEAKS	249,831	108,562	28,100	290,000	290,000	0
510-4063-511.38-47	LEAK DETECTION SERVICES	7,162	58,927	22,085	75,000	75,000	0
510-4063-511.38-67	SEWER LIFT STATIONS	79,183	53,899	60,627	93,000	93,000	0
510-4063-511.38-68	WATERMAIN FLUSHING	292,873	311,059	114,675	375,000	200,000	175,000-
510-4063-511.38-88	CENTRAL GAR./MAINTENANCE	341,996	441,333	313,146	391,800	450,200	58,400
510-4063-511.38-89	CENTRAL GAR./VEH. SET-UP	10,829	16,381	3,012	12,000	11,000	1,000-
LEVEL 20L2	TEXT 2019 VEHICLE REPLACEMENT 63-115 1/2 TON TRUCK SETUP 63-100 1/2 TON TRUCK SETUP 2020 VEHICLE REPLACEMENTS 63-151 HALF TON 4X4 PICKUP TRUCK SETUP 63-159 15 YD DUMP TRUCK SETUP			TEXT AMT 10,000 1,000 11,000			
510-4063-511.38-90	VEHICLE REPAIR/ACCIDENT	50,553	45,426	12,610	45,400	46,400	1,000
LEVEL 20L2	TEXT ESTIMATE BASED ON HISTORIC EXPENSES REPAIRS & MTCE. SERVICES			TEXT AMT			
*		1,876,490	1,866,717	1,394,998	2,344,100	2,176,775	167,325-
510-4063-511.39-11	PAGERS	1,527	1,339	611	2,300	2,300	0
LEVEL 20L2	TEXT PAGERS FOR ON CALL SUPERVISORS			TEXT AMT 2,300 2,300			
510-4063-511.39-13	CONSTRUCTION EQUIPMENT	0	5,670	0	7,000	7,000	0
LEVEL	TEXT			TEXT AMT			

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2020

2020-LEVEL 2

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
20L2	BACKHOE RENTAL IS ANTICIPATED DUE TO AGE/CONDITION OF EXISTING MACHINES			7,000			
				7,000			
510-4063-511.39-50	EQUIPMENT-OTHER	8,090	0	0	0	0	0
* RENTALS/LEASES		9,617	7,009	611	9,300	9,300	0
510-4063-511.40-40	LIABILITY INSURANCE	36,000	36,000	27,000	36,000	36,000	0
* INSURANCE		36,000	36,000	27,000	36,000	36,000	0
510-4063-511.42-01	EDUCATION/TRAINING	14,084	10,355	8,153	26,600	26,600	0
LEVEL	TEXT			TEXT	AMT		
20L2	SUPERINTENDENT & ASSISTANT SUPERINTENDENT AWWA CON				1,400		
	7 EMPLOYEES: AWWA CONFERENCE				4,900		
	7 SUPERVISORS: WATER OPERATOR CONFERENCE				4,900		
	2 MWII: LEVEL II CERTIFIED OPERATOR TRAINING				2,800		
	3 MWI: LEVEL I CERTIFIED OPERATOR TRAINING				4,200		
	2 MWI: LOCATOR CERTIFICATIION TRAINING				2,000		
	32 DIVISIONAL STAFF: CONFINED SPACE TRAINING				2,400		
	CLASS D WATER OPERATOR CERTIFICATION TRAINING				2,500		
	MISC TRAINING				1,500		
					26,600		
510-4063-511.42-03	TRAVEL/MEETINGS	0	0	0	100	0	100-
510-4063-511.42-12	FEES-TOLL RD BILLING/CHG	10,218	9,542	3,472	10,700	10,700	0
LEVEL	TEXT			TEXT	AMT		
20L2	TOLLS FOR HAULING SPOILS TO DISPOSAL SITE				10,700		
					10,700		
* TRAVEL & PROFESS DVLPMT		24,302	19,897	11,625	37,400	37,300	100-
510-4063-511.44-02	TELEPHONE-ALARM	1,835	498	427	600	600	0
LEVEL	TEXT			TEXT	AMT		
20L2	**IT COM** 6/5/18				600		
	6308961725: 649 S RIVER ST, ADS ALARM						
	(TOO OLD FOR VOIP)						
					600		
510-4063-511.44-04	TELEPHONE-MOBILE	16,823	15,456	10,622	16,632	15,620	1,012-
LEVEL	TEXT			TEXT	AMT		
20L2	**IT COM** 5/13/19						
	CELL PHONE CHARGES \$50 X 12						
	E. KOMES				600		
	H. RAMOS				600		

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2020

2020-LEVEL 2

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
	D. WEILER			600			
	E. SCHOENY			600			
	K. RICHARDSON			600			
	M. HOUSTON			600			
	J. HAUGE			600			
	R. DELGADO			600			
	D. PISCORAN			600			
	T. SAVAGE			600			
	METER SHOP			600			
	CALLMAN EASTSIDE			600			
	CALLMAN WESTSIDE			600			
	CALLMAN FOX VALLEY			600			
	W & S 2ND SHIFT			600			
	W & S 3RD SHIFT			600			
	G. DAVIS			600			
	D. LEIFHEIT			600			
	T. NOBLES			600			
	W. RIVERA			600			
	A. VOGT			600			
	M. SODERHDAL			600			
	IPAD CHARGES \$20 X 12 X 7			1,700			
	NETWORK FLEET SERVICES INC \$12 X 12 X 3			720			
				15,620			
510-4063-511.44-07	FEE-ON LINE J.U.L.I.E.	26,364	29,131	22,275	31,500	31,500	0
LEVEL	TEXT		TEXT	AMT			
20L2	RATE CHANGES			31,500			
				31,500			
*	COMMUNICATION CHARGES	45,022	45,085	33,324	48,732	47,720	1,012-
510-4063-511.45-01	DUES	0	422	218	2,600	2,600	0
LEVEL	TEXT		TEXT	AMT			
20L2	AWWA MEMBERSHIP DUES FOR CL D WATER OPERATORS			2,600			
				2,600			
510-4063-511.45-02	SUBSCRIPTIONS	0	1,595	0	0	0	0
510-4063-511.45-03	POSTAGE	2,172	3,631	49	3,000	3,000	0
510-4063-511.45-04	U.P.S./FED EX	63	0	0	200	200	0
510-4063-511.45-07	COPIER COSTS	2,445	1,409	1,625	2,600	2,600	0
LEVEL	TEXT		TEXT	AMT			
20L2	ESTIMATED BUDGET AMOUNT EXTRAPOLATED FROM YTD EXP			2,600			
				2,600			
510-4063-511.45-12	ADVERTISING/PUBLICATION	1,027	1,039	771	1,100	1,100	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
LEVEL 20L2	TEXT AMOUNT ESTIMATED FROM PREVIOUS YEARS EXPENSE			TEXT AMT 1,100 1,100			
510-4063-511.45-32	LICENSES/PERMITS	895	713	970	1,500	1,500	0
510-4063-511.45-79	ANSWERING SERVICE FEES	10,204	9,333	8,074	12,600	12,600	0
*	OTHER SERVICES & CHARGES	16,806	18,142	11,707	23,600	23,600	0
510-4063-511.49-01	GENERAL FUND	1,158,565	1,171,351	1,007,174	1,342,899	1,474,140	131,241
*	ADMINISTRATIVE SERVICES	1,158,565	1,171,351	1,007,174	1,342,899	1,474,140	131,241
510-4063-511.61-01	OFFICE-DIRECT	1,841	1,423	594	3,300	3,300	0
510-4063-511.61-09	CUSTOM PRINTING	453	2,932	2,208	0	0	0
510-4063-511.61-10	BOOKS/PERIODICALS/VIDEOS	1,149	0	0	2,500	1,000	1,500-
LEVEL 20L2	TEXT NEW SAFETY VIDEO			TEXT AMT 1,000 1,000			
510-4063-511.61-13	FIRST AID	818	380	247	1,500	1,000	500-
510-4063-511.61-19	FLAGS/BANNERS/SIGNS	172	0	0	250	250	0
LEVEL 20L2	TEXT US AND ILLINOIS FLAG REPLACEMENT			TEXT AMT 250 250			
510-4063-511.61-40	EXPENDABLE TOOLS/EQUIPMNT	16,453	13,192	9,819	18,000	18,000	0
LEVEL 20L2	TEXT VARIOUS EXPENDABLE TOOLS USED IN THE DAILY WORK: DRILLS, SAWS, BITS, BLADES, TAPING EQUIPMENT SHOVELS, TORCHES, ETC. BUDGET AMOUNT BASED ON HISTORIC SPENDING AND OPERATIONAL CHANGES			TEXT AMT 18,000 18,000			
510-4063-511.61-41	FURNITURE/FIXTURES	0	0	0	1,500	250	1,250-
510-4063-511.61-80	OTHER	2,816	3,530	2,375	4,000	4,000	0
*	SUPPLIES-GENERAL	23,702	21,457	15,243	31,050	27,800	3,250-
510-4063-511.62-01	NATURAL GAS	31,389	33,234	26,954	40,000	40,000	0
510-4063-511.62-04	ELECTRICITY-GEN'L	22,791	28,353	17,297	25,000	26,000	1,000
510-4063-511.62-30	OIL & LUBRICANTS	597	0	0	1,500	1,500	0
510-4063-511.62-40	FUEL	97,275	146,572	94,155	114,300	149,500	35,200
*	SUPPLIES-ENERGY	152,052	208,159	138,406	180,800	217,000	36,200
510-4063-511.63-02	EQUIPMENT-COPY MACHINES	8,361	0	0	0	0	0
510-4063-511.63-41	PUMPS	0	85,190	0	10,000	10,000	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
LEVEL 20L2	TEXT REPLACEMENT OF HYDRUALIC PUMP UNITS			TEXT AMT 10,000 10,000			
510-4063-511.63-99	OTHER	0	7,958	33,575	108,000	15,000	93,000-
LEVEL 20L2	TEXT MISC REPLACEMENT PARTS FOR WATER AND SEWER MAINTENANCE EQUIPMENT			TEXT AMT 15,000 15,000			
*	SUPPLIES-MACH/EQUIP	8,361	93,148	33,575	118,000	25,000	93,000-
510-4063-511.64-11	HARDWARE APPLICATIONS	391	0	0	0	0	0
510-4063-511.64-13	PRINTERS	0	0	0	2,100	2,100	0
*	SUPPLIES-COMPUTER	391	0	0	2,100	2,100	0
510-4063-511.65-01	EQUIPMENT	25,947	58,065	64,479	136,600	10,000	126,600-
LEVEL 20L2	TEXT MISC SUPPLIES FOR REPAIRS AND MAINTENANCE OF WATER AND SEWER EQUIPMENT			TEXT AMT			
510-4063-511.65-05	BUILDING & GROUNDS	12,278	5,560	5,379	19,900	19,900	0
LEVEL 20L2	TEXT DUE TO PROGRESSIVE DETERIORATION INCREASED EXPENSES ARE ANTICIPATED			TEXT AMT 19,900 19,900			
510-4063-511.65-13	EQUIPMENT-TELEPHONE	610	1,250	396	600	600	0
LEVEL 20L2	TEXT AMOUNT BASED ON 2017 EXPENSE			TEXT AMT 600 600			
510-4063-511.65-21	GRAVEL/SAND/DIRT	57,983	81,713	47,791	63,000	75,000	12,000
LEVEL 20L2	TEXT OPERATIONAL CHANGES HAVE BEEN MADE IN ORDER TO REDUCE EXPENDITURES FROM WATER AND SEWER FUND, AND TO AVOID LIABILITY DUE TO PORTIONS OF THE WATER SEWER INFRASTRUCTURE BEING IN DISREPAIR. THESE CHANGES REQUIRE ADDITIONAL MATERIALS, PARTS, AND LABOR			TEXT AMT 75,000 75,000			
510-4063-511.65-22	HOT MIX/COLD MIX	52,621	38,606	40,310	55,000	55,000	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
LEVEL 20L2	TEXT BUDGET AMOUNT BASED ON PREVIOUS YEARS EXPENSE		TEXT AMT 55,000 55,000				
510-4063-511.65-34	SIGNAGE	334	24	36	4,000	4,000	0
510-4063-511.65-36	CHEMICALS	2,408	2,158	1,882	2,500	2,500	0
LEVEL 20L2	TEXT BUDGET AMOUNT IS BASED ON 2017 ACTUAL EXPENSES		TEXT AMT 2,500 2,500				
510-4063-511.65-60	WATER LINES	268,116	417,437	225,752	270,000	350,000	80,000
LEVEL 20L2	TEXT MATERIALS USED FOR MAINTENANCE AND REPAIRS OF THE WATER MAIN SYSTEM, I.E. HYDRANT, VALVES, PIPING BUDGET AMOUNT BASED ON HISTORIC EXPENSES		TEXT AMT 350,000 350,000				
510-4063-511.65-65	SEWER LINES/SANITARY	2,245	6,838	1,605	15,750	15,750	0
510-4063-511.65-67	SEWER LIFT STATIONS	18,428	7,232	4,255	20,000	20,000	0
LEVEL 20L2	TEXT BUDGET AMOUNT IS BASED ON HISTORIC SPENDING AND ANTICIPATED ADDITIONAL EXPENSES DUE TO AGING PUMP STATIONS		TEXT AMT 20,000 20,000				
510-4063-511.65-99	OTHER	966	389	81	1,000	1,000	0
LEVEL 20L2	TEXT BUDGET AMOUNT BASED ON PREVIOUS YEAR'S SPENDING		TEXT AMT 1,000 1,000				
*	SUPPLIES-REPAIRS/MTCE	441,936	619,272	391,966	588,350	553,750	34,600-
510-4063-511.66-10	TRUCKS	48,254	30,940	61,236	64,000	32,000	32,000-
LEVEL 20L2	TEXT 2020 VEHICLE REPLACEMENTS 63-151 HALF TON 4X4 PICKUP TRUCK		TEXT AMT 32,000 32,000				
*	NON CAPITAL VEHICLES	48,254	30,940	61,236	64,000	32,000	32,000-
510-4063-511.72-01	COST OF BUILDING	0	0	0	2,000,000	2,500,000	500,000
LEVEL	TEXT		TEXT AMT				

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
20L2	2019 CIP - C114 COMBINED MAINTENANCE FACILITY 2020: \$2,500,000		2,500,000 2,500,000				
*	CAPITAL OUTLAY-BLDG PURCH	0	0	0	2,000,000	2,500,000	500,000
510-4063-511.73-02	WATER-LINE REHAB	353,033	65,524	7,843	94,000	0	94,000-
LEVEL	TEXT		TEXT AMT				
20L2	2018-2019 CARRYOVER: B047 FARNSWORTH DRAINAGE IMPROVEMENTS/BRIDGE REPLACEMENT						
510-4063-511.73-09	SEWER SEPARATION	2,019	236	0	108,100	0	108,100-
LEVEL	TEXT		TEXT AMT				
20L2	2018-2019 CARRYOVER: B031 LONG TERM CONTROL PLAN IMPROVEMENTS						
510-4063-511.73-13	SEWER-FMD REIMBURSEMENT	48,015	54,727	40,870	100,000	100,000	0
510-4063-511.73-14	SANITARY SEWER CONSTRUCT.	3,025,562	1,789,385	1,657,629	3,000,000	4,000,000	1,000,000
LEVEL	TEXT		TEXT AMT				
20L2	2020 CIP-IB018 SANITARY SEWER EVALUATION AND REHAB 2020: \$4,000,000 (ONGOING)		4,000,000 4,000,000				
*	CAPITAL OUTLAY-IMPROVMENT	3,428,629	1,909,872	1,706,342	3,302,100	4,100,000	797,900
510-4063-511.74-29	BACK HOES	133,600	0	0	0	0	0
510-4063-511.74-99	OTHER	0	0	0	185,000	0	185,000-
LEVEL	TEXT		TEXT AMT				
20L2	2019 DP - EXCAVATOR						
*	CAPITAL OUTLAY-MACH/EQUIP	133,600	0	0	185,000	0	185,000-
510-4063-511.75-10	TRUCKS	150,866	0	0	0	150,000	150,000
LEVEL	TEXT		TEXT AMT				
20L2	2020 VEHICLE REPLACEMENT 63-159 15 YD DUMP TRUCK		150,000 150,000				
510-4063-511.75-99	OTHER	0	0	0	0	480,000	480,000
LEVEL	TEXT		TEXT AMT				
20L2	2020 DP - COMBINATION SEWER CLEANING MACHINE		480,000 480,000				
*	CAPITAL OUTLAY-VEHICLES	150,866	0	0	0	630,000	630,000

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2020

2020-LEVEL 2

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
510-4063-511.90-01	CAPITAL OUTLAY CAPITALIZD	284,466-	2,831,698	53,354-	0	0	0
510-4063-511.90-10	DEPRECIATION EXPENSES	444,853	773,947	0	0	0	0
*	CAPITAL-DEPREC/CONTRA	160,387	3,605,645	53,354-	0	0	0
510-4063-820.01-01	BANK SERVICE FEES	475	475	475	1,000	1,000	0
*	DEBT SERVICE PAYMENTS	475	475	475	1,000	1,000	0
510-4063-820.08-01	PRINCIPAL	153,238	153,238	153,238	153,300	153,300	0
510-4063-820.08-09	REVERSAL	153,238-	153,238-	0	0	0	0
*	2009B IEPA LOAN	0	0	153,238	153,300	153,300	0
510-4063-820.09-01	PRINCIPAL	2,671	2,671	1,335	2,700	2,700	0
510-4063-820.09-09	REVERSAL	2,671-	2,671-	0	0	0	0
*	2010 IEPA LOAN	0	0	1,335	2,700	2,700	0
510-4063-820.11-01	PRINCIPAL	940,000	980,000	0	1,020,000	1,020,000	0
510-4063-820.11-02	INTEREST	943,000	914,700	443,875	887,800	887,800	0
510-4063-820.11-03	AMORTIZATION EXPENSE	16,375-	16,375-	0	0	0	0
510-4063-820.11-09	PRINCIPAL REVERSAL	940,000-	980,000-	0	0	0	0
*	SERIES 2015B	926,625	898,325	443,875	1,907,800	1,907,800	0
**	WATER & SEWER MAINTENANCE	12,400,757	13,245,311	9,237,507	17,773,429	19,565,583	1,792,154
***	PUBLIC WORKS	25,130,041	25,404,343	19,384,025	40,585,730	40,905,766	320,036
****	WATER & SEWER FUND	28,398,015	26,741,509	22,200,416	47,271,309	43,072,260	4,199,049-

DECISION PACKAGE (NON-CIP)			FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)		
Department/Division Number and Name:	Budget Year:	2020	PERSONNEL (10, 20 ACCOUNTS)				COST
4430 Maintenance Services	Priority No:	4	Acct No				0
Submitted By:	Strategic Plan Task No:		Acct No				0
Abby Schuler	3		Acct No				0
Decision Package Name:			Acct No				0
New York St. Stairs Next to Bally Doyle			Acct No				0
Description of Decision Package:			Acct No				0
Replace the concrete stairs to the riverwalk on the southwest side of the New York Street bridge with metal stairs.			SERVICES/CHARGES (30, 40, 50 ACCOUNTS)				
			Acct No	38-05	Building & Grounds	130,000	
			Acct No			0	
			Acct No			0	
			Acct No			0	
Benefits of Decision Package:			SUPPLIES (60 ACCOUNTS)				
Improve the structure of the currently deteriorating stairs with low maintenance metal that will not deteriorate with salt.			Acct No				0
			Acct No				0
			Acct No				0
			Acct No				0
			Acct No				0
Impact of Not Approving the Decision Package:			CAPITAL OUTLAY (70 ACCOUNTS)				
The stairs will continue to deteriorate. Annual concrete and railing repairs are temporary patches and costly.			Acct No				0
			Acct No				0
			Acct No				0
			Acct No				0
			Total Cost				
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	130,000	0	0	0	0	130,000	
Funding Sources							
Capital Improvements Fund	130,000	0	0	0	0	130,000	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

DECISION PACKAGE (NON-CIP)		FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)			
Department/Division Number and Name:	Budget Year:	2020		PERSONNEL (10, 20 ACCOUNTS)			COST
4430 Maintenance Services	Priority No:	10		Acct No			0
Submitted By:	Strategic Plan Task No:			Acct No			0
Abby Schuler	3			Acct No			0
Decision Package Name:				Acct No			0
Sidewalk Replacement at Fire Museum				Acct No			0
Description of Decision Package:				Acct No			0
Replace the sidewalk in front of Fire Museum on Broadway to pitch water away from the building.		SERVICES/CHARGES (30, 40, 50 ACCOUNTS)					
		Acct No	38-05	Building & Grounds	20,000		
		Acct No			0		
		Acct No			0		
		Acct No			0		
Benefits of Decision Package:		SUPPLIES (60 ACCOUNTS)					
Replacement will correct the pitch and stop water from leaking and flooding the Fire Museum showroom.		Acct No			0		
		Acct No			0		
		Acct No			0		
		Acct No			0		
		Acct No			0		
Impact of Not Approving the Decision Package:		CAPITAL OUTLAY (70 ACCOUNTS)					
The museum showroom will continue to flood when it rains.		Acct No			0		
		Acct No			0		
		Acct No			0		
		Acct No			0		
		Total Cost					
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	20,000	0	0	0	0	20,000	
Funding Sources							
Capital Improvements Fund	20,000	0	0	0	0	20,000	
Mayor's Office Use Only <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Pending							
Comments							

DECISION PACKAGE (NON-CIP)		FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)			
Department/Division Number and Name:		Budget Year: 2020		PERSONNEL (10, 20 ACCOUNTS)			COST
4430 Maintenance Services		Priority No: 6		Acct No			0
Submitted By:		Strategic Plan Task No:		Acct No			0
Abby Schuler		2		Acct No			0
Decision Package Name:				Acct No			0
Riverwalk Railings				Acct No			0
Description of Decision Package:				Acct No			0
Sandblast and paint the steel railings along the Fox River in the Central Business District or total replacement with aluminum-type railings that will not rust.				SERVICES/CHARGES (30, 40, 50 ACCOUNTS)			
				Acct No	38-05	Building & Grounds	100,000
				Acct No			0
				Acct No			0
Benefits of Decision Package:				SUPPLIES (60 ACCOUNTS)			
Beautify the walkways along the Fox River.				Acct No			0
				Acct No			0
				Acct No			0
				Acct No			0
Impact of Not Approving the Decision Package:				CAPITAL OUTLAY (70 ACCOUNTS)			
The railings will continue to rust and deteriorate. Current safety hazard. Will continue to weld pieces together and scrape paint, which increases in lost time and extra expenses.				Acct No			0
				Acct No			0
				Acct No			0
				Acct No			0
				Total Cost			100,000
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	100,000	100,000	0	0	0	200,000	
Funding Sources							
Capital Improvements Fund	100,000	100,000	0	0	0	200,000	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

DECISION PACKAGE (NON-CIP)			FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)		
Department/Division Number and Name:	Budget Year:	2020	PERSONNEL (10, 20 ACCOUNTS)				COST
4430 Maintenance Services	Priority No:	33	Acct No				0
Submitted By:	Strategic Plan Task No:		Acct No				0
Abby Schuler	3		Acct No				0
Decision Package Name:			Acct No				0
Additional Brick Maintenance			Acct No				0
Description of Decision Package:			Acct No				0
Remove and reset brick in ribbon in Central Business District.			SERVICES/CHARGES (30, 40, 50 ACCOUNTS)				
			Acct No	38-05	Building & Grounds		20,000
			Acct No				0
			Acct No				0
			Acct No				0
Benefits of Decision Package:			SUPPLIES (60 ACCOUNTS)				
Remove tripping hazards, replace broken and sunk-in brick ribbon to improve the sidewalk appearance.			Acct No				0
			Acct No				0
			Acct No				0
			Acct No				0
			Acct No				0
Impact of Not Approving the Decision Package:			CAPITAL OUTLAY (70 ACCOUNTS)				
Tripping hazards will remain and brick ribbon continues to deteriorate.			Acct No				0
			Acct No				0
			Acct No				0
			Acct No				0
			Total Cost				
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	20,000	0	0	0	0	20,000	
Funding Sources							
General Fund	20,000	0	0	0	0	20,000	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

DECISION PACKAGE (NON-CIP)			FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)		
Department/Division Number and Name:	Budget Year:	2020	PERSONNEL (10, 20 ACCOUNTS)				COST
4430 Maintenance Services	Priority No:	11	Acct No				0
Submitted By:	Strategic Plan Task No:		Acct No				0
Abby Schuler			Acct No				0
Decision Package Name:			Acct No				0
Widen CBD Sidewalks			Acct No				0
Description of Decision Package:			Acct No				0
Widen the Central Business District sidewalks to properly remove snow without damage to the landscape.			SERVICES/CHARGES (30, 40, 50 ACCOUNTS)				
			Acct No	38-05	Building & Grounds	50,000	
			Acct No			0	
			Acct No			0	
			Acct No			0	
Benefits of Decision Package:			SUPPLIES (60 ACCOUNTS)				
Sidewalk would accommodate a toolcat width to remove snow without leaving ruffs and damage to the landscape.			Acct No			0	
			Acct No			0	
			Acct No			0	
			Acct No			0	
			Acct No			0	
Impact of Not Approving the Decision Package:			CAPITAL OUTLAY (70 ACCOUNTS)				
Will continue to use staff resources to repair ruts and landscape annually in the spring.			Acct No			0	
			Acct No			0	
			Acct No			0	
			Acct No			0	
			Total Cost		50,000		
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	50,000	0	0	0	0	50,000	
Funding Sources							
Capital Improvements Fund	50,000	0	0	0	0	50,000	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

Downtown Services Division

2020 Budget

Mission

To provide the highest level of service to the Central Business District's (CBD) residents, businesses, and visitors. The service includes the general upkeep of the downtown with an aggressive schedule of landscaping, and debris and snow removal. Our services will lead to a clean and attractive CBD and positive community image.

Major Functions

1. Maintain ten miles of sidewalks, malls, and plazas.
2. Foster good communication between all city departments and businesses in the CBD.
3. Maintain the fountains and plazas in the CBD, including the Benton Street Plaza, Millennium Plaza, Swimming Stones Sculpture, Rotary Park, Mundy Park, Tivoli Plaza, and the Memory Garden.
4. Assist with the set-up of special events.
5. Paint streetlights, bridge viaducts, and railings in CBD.
6. Plant and maintain flowers in and around the CBD.
7. Maintain the public property and infrastructure of the CBD.
8. Coordinate with other city offices to ensure that maintenance requirements are considered in the plans for CBD infrastructure improvements.

Budget Summary

		2019	
	2018	Original	2020
<u>Expenditures</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Salary & Benefits	765,588	767,196	943,918
Other Non-Capital	346,850	350,400	427,700
Capital	-	-	-
Total	1,112,438	1,117,596	1,371,618

Staffing

Full-Time Positions

	2018	2019	2020
Downtown Services Manager	0	0	1
Horticulturist II	1	1	1
Maintenance Service Worker	3	3	3
Maintenance Worker II	1	1	1
Sanitation Service Worker	1	1	1
Superintendent	1	0	0
Subtotal - Full-Time Positions	7	6	7

Seasonal Positions

General Worker I	1	1	1
General Worker II	1	1	1
Seasonal Worker I	1	1	1
Seasonal Worker II	1	1	1
Subtotal - Seasonal Positions	4	4	4

TOTAL	11	10	11
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Downtown Services Division

2020 Budget

Short-Term Goals (2020)

1. Create a pollinator nature area along the riverbank near New York Street and the river trail.

Long-Term Goals (2021 and Beyond)

1. Improve the walkability in the CBD (Ongoing).
2. Implement a crime prevention through environmental design strategy to improve public safety (Ongoing).

2019 Major Accomplishments

- Renovated the Mundy and Beilman Parks to complement the renovations completed on the Water Street mall.

2018 Major Accomplishments

- Strategically increased the number of benches in the CBD.
- Renovated the Water Street mall.
- Restored one bronze monument on the New York Street bridge.
- Installed a mural garden south of parking lot F.

Performance Measures

			2019	
	2018	2019	Estimated	2020
<u>Measure</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
Sidewalk Improvements (sq. ft.)	3,900	4,000	4,000	3,500
Training and Development Hours	80	100	100	80

Budget Highlights

The 2020 budget will permit the Downtown Services Division to maintain the service level of the prior year.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
101-4430-418.10-01	FULL-TIME/REGULAR	356,149	381,950	347,567	400,100	512,475	112,375
101-4430-418.10-07	PART-TIME/SEASONAL	32,693	43,729	32,449	33,992	48,486	14,494
101-4430-418.10-09	PART-TIME/TEMPORARY	427	10,824	16,938	0	13,197	13,197
101-4430-418.10-31	OVERTIME/REGULAR	3,847	11,871	7,878	16,000	16,000	0
101-4430-418.10-50	SUPPLEMENT-VACTN BUY BACK	88	1,143	0	1,000	1,300	300
101-4430-418.10-52	SUPPLEMENT-OTHER	1,564	4,403	2,990	1,564	2,465	901
LEVEL	TEXT			TEXT AMT			
20L2	LANGUAGE TRANSLATION - 1 AT \$60 PER PAY PERIOD			2,465			
				2,465			
101-4430-418.10-55	SUPPLEMENT-Y/E PAYOUT	18,660	15,927	665	12,000	14,600	2,600
101-4430-418.10-70	LONGEVITY PAY	1,238	1,715	1,308	1,681	1,797	116
* SALARIES		414,666	471,562	409,795	466,337	610,320	143,983
101-4430-418.20-01	EMPLOYEE HEALTH INSURANCE	143,443	136,546	90,520	120,694	133,462	12,768
101-4430-418.20-04	RETIREE HEALTH INSURANCE	0	14,684	31,333	41,777	31,408	10,369-
101-4430-418.20-10	FICA/SOCIAL SECURITY	24,751	28,350	24,528	26,276	35,604	9,328
101-4430-418.20-11	FICA/MEDICARE	5,835	7,025	5,736	6,158	8,327	2,169
101-4430-418.20-12	PENSION/IMRF	52,262	60,062	45,052	49,008	76,409	27,401
101-4430-418.20-20	CLOTHING	4,189	2,546	2,015	5,000	5,000	0
101-4430-418.20-22	DUES-HEALTH/FITNESS	200	400	0	800	800	0
LEVEL	TEXT			TEXT AMT			
20L2	ASA (2)			800			
				800			
101-4430-418.20-37	INSURANCE/WORKERS COMP	36,000	36,000	27,000	36,000	24,000	12,000-
101-4430-418.20-43	TERMINATION BENEFITS	0	8,413	11,360	15,146	18,588	3,442
* EMPLOYEE BENEFITS		266,680	294,026	237,544	300,859	333,598	32,739
101-4430-418.32-20	CONTRACTED SERVICES	0	0	0	2,000	7,000	5,000
LEVEL	TEXT			TEXT AMT			
20L2	PROFESSIONAL CONSULTANT TO EVALUATE RIVERWALK			2,000			
	AMENITIES			5,000			
	EVALUATE FOUNTAINS						
	EVALUATE CANOE CHUTE						
				7,000			
* PROFESSIONAL FEES		0	0	0	2,000	7,000	5,000
101-4430-418.36-15	MOWING/LAWN-WEED	0	0	5,500	2,000	14,000	12,000
LEVEL	TEXT			TEXT AMT			
20L2	MOWING BEHIND WCC LOT, MISC CBD GREEN SPACE			2,000			
	MOWING PROPERTIES FORMLY DONE BY AURORA DOWNTOWN			12,000			
				14,000			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
* CLEANING SERVICES		0	0	5,500	2,000	14,000	12,000
101-4430-418.38-01 EQUIPMENT		0	626	0	5,000	5,000	0
LEVEL 20L2	TEXT PRESSURE WASHER & SIDEWALK SWEEPER REPAIRS		TEXT AMT 5,000 5,000				
101-4430-418.38-05 BUILDING & GROUNDS		50,798	72,883	27,191	71,000	95,500	24,500
LEVEL 20L2	TEXT MISC OUTSIDE VENDOR REPAIR, PLUMBING REPAIRS CONCRETE REPAIRS WELDING, LAWN SPRINKLER MTCE BRICK LEVELING SANDBLASTING/PAINTING OF RALINGS, LIGHT POLES & BENCHES REMOVE SIDEWALK TREES AND FILL AND BRICK TIVOLI PLAZA IMPROVEMENTS FOUNTAIN COSMIC & MECHANICAL REPAIRS 2020 DP - ADDITIONAL BRICK MAINTENANCE IN CBD		TEXT AMT 20,000 25,000 13,000 13,000 4,500 20,000 95,500				
101-4430-418.38-18 SIDEWALKS		0	6,500	0	0	0	0
101-4430-418.38-34 LANDSCAPING		11,370	1,913	0	14,000	14,000	0
LEVEL 20L2	TEXT LANDSCAPING - CANOE CHUTE AND CBD PARK PLANT REPLACING/MULCHING/TREES		TEXT AMT 14,000 14,000				
101-4430-418.38-39 LANDSCAPE FERTILIZING		1,559	2,651	2,198	4,000	4,000	0
LEVEL 20L2	TEXT KRAMER IMIDACLOPRID & BIO GREEN APPLICATIONS		TEXT AMT 4,000 4,000				
101-4430-418.38-40 INSECT CONTROL		17,000	17,400	14,200	20,000	23,000	3,000
LEVEL 20L2	TEXT INSECT CONTROL - SPIDERS - RIVERWALK EARTH PEST CONTROL EXPAND PROGRAM RE-BID IN 2020		TEXT AMT 20,000 3,000 23,000				
101-4430-418.38-88 CENTRAL GAR./MAINTENANCE		84,528	94,701	52,039	90,300	96,600	6,300
101-4430-418.38-90 VEHICLE REPAIR/ACCIDENT		9,696	12,055	15,860	11,100	12,300	1,200
101-4430-418.38-99 OTHER		39	0	0	0	0	0

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2020

2020-LEVEL 2

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
*	REPAIRS & MTCE. SERVICES	174,990	208,729	111,488	215,400	250,400	35,000
101-4430-418.39-50	EQUIPMENT-OTHER	601	416	416	1,000	1,000	0
*	RENTALS/LEASES	601	416	416	1,000	1,000	0
101-4430-418.40-40	LIABILITY INSURANCE	9,000	9,000	6,003	8,000	8,000	0
*	INSURANCE	9,000	9,000	6,003	8,000	8,000	0
101-4430-418.42-01	EDUCATION/TRAINING	1,003	1,319	195	1,000	3,000	2,000
LEVEL	TEXT			TEXT AMT			
20L2	LANDSCAPE SEMINAR			2,000			
	PUMP REPAIR						
	PESTICIDE SAFETY-CROSS TRAIN DEPT.						
	SAFETY TRAINING						
	ACCIDENT PREVENTION			1,000			
				3,000			
*	TRAVEL & PROFESS DVLPMT	1,003	1,319	195	1,000	3,000	2,000
101-4430-418.44-04	TELEPHONE-MOBILE	3,843	4,459	2,979	4,800	4,800	0
LEVEL	TEXT			TEXT AMT			
20L2	** IT COM ** 5/13/19						
	CELL PHONE CHARGES \$50 X 12						
	A. MARTINEZ			600			
	T. MILLER			600			
	J. JAQUEZ			600			
	C. HAYEN			600			
	M. GOMEZ JR.			600			
	K. O'BRIEN			600			
	B. PERKINS			600			
	A. SCHULER			600			
				4,800			
*	COMMUNICATION CHARGES	3,843	4,459	2,979	4,800	4,800	0
101-4430-418.45-01	DUES	430	430	60	500	0	500-
101-4430-418.45-03	POSTAGE	11	6	8	0	0	0
101-4430-418.45-12	ADVERTISING/PUBLICATION	75	0	0	100	100	0
101-4430-418.45-32	LICENSES/PERMITS	32	103	50	100	100	0
*	OTHER SERVICES & CHARGES	548	539	118	700	200	500-
101-4430-418.50-99	OTHER	300	0	0	0	0	0
*	OTHER SC-SPECIAL PROGRAMS	300	0	0	0	0	0
101-4430-418.61-01	OFFICE-DIRECT	45	519	79	200	200	0
101-4430-418.61-02	OFFICE-CENTRAL STORES	72	58	90	100	100	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
101-4430-418.61-09	CUSTOM PRINTING	0	75	302	0	200	200
101-4430-418.61-10	BOOKS/PERIODICALS/VIDEOS	0	30	17	100	500	400
LEVEL	TEXT			TEXT AMT			
20L2	SAFETY TRAINING VIDEOS						
101-4430-418.61-19	FLAGS/BANNERS	636	0	0	100	500	400
LEVEL	TEXT			TEXT AMT			
20L2	BRACKETS			100			
	REPLACEMENTS FOR LIGHT POLES			400			
	FLOWER HANGERS			500			
101-4430-418.61-22	LANDSCAPING	0	529	0	2,000	2,000	0
LEVEL	TEXT			TEXT AMT			
20L2	PLANTS,MULCH, DIRT, SOD			2,000			
				2,000			
101-4430-418.61-40	EXPENDABLE TOOLS/EQUIPMNT	6,917	4,142	2,388	2,500	4,500	2,000
101-4430-418.61-41	FURNITURE/FIXTURES	894	0	0	0	2,000	2,000
LEVEL	TEXT			TEXT AMT			
20L2	REPLACEMENT OF BROKEN CHAIRS			2,000			
				2,000			
101-4430-418.61-80	OTHER	144	257	0	0	0	0
* SUPPLIES-GENERAL		8,708	5,610	2,876	5,000	10,000	5,000
101-4430-418.62-40	FUEL	11,700	15,621	10,230	14,200	16,000	1,800
* SUPPLIES-ENERGY		11,700	15,621	10,230	14,200	16,000	1,800
101-4430-418.65-01	EQUIPMENT	4,695	2,359	266	3,000	4,000	1,000
LEVEL	TEXT			TEXT AMT			
20L2	REPLACEMENT POWER EQUIP (SAWS, TRIMMERS, BLOWERS)			4,000			
	TOOLCAT ACCESSORIES			4,000			
101-4430-418.65-05	BUILDING & GROUNDS	49,183	58,818	44,242	56,000	60,500	4,500
LEVEL	TEXT			TEXT AMT			
20L2	MISC SUPPLIES INCL ICE MELTER			56,000			
	PAINT						
	REPLACE SIDEWALK PLANTERS						
	BRICK FOR SIDEWALK TREE FILL			4,500			
				60,500			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
101-4430-418.65-21	GRAVEL/SAND/DIRT	3,850	2,880	3,099	4,000	4,000	0
101-4430-418.65-31	GRAFFITI REMOVAL SUPPLIES	3,942	3,230	1,773	7,000	7,000	0
101-4430-418.65-34	SIGNAGE	220	252	351	0	500	500
101-4430-418.65-36	CHEMICALS	5,054	2,716	3,168	6,000	6,000	0
LEVEL	TEXT			TEXT AMT			
20L2	CHEMICALS - WEED KILLER, HERBOCIDES			6,000			
				6,000			
101-4430-418.65-37	FERTILIZER	3,255	1,352	135	0	2,000	2,000
LEVEL	TEXT			TEXT AMT			
20L2	INCREASE NUMBER OF RAIN GARDENS AND RIVER WALK AREAS			2,000			
				2,000			
101-4430-418.65-39	PLANTS & SEEDINGS	19,295	19,966	15,803	16,000	20,000	4,000
LEVEL	TEXT			TEXT AMT			
20L2	HANGING BASKETS, FLOWERS, AND PERENIALS RAIN GARDEN REPLACEMENT			16,000			
				4,000			
				20,000			
101-4430-418.65-40	TREES	3,454	4,210	754	4,000	4,000	0
101-4430-418.65-44	TABLES/BENCHES/CHAIRS	0	4,976	1,997	0	5,000	5,000
LEVEL	TEXT			TEXT AMT			
20L2	PICNIC TABLE AND BENCH REPLACEMENT FOR DOWNTOWN			5,000			
				5,000			
101-4430-418.65-99	OTHER	27	398	0	300	300	0
*	SUPPLIES-REPAIRS/MTCE	92,975	101,157	71,588	96,300	113,300	17,000
**	MAINTENANCE SERVICES	985,014	1,112,438	858,732	1,117,596	1,371,618	254,022

Fleet & Parking Maintenance Division

2020 Budget

Mission

To be an industry-leading equipment maintenance organization that provides services that are unsurpassed in quality and value; and to maintain the city's fleet so that all equipment and vehicles operate in a safe, efficient, and effective manner.

Major Functions

1. Effectively maintain all city equipment and vehicles.
2. Develop programs to increase the efficiency of city equipment by promoting standardization and adaptability.
3. Reduce the city's carbon footprint by implementing environmentally-friendly, sustainable practices.
4. Analyze, evaluate, and coordinate all city equipment requirements and replacement intervals.
5. Review and establish equipment specifications.
6. Support operational needs of other departments.
7. Coordinate the sale and/or disposal of equipment.
8. Maintain the city's fuel inventory and process disbursements and charge-backs.
9. Maintain and secure the Central Garage Facility.

Budget Summary

		2019	
	2018	Original	2020
<u>Expenditures</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Salary & Benefits	2,218,799	2,155,466	2,535,747
Other Non-Capital	2,708,558	2,600,788	2,736,740
Capital	-	-	-
Total	4,927,357	4,756,254	5,272,487

Staffing

Full-Time Positions

	2018	2019	2020
Assistant Superintendent	0	1	1
Labor Supervisor	2	2	2
Equipment Technician	13	13	13
Inventory Clerk/Equipment Service	0	1	1
Subtotal - Full-Time Positions	15	16	16

Part-Time Positions

Inventory Clerk/Equipment Service	1	0	0
Subtotal - Part-Time Positions	1	0	0
TOTAL	16	16	16

Fleet & Parking Maintenance Division

2020 Budget

Short-Term Goals (2020)

1. Decrease total vehicle emissions by 25%.

Long-Term Goals (2021 and Beyond)

1. Recycle 100% of used materials to achieve zero waste (Ongoing).

2019 Major Accomplishments

- Incorporated more high-efficiency vehicles into the fleet.

2018 Major Accomplishments

- Researched and purchased an electric passenger trolley for Phillips Park.
- Replaced the spalled/damaged sections of concrete on the shop floor.

Performance Measures

				2019	
		2018	2019	Estimated	2020
	Measure	Actual	Budget	Actual	Budget
Service					
Maintenance and Repair	Availability rate of vehicles and equipment	96.2%	98.0%	96.0%	98.0%
Maintenance Service	Preventive vehicle maintenance compliance rate	94.3%	94.0%	92.0%	93.0%
Productivity Rate	Ratio of direct over total labor hours	97.8%	95.0%	98.0%	98.0%

Note: The productivity rate measures the percentage of direct (productivity) hours to all hours that include indirect (non-productive) hours.

Budget Highlights

The 2020 budget will permit the Fleet & Parking Maintenance Division to maintain the service level of the prior year.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
120-4431-418.10-01	FULL-TIME/REGULAR	1,242,257	1,259,591	958,716	1,343,781	1,648,453	304,672
120-4431-418.10-06	PART-TIME/REGULAR	41,129	39,460	0	0	0	0
120-4431-418.10-09	PART-TIME/TEMPORARY	0	1,307	2,597	0	13,127	13,127
120-4431-418.10-10	PRIOR YEAR RETRO	648	4,089-	30	0	0	0
120-4431-418.10-31	OVERTIME/REGULAR	51,938	60,481	53,025	50,000	51,250	1,250
120-4431-418.10-50	SUPPLEMENT-VACTN BUY BACK	21,691	17,763	16,334	12,000	12,300	300
120-4431-418.10-52	SUPPLEMENT-OTHER	4,140	15,487	5,497	4,060	5,133	1,073
LEVEL	TEXT			TEXT AMT			
20L2	STIPEND-CERTIFICATION - 4 EMPLOYEES			2,500			
	LANGUAGE TRANSLATION - 1 EMPLOYEES			2,633			
				5,133			
120-4431-418.10-55	SUPPLEMENT-Y/E PAYOUT	49,066	62,382	21	55,000	5,637	49,363-
120-4431-418.10-70	LONGEVITY PAY	24,670	24,666	13,638	21,622	19,507	2,115-
* SALARIES		1,435,539	1,477,048	1,049,858	1,486,463	1,755,407	268,944
120-4431-418.20-01	EMPLOYEE HEALTH INSURANCE	304,816	290,161	187,683	250,244	237,265	12,979-
120-4431-418.20-04	RETIREE HEALTH INSURANCE	0	80,119	70,782	94,376	91,398	2,978-
120-4431-418.20-10	FICA/SOCIAL SECURITY	89,647	90,815	62,365	81,316	100,666	19,350
120-4431-418.20-11	FICA/MEDICARE	20,989	22,039	14,586	19,024	23,542	4,518
120-4431-418.20-12	PENSION/IMRF	201,550	206,992	122,151	157,792	227,191	69,399
120-4431-418.20-20	CLOTHING	5,275	7,518	6,063	7,000	7,000	0
LEVEL	TEXT			TEXT AMT			
20L2	EMPLOYEE UNIFORMS PER AFSCME & ASA CONTRACTS			7,000			
	FOUL WEATHER CLOTHING.			7,000			
120-4431-418.20-22	DUES-HEALTH/FITNESS	800	1,133	0	800	800	0
LEVEL	TEXT			TEXT AMT			
20L2	1514 AND ASA			800			
				800			
120-4431-418.20-24	TOOLS-REIMBURSEMENT	13,875	12,950	9,250	14,000	14,000	0
LEVEL	TEXT			TEXT AMT			
20L2	AFSCME TOOL ALLOWANCE PER TECHNICIAN FOR			14,000			
	USE OF OWN TOOLS FOR EQUIPMENT REPAIR.			14,000			
120-4431-418.20-37	INSURANCE/WORKERS COMP	12,000	12,000	9,000	12,000	36,000	24,000
120-4431-418.20-43	TERMINATION BENEFITS	0	18,024	24,338	32,451	42,478	10,027
* EMPLOYEE BENEFITS		648,952	741,751	506,218	669,003	780,340	111,337
120-4431-418.32-20	CONTRACTED SERVICES	0	0	0	6,000	0	6,000-
LEVEL	TEXT			TEXT AMT			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
20L2	CONSULTING; FLEET EVALUATION OF SERVICES/PART CONTRACT EXPIRES 2020						
120-4431-418.32-81	AUTO PARTS SERVICE	164,643	166,206	110,695	170,000	170,000	0
LEVEL 20L2	TEXT AUTO PARTS SERVICE-NAPA OPERATING EXPENSE CONTRACT EXPIRES JUNE 2020			TEXT AMT 170,000 170,000			
*	PROFESSIONAL FEES	164,643	166,206	110,695	176,000	170,000	6,000-
120-4431-418.34-02	BILLING-SEWERAGE CHARGES	619	582	462	1,000	1,000	0
*	UTILITY SERVICES	619	582	462	1,000	1,000	0
120-4431-418.36-03	JANITORIAL	8,700	8,700	7,250	9,500	9,500	0
LEVEL 20L2	TEXT CONTRACTED SERVICES T.F.M			TEXT AMT 9,500 9,500			
120-4431-418.36-10	DISPOSAL/GARBAGE	4,219	2,500	1,010	7,000	5,000	2,000-
LEVEL 20L2	TEXT SERVICES FOR PARTS WASHER AND WASTE OIL DISPOSAL			TEXT AMT 5,000 5,000			
120-4431-418.36-99	OTHER	24,521	11,776	5,190	20,000	20,000	0
LEVEL 20L2	TEXT SHOP TOWEL SERVICE/ DRY CLEANING DISPOSAL/WASTE FEES/JANITORIAL SERVICE- NEW SERVICE MAY 2018			TEXT AMT 20,000 20,000			
*	CLEANING SERVICES	37,440	22,976	13,450	36,500	34,500	2,000-
120-4431-418.38-01	EQUIPMENT	537,966	565,511	327,735	461,000	500,000	39,000
120-4431-418.38-05	BUILDING & GROUNDS	30,545	32,915	25,812	60,000	35,000	25,000-
LEVEL 20L2	TEXT IMPROVEMENTS AT CENTRAL GARAGE/VEHICLE HOISTS, MISC. REPAIRS AS NECESSARY FOR PLUMBING, ELEC- CEILING AND PAINTING ETC. DONE BY OUTSIDE VENDORS. BUILDING REQUIRES ADDITIONAL REPAIRS DUE TO AGE			TEXT AMT 35,000 35,000			
120-4431-418.38-11	COMPUTER-SOFTWARE	5,444	4,495	5,344	6,500	6,500	0

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2020

2020-LEVEL 2

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
LEVEL 20L2	TEXT COMPUTER-SOFTWARE-NEW PURCHASES ON-LINE SUBSCRIPTION TO ALL-DATA, CFA, & IDS			TEXT AMT 6,500 6,500			
120-4431-418.38-15	EQUIPMENT-COPIER	723	921	588	0	0	0
120-4431-418.38-40	INSECT CONTROL	600	600	350	700	700	0
120-4431-418.38-47	LEAK DETECTION SERVICES	1,065	1,660	0	2,300	2,300	0
LEVEL 20L2	TEXT ANNUAL LINE & LEAK DETCTION TEST			TEXT AMT 2,300 2,300			
120-4431-418.38-88	CENTRAL GAR./MAINTENANCE	0	0	0	25,800	5,900	19,900-
120-4431-418.38-90	VEHICLE REPAIR/ACCIDENT	0	0	0	500	0	500-
120-4431-418.38-99	OTHER	0	0	0	4,000	4,000	0
LEVEL 20L2	TEXT MISCELLANEOUS REPAIRS TO LIFTS			TEXT AMT 4,000 4,000			
*	REPAIRS & MTCE. SERVICES	576,343	606,102	359,829	560,800	554,400	6,400-
120-4431-418.39-60	RIGHT OF WAY	25	0	0	0	0	0
*	RENTALS/LEASES	25	0	0	0	0	0
120-4431-418.40-40	LIABILITY INSURANCE	9,000	9,000	6,003	8,000	8,000	0
*	INSURANCE	9,000	9,000	6,003	8,000	8,000	0
120-4431-418.42-01	EDUCATION/TRAINING	7,013	4,834	3,419	8,000	11,000	3,000
LEVEL 20L2	TEXT WAGNER/WINSTON SUPERVISOR TRAINING 1514 STAFF EMERGENCY VEHICLE TECHNICIAN GENERAL AUTOMOTIVE TRAINING			TEXT AMT 1,500 4,000 5,500 11,000			
120-4431-418.42-03	TRAVEL/MEETINGS	21	0	0	0	0	0
120-4431-418.42-12	FEES-TOLL RD BILLING/CHG	89	81	93	100	100	0
*	TRAVEL & PROFESS DVLPM	7,123	4,915	3,512	8,100	11,100	3,000
120-4431-418.44-01	TELEPHONE	20,269	23,781	19,031	22,000	27,000	5,000
LEVEL 20L2	TEXT **IT COM** 05/29/19			TEXT AMT			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
	6308971377: 720 N BROADWAY, FRONT OFFICE DSL INTERNET(CAMERA MONITORING) \$\$416 MONTHLY VOIP: FUTURE PROJECT FOR MIS TO SWITCH TO FIBER NETWORK			5,000			
	6308923851: 720 N BROADWAY, DSL RTE 59 VIDEO			22,000			
	6308511192: 720 N BROADWAY, DSL RTE 59 VIDEO SURVEILLANCE VOIP: FUTURE PROJECT FOR MIS TO SWITCH TO FIBER NETWORK			27,000			
120-4431-418.44-04	TELEPHONE-MOBILE	2,261	2,647	1,348	2,388	2,640	252
LEVEL	TEXT			TEXT AMT			
20L2	** IT COM ** 5/13/19						
	CELL PHONE CHARGES \$50 X 12						
	D. WINSTON			600			
	J. WAGNER			600			
	IPAD CHARGES \$20 X 12			480			
	\$20 X 12 X 4			960			
				2,640			
*	COMMUNICATION CHARGES	22,530	26,428	20,379	24,388	29,640	5,252
120-4431-418.45-01	DUES	236	127	30	500	500	0
LEVEL	TEXT			TEXT AMT			
20L2	DUES-APWA & MFMA			500			
				500			
120-4431-418.45-02	SUBSCRIPTIONS	47	55	0	200	200	0
120-4431-418.45-03	POSTAGE	95	81	9	200	200	0
120-4431-418.45-04	U.P.S./FED EX	0	0	20	0	0	0
120-4431-418.45-07	COPIER COSTS	359	0	193	0	0	0
120-4431-418.45-12	ADVERTISING/PUBLICATION	0	239	248	200	200	0
120-4431-418.45-29	TOWING/STORAGE-VEHICLES	1,008	606	0	2,000	2,000	0
120-4431-418.45-32	LICENSES/PERMITS	923	974	3,072	500	1,000	500
LEVEL	TEXT			TEXT AMT			
20L2	STATE OF ILLINOIS CHARGES INCURRED FOR PROCESS OF APPLYING FOR LICENSE/TITLE/OR TRANSFER.			1,000			
				1,000			
120-4431-418.45-99	OTHER	349	0	0	0	0	0
*	OTHER SERVICES & CHARGES	3,017	2,082	3,572	3,600	4,100	500
120-4431-418.61-01	OFFICE-DIRECT	418	1,600	236	1,000	1,000	0
120-4431-418.61-02	OFFICE-CENTRAL STORES	0	129	0	300	300	0
120-4431-418.61-09	CUSTOM PRINTING	435	473	562	200	200	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
120-4431-418.61-10	BOOKS/PERIODICALS/VIDEOS	0	0	0	200	200	0
LEVEL	TEXT						
20L2	UPDATES			200			
	BOOKS, PERIODICALS, VIDEOS, FLEET MANAGEMENT						
	TEXTS, SAFETY VIDEOS, ETC.			200			
120-4431-418.61-13	FIRST AID	2,043	1,900	1,195	3,000	3,000	0
120-4431-418.61-40	EXPENDABLE TOOLS/EQUIPMNT	32	0	14	1,000	5,000	4,000
120-4431-418.61-41	FURNITURE/FIXTURES	285	0	0	500	500	0
120-4431-418.61-80	OTHER	209	166	62	800	800	0
*	SUPPLIES-GENERAL	3,422	4,268	2,069	7,000	11,000	4,000
120-4431-418.62-01	NATURAL GAS	1,535	6,107	1,368	8,000	8,000	0
120-4431-418.62-40	FUEL	712,142	887,282	639,932	798,100	883,600	85,500
120-4431-418.62-42	FUEL-GARAGE	1,956	2,653	2,409	3,100	2,700	400-
*	SUPPLIES-ENERGY	715,633	896,042	643,709	809,200	894,300	85,100
120-4431-418.64-10	SOFTWARE APPLICATIONS	0	1,599	0	3,000	3,000	0
LEVEL	TEXT						
20L2	CFA WINDOWS SOFTWARE - UPDATES USED BY EQUIPMENT			3,000			
	SERVICES FOR FLEET MANAGEMENT			3,000			
120-4431-418.64-12	COMPUTERS	0	0	0	1,000	43,500	42,500
LEVEL	TEXT						
20L2	4 LAPTOP COMPUTERS			6,000			
	2020 DP - REPLACE 15 LAPTOP COMPUTERS (2020 ONLY)			37,500			
				43,500			
*	SUPPLIES-COMPUTER	0	1,599	0	4,000	46,500	42,500
120-4431-418.65-01	EQUIPMENT	885,851	959,168	627,265	950,000	955,000	5,000
LEVEL	TEXT						
20L2	PARTS AND SUPPLIES FOR MAINTENANCE AND REPAIR OF			955,000			
	LICENSED FLEET FROM NUMEROUS SUPPLIERS INCLUDING						
	OIL, LUBRICANTS AND TIRES			955,000			
120-4431-418.65-05	BUILDING & GROUNDS	20,164	8,990	2,216	12,000	17,000	5,000
120-4431-418.65-34	SIGNAGE	434	200	246	0	0	0
120-4431-418.65-99	OTHER	0	0	0	200	200	0
*	SUPPLIES-REPAIRS/MTCE	906,449	968,358	629,727	962,200	972,200	10,000

PREPARED 10/09/19, 18:25:06
 PROGRAM GM601L EXPENSE ACCOUNTS

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2020

2020-LEVEL 2

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
120-4431-418.66-10	TRUCKS	24,946	0	0	0	0	0
*	NON CAPITAL VEHICLES	24,946	0	0	0	0	0
**	EQUIPMENT SERVICES	4,555,681	4,927,357	3,349,483	4,756,254	5,272,487	516,233
***	PUBLIC PROPERTIES	4,555,681	4,927,357	3,349,483	4,756,254	5,272,487	516,233
****	EQUIPMENT SERVICES FUND	4,555,681	4,927,357	3,349,483	4,756,254	5,272,487	516,233

DECISION PACKAGE (NON-CIP)		FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)			
Department/Division Number and Name:	Budget Year: 2020	PERSONNEL (10, 20 ACCOUNTS)				COST	
4432 MVPS Maintenance	Priority No: 1	Acct No					0
Submitted By:	Strategic Plan Task No:	Acct No					0
Abby Schuleer	2	Acct No					0
Decision Package Name:		Acct No					0
Upgrade Fire Alarm System in SIP Deck		Acct No					0
Description of Decision Package:		Acct No					0
Upgrade the fire and smoke detector to a hardwired system, remove the phone line, add an intercom, and comply with the building code.		SERVICES/CHARGES (30, 40, 50 ACCOUNTS)					
		Acct No	38-05	Building & Grounds			48,000
		Acct No					0
		Acct No					0
		Acct No					0
Benefits of Decision Package:		SUPPLIES (60 ACCOUNTS)					
Will provide immediate response for fire and police action and comply with building codes to keep tenants and patrons safe.		Acct No					0
		Acct No					0
		Acct No					0
		Acct No					0
		Acct No					0
Impact of Not Approving the Decision Package:		CAPITAL OUTLAY (70 ACCOUNTS)					
The SIP deck will continue with life safety issues of current tenants and parking patrons. Some tenants do not have fire pulls. Delays in fire and police response.		Acct No					0
		Acct No					0
		Acct No					0
		Acct No					0
		Total Cost					
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	48,000	0	0	0	0	48,000	
Funding Sources							
MVPS Fund	48,000	0	0	0	0	48,000	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

DECISION PACKAGE (NON-CIP)		FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)			
Department/Division Number and Name:	Budget Year: 2020	PERSONNEL (10, 20 ACCOUNTS)				COST	
4432 MVPS Maintenance	Priority No: 3	Acct No					0
Submitted By:	Strategic Plan Task No:	Acct No					0
Abby Schuler	2	Acct No					0
Decision Package Name:		Acct No					0
Exterior Stolp Island Parking Deck Lights		Acct No					0
Description of Decision Package:		Acct No					0
Replace the exterior light fixtures on the Stolp Island Parking Deck and Benton Plaza.		SERVICES/CHARGES (30, 40, 50 ACCOUNTS)					
		Acct No	38-05	Building & Grounds			60,000
		Acct No					0
		Acct No					0
		Acct No					0
Benefits of Decision Package:		SUPPLIES (60 ACCOUNTS)					
The missing and broken lights will be replaced. The life-safety issues of dim and unlit areas around the SIP deck will be addressed.		Acct No					
		Acct No					0
		Acct No					0
		Acct No					0
		Acct No					0
Impact of Not Approving the Decision Package:		CAPITAL OUTLAY (70 ACCOUNTS)					
		Acct No					0
		Acct No					0
		Acct No					0
		Acct No					0
		Total Cost					
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	60,000	50,000	0	0	0	110,000	
Funding Sources							
MVPS Fund	60,000	50,000	0	0	0	110,000	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

MVPS Maintenance Division

2020 Budget

Mission

To perform cost-effective maintenance of city-owned parking facilities and provide patrons with attractive, clean, safe, and convenient parking.

Major Functions

1. Plan and execute maintenance projects to uphold the safety, cleanliness, and appearance of city-owned parking facilities.
2. Plow and remove snow from city-owned parking lots.
3. Ensure the proper operation of the Stolp Island Parking (SIP) Deck equipment including entry gate ticket dispensers.
4. Promote the use of public transportation through cooperation with outside transit agencies.
5. Evaluate traffic patterns to improve wayward signage.
6. Assess on-street parking and evaluate the need to increase the number of spaces.
7. Assist with site preparation for city-sponsored special events.

Budget Summary

		2019	
	2018	Original	2020
<u>Expenditures</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Salary & Benefits	(183,881)	181,398	187,395
Other Non-Capital	336,732	322,564	454,220
Capital	402,355	-	-
Total	555,206	503,962	641,615

Staffing

<u>Full-Time Positions</u>	2018	2019	2020
Labor Supervisor	<u>1</u>	<u>1</u>	<u>1</u>
TOTAL	<u><u>1</u></u>	<u><u>1</u></u>	<u><u>1</u></u>

Short-Term Goals (2020)

1. Replace the exterior lights of the SIP deck.

Long-Term Goals (2021 and Beyond)

1. Continue to renovate the surface lots in the Central Business District (CBD) (Ongoing).

MVPS Maintenance Division

2020 Budget

2019 Major Accomplishments

- Renovated parking lot J.
- Combined private and public parking lots to increase the amount of public parking spaces.

2018 Major Accomplishments

- Installed additional wayward parking signs to assist motorists in finding parking in the CBD.
- Sealcoated and restriped surface lot A in the (CBD).
- Installed parking rate signage and refreshed the clearance warning and entrance/exit signs at the SIP deck entryways.

Performance Measures

	2018	2019	2019	2020
	Actual	Budget	Estimated	Budget
Measure	Actual	Budget	Actual	Budget
Employee Safety & Security Training Hours	40	N/A	N/A	N/A
Parking Spaces Added	143	50	50	50
Downtown Surface Lot Spaces Restriped	350	350	350	350

Budget Highlights

The 2020 budget will permit the MVPS Maintenance Division to maintain the service level of the prior year.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
520-4432-437.10-01	FULL-TIME/REGULAR	96,577	105,258	73,869	98,820	102,206	3,386
520-4432-437.10-10	PRIOR YEAR RETRO	178	1,632-	0	0	0	0
520-4432-437.10-31	OVERTIME/REGULAR	2,201	3,823	1,508	7,000	7,000	0
520-4432-437.10-50	SUPPLEMENT-VACTN BUY BACK	53	0	0	0	0	0
520-4432-437.10-51	SUPPLEMENT-FINAL PAY	0	0	0	10,000	10,000	0
520-4432-437.10-52	SUPPLEMENT-OTHER	0	144	1,663	0	754	754
520-4432-437.10-55	SUPPLEMENT-Y/E PAYOUT	4,602	2,778	0	8,500	8,500	0
520-4432-437.10-70	LONGEVITY PAY	1,627	1,803	1,397	1,622	1,622	0
* SALARIES		105,238	112,174	78,437	125,942	130,082	4,140
520-4432-437.11-81	SEVERANCE	0	0	12,148	0	0	0
520-4432-437.11-82	VACATION	0	0	3,935	0	0	0
520-4432-437.11-83	SICK	0	0	1,027	0	0	0
* SALARIES/FINAL PAY		0	0	17,110	0	0	0
520-4432-437.20-01	EMPLOYEE HEALTH INSURANCE	17,930	17,068	11,730	15,640	14,829	811-
520-4432-437.20-04	RETIREE HEALTH INSURANCE	206,821-	343,632-	6,142	8,189	8,970	781
520-4432-437.20-10	FICA/SOCIAL SECURITY	6,130	6,695	4,764	5,854	6,188	334
520-4432-437.20-11	FICA/MEDICARE	1,472	1,895	1,114	1,379	1,447	68
520-4432-437.20-12	PENSION/IMRF	13,997	17,164	9,467	11,394	12,879	1,485
520-4432-437.20-20	CLOTHING	680	1,112	852	1,000	1,000	0
520-4432-437.20-37	INSURANCE/WORKERS COMP	12,000	12,000	9,000	12,000	12,000	0
520-4432-437.20-99	ACCRUED COMP ABS-Y/E ADJT	58-	8,357-	0	0	0	0
* EMPLOYEE BENEFITS		154,670-	296,055-	43,069	55,456	57,313	1,857
520-4432-437.32-20	CONTRACTED SERVICES	11,302	14,475	0	20,000	20,000	0
LEVEL	TEXT			TEXT	AMT		
20L2	PARKING LOT DESIGN AND BIDDING J LOT AND SIP				20,000		
	DEFERRED MAINTENANCE				20,000		
* PROFESSIONAL FEES		11,302	14,475	0	20,000	20,000	0
520-4432-437.34-01	BILLING-WATER CHARGES	11,849	10,693	9,215	7,000	7,000	0
520-4432-437.34-02	BILLING-SEWERAGE CHARGES	13,344	10,546	3,280	7,000	7,000	0
* UTILITY SERVICES		25,193	21,239	12,495	14,000	14,000	0
520-4432-437.36-01	SNOW REMOVAL	14,065	38,635	50,430	40,000	45,000	5,000
LEVEL	TEXT			TEXT	AMT		
20L2	A, W, X, Y LOTS				45,000		
	I&L NEW LIBRARY LOTS				45,000		
520-4432-437.36-03	JANITORIAL	0	0	0	200	1,200	1,000
LEVEL	TEXT			TEXT	AMT		

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
20L2	OCCASIONAL CONTRACTED JANITORIAL SERVICES FOR SIP			1,200 1,200			
520-4432-437.36-15	MOWING/LAWN-WEED	22,870	23,850	16,500	24,000	28,500	4,500
LEVEL 20L2	TEXT A, E, J, N, W, X, Y, I, L LOTS (\$500 A WEEK CONTRACT WITH RILEY AND ADDITIONAL MAINTENANCE. LOTS NEED TO BE REBID IN 2020)			TEXT AMT 28,500 28,500			
520-4432-437.36-99 *	OTHER CLEANING SERVICES	0 36,935	0 62,485	0 66,930	500 64,700	500 75,200	0 10,500
520-4432-437.38-01	EQUIPMENT	2,550	0	0	4,000	7,000	3,000
LEVEL 20L2	TEXT EQUIPMENT-NON-LICENSED-REPAIRS ANNUAL MAINTENANCE SECURITY CAMERA SYSTEM MAINTENANCE FOR NEW CAMERAS AND TO UPDGRADE CAMERA SYSTEM			TEXT AMT 4,000 3,000 7,000			
520-4432-437.38-05	BUILDING & GROUNDS	233,939	152,506	26,551	80,000	193,000	113,000
LEVEL 20L2	TEXT MISC REPAIRS AT SIP: EXPANSION JOINT REPLACEMENTS, CAULK JOINT REPAIRS, CONCRETE SEALING & SKI DATA MAINTENANCE AGREEMENT (\$12K) ANNUAL ADDITIONAL FUNDS NEEDED FOR SCHEER CONNECTOR PAINT STAIR WELLS REPAIRS \$25K ANNUAL 2020 CIP - GB126 PARKING LOT RESURFACING 2020: \$ 50,000 2021: \$220,000 2022: \$240,000 2023-28: \$240,000 2020 DP - UPGRADE FIRE ALARM IN SIP DECK 2020 DP - EXTERIOR SIP DECK LIGHTS 2021: \$50,000			TEXT AMT 30,000 5,000 50,000 48,000 60,000 193,000			
520-4432-437.38-34	LANDSCAPING	5,088	5,685	2,975	3,000	7,000	4,000
LEVEL 20L2	TEXT REPLACEMENT TREES & SHRUBS IMPROVE ISLANDS, REPLACE MISSING TREES LOT W IMPROVEMENTS AFTER BRIDGE IS COMPLETE			TEXT AMT 3,000 4,000			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
				7,000			
520-4432-437.38-40	INSECT CONTROL	6,000	6,500	5,000	8,000	11,000	3,000
LEVEL	TEXT			TEXT AMT			
20L2	INSECT CONTROL-SPIDER CONTROL-SIP			8,000			
	OUT FOR BID IN 2020 AND INCREASE IS EXPECTED			3,000			
				11,000			
520-4432-437.38-41	FEES-ALARM SERVICE	0	3,459	0	0	0	0
520-4432-437.38-54	PARKING EQUIPMENT REPAIR	0	0	0	2,000	2,000	0
LEVEL	TEXT			TEXT AMT			
20L2	FUNDS TRANSFERED IN TO 3805 FOR SKIDATA AGREEMENT			2,000			
				2,000			
520-4432-437.38-88	CENTRAL GAR./MAINTENANCE	8,765	18,169	25,931	12,900	18,600	5,700
520-4432-437.38-89	CENTRAL GAR./VEH. SET-UP	0	0	80	0	0	0
520-4432-437.38-90	VEHICLE REPAIR/ACCIDENT	4,385	76	752	2,400	100	2,300-
*	REPAIRS & MTCE. SERVICES	260,727	186,395	61,289	112,300	238,700	126,400
520-4432-437.40-40	LIABILITY INSURANCE	9,000	9,000	6,003	8,000	8,000	0
*	INSURANCE	9,000	9,000	6,003	8,000	8,000	0
520-4432-437.42-01	EDUCATION/TRAINING	0	0	0	800	800	0
LEVEL	TEXT			TEXT AMT			
20L2	B. MOON						
	SUPERVISOR TRAINING			800			
				800			
520-4432-437.42-07	MILEAGE	33	0	0	0	0	0
*	TRAVEL & PROFESS DVLPMT	33	0	0	800	800	0
520-4432-437.44-01	TELEPHONE	5,100	1,642	813	6,200	6,200	0
LEVEL	TEXT			TEXT AMT			
20L2	**IT COM** 5/29/19						
	6309660293 AT&T 11 S LASALLE ST			5,000			
	6308961201 MVPS EMERGENCY CALL BOX (NORTH)			600			
	6309066512 MVPS EMERGENCY CALL BOX (SOUTH)			600			
				6,200			
520-4432-437.44-02	TELEPHONE-ALARM	2,517	1,038	528	3,500	1,200	2,300-
LEVEL	TEXT			TEXT AMT			
20L2	** IT COM **9/05/2017						
	20% INCREASE OVER 2016 ACTUAL						

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
	8598114 ALARM LINE			1,200			
	8591323 ALARM LINE						
	PARKING GARAGE ALARMS						
	VOIP: ADS EQUIPMENT TOO OLD TO ACCOMMODATE						
				1,200			
520-4432-437.44-04	TELEPHONE-MOBILE	844	731	453	864	720	144-
LEVEL	TEXT			TEXT AMT			
20L2	**IT COM** 5/13/19						
	CELL PHONE CHARGES \$50 X 12						
	B. MOON			600			
	S.I.P. GARAGE \$10 X 12			120			
				720			
*	COMMUNICATION CHARGES	8,461	3,411	1,794	10,564	8,120	2,444-
520-4432-437.45-03	POSTAGE	0	1	0	0	0	0
520-4432-437.45-12	ADVERTISING/PUBLICATION	92	443	0	600	600	0
520-4432-437.45-32	LICENSES/PERMITS	0	0	0	100	100	0
520-4432-437.45-34	ASSESSMENT/PROPERTY TAXES	0	3,368	0	3,400	3,400	0
LEVEL	TEXT			TEXT AMT			
20L2	GLASS HOPPER						
520-4432-437.45-79	ANSWERING SERVICE FEES	727	736	544	1,000	1,000	0
LEVEL	TEXT			TEXT AMT			
20L2	UNITED PHONE SERVICES FOR ASSISTANCE CALLS AT THE STOLP ISLAND PARKING DECK			1,000			
				1,000			
*	OTHER SERVICES & CHARGES	819	4,548	544	5,100	5,100	0
520-4432-437.61-01	OFFICE-DIRECT	0	0	95	0	0	0
520-4432-437.61-02	OFFICE-CENTRAL STORES	72	0	0	0	0	0
520-4432-437.61-09	CUSTOM PRINTING	541	479	145	0	2,000	2,000
LEVEL	TEXT			TEXT AMT			
20L2	SIP MAP UPDATES			2,000			
				2,000			
520-4432-437.61-13	FIRST AID	69	94	161	300	300	0
520-4432-437.61-40	EXPENDABLE TOOLS/EQUIPMNT	1,697	928	686	600	1,100	500
LEVEL	TEXT			TEXT AMT			
20L2	MISC TOOL AND POWER EQUIPMENT REPLACEMENTS			1,100			
				1,100			

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2020

2020-LEVEL 2

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
520-4432-437.61-80	OTHER	0	225	0	0	0	0
* SUPPLIES-GENERAL		2,379	1,726	1,087	900	3,400	2,500
520-4432-437.62-01	NATURAL GAS	8,814	9,777	9,072	11,000	11,000	0
520-4432-437.62-04	ELECTRICITY-GEN'L	28,034	26,715	18,355	35,000	30,000	5,000-
LEVEL	TEXT			TEXT	AMT		
20L2	ELECTRICITY-GEN'L-LED CONVERSION AT SIP				30,000		
					30,000		
520-4432-437.62-40	FUEL	3,408	3,802	3,249	4,200	3,900	300-
* SUPPLIES-ENERGY		40,256	40,294	30,676	50,200	44,900	5,300-
520-4432-437.65-01	EQUIPMENT	1,304	0	1,330	1,500	1,500	0
LEVEL	TEXT			TEXT	AMT		
20L2	REPLACEMENT PARTS FOR POWER EQUIPMENT				1,500		
					1,500		
520-4432-437.65-05	BUILDING & GROUNDS	23,843	17,376	9,680	26,000	24,000	2,000-
LEVEL	TEXT			TEXT	AMT		
20L2	DECK SALT				24,000		
	MISC REPLACEMENT ITEMS, HDWE, BULBS, FILTERS ETC.				24,000		
520-4432-437.65-34	SIGNAGE	348	2,956	326	2,500	4,500	2,000
LEVEL	TEXT			TEXT	AMT		
20L2	NEW SIGNS IN LOTS				4,500		
					4,500		
520-4432-437.65-36	CHEMICALS	0	40	0	0	0	0
520-4432-437.65-55	PARKING EQUIPMENT PARTS	1,488	1,995	4,681	6,000	6,000	0
LEVEL	TEXT			TEXT	AMT		
20L2	TICKET MACHINES/GATES & PAY STATIONS				6,000		
					6,000		
* SUPPLIES-REPAIRS/MTCE		26,983	22,367	16,017	36,000	36,000	0
520-4432-437.90-10	DEPRECIATION EXPENSES	409,169	402,355	0	0	0	0
* CAPITAL-DEPREC/CONTRA		409,169	402,355	0	0	0	0
520-4432-499.01-00	IMRF NPL	32,575-	29,208-	0	0	0	0
* IMRF NPL		32,575-	29,208-	0	0	0	0
** MVPS MAINTENANCE		749,250	555,206	335,451	503,962	641,615	137,653

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BUDGET PREPARATION WORKSHEET
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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
***	PUBLIC PROPERTIES	749,250	555,206	335,451	503,962	641,615	137,653
****	MOTOR VEHICLE PARKNG FUND	1,287,177	920,399	723,159	1,269,028	1,290,711	21,683

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
520-4010-417.38-05	BUILDING & GROUNDS	0	21,204	2,549	21,700	21,700	0
LEVEL	TEXT		TEXT	AMT			
20L2	WINDOW CLEANING			5,000			
	FIRE EXTINGUISHERS			1,500			
	GLASS REPAIRS			2,000			
	SECURITY LOCK SERVICE			4,200			
	CARPET CLEANING & MTCE. SERVICE			2,000			
	RTU HEATING EQUIPMENT			5,000			
	ELECTRICAL SUPPLIES			1,000			
	2017 DP - REPLACE THE CONTROLS IN SIP ELEVATORS			1,000			
				21,700			
520-4010-417.38-14	EQUIPMENT-ELEVATORS	0	5,290	3,053	20,000	10,000	10,000-
LEVEL	TEXT		TEXT	AMT			
20L2	SERVICE AGREEMENTS AND ELEVATOR REPAIRS FOR TWO ELEVATORS			10,000			
				10,000			
520-4010-417.38-40	INSECT CONTROL	0	927	412	1,000	1,000	0
LEVEL	TEXT		TEXT	AMT			
20L2	MOVE FROM 1340 INSECT CONTROL FOR PUBLIC INFO			1,000			
	INSECT CONTROL FOR OFFICE SPACE IN SIP			1,000			
520-4010-417.38-41	FEES-ALARM SERVICE	0	1,416	3,627	2,300	2,300	0
LEVEL	TEXT		TEXT	AMT			
20L2	ALARM CONTRACT WITH ADS			2,300			
				2,300			
*	REPAIRS & MTCE. SERVICES	0	28,837	9,641	45,000	35,000	10,000-
520-4010-417.65-05	BUILDING & GROUNDS	0	109	0	5,000	5,000	0
LEVEL	TEXT		TEXT	AMT			
20L2	FREON-HVAC			2,000			
	LOCKS-ADA			1,000			
	PAINT			2,000			
				5,000			
*	SUPPLIES-REPAIRS/MTCE	0	109	0	5,000	5,000	0
**	CENTRAL SERVICES	0	28,946	9,641	50,000	40,000	10,000-
***	PUBLIC WORKS	0	28,946	9,641	50,000	40,000	10,000-

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
520-1710-417.38-05	BUILDING & GROUNDS	115,252	0	0	0	0	0
520-1710-417.38-14	EQUIPMENT-ELEVATORS	3,879	0	0	0	0	0
520-1710-417.38-40	INSECT CONTROL	3,309	0	0	0	0	0
520-1710-417.38-41	FEES-ALARM SERVICE	3,000	0	0	0	0	0
*	REPAIRS & MTCE. SERVICES	122,440	0	0	0	0	0
520-1710-417.65-05	BUILDING & GROUNDS	5,510	0	0	0	0	0
*	SUPPLIES-REPAIRS/MTCE	5,510	0	0	0	0	0
**	CENTRAL SERVICES	127,950	0	0	0	0	0

Route 25 Transit Center Division

2020 Budget

Mission

To provide safe, convenient, and attractive terminal and parking facilities for area residents using public transportation.

Major Functions

1. Provide cost-effective maintenance of the commuter station building, parking lot, and landscaped areas.
2. Provide security for station patrons, their automobiles, and city property.
3. Provide patrons with information on the use of the facilities.
4. Enforce the parking ordinances.
5. Clean and maintain the appearance of the commuter station buildings.
6. Provide the timely removal of snow from the parking lot, sidewalks, stairs, and platforms.
7. Manage parking for the RiverEdge Park events.

Budget Summary

		2019	
	2018	Original	2020
<u>Expenditures</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Salary & Benefits	440,500	739,838	739,838
Other Non-Capital	522,442	529,338	523,146
Capital	95,471	92,000	-
Total	1,058,413	1,361,176	1,262,984

Staffing

Full-Time Positions

	2018	2019	2020
Foreman	2	2	2
Parking Meter Repairer	1	1	1
Subtotal - Full-Time Positions	3	3	3

Part-Time Positions

Facilities Security Worker	3	3	3
Subtotal - Part-Time Positions	3	3	3

Seasonal Positions

Seasonal Worker II	3	3	3
Subtotal - Seasonal Positions	3	3	3

TOTAL	9	9	9
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Route 25 Transit Center Division

2020 Budget

Short-Term Goals (2020)

1. Mill and resurface the main parking lot.

Long-Term Goals (2021 and Beyond)

1. Upgrade all of the facility and parking lots to LED lighting.

2019 Major Accomplishments

- Reconfigure the parking lot designations to better serve the commuters.

2018 Major Accomplishments

- Seal-coated and striped the southern section of the Lincoln Avenue lot.
- Assisted with the reconstruction of the main parking lot.

Performance Measures

			2019	
	2018	2019	Estimated	2020
<u>Measure</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
Daily Spaces Occupied	81%	80%	88%	84%
Hours Devoted to Addressing Public Safety Issues	68	80	N/A	N/A
Pavement Stripes Refreshed	210	200	N/A	N/A

Budget Highlights

The 2020 budget will permit the Route 25 Transit Center Division to increase the functionality of the Aurora Transportation Center.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
530-4433-437.10-01	FULL-TIME/REGULAR	283,150	294,839	205,841	293,952	298,836	4,884
530-4433-437.10-06	PART-TIME/REGULAR	109,653	123,443	88,404	81,819	84,656	2,837
530-4433-437.10-07	PART-TIME/SEASONAL	15,564	20,190	15,909	30,236	30,319	83
530-4433-437.10-09	PART-TIME/TEMPORARY	0	0	538	0	0	0
530-4433-437.10-10	PRIOR YEAR RETRO	55	3,184-	0	0	0	0
530-4433-437.10-31	OVERTIME/REGULAR	44,002	51,626	24,871	40,000	40,000	0
530-4433-437.10-50	SUPPLEMENT-VACTN BUY BACK	158	0	0	1,000	1,000	0
530-4433-437.10-51	SUPPLEMENT-FINAL PAY	0	0	0	10,000	10,000	0
530-4433-437.10-52	SUPPLEMENT-OTHER	1,566	5,337	3,317	3,129	3,573	444
530-4433-437.10-55	SUPPLEMENT-Y/E PAYOUT	20,369	20,268	0	20,000	2,128	17,872-
530-4433-437.10-70	LONGEVITY PAY	4,104	5,064	2,468	3,549	2,733	816-
* SALARIES		478,621	517,583	341,348	483,685	473,245	10,440-
530-4433-437.11-81	SEVERANCE	0	0	7,289	0	0	0
530-4433-437.11-82	VACATION	0	0	2,361	0	0	0
530-4433-437.11-83	SICK	0	0	616	0	0	0
* SALARIES/FINAL PAY		0	0	10,266	0	0	0
530-4433-437.20-01	EMPLOYEE HEALTH INSURANCE	107,582	102,410	70,382	93,842	88,974	4,868-
530-4433-437.20-04	RETIREE HEALTH INSURANCE	159,050-	268,004-	53,298	71,064	67,147	3,917-
530-4433-437.20-10	FICA/SOCIAL SECURITY	28,783	32,848	20,486	24,442	24,874	432
530-4433-437.20-11	FICA/MEDICARE	6,755	7,883	4,791	5,723	5,840	117
530-4433-437.20-12	PENSION/IMRF	61,971	70,949	37,911	47,582	56,825	9,243
530-4433-437.20-20	CLOTHING	2,367	1,923	1,497	1,500	1,500	0
530-4433-437.20-22	DUES-HEALTH/FITNESS	0	0	200	0	0	0
530-4433-437.20-37	INSURANCE/WORKERS COMP	12,000	12,000	9,000	12,000	12,000	0
530-4433-437.20-99	ACCRUED COMP ABS-Y/E ADJT	7,855	37,092-	0	0	0	0
* EMPLOYEE BENEFITS		68,263	77,083-	197,565	256,153	257,160	1,007
530-4433-437.32-05	AUDIT	2,000	2,000	2,000	2,000	3,100	1,100
530-4433-437.32-20	CONTRACTED SERVICES	0	0	0	5,000	2,500	2,500-
530-4433-437.32-25	SECURITY	0	0	0	500	1,000	500
LEVEL	TEXT			TEXT	AMT		
20L2	ATC WEEKEND SECURITY AS NEEDED/EVENTS				1,000		
	WARMING SHELTER SECURITY LIGHTING DESIGN				1,000		
* PROFESSIONAL FEES		2,000	2,000	2,000	7,500	6,600	900-
530-4433-437.34-01	BILLING-WATER CHARGES	1,634	1,597	1,245	2,000	2,000	0
* UTILITY SERVICES		1,634	1,597	1,245	2,000	2,000	0
530-4433-437.36-01	SNOW REMOVAL	7,387	19,547	25,943	30,000	35,000	5,000
530-4433-437.36-15	MOWING/LAWN-WEED	5,760	4,339	4,260	7,000	6,000	1,000-
* CLEANING SERVICES		13,147	23,886	30,203	37,000	41,000	4,000
530-4433-437.38-01	EQUIPMENT	400	21,585	330	35,000	35,000	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
LEVEL 20L2	TEXT MAINTENANCE TO SECURITY CAMERA SYSTEM/MIS 2018 DP - PURCHASE 3 PARKING MACHINES 2019-2022 ANNUAL MAINT. \$3,000		TEXT AMT 32,000 3,000 35,000				
530-4433-437.38-05	BUILDING & GROUNDS	130,425	63,374	44,007	78,000	65,000	13,000-
LEVEL 20L2	TEXT REPAIRS TO BLDG MECHANICAL SYSTEMS, ROOF REPAIRS, CONCRETE REPLACEMENT, AND LANDSCAPE MATERIAL REPLACEMENTS/REFURBISH OUTSIDE LIGHT POLES PLANTSCAPE & HOLIDAY DECORATIONS		TEXT AMT 65,000 65,000				
530-4433-437.38-11	COMPUTER-SOFTWARE	12,480	10,872	11,508	11,000	11,000	0
LEVEL 20L2	TEXT 2016 DP - WEB OFFICE 2020: \$11,000		TEXT AMT 11,000 11,000				
530-4433-437.38-34	LANDSCAPING	2,436	0	0	3,000	3,000	0
LEVEL 20L2	TEXT BIOSWALE MAINTENANCE, OTHER LANDSCAPING		TEXT AMT 3,000 3,000				
530-4433-437.38-39	LANDSCAPE FERTILIZING	0	365	0	1,000	1,000	0
530-4433-437.38-41	FEES-ALARM SERVICE	5,514	5,514	4,135	7,000	6,000	1,000-
530-4433-437.38-42	SIGNAGE	12	0	76	0	0	0
530-4433-437.38-54	PARKING EQUIPMENT REPAIR	0	0	0	1,000	1,000	0
530-4433-437.38-88	CENTRAL GAR./MAINTENANCE	27,551	9,518	29,140	25,700	9,700	16,000-
530-4433-437.38-89	CENTRAL GAR./VEH. SET-UP	0	110	4,508	500	500	0
LEVEL 20L2	TEXT 2020 VEHICLE REPLACEMENT 51-739 PICKUP TRUCK		TEXT AMT 500 500				
530-4433-437.38-90	VEHICLE REPAIR/ACCIDENT	540	3,852	945	700	4,000	3,300
* REPAIRS & MTCE. SERVICES		179,358	115,190	94,649	162,900	136,200	26,700-
530-4433-437.39-99	OTHER	2,534	2,661	2,717	4,000	4,000	0

BUDGET PREPARATION WORKSHEET
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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
LEVEL 20L2	TEXT FENCE FOR REP EVENTS			TEXT AMT 4,000 4,000			
*	RENTALS/LEASES	2,534	2,661	2,717	4,000	4,000	0
530-4433-437.40-40	LIABILITY INSURANCE	18,000	18,000	11,997	16,000	16,000	0
*	INSURANCE	18,000	18,000	11,997	16,000	16,000	0
530-4433-437.42-01	EDUCATION/TRAINING	26	360	0	500	1,500	1,000
530-4433-437.42-12	FEES-TOLL RD BILLING/CHG	47	53	3	200	200	0
*	TRAVEL & PROFESS DVLPMT	73	413	3	700	1,700	1,000
530-4433-437.44-02	TELEPHONE-ALARM	1,600	542	377	600	600	0
LEVEL 20L2	TEXT ** IT COM ** 6/29/19 8979670 ADS ALARM VOIP: ADS EQUIPMENT TOO OLD TO ACCOMMODATE VOIP			TEXT AMT 600 600			
530-4433-437.44-04	TELEPHONE-MOBILE	1,013	1,263	875	1,116	1,320	204
LEVEL 20L2	TEXT **IT COM** 5/13/19 CELL PHONE CHARGES \$60 X 12 T.S. WILLMANN CELL PHONE CHARGES \$50 X 12 L. KELLEY			TEXT AMT 720 600 1,320			
*	COMMUNICATION CHARGES	2,613	1,805	1,252	1,716	1,920	204
530-4433-437.45-01	DUES	30	0	0	0	0	0
530-4433-437.45-03	POSTAGE	0	0	3	0	0	0
530-4433-437.45-12	ADVERTISING/PUBLICATION	0	0	0	400	400	0
530-4433-437.45-23	COPYING SERVICES	0	0	0	1,000	1,000	0
530-4433-437.45-32	LICENSES/PERMITS	30	0	0	0	0	0
530-4433-437.45-86	BILLING SERVICE FEES	27,704	27,511	17,558	20,000	28,000	8,000
LEVEL 20L2	TEXT BILLING SERVICE FEES-IPARQ \$2.00 FEE-MONTHLY PERMIT FEE			TEXT AMT 28,000 28,000			
530-4433-437.45-87	DR/CR CARD DISC. & FEES	48,191	45,591	31,382	35,000	35,000	0
*	OTHER SERVICES & CHARGES	75,955	73,102	48,943	56,400	64,400	8,000

BUDGET PREPARATION WORKSHEET
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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
530-4433-437.49-01	GENERAL FUND	81,518	81,073	96,317	128,422	129,326	904
* ADMINISTRATIVE SERVICES		81,518	81,073	96,317	128,422	129,326	904
530-4433-437.61-01	OFFICE-DIRECT	417	256	162	0	0	0
530-4433-437.61-09	CUSTOM PRINTING	975	1,327	44	2,500	1,500	1,000-
LEVEL	TEXT			TEXT	AMT		
20L2	REP NOTICE TO COMMUNITY				1,500		
					1,500		
530-4433-437.61-13	FIRST AID	0	0	0	200	200	0
530-4433-437.61-19	FLAGS/BANNERS	161	0	0	0	200	200
530-4433-437.61-40	EXPENDABLE TOOLS/EQUIPMNT	0	23	0	500	1,000	500
530-4433-437.61-41	FURNITURE/FIXTURES	0	0	0	200	200	0
530-4433-437.61-80	OTHER	1,630	674	241	800	800	0
* SUPPLIES-GENERAL		3,183	2,280	447	4,200	3,900	300-
530-4433-437.62-01	NATURAL GAS	4,527	2,876	3,528	6,000	5,000	1,000-
530-4433-437.62-04	ELECTRICITY-GEN'L	35,553	33,952	21,635	40,000	36,000	4,000-
530-4433-437.62-40	FUEL	4,219	6,399	3,889	4,700	6,600	1,900
* SUPPLIES-ENERGY		44,299	43,227	29,052	50,700	47,600	3,100-
530-4433-437.63-99	OTHER	0	0	0	2,000	2,000	0
LEVEL	TEXT			TEXT	AMT		
20L2	MISC SUPPLIES FOR BLDG MECHANICAL EQUIP.				2,000		
					2,000		
* SUPPLIES-MACH/EQUIP		0	0	0	2,000	2,000	0
530-4433-437.64-10	SOFTWARE APPLICATIONS	3,180	636	0	5,000	5,000	0
LEVEL	TEXT			TEXT	AMT		
20L2	REP EVENT PARKING (BALLPARC)				5,000		
					5,000		
530-4433-437.64-11	HARDWARE APPLICATIONS	3,695	4,700	583	4,700	4,700	0
LEVEL	TEXT			TEXT	AMT		
20L2	2016 DP - CAMERA SYSTEM CONSOLIDATION				4,700		
	2020: 4,700				4,700		
530-4433-437.64-13	PRINTERS	21	0	0	0	0	0
* SUPPLIES-COMPUTER		6,896	5,336	583	9,700	9,700	0
530-4433-437.65-01	EQUIPMENT	2,400	0	0	3,000	3,000	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
LEVEL 20L2	TEXT EQUIPMENT & REPAIR PARTS FOR POWER EQUIPMENT, POWER WASHER, SWEEPER, BLOWERS, ETC.			TEXT AMT 3,000 3,000			
530-4433-437.65-05	BUILDING & GROUNDS	16,523	20,368	13,652	38,000	30,000	8,000-
LEVEL 20L2	TEXT INTERIOR BLDG MAINT. SUPPLIES EXTERIOR BLDG AND GROUNDS MAINT. SUPPLIES BLDG REPLACEMENT ITEMS PLANT MATERIAL REPLACEMENTS			TEXT AMT 10,000 10,000 10,000 30,000			
530-4433-437.65-34	SIGNAGE	93	1,073	1,308	2,000	2,000	0
530-4433-437.65-39	PLANTS & SEEDINGS	30	0	0	0	0	0
530-4433-437.65-55	PARKING EQUIPMENT PARTS	0	1,360	1,376	3,000	3,000	0
LEVEL 20L2	TEXT PAPER FOR DAILY MACHINES/ SMART CARDS			TEXT AMT 3,000 3,000			
530-4433-437.65-99	OTHER	0	0	0	100	100	0
* SUPPLIES-REPAIRS/MTCE		19,046	22,801	16,336	46,100	38,100	8,000-
530-4433-437.66-10	TRUCKS	0	0	0	0	28,000	28,000
LEVEL 20L2	TEXT 2020 VEHICLE REPLACEMENT 51-739 PICKUP TRUCK			TEXT AMT 28,000 28,000			
* NON CAPITAL VEHICLES		0	0	0	0	28,000	28,000
530-4433-437.73-20	PARKING LOTS	0	0	0	12,000	0	12,000-
LEVEL 20L2	TEXT 2020 CIP - C113 ATC MAIN LOT RESURFACING 2020: \$ 0 20201: \$480,000			TEXT AMT			
* CAPITAL OUTLAY-IMPROVMENT		0	0	0	12,000	0	12,000-
530-4433-437.74-99	OTHER	0	0	44,753	80,000	0	80,000-
* CAPITAL OUTLAY-MACH/EQUIP		0	0	44,753	80,000	0	80,000-
530-4433-437.90-10	DEPRECIATION EXPENSES	95,471	95,471	0	0	0	0

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
*	CAPITAL-DEPREC/CONTRA	95,471	95,471	0	0	0	0
530-4433-499.01-00	IMRF NPL	138,777	129,071	0	0	0	0
*	IMRF NPL	138,777	129,071	0	0	0	0
**	TRANSIT CENTER-ROUTE 25	1,231,388	1,058,413	929,676	1,361,176	1,262,851	98,325-

Route 59 Transit Center Division

2020 Budget

Mission

To provide safe, convenient, and attractive terminal and parking facilities for area residents using public transportation.

Major Functions

1. Provide cost-effective maintenance of the station building, parking lot, and landscaped areas.
2. Provide security for station patrons, their automobiles, and city property.
3. Provide patrons with information on the use of the facilities.
4. Enforce the parking ordinances.
5. Clean and maintain the appearance of the commuter station buildings.
6. Provide the timely removal of snow from the parking lot, sidewalks, stairs, and platforms.

Budget Summary

		2019	
	2018	Original	2020
<u>Expenditures</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Salary & Benefits	266,488	394,695	394,695
Other Non-Capital	745,481	969,278	811,446
Capital	43,069	80,000	-
Total	1,055,038	1,443,973	1,206,141

Staffing

Full-Time Positions

	2018	2019	2020
Foreman	1	1	1
Parking Enforcement Officer	1	1	1
Subtotal-Full -Time Positions	2	2	2

Part-Time Positions

Facilities Security Worker	1	1	1
Subtotal-Part-Time Positions	1	1	1

TOTAL	3	3	3
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Short-Term Goals (2020)

1. Install a back-up generator.

Route 59 Transit Center Division

2020 Budget

Long-Term Goals (2021 and Beyond)

1. Remodel the main station interior.

2019 Major Accomplishments

- Reconstructed the steps at the main station.
- Replaced the staircase into the main station.
- Refurbished the platform buildings' exterior surfaces.

2018 Major Accomplishments

- Painted native ornamental trees along the hill that leads to the platform to enhance the commuter experience.
- Implemented weekend parking enforcement at the center.
- Modified the drive lanes, entrances, and exits to accommodate commuter requests.

Performance Measures

			2019	
	2018	2019	Estimated	2020
<u>Measure</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
Daily Spaces Occupied	76%	75%	77%	75%
Hours Devoted to Public Safety Issues	72	70	N/A	N/A

Budget Highlights

The 2020 budget will permit the Route 59 Transit Center Division to maintain the service level of the prior year.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
530-4434-437.10-01	FULL-TIME/REGULAR	197,156	206,927	147,738	204,079	213,350	9,271
530-4434-437.10-06	PART-TIME/REGULAR	36,419	44,032	31,365	24,653	26,631	1,978
530-4434-437.10-10	PRIOR YEAR RETRO	719	1,766-	0	0	0	0
530-4434-437.10-31	OVERTIME/REGULAR	10,883	15,615	6,520	12,000	12,000	0
530-4434-437.10-50	SUPPLEMENT-VACTN BUY BACK	62	0	0	1,000	1,000	0
530-4434-437.10-51	SUPPLEMENT-FINAL PAY	0	0	0	5,000	5,000	0
530-4434-437.10-52	SUPPLEMENT-OTHER	0	970	664	0	453	453
530-4434-437.10-55	SUPPLEMENT-Y/E PAYOUT	8,801	9,047	0	9,000	2,128	6,872-
530-4434-437.10-70	LONGEVITY PAY	2,642	2,887	2,223	2,485	2,611	126
* SALARIES		256,682	277,712	188,510	258,217	263,173	4,956
530-4434-437.11-81	SEVERANCE	0	0	7,289	0	0	0
530-4434-437.11-82	VACATION	0	0	2,361	0	0	0
530-4434-437.11-83	SICK	0	0	616	0	0	0
* SALARIES/FINAL PAY		0	0	10,266	0	0	0
530-4434-437.20-01	EMPLOYEE HEALTH INSURANCE	53,791	51,205	35,191	46,921	44,487	2,434-
530-4434-437.20-04	RETIREE HEALTH INSURANCE	52,287-	133,632-	24,257	32,342	33,410	1,068
530-4434-437.20-10	FICA/SOCIAL SECURITY	15,561	16,933	11,507	13,818	14,623	805
530-4434-437.20-11	FICA/MEDICARE	3,663	4,161	2,691	3,238	3,443	205
530-4434-437.20-12	PENSION/IMRF	34,623	38,197	22,623	26,659	32,705	6,046
530-4434-437.20-20	CLOTHING	726	1,213	626	1,500	1,500	0
530-4434-437.20-37	INSURANCE/WORKERS COMP	12,000	12,000	9,000	12,000	12,000	0
530-4434-437.20-99	ACCRUED COMP ABS-Y/E ADJT	1,846	1,301-	0	0	0	0
* EMPLOYEE BENEFITS		69,923	11,224-	105,895	136,478	142,168	5,690
530-4434-437.32-05	AUDIT	0	2,000	2,000	2,000	2,100	100
530-4434-437.32-20	CONTRACTED SERVICES	0	0	0	12,000	0	12,000-
LEVEL	TEXT			TEXT AMT			
20L2	2019 DP - ROUTE 59 MAIN STATION CONCRETE STEP REPLACEMENT						
* PROFESSIONAL FEES		0	2,000	2,000	14,000	2,100	11,900-
530-4434-437.36-01	SNOW REMOVAL	13,868	37,812	45,030	64,500	64,500	0
530-4434-437.36-15	MOWING/LAWN-WEED	7,440	6,641	4,076	9,000	9,000	0
* CLEANING SERVICES		21,308	44,453	49,106	73,500	73,500	0
530-4434-437.38-01	EQUIPMENT	0	3,115	5,110	5,000	5,000	0
LEVEL	TEXT			TEXT AMT			
20L2	REPAIRS AND MAINTENANCE OF SECURITY CAMERA NEW SYSTEM 2016			5,000			
				5,000			
530-4434-437.38-05	BUILDING & GROUNDS	78,176	63,610	123,556	279,080	134,080	145,000-
LEVEL	TEXT			TEXT AMT			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
20L2	REPAIRS TO BLDG MECHANICAL SYSTEMS, ROOF REPAIRS, CONCRETE REPLACEMENT, AND LANDSCAPE MATERIAL REPLACEMENTS			62,000			
	PARKING MACHINE MAINTENANCE CONTRACT			22,080			
	2019 DP - PAINTING OF EXTERIOR WOOD SURFACES AT ROUTE 59 TRANSIT CTR BUILDINGS						
	2020: \$50,000			50,000			
	2021: \$50,000						
	2019 DP - ROUTE 59 MAIN STATION CONCRETE STEP REPLACEMENT						
				134,080			
530-4434-437.38-11	COMPUTER-SOFTWARE	12,480	15,360	15,360	16,360	16,360	0
LEVEL	TEXT		TEXT	AMT			
20L2	BASE BUDGET			1,000			
	WEB OFFICE-YEARLY			15,360			
				16,360			
530-4434-437.38-39	LANDSCAPE FERTILIZING	0	760	0	1,500	0	1,500-
530-4434-437.38-40	INSECT CONTROL	854	870	593	1,000	1,000	0
530-4434-437.38-41	FEES-ALARM SERVICE	819	819	614	1,700	1,000	700-
LEVEL	TEXT		TEXT	AMT			
20L2	FEES-ALARM SERVICE-ALARM DETECTION SERVICES			1,000			
				1,000			
530-4434-437.38-54	PARKING EQUIPMENT REPAIR	0	0	1,984	2,000	2,000	0
530-4434-437.38-88	CENTRAL GAR./MAINTENANCE	10,036	19,247	27,174	10,100	19,700	9,600
530-4434-437.38-89	CENTRAL GAR./VEH. SET-UP	0	6,054	0	500	1,000	500
LEVEL	TEXT		TEXT	AMT			
20L2	2020 VEHICLE REPLACEMENTS			500			
	53-758 4WD PICKUP W/PLOW SETUP			500			
	53-759 MINI VAN SETUP			1,000			
530-4434-437.38-90	VEHICLE REPAIR/ACCIDENT	1,806	0	0	2,100	0	2,100-
*	REPAIRS & MTCE. SERVICES	104,171	109,835	174,391	319,340	180,140	139,200-
530-4434-437.39-17	PARKING FACILITIES	16,959	0	0	0	0	0
530-4434-437.39-50	EQUIPMENT-OTHER	0	0	0	1,000	1,000	0
LEVEL	TEXT		TEXT	AMT			
20L2	EQUIPMENT-OTHER-RENTALS/LEASES/WATER PURIFIER			1,000			
				1,000			
*	RENTALS/LEASES	16,959	0	0	1,000	1,000	0

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2020

2020-LEVEL 2

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
530-4434-437.40-40	LIABILITY INSURANCE	120,000	220,000	164,997	220,000	150,000	70,000-
*	INSURANCE	120,000	220,000	164,997	220,000	150,000	70,000-
530-4434-437.42-01	EDUCATION/TRAINING	0	0	0	500	500	0
530-4434-437.42-07	MILEAGE	0	0	0	100	100	0
*	TRAVEL & PROFESS DVLPMT	0	0	0	600	600	0
530-4434-437.44-01	TELEPHONE	1,524	543	426	600	600	0
LEVEL	TEXT			TEXT AMT			
20L2	**IT COM** 5/29/19			600			
	AT&T CHARGES/USAGE						
	6304207215 OLD 2ND BANK ATM LINE AT RT. 59						
	VOIP: ATTEMPT TO SWITCH TO VOIP						
				600			
530-4434-437.44-02	TELEPHONE-ALARM	5,102	2,887	1,284	4,000	2,000	2,000-
LEVEL	TEXT			TEXT AMT			
20L2	** IT COM ** 5/29/19			2,000			
	8599046 DSL/INTERNET-MVPS MONITOR CAMERAS						
				2,000			
530-4434-437.44-04	TELEPHONE-MOBILE	965	1,339	648	1,116	1,080	36-
LEVEL	TEXT			TEXT AMT			
20L2	**IT COM** 5/13/19						
	CELL PHONE CHARGES \$50 X 12						
	D. SALTIERAL			600			
	CELL PHONE CHARGES \$40 X 12						
	T.G. SILVA			480			
				1,080			
*	COMMUNICATION CHARGES	7,591	4,769	2,358	5,716	3,680	2,036-
530-4434-437.45-34	ASSESSMENT/PROPERTY TAXES	19,648	20,257	18,360	23,000	23,000	0
530-4434-437.45-85	COLLECTION AGENCY FEES	19,500	15,081	11,839	24,000	24,000	0
530-4434-437.45-86	BILLING SERVICE FEES	56,043	60,130	36,385	37,000	55,000	18,000
530-4434-437.45-87	DR/CR CARD DISC. & FEES	69,651	77,049	54,747	45,000	80,000	35,000
530-4434-437.45-99	OTHER	0	72	0	100	100	0
*	OTHER SERVICES & CHARGES	164,842	172,589	121,331	129,100	182,100	53,000
530-4434-437.49-01	GENERAL FUND	81,518	81,073	96,317	128,422	129,326	904
*	ADMINISTRATIVE SERVICES	81,518	81,073	96,317	128,422	129,326	904
530-4434-437.61-01	OFFICE-DIRECT	72	0	0	0	0	0
530-4434-437.61-09	CUSTOM PRINTING	0	0	0	500	500	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
530-4434-437.61-13	FIRST AID	0	0	96	0	0	0
530-4434-437.61-40	EXPENDABLE TOOLS/EQUIPMNT	341	440	0	500	1,000	500
530-4434-437.61-41	FURNITURE/FIXTURES	0	0	0	200	200	0
530-4434-437.61-78	BOTTLED WATER	0	12	0	0	0	0
530-4434-437.61-80	OTHER	41	272	0	0	0	0
*	SUPPLIES-GENERAL	454	724	96	1,200	1,700	500
530-4434-437.62-01	NATURAL GAS	3,246	4,707	2,189	8,000	5,000	3,000-
530-4434-437.62-04	ELECTRICITY-GEN'L	17,377	15,148	12,139	30,000	20,000	10,000-
530-4434-437.62-40	FUEL	2,069	4,217	3,904	2,900	4,300	1,400
*	SUPPLIES-ENERGY	22,692	24,072	18,232	40,900	29,300	11,600-
530-4434-437.63-99	OTHER	0	60,077	0	0	0	0
*	SUPPLIES-MACH/EQUIP	0	60,077	0	0	0	0
530-4434-437.65-01	EQUIPMENT	5,564	2,304	7,226	8,000	6,000	2,000-
LEVEL	TEXT			TEXT	AMT		
20L2	EQUIPMENT & REPAIR PARTS FOR TOOLCAT POWER EQUIPT.				6,000		
	POWER WASHER, SWEEPER, BLOWERS, ETC.				6,000		
530-4434-437.65-05	BUILDING & GROUNDS	16,789	17,185	17,349	22,500	20,000	2,500-
LEVEL	TEXT			TEXT	AMT		
20L2	ICE MELTER				5,000		
	CONCRETE SEALER				2,000		
	REPLACEMENT ITEMS				5,000		
	INTERIOR BUILDING MAINTENANCE				3,000		
	EXTERIOR BUILDING MAINTENANCE				5,000		
					20,000		
530-4434-437.65-34	SIGNAGE	1,695	90	87	1,000	1,000	0
LEVEL	TEXT			TEXT	AMT		
20L2	AFTER STATION BLVD COMPLETE				1,000		
					1,000		
530-4434-437.65-40	TREES	1,200	4,950	0	0	0	0
530-4434-437.65-55	PARKING EQUIPMENT PARTS	0	1,360	1,376	4,000	4,000	0
LEVEL	TEXT			TEXT	AMT		
20L2	PAPER FOR DAILY TICKET MACHINES/				4,000		
	SMART CARDS & READERS				4,000		
*	SUPPLIES-REPAIRS/MTCE	25,248	25,889	26,038	35,500	31,000	4,500-

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2020

2020-LEVEL 2

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
530-4434-437.66-10	TRUCKS	0	0	0	0	32,000	32,000
LEVEL	TEXT			TEXT AMT			
20L2	2020 VEHICLE REPLACEMENT						
	53-758 4WD PICKUP W/PLOW			32,000			
				32,000			
530-4434-437.66-20	VANS	0	0	0	0	27,000	27,000
LEVEL	TEXT			TEXT AMT			
20L2	2020 VEHICLE REPLACEMENT						
	53-759 MINI VAN			27,000			
				27,000			
*	NON CAPITAL VEHICLES	0	0	0	0	59,000	59,000
530-4434-437.73-20	PARKING LOTS	48,906	8,621	1,305	0	0	0
*	CAPITAL OUTLAY-IMPROVMENT	48,906	8,621	1,305	0	0	0
530-4434-437.74-99	OTHER	0	0	45,253	80,000	0	80,000-
*	CAPITAL OUTLAY-MACH/EQUIP	0	0	45,253	80,000	0	80,000-
530-4434-437.90-01	CAPITAL OUTLAY CAPITALIZD	13,128-	8,515-	1,305-	0	0	0
530-4434-437.90-10	DEPRECIATION EXPENSES	42,963	42,963	0	0	0	0
*	CAPITAL-DEPREC/CONTRA	29,835	34,448	1,305-	0	0	0
**	TRANSIT CENTER-ROUTE 59	970,129	1,055,038	1,004,790	1,443,973	1,248,787	195,186-
***	PUBLIC PROPERTIES	2,201,517	2,113,451	1,934,466	2,805,149	2,511,638	293,511-
****	TRANSIT CENTER FUND	2,201,517	2,113,811	1,942,926	2,836,449	2,542,938	293,511-

DECISION PACKAGE (NON-CIP)		FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)			
Department/Division Number and Name:		Budget Year: 2020		PERSONNEL (10, 20 ACCOUNTS)			COST
4440 Parks & Recreation		Priority No: 3		Acct No			0
Submitted By:		Strategic Plan Task No:		Acct No			0
Gio Santana		3		Acct No			0
Decision Package Name:				Acct No			0
Maintenance Facility Surface Improvements				Acct No			0
Description of Decision Package:				Acct No			0
Replacement of the floor drains and the portions of the maintenance facility flooring that are in disrepair.				SERVICES/CHARGES (30, 40, 50 ACCOUNTS)			
				Acct No	38-05	Building & Grounds	25,000
				Acct No			0
				Acct No			0
				Acct No			0
Benefits of Decision Package:				SUPPLIES (60 ACCOUNTS)			
Replacing deteriorated floor drains will address tripping hazards that currently exist. The new drains will allow water to drain properly and allow indoor cleaning of vehicles during the winter months. Better care of the vehicles will prolong their life and help with salt damage.				Acct No			0
				Acct No			0
				Acct No			0
				Acct No			0
				Acct No			0
Impact of Not Approving the Decision Package:				CAPITAL OUTLAY (70 ACCOUNTS)			
Employees will continue to be exposed to tripping hazards. The flooring of the maintenance garage will continue to deteriorate and expose more safety hazards.				Acct No			0
				Acct No			0
				Acct No			0
				Acct No			0
				Total Cost			25,000
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	25,000	40,000	0	0	0	65,000	
Funding Sources							
Capital Improvements Fund	25,000	40,000	0	0	0	65,000	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

DECISION PACKAGE (NON-CIP)		FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)			
Department/Division Number and Name:	Budget Year:	2020	PERSONNEL (10, 20 ACCOUNTS)				COST
4440 Parks & Recreation	Priority No:	27	Acct No				0
Submitted By:	Strategic Plan Task No:		Acct No				0
Gio Santana	2		Acct No				0
Decision Package Name:			Acct No				0
AC Units for Visitor's Center			Acct No				0
Description of Decision Package:			Acct No				0
Replacement of four air conditioning units in the Visitor's Center.		SERVICES/CHARGES (30, 40, 50 ACCOUNTS)					
		Acct No	38-05	Building & Grounds			30,000
		Acct No					0
		Acct No					0
		Acct No					0
Benefits of Decision Package:		SUPPLIES (60 ACCOUNTS)					
Replacing the units would prevent the building from overheating and make it more comfortable to host meetings and events during the summer months.		Acct No					0
		Acct No					0
		Acct No					0
		Acct No					0
		Acct No					0
Impact of Not Approving the Decision Package:		CAPITAL OUTLAY (70 ACCOUNTS)					
The current air conditioning units will continue to fail and could jeopardize the mastodon bones that are on display in the Center. Could minimize usage of the building when the air conditioners are down.		Acct No					0
		Acct No					0
		Acct No					0
		Acct No					0
		Total Cost					
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	30,000	0	0	0	0	30,000	
Funding Sources							
General Fund	30,000	0	0	0	0	30,000	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

DECISION PACKAGE (NON-CIP)			FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)		
Department/Division Number and Name:	Budget Year:	2020	PERSONNEL (10, 20 ACCOUNTS)				COST
4440 Parks & Recreation	Priority No:	2	Acct No				0
Submitted By:	Strategic Plan Task No:		Acct No				0
Gio Santana	2		Acct No				0
Decision Package Name:			Acct No				0
McCarty Park Splash Pad Replacement			Acct No				0
Description of Decision Package:			Acct No				0
Replacement of McCarty Park Splash Pad with new pad that runs of potable water. Current pad is chlorinated which requires testing multiple times a day, requires an attendant to be present. Due to age of the pad chemical levels are often off which cause operational problems.			SERVICES/CHARGES (30, 40, 50 ACCOUNTS)				
			Acct No	38-05	Building & Grounds		45,000
			Acct No				0
			Acct No				0
			Acct No				0
Benefits of Decision Package:			SUPPLIES (60 ACCOUNTS)				
Potable pad would require less maintenance. Would free up park attendant to work on maintenance of park. Would eliminate OT to clean and check levels on weekends. Splash pad would be easier to get up and running.			Acct No				0
			Acct No				0
			Acct No				0
			Acct No				0
			Acct No				0
Impact of Not Approving the Decision Package:			CAPITAL OUTLAY (70 ACCOUNTS)				
Will continue to struggle to get the splash pad running each year, will keep paying OT for cleaning and maintenance on weekends.			Acct No				0
			Acct No				0
			Acct No				0
			Acct No				0
			Total Cost				
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	45,000	0	0	0	0	45,000	
Funding Sources							
Capital Improvements Fund	45,000	0	0	0	0	45,000	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

DECISION PACKAGE (NON-CIP)			FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)		
Department/Division Number and Name:	Budget Year:	2020	PERSONNEL (10, 20 ACCOUNTS)			COST	
4440 Parks & Recreation	Priority No:	34	Acct No			0	
Submitted By:	Strategic Plan Task No:		Acct No			0	
Gio Santana	2		Acct No			0	
Decision Package Name:			Acct No			0	
Repair of Park Fire Pits and Seating Area			Acct No			0	
Description of Decision Package:			Acct No			0	
Repair the brick fire pits and seating walls. The fire pits are a focal part as you drive through the park. They have been in disrepair for years and have deteriorated after being hit by a car. The fire pits are adjacent to a parking lot so they are often used as a gathering area.			SERVICES/CHARGES (30, 40, 50 ACCOUNTS)				
			Acct No	38-05	Building & Grounds	60,000	
			Acct No	32-07	Engineering/Surveying	5,000	
			Acct No			0	
			Acct No			0	
Benefits of Decision Package:			SUPPLIES (60 ACCOUNTS)				
The repairs would address all safety hazards currently present, restore a focal area of the park, and complement the recent improvements made to the surrounding areas and the Mastodon Island across Wyeth Drive.			Acct No			0	
			Acct No			0	
			Acct No			0	
			Acct No			0	
			Acct No			0	
Impact of Not Approving the Decision Package:			CAPITAL OUTLAY (70 ACCOUNTS)				
The fire pits will continue to crumble and fall into a further state of disrepair. Safety hazards will continue to pose a liability.			Acct No			0	
			Acct No			0	
			Acct No			0	
			Acct No			0	
			Total Cost				65,000
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	65,000	0	0	0	0	65,000	
Funding Sources							
Capital Improvements Fund	65,000	0	0	0	0	65,000	
Mayor's Office Use Only <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Pending							
Comments							

DECISION PACKAGE (NON-CIP)			FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)		
Department/Division Number and Name:		Budget Year: 2020		PERSONNEL (10, 20 ACCOUNTS)			COST
4440 Parks & Recreation		Priority No: 45		Acct No	10-07	Part-Time/Seasonal	7,000
Submitted By:		Strategic Plan Task No:		Acct No	20-10	FICA/Social Security	500
Gio Santana		3		Acct No	20-11	FICA/Medicare	100
Decision Package Name:				Acct No			0
Seasonal Worker 1 (New Position)				Acct No			0
Description of Decision Package:				Acct No			0
An additional seasonal worker 1 to aid in general maintenance of athletic fields, tram operations, greenhouse operations, park events. Salary Grade 854, Step 1, \$10.10 @720 hours.				SERVICES/CHARGES (30, 40, 50 ACCOUNTS)			
				Acct No			0
				Acct No			0
				Acct No			0
				Acct No			0
Benefits of Decision Package:				SUPPLIES (60 ACCOUNTS)			
Will allow parks to operate with increased efficiency, higher tier of maintenance for our facilities. Will reduce the costs of overtime for maintenance-related care.				Acct No			0
				Acct No			0
				Acct No			0
				Acct No			0
				Acct No			0
Impact of Not Approving the Decision Package:				CAPITAL OUTLAY (70 ACCOUNTS)			
The Parks Division will continue to operate with the previous level of service.				Acct No			0
				Acct No			0
				Acct No			0
				Acct No			0
				Total Cost			
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	7,000	8,500	8,800	9,100	9,400	42,800	
Funding Sources							
General Fund	7,000	8,500	8,800	9,100	9,400	42,800	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

DECISION PACKAGE (NON-CIP)			FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)		
Department/Division Number and Name:	Budget Year:	2020	PERSONNEL (10, 20 ACCOUNTS)				COST
4440 Parks & Recreation	Priority No:	55	Acct No				0
Submitted By:	Strategic Plan Task No:		Acct No				0
Gio Santana	3		Acct No				0
Decision Package Name:			Acct No				0
Electronic Locks for Bathroom Facilities			Acct No				0
Description of Decision Package:			Acct No				0
Install electronic programmable locks for the restrooms at Garfield and Solfisburg Parks' ball field facilities.			SERVICES/CHARGES (30, 40, 50 ACCOUNTS)				
			Acct No	38-05	Building & Grounds	9,800	
			Acct No	38-41	Fees-Alarm Service	1,800	
			Acct No			0	
			Acct No			0	
Benefits of Decision Package:			SUPPLIES (60 ACCOUNTS)				
The new locks will allow us to set a programmable schedule for bathrooms to lock and unlock according to event schedules. Will free up staff on 2nd shift and eliminate overtime expenditures for this work on weekends. Doors can be locked and unlocked remotely in the event something comes up.			Acct No				0
			Acct No				0
			Acct No				0
			Acct No				0
			Acct No				0
Impact of Not Approving the Decision Package:			CAPITAL OUTLAY (70 ACCOUNTS)				
Staff will need to continually unlock doors manually on evenings and weekends. We will continue to rely on league coaches and managers to secure the doors after games, which causes security issues when the doors do not get locked.			Acct No				0
			Acct No				0
			Acct No				0
			Acct No				0
			Total Cost				
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	11,600	1,800	1,900	2,000	2,100	19,400	
Funding Sources							
General Fund	11,600	1,800	1,900	2,000	2,100	19,400	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

DECISION PACKAGE (NON-CIP)			FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)		
Department/Division Number and Name:	Budget Year:	2020	PERSONNEL (10, 20 ACCOUNTS)				COST
4440 Parks & Recreation	Priority No:	7	Acct No				0
Submitted By:	Strategic Plan Task No:		Acct No				0
Gio Santana	2		Acct No				0
Decision Package Name:			Acct No				0
Parking Lot & Walking Path Improvements			Acct No				0
Description of Decision Package:			Acct No				0
Seal-coat the parking lots and repair the walking paths around Phillips Park.			SERVICES/CHARGES (30, 40, 50 ACCOUNTS)				
			Acct No	38-05	Building & Grounds	40,000	
			Acct No	32-07	Engineering/Surveying	10,000	
			Acct No			0	
			Acct No			0	
Benefits of Decision Package:			SUPPLIES (60 ACCOUNTS)				
Sealcoating will extend the life of the parking lots. Repairing the walking paths will remove tripping hazards and meet the requirements of ADA.			Acct No				0
			Acct No				0
			Acct No				0
			Acct No				0
			Acct No				0
Impact of Not Approving the Decision Package:			CAPITAL OUTLAY (70 ACCOUNTS)				
The parking lots will continue to deteriorate and will need replacement. The walking paths will continue to deteriorate and pose a liability. Will not be in compliance with ADA standards.			Acct No				0
			Acct No				0
			Acct No				0
			Acct No				0
			Total Cost				
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	50,000	50,000	50,000	0	0	150,000	
Funding Sources							
Capital Improvements Fund	50,000	50,000	50,000	0	0	150,000	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

Parks & Recreation Division

2020 Budget

Mission

To maintain, beautify, and enhance city parks, facilities, amenities, and attractions. We will work together to create an environment of quality, safety, community pride, and a positive experience to our citizens and visitors. Our service will exceed the public's expectation. To our employees, we are committed to provide a stable work environment with equal opportunity for learning and personal growth. Creativity and innovation are encouraged for improving effectiveness and facilities. Employees will be treated internally with the same respect and integrity that we treat our citizens and visitors externally.

Major Functions

1. Oversee all improvement/renovation projects in an effort to provide quality recreational facilities.
2. Promote all of the facilities, amenities, and services of the division.
3. Keep the city parks clean and attractive.
4. Keep all of the facilities in good repair and well maintained.
5. Maximize the greenhouse space to grow plants.
6. Assist in the maintenance of the Phillips Park Zoo and the Phillips Park Golf Course.
7. Assist in the beautification of Aurora.
8. Assist other city divisions with snow and tree removal.

Budget Summary

		2019	
	2018	Original	2020
<u>Expenditures</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Salary & Benefits	1,742,044	1,744,155	1,734,981
Other Non-Capital	1,241,435	1,139,908	1,326,036
Capital	-	-	-
Total	2,983,479	2,884,063	3,061,017

Staffing

Full-Time Positions

	2018	2019	2020
Superintendent	1	1	1
Horticulturist	1	1	1
Maintenance Mechanic	1	1	1
Maintenance Service Worker	4	4	4
Maintenance Worker I	2	2	2
Maintenance Worker II	1	1	1
Maintenance Worker III	2	2	2
Office Manager	1	1	1
Subtotal - Full-Time Positions	13	13	13

Seasonal Positions

General Worker II	5	5	5
Seasonal Worker I	6	9	10
Seasonal Worker II	1	1	1
Subtotal - Seasonal Positions	12	15	16
TOTAL	25	28	29

Parks & Recreation Division

2020 Budget

Short-Term Goals (2020)

1. Replace the playground equipment at Phillips Park.
2. Replace the drinking fountains throughout the park.

Long-Term Goals (2021 and Beyond)

1. Replace all permanent and regular seasonal portable toilets in Phillips Park with vaulted/waterless bathrooms (2021).
2. Renovate the exterior of the historic waterwheel barn (2021).
3. Apply for state grants to fund park projects (Ongoing).

2019 Major Accomplishments

- Completed the Mastodon Island renovation project.
- Completed the interior renovation of the administration building.
- Painted and repaired all park pavilions.
- Designed and installed five new flower and landscape beds.
- Updated all wayward signs throughout Phillips Park.

2018 Major Accomplishments

- Constructed two new wolf dens in the wolf enclosure.
- Planted new flower beds at Wilder Park and Garfield Park.
- Completed dead tree removal and trimmed trees at 11 park locations.

Performance Measures

			2019	
	2018	2019	Estimated	2020
Measure	Actual	Budget	Actual	Budget
Park Area Maintained (acres)	526	421	421	421
Park Area Maintained to Standard	96%	N/A	N/A	N/A
Citywide Annual Tree Plantings	206	220	200	220
Plants Grown/Planted/Maintained	29,966	25,000	29,000	30,000
Playground Equipment Inspections	12	14	13	14
Baseball/Softball Program Participants	2,000	N/A	N/A	N/A
Work Orders Completed for Other Departments	N/A	40	60	50
Park Pavillion Rentals	N/A	75	100	125

Note: The 2019 budget reflects a decrease in the number of park area maintained as a result of the sale of the Fox Valley Golf Club in October 2018.

Budget Highlights

The 2020 budget will permit the Parks and Recreation Division to maintain the service level of the prior year.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
101-4440-451.10-01	FULL-TIME/REGULAR	859,344	907,073	662,183	965,944	980,178	14,234
101-4440-451.10-07	PART-TIME/SEASONAL	106,583	115,302	90,766	113,505	129,075	15,570
101-4440-451.10-25	VEHICLE USE	0	164	673	0	0	0
101-4440-451.10-31	OVERTIME/REGULAR	14,327	29,681	28,652	35,000	35,000	0
101-4440-451.10-50	SUPPLEMENT-VACTN BUY BACK	12,373	8,803	2,252	11,000	6,550	4,450-
101-4440-451.10-52	SUPPLEMENT-OTHER	7,340	12,111	6,346	7,355	8,158	803
LEVEL	TEXT			TEXT AMT			
20L2	LANGUAGE TRANSLATION - 1.5 EMPLOYEES			3,158			
	STIPEND-CALL OUT - 1 EMPLOYEE			2,000			
	STIPEND-INSURANCE OPT OUT - 1 EMPLOYEE			3,000			
				8,158			
101-4440-451.10-55	SUPPLEMENT-Y/E PAYOUT	53,999	56,014	0	35,000	26,600	8,400-
101-4440-451.10-70	LONGEVITY PAY	11,939	11,681	8,428	11,822	10,385	1,437-
* SALARIES		1,065,905	1,140,829	799,300	1,179,626	1,195,946	16,320
101-4440-451.20-01	EMPLOYEE HEALTH INSURANCE	242,059	230,422	152,753	203,671	192,778	10,893-
101-4440-451.20-04	RETIREE HEALTH INSURANCE	0	63,158	51,425	68,567	54,842	13,725-
101-4440-451.20-10	FICA/SOCIAL SECURITY	66,570	73,335	49,730	66,586	69,341	2,755
101-4440-451.20-11	FICA/MEDICARE	15,570	17,380	11,631	15,572	16,218	646
101-4440-451.20-12	PENSION/IMRF	136,865	145,957	90,214	127,604	149,436	21,832
101-4440-451.20-20	CLOTHING	4,994	5,694	4,821	4,200	7,700	3,500
LEVEL	TEXT			TEXT AMT			
20L2	1514 CLOTHING REIMBURSEMENT			3,500			
	COST OF UNIFORMS			4,200			
				7,700			
101-4440-451.20-22	DUES-HEALTH/FITNESS	910	759	400	1,300	1,300	0
101-4440-451.20-24	TOOLS-REIMBURSEMENT	925	885	570	900	900	0
101-4440-451.20-37	INSURANCE/WORKERS COMP	48,000	48,000	36,000	48,000	12,000	36,000-
101-4440-451.20-43	TERMINATION BENEFITS	0	15,625	21,097	28,129	34,520	6,391
* EMPLOYEE BENEFITS		515,893	601,215	418,641	564,529	539,035	25,494-
101-4440-451.32-04	ARCHITECT	2,000	0	0	0	4,500	4,500
LEVEL	TEXT			TEXT AMT			
20L2	ARCHITECT FEES FOR ONGOING PARK PROJECTS			4,500			
				4,500			
101-4440-451.32-07	ENGINEERING/SURVEYING	0	0	0	0	2,400	2,400
LEVEL	TEXT			TEXT AMT			
20L2	CONSOLIDATION OF PARK PARCELS			2,400			
				2,400			
101-4440-451.32-20	CONTRACTED SERVICES	1,815	6,285	1,185	10,000	14,000	4,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
101-4440-451.32-25	SECURITY	93,700	93,800	0	93,800	93,800	0
LEVEL	TEXT		TEXT	AMT			
20L2	THIS MAY GO UP OR DOWN, DON'T KNOW HOW THE FVPD POLICE USING THE COA DISPATCH WILL AFFECT THIS YET			93,800			
				93,800			
101-4440-451.32-50	TEMPORARY SERVICES	8,610	7,329	13,933	15,000	10,000	5,000-
101-4440-451.32-80	CONSULTING FEES	0	0	0	0	2,000	2,000
LEVEL	TEXT		TEXT	AMT			
20L2	SAFETY & ADA COMPLIANCE AUDIT			2,000			
				2,000			
101-4440-451.32-99	OTHER	0	0	175	0	0	0
*	PROFESSIONAL FEES	106,125	107,414	15,293	118,800	126,700	7,900
101-4440-451.34-02	BILLING-SEWERAGE CHARGES	1,239	1,526	893	1,000	1,000	0
*	UTILITY SERVICES	1,239	1,526	893	1,000	1,000	0
101-4440-451.36-03	JANITORIAL	13,493	9,048	12,302	13,000	17,800	4,800
LEVEL	TEXT		TEXT	AMT			
20L2	CURRENT JANITORIAL			13,000			
	ADDITIONAL INCREASE IN CLEANING LOCATIONS			4,800			
				17,800			
101-4440-451.36-13	DISPOSAL/LANDFILL CHARGES	6,337	9,235	3,634	9,000	9,000	0
101-4440-451.36-15	MOWING/LAWN-WEED	25,696	18,127	14,835	32,000	36,900	4,900
LEVEL	TEXT		TEXT	AMT			
20L2	INCREASE IN PARK MAINTENANCE LOCATIONS			36,900			
				36,900			
101-4440-451.36-99	OTHER	0	6	0	0	0	0
*	CLEANING SERVICES	45,526	36,416	30,771	54,000	63,700	9,700
101-4440-451.38-01	EQUIPMENT	1,959	2,902	1,409	5,000	7,000	2,000
101-4440-451.38-05	BUILDING & GROUNDS	52,681	73,401	39,965	80,000	124,300	44,300
LEVEL	TEXT		TEXT	AMT			
20L2	BASE BUDGET			84,500			
	2020 DP - AC UNITS FOR VISITOR'S CENTER			30,000			
	2020 DP - ELECTRONIC LOCKS FOR BATHROOM FACILITIES			9,800			
				124,300			
101-4440-451.38-34	LANDSCAPING	0	0	0	0	4,300	4,300
LEVEL	TEXT		TEXT	AMT			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
20L2	LANDSCAPE CHEMICAL SERVICES FOR HIGH PROFILE AREAS			4,300 4,300			
101-4440-451.38-40	INSECT CONTROL	325	0	0	0	0	0
101-4440-451.38-41	FEES-ALARM SERVICE	4,457	5,672	6,663	6,000	11,000	5,000
LEVEL	TEXT			TEXT AMT			
20L2	INCREASE IN ALARM FEES DUE TO UPGRADE TO GSM EQUIP			9,200			
	2020 DP - ELECTRONIC LOCKS FOR BATHROOM FACILITIES			1,800			
	2021: \$1,800						
	2022: \$1,900						
	2023: \$2,000						
	2024: \$2,100						
				11,000			
101-4440-451.38-88	CENTRAL GAR./MAINTENANCE	120,963	136,971	79,630	109,500	139,800	30,300
101-4440-451.38-90	VEHICLE REPAIR/ACCIDENT	3,753	3,500	5,146	2,800	3,600	800
*	REPAIRS & MTCE. SERVICES	184,138	222,446	132,813	203,300	290,000	86,700
101-4440-451.39-30	PORTO TOILETS	10,841	10,789	14,330	15,000	18,500	3,500
LEVEL	TEXT			TEXT AMT			
20L2	RENTALS			16,000			
	INCREASE IN CLEANING FREQUENCY			2,500			
				18,500			
101-4440-451.39-50	EQUIPMENT-OTHER	744	1,302	1,134	2,000	2,000	0
101-4440-451.39-99	OTHER	0	0	0	500	500	0
*	RENTALS/LEASES	11,585	12,091	15,464	17,500	21,000	3,500
101-4440-451.40-40	LIABILITY INSURANCE	18,000	18,000	6,003	8,000	8,000	0
*	INSURANCE	18,000	18,000	6,003	8,000	8,000	0
101-4440-451.42-01	EDUCATION/TRAINING	535	2,817	0	3,900	8,800	4,900
LEVEL	TEXT			TEXT AMT			
20L2	MANAGEMENT TRAINING			2,450			
	OFFICE TRAINING			2,450			
	1514 STAFF-GENERAL MAINTENANCE TRAINING			3,900			
				8,800			
101-4440-451.42-03	TRAVEL/MEETINGS	55	28	0	200	1,000	800
101-4440-451.42-07	MILEAGE	0	0	0	100	100	0
101-4440-451.42-12	FEES-TOLL RD BILLING/CHG	50	20	23	100	100	0
*	TRAVEL & PROFESS DVLPMT	640	2,865	23	4,300	10,000	5,700
101-4440-451.44-01	TELEPHONE	8,458	4,553	2,823	4,800	3,700	1,100-
LEVEL	TEXT			TEXT AMT			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
20L2	**IT COM** 5/29/19			3,700			
	6308987228 PHILLIPS PARK BUSINESS LINE						
	6308203396 PHILLIPS PARK DSL VIDEO CAMERA						
	6304990681 PHILLIPS PARK BUSINES LINE						
	6308983684 PHILLIPS PARK DSL VIDEO CAMERA						
	6308986508 PHILLIPS PARK BUSINES LINE						
				3,700			
101-4440-451.44-02	TELEPHONE-ALARM	1,408	522	13-	700	0	700-
LEVEL	TEXT			TEXT AMT			
20L2	** IT COM ** 5/29/19						
	6308512195 1ST TEE ALARM ADS						
	DISCONNECTED 12/13/2018						
101-4440-451.44-04	TELEPHONE-MOBILE	3,925	3,641	3,099	4,608	5,036	428
LEVEL	TEXT			TEXT AMT			
20L2	**IT COM** 5/13/19						
	CELL PHONE CHARGES \$34 X 12						
	J. GRIMES			408			
	NEW EMPLOYEE			408			
	C. MASCARELLA			408			
	J. AGUADO \$5 X 12			60			
	C. GONZALEZ \$5 X 12			60			
	T. EUBANKS \$5 X 12			60			
	M. DIAZ \$10 X 12			120			
	J. REIER CELL PHONE \$26 X 12			312			
	MCCARTY PARK			100			
	FOX VALLEY POLICE			100			
	CELL PHONE CHARGES \$50 X 12						
	G SANTANA			600			
	R. WHITE			600			
	P. GOBLET			600			
	B. BENNETT			600			
	C. DIEPPA			600			
				5,036			
*	COMMUNICATION CHARGES	13,791	8,716	5,909	10,108	8,736	1,372-
101-4440-451.45-01	DUES	560	500	5	1,000	2,700	1,700
101-4440-451.45-02	SUBSCRIPTIONS	10	0	0	100	1,800	1,700
101-4440-451.45-03	POSTAGE	18	29	49	100	100	0
101-4440-451.45-04	U.P.S./FED EX	23	0	33	100	100	0
101-4440-451.45-07	COPIER COSTS	0	0	0	100	100	0
101-4440-451.45-12	ADVERTISING/PUBLICATION	469	638	220	1,500	5,800	4,300
101-4440-451.45-23	COPYING SERVICES	0	0	0	100	100	0
101-4440-451.45-32	LICENSES/PERMITS	220	360	90	500	500	0
101-4440-451.45-76	SUBSCRIBER FEE-TV NETWORK	0	0	0	0	900	900

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
LEVEL 20L2	TEXT SUBSCRIPTION FOR WEATHER & NEWS INFO			TEXT AMT 900 900			
*	OTHER SERVICES & CHARGES	1,300	1,527	397	3,500	12,100	8,600
101-4440-451.50-27	GRANT/AQUATIC SUBSIDY	196,724	627,593	367,870	500,000	500,000	0
LEVEL 20L2	TEXT RESERVED FOR AQUATIC SUBSIDY			TEXT AMT			
	2015 ACTUAL - \$338,091						
	2014 ACTUAL - \$259,640						
	2013 ACTUAL - \$143,064						
	2012 ACTUAL - \$119,437						
	2011 ACTUAL - \$118,088						
	2010 ACTUAL - \$156,892						
	2009 ACTUAL - \$230,900						
	2008 ACTUAL - \$103,808						
	2019 LATE CHANGE			500,000 500,000			
101-4440-451.50-72	S.P.-PARKS SPECIAL EVENTS	12,460	12,174	12,290	14,000	18,700	4,700
101-4440-451.50-95	S.P.-YOUTH GOLF	0	0	0	2,000	4,000	2,000
LEVEL 20L2	TEXT FOX VALLEY JUNIOR GOLF ACADEMY			TEXT AMT 4,000 4,000			
*	OTHER SC-SPECIAL PROGRAMS	209,184	639,767	380,160	516,000	522,700	6,700
101-4440-451.61-01	OFFICE-DIRECT	732	509	903	600	600	0
101-4440-451.61-02	OFFICE-CENTRAL STORES	72	180	0	200	200	0
101-4440-451.61-08	MAPS	0	0	0	100	800	700
101-4440-451.61-09	CUSTOM PRINTING	669	300	586	500	4,900	4,400
101-4440-451.61-10	BOOKS/PERIODICALS/VIDEOS	0	0	0	200	200	0
101-4440-451.61-13	FIRST AID	804	811	482	900	900	0
101-4440-451.61-19	FLAGS/BANNERS/SIGNS	1,706	995	0	1,700	3,900	2,200
LEVEL 20L2	TEXT US FLAGS COA FLAGS MISC. FLAGS			TEXT AMT 2,200 850 850 3,900			
101-4440-451.61-40	EXPENDABLE TOOLS/EQUIPMNT	2,226	7,811	7,936	10,000	13,500	3,500
LEVEL	TEXT			TEXT AMT			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
20L2	REFLECT ACTUAL USAGE			13,500 13,500			
101-4440-451.61-41	FURNITURE/FIXTURES	1,547	519	4,861	500	500	0
101-4440-451.61-80	OTHER	464	312	63	500	500	0
*	SUPPLIES-GENERAL	8,220	11,437	14,831	15,200	26,000	10,800
101-4440-451.62-02	BOTTLED GAS	471	377	167	400	1,200	800
LEVEL	TEXT			TEXT AMT			
20L2	PARKS			400			
	ZOO			400			
	GOLF			400			
				1,200			
101-4440-451.62-04	ELECTRICITY-GEN'L	0	331	0	0	0	0
101-4440-451.62-30	OIL & LUBRICANTS	332	305	360	500	4,500	4,000
LEVEL	TEXT			TEXT AMT			
20L2	OIL & LUBRICANTS FOR 9 MOWERS			2,000			
	OIL & LUBRICANTS FOR UTILITY CARTS			1,500			
	OIL FOR MISC SMALL EQUIPMENT			1,000			
				4,500			
101-4440-451.62-40	FUEL	24,961	40,035	26,948	35,200	41,100	5,900
LEVEL	TEXT			TEXT AMT			
20L2	EQUIPMENT SERVICES			1,000			
	FUEL PURCHASES FROM OTHER SOURCE			40,100			
				41,100			
*	SUPPLIES-ENERGY	25,764	41,048	27,475	36,100	46,800	10,700
101-4440-451.63-33	MOWERS	19,352	12,799	0	9,000	13,900	4,900
LEVEL	TEXT			TEXT AMT			
20L2	ACCURATE REFLECT MOWER COST			13,900			
				13,900			
101-4440-451.63-42	TRAILERS	0	4,253	0	0	3,000	3,000
101-4440-451.63-51	GOLF/UTILITY CART	15,190	9,764	2,004	5,000	9,000	4,000
LEVEL	TEXT			TEXT AMT			
20L2	ACCURATE CART COSTS			9,000			
				9,000			
101-4440-451.63-99	OTHER	550	80	0	500	500	0
*	SUPPLIES-MACH/EQUIP	35,092	26,896	2,004	14,500	26,400	11,900

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
101-4440-451.65-01	EQUIPMENT	8,654	7,810	8,200	7,500	10,600	3,100
101-4440-451.65-03	EQUIPMENT-RADIOS	96	0	0	100	100	0
101-4440-451.65-05	BUILDING & GROUNDS	63,976	58,884	66,392	72,000	76,600	4,600
101-4440-451.65-13	EQUIPMENT-TELEPHONE	8	925	0	0	0	0
101-4440-451.65-21	GRAVEL/SAND/DIRT	16,582	6,271	4,774	12,000	16,900	4,900
LEVEL 20L2	TEXT REFLECT ACTUAL USAGE			TEXT AMT 16,900 16,900			
101-4440-451.65-23	FOOD FOR ANIMALS	0	0	33	0	0	0
101-4440-451.65-34	SIGNAGE	86	29	88	500	3,500	3,000
101-4440-451.65-36	CHEMICALS	7,678	6,425	2,699	9,000	9,000	0
101-4440-451.65-37	FERTILIZER	2,130	2,615	597	4,000	4,000	0
101-4440-451.65-39	PLANTS & SEEDINGS	30,751	25,158	17,554	26,000	30,800	4,800
LEVEL 20L2	TEXT BETTER REFLECT ACTUAL USAGE			TEXT AMT 30,800 30,800			
101-4440-451.65-40	TREES	4,030	455	66	2,500	2,500	0
LEVEL 20L2	TEXT BETTER REFLECT ACTUAL USAGE			TEXT AMT 2,500 2,500			
101-4440-451.65-44	TABLES/BENCHES/CHAIRS	1,654	2,714	621	3,500	8,400	4,900
LEVEL 20L2	TEXT BETTER REFLECT ACTUAL USAGE			TEXT AMT 8,400 8,400			
101-4440-451.65-99	OTHER	0	0	0	500	500	0
* SUPPLIES-REPAIRS/MTCE		135,645	111,286	101,024	137,600	162,900	25,300
** PARKS & RECREATION		2,378,047	2,983,479	1,951,001	2,884,063	3,061,017	176,954

DECISION PACKAGE (NON-CIP)		FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)			
Department/Division Number and Name:	Budget Year: 2020	PERSONNEL (10, 20 ACCOUNTS)				COST	
4441 Phillips Park Zoo	Priority No: 19	Acct No					0
Submitted By:	Strategic Plan Task No:	Acct No					0
Dan Powell	3	Acct No					0
Decision Package Name:		Acct No					0
Electrical Service Installations		Acct No					0
Description of Decision Package:		Acct No					0
Install electrical service to several areas of the zoo that are currently not supplied, as needed.		SERVICES/CHARGES (30, 40, 50 ACCOUNTS)					
		Acct No	38-05	Building & Grounds			40,000
		Acct No					0
		Acct No					0
Benefits of Decision Package: Will increase safety and reduce the use of temporary power cords for several of the animal exhibits (elk shelter, peafowl, eagle exhibit and crows).		SUPPLIES (60 ACCOUNTS)					
		Acct No					0
		Acct No					0
		Acct No					0
Impact of Not Approving the Decision Package: Staff will need to choose between running less-safe power cords to provide adequate heat to water and lamps in the winter.		CAPITAL OUTLAY (70 ACCOUNTS)					
		Acct No					0
		Acct No					0
		Acct No					0
		Acct No					0
		Total Cost 40,000					
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	40,000	0	0	0	0	40,000	
Funding Sources							
Capital Improvements Fund	40,000	0	0	0	0	40,000	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

DECISION PACKAGE (NON-CIP)		FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)			
Department/Division Number and Name:	Budget Year:	2020		PERSONNEL (10, 20 ACCOUNTS)			COST
4441 Phillips Park Zoo	Priority No:	17		Acct No			0
Submitted By:	Strategic Plan Task No:			Acct No			0
Dan Powell	3			Acct No			0
Decision Package Name:				Acct No			0
Elk Shelter Redo & Concrete Floors				Acct No			0
Description of Decision Package:				Acct No			0
Place posts and fencing inside the current structure to allow for separation and shifting of animals. The project also includes adding concrete floors.		SERVICES/CHARGES (30, 40, 50 ACCOUNTS)					
		Acct No	38-05	Building & Grounds	10,000		
		Acct No			0		
		Acct No			0		
		Acct No			0		
Benefits of Decision Package:		SUPPLIES (60 ACCOUNTS)					
Will Increase zookeeper efficiency, safety, and improved animal management as systems are put in place to service animals without entering the exhibit.. Will gain the ability to separate animals for introductions and medical exams.		Acct No			0		
		Acct No			0		
		Acct No			0		
		Acct No			0		
		Acct No			0		
Impact of Not Approving the Decision Package:		CAPITAL OUTLAY (70 ACCOUNTS)					
Will continue with the inability to introduce new animals to the existing population safely, increased risk to zookeepers, and reduced servicing efficiency.		Acct No			0		
		Acct No			0		
		Acct No			0		
		Acct No			0		
		Total Cost					10,000
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	10,000	0	0	0	0	10,000	
Funding Sources							
Property & Casualty Fund	10,000	0	0	0	0	10,000	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

DECISION PACKAGE (NON-CIP)			FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)		
Department/Division Number and Name:	Budget Year:	2020	PERSONNEL (10, 20 ACCOUNTS)				COST
4441 Phillips Park Zoo	Priority No:	24	Acct No				0
Submitted By:	Strategic Plan Task No:		Acct No				0
Dan Powell	2		Acct No				0
Decision Package Name:			Acct No				0
New Animals for Exhibits			Acct No				0
Description of Decision Package:			Acct No				0
Provide funds over the next 3-5 years to purchase new, appropriately aged animals for several exhibits in the zoo.			SERVICES/CHARGES (30, 40, 50 ACCOUNTS)				
			Acct No				0
			Acct No				0
			Acct No				0
			Acct No				0
Benefits of Decision Package:			SUPPLIES (60 ACCOUNTS)				
The exhibits will continue to have animals in them. Several exhibits are in dire need of younger animals to prevent the shutdown of the exhibit due to the death of a current resident.			Acct No	61-21	Animals/Species		20,000
			Acct No				0
			Acct No				0
			Acct No				0
			Acct No				0
Impact of Not Approving the Decision Package:			CAPITAL OUTLAY (70 ACCOUNTS)				
Exhibits will eventually be empty.			Acct No				0
			Acct No				0
			Acct No				0
			Acct No				0
			Total Cost				
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	20,000	10,000	20,000	0	0	50,000	
Funding Sources							
General Fund	20,000	10,000	20,000	0	0	50,000	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

DECISION PACKAGE (NON-CIP)			FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)		
Department/Division Number and Name:		Budget Year:	2020		PERSONNEL (10, 20 ACCOUNTS) COST		
4441 Phillips Park Zoo		Priority No:	43		Acct No	10-07	Salaries-PT Seasonal 7,200
Submitted By:		Strategic Plan Task No:		Acct No	20-10	FICA/Social Security 500	
Dan Powell				Acct No	20-11	FICA/Medicare 100	
Decision Package Name:				Acct No		0	
Seasonal Worker I (New Position)				Acct No		0	
Description of Decision Package:				Acct No		0	
Seasonal worker to assist education staff and Zoo Manager for various education projects, tours, off site visits, day camps and other events as scheduled. Salary Grade 854, Step 1, \$8.95/hour, 800 hours per year.				SERVICES/CHARGES (30, 40, 50 ACCOUNTS)			
				Acct No		0	
				Acct No		0	
				Acct No		0	
Benefits of Decision Package:				Acct No		0	
Further increase revenue generated by Zoo education programs (attendance for many youth programs is determined by the number of paid staff in attendance).				SUPPLIES (60 ACCOUNTS)			
				Acct No		0	
				Acct No		0	
				Acct No		0	
Impact of Not Approving the Decision Package:				CAPITAL OUTLAY (70 ACCOUNTS)			
Reduced revenue from Zoo education programs due to reduced attendance, etc.				Acct No		0	
				Acct No		0	
				Acct No		0	
				Acct No		0	
				Total Cost 7,800			
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	7,800	8,100	8,400	8,600	9,000	41,900	
Funding Sources							
General Fund	7,800	8,100	8,400	8,600	9,000	41,900	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

Phillips Park Zoo Division

2020 Budget

Mission

To promote a passion for animals and their environment through interactive, fun, and enriching education and conservation programs.

Major Functions

1. Implement husbandry and facility standards set forth by the Association of Zoos and Aquariums (AZA).
2. Maintain the Occupational Safety and Health Administration's standards for the safety of the zoo, its inhabitants, the public, and employees.
3. Encourage professional development by providing opportunities for the staff.
4. Follow the master plan recommendations and continue to modernize, expand, and improve the zoo.
5. Implement new educational programs for all ages to inspire a passion for the zoological field and conservation issues.
6. Increase the community's involvement with the zoo through special events and marketing.

Budget Summary

		2019	
	2018	Original	2020
<u>Expenditures</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Salary & Benefits	611,311	628,784	707,161
Other Non-Capital	194,489	225,553	273,820
Capital	-	-	-
Total	805,800	854,337	980,981

Staffing

Full-Time Positions

	2018	2019	2020
Zoo Manager	1	1	1
Zoo Keeper I	4	4	4
Subtotal - Full-Time Positions	5	5	5

Seasonal Positions

College Intern	1	1	1
General Worker II	2	2	2
Seasonal Worker I	3	4	5
Seasonal Worker II	3	3	3
Subtotal - Seasonal Positions	9	10	11
TOTAL	14	15	16

Phillips Park Zoo Division

2020 Budget

Short-Term Goals (2020)

1. Renovate the elk enclosure including the replacement of the deck overlooking the enclosure.
2. Acquire 2 to 3 new elk.

Long-Term Goals (2021 and Beyond)

1. Complete the renovation of the waterwheel barn building (2022).
2. Achieve the industry standards set forth by the AZA (2025).
3. Continue to increase the local community's patronage and involvement in the zoo (Ongoing).

2019 Major Accomplishments

- Designed and installed a seasonal butterfly exhibit.
- Continued with renovations to the river otter holding area.
- Modified the existing cougar house to allow shifting from either side of the building.
- Repaired the existing wire barricade around the elk yard.
- Installed several new small animal holding areas in the cold storage building.
- Installed shifting doors in the wolf yard to improve future management and prepare for a new pack of wolves.

- Renovated the cougar space to provide room for a Eurasian lynx exhibit.
- Installed an outdoor exhibit for an Aracari toucan by the reptile house.
- Replaced the brickwork in front of the reptile house gardens.
- Developed and implemented two new "animal chats" for the visitors to learn about the animals currently housed in the zoo.

2018 Major Accomplishments

- Renovated the exterior of the waterwheel barn to make it weathertight.
- Continued with renovations to the goat barn.
- Commenced the renovation of the river otter exhibit holding enclosure.
- Renovated the wolf yard to allow complete function of the on- and off-exhibit enclosure spaces to improve the care to the animals currently exhibited as well as future pack increases.
- Acquired several new animal species to continue expanding and developing the educational/outreach programs.
- Repaired the concrete walkway into the zoo manager's office.

Phillips Park Zoo Division

2020 Budget

Performance Measures

	2018	2019	2019	
	2018	2019	Estimated	2020
<u>Measure</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
Safety Drills Performed	10	12	12	12
Number of Tours	124	120	120	120
Tour Visitors	3,500	3,500	3,500	3,500
Visitors to Zoo (General Public)	171,499	200,000	200,000	200,000
Visitors to Visitors Center	98,546	150,000	150,000	150,000
Reptile House Visitors	113,107	120,000	120,000	120,000
Volunteer Hours	1,452	1,500	2,500	3,000
Zoo-to-School Visits	35	35	35	40
Tram Riders	14,972	17,000	17,000	17,000
Training and Development Hours	210	150	150	150
Educational Outreach/Presentations	5	5	7	5

Budget Highlights

The 2020 budget will permit the Phillips Park Zoo Division to maintain the service level of the prior year.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
101-4441-451.10-01	FULL-TIME/REGULAR	258,596	318,621	242,982	330,909	345,117	14,208
101-4441-451.10-07	PART-TIME/SEASONAL	47,521	61,612	64,526	78,849	102,511	23,662
101-4441-451.10-09	PART-TIME/TEMPORARY	24,912	0	0	0	0	0
101-4441-451.10-31	OVERTIME/REGULAR	17,062	13,809	13,100	12,000	12,000	0
101-4441-451.10-50	SUPPLEMENT-VACTN BUY BACK	140	0	0	4,000	4,000	0
101-4441-451.10-52	SUPPLEMENT-OTHER	0	2,000	0	0	0	0
101-4441-451.10-55	SUPPLEMENT-Y/E PAYOUT	6,179	15,666	906	5,000	13,800	8,800
101-4441-451.10-70	LONGEVITY PAY	670	1,028	1,119	1,033	1,769	736
* SALARIES		355,080	412,736	322,633	431,791	479,197	47,406
101-4441-451.20-01	EMPLOYEE HEALTH INSURANCE	89,652	85,341	56,576	75,434	88,974	13,540
101-4441-451.20-04	RETIREE HEALTH INSURANCE	0	8,341	12,620	16,827	13,434	3,393
101-4441-451.20-10	FICA/SOCIAL SECURITY	21,839	24,870	19,303	24,511	27,798	3,287
101-4441-451.20-11	FICA/MEDICARE	5,108	5,816	4,514	5,733	6,501	768
101-4441-451.20-12	PENSION/IMRF	43,442	50,053	33,071	46,898	58,554	11,656
101-4441-451.20-16	HDHP-HSA CONTRIBUTION	1,416	2,832	613	1,071	1,071	0
101-4441-451.20-20	CLOTHING	2,359	3,112	1,916	3,500	3,500	0
101-4441-451.20-22	DUES-HEALTH/FITNESS	515	200	0	200	200	0
101-4441-451.20-37	INSURANCE/WORKERS COMP	12,000	12,000	9,000	12,000	12,000	0
101-4441-451.20-43	TERMINATION BENEFITS	0	6,010	8,114	10,819	15,932	5,113
* EMPLOYEE BENEFITS		176,331	198,575	145,727	196,993	227,964	30,971
101-4441-451.32-04	ARCHITECT	0	371	0	0	4,000	4,000
101-4441-451.32-20	CONTRACTED SERVICES	1,600	0	0	0	0	0
101-4441-451.32-40	VETERINARY	16,811	24,376	19,627	23,000	26,000	3,000
LEVEL	TEXT			TEXT	AMT		
20L2	REFLECT EXPECTED COSTS FOR INCREASE IN VETINARY CARE DUE TO CURRENT DEFICINCIES				26,000		
					26,000		
* PROFESSIONAL FEES		18,411	24,747	19,627	23,000	30,000	7,000
101-4441-451.38-01	EQUIPMENT	1,271	1,149	75	2,000	3,000	1,000
101-4441-451.38-05	BUILDING & GROUNDS	39,779	24,538	13,623	24,000	30,000	6,000
LEVEL	TEXT			TEXT	AMT		
20L2	BASE BUDGET				30,000		
					30,000		
101-4441-451.38-40	INSECT CONTROL	2,090	2,090	2,090	2,500	2,500	0
101-4441-451.38-41	FEES-ALARM SERVICE	10,257	10,257	7,094	11,500	11,500	0
LEVEL	TEXT			TEXT	AMT		
20L2	SECURITY CAMERAS AND ALARM SYSTEMS IN ZOO AND VISITOR CENTER				11,500		
					11,500		

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
101-4441-451.38-88	CENTRAL GAR./MAINTENANCE	851	675	253	900	700	200-
101-4441-451.38-99	OTHER	0	0	0	300	300	0
*	REPAIRS & MTCE. SERVICES	54,248	38,709	23,135	41,200	48,000	6,800
101-4441-451.39-30	PORTO TOILETS	4,424	4,740	3,942	6,000	6,000	0
101-4441-451.39-50	EQUIPMENT-OTHER	42	0	0	0	0	0
*	RENTALS/LEASES	4,466	4,740	3,942	6,000	6,000	0
101-4441-451.40-40	LIABILITY INSURANCE	9,000	9,000	6,003	8,000	27,000	19,000
*	INSURANCE	9,000	9,000	6,003	8,000	27,000	19,000
101-4441-451.42-01	EDUCATION/TRAINING	36	2,319	2,400	3,700	6,700	3,000
LEVEL	TEXT			TEXT AMT			
20L2	ZOO MANAGER & 1514 STAFF			3,000			
	ANIMAL CARE TRAINING REGISTRATION/TRAVEL (X1)			3,200			
	CIG TRAINING (X2)			500			
				6,700			
101-4441-451.42-03	TRAVEL/MEETINGS	0	0	25	200	200	0
101-4441-451.42-12	FEES-TOLL RD BILLING/CHG	41	57	48	100	100	0
*	TRAVEL & PROFESS DVLPMT	77	2,376	2,473	4,000	7,000	3,000
101-4441-451.44-01	TELEPHONE	2,060	1,294	867	1,300	1,300	0
LEVEL	TEXT			TEXT AMT			
20L2	** IT COM ** 5/29/19						
	6308203518 901 RAY MOSE DR, ZOO LION HOUSE DSL FOR						
	INTERNET SERVICES			1,300			
				1,300			
101-4441-451.44-02	TELEPHONE-ALARM	6,635	1,105	4,085	3,000	3,000	0
LEVEL	TEXT			TEXT AMT			
20L2	** IT COM ** 10/02/2018			3,000			
	6309781228 ZOO STORAGE ALARM						
	6309788154 VISITOR CENTER ALARM						
	6309788316 ADS FIRE ALARM						
	VOIP REPLACEMENT NOT SUPPORTED BY ADS						
				3,000			
101-4441-451.44-04	TELEPHONE-MOBILE	1,146	1,251	1,104	1,548	1,920	372
LEVEL	TEXT			TEXT AMT			
20L2	** IT COM ** 5/13/19						
	CELL PHONE CHARGES \$50 X 12						
	D. POWELL			600			
	CELL PHONE CHARGES \$20 X 12						

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
	L. FLORAL			240			
	L. DREWKE			240			
	G. KAIN			240			
	J. FORBERG			240			
	MIFI CHARGES \$30 X 12			360			
	D. POWELL			1,920			
* COMMUNICATION CHARGES		9,841	3,650	6,056	5,848	6,220	372
101-4441-451.45-01 DUES		210	491	398	1,500	1,500	0
101-4441-451.45-02 SUBSCRIPTIONS		0	139	438	400	400	0
LEVEL	TEXT			TEXT AMT			
20L2	ZOO BIOLOGY JOURNAL			400			
				400			
101-4441-451.45-03 POSTAGE		25	78	34	100	200	100
101-4441-451.45-12 ADVERTISING/PUBLICATION		2,215	3,057	2,489	4,000	7,000	3,000
LEVEL	TEXT			TEXT AMT			
20L2	CONTINUE TO PROMOTE ZOO			7,000			
				7,000			
101-4441-451.45-18 PROMO MATERIALS/SERVICES		2,639	1,676	1,040	6,000	6,000	0
101-4441-451.45-25 SPECIAL EVENTS-CHARGES		482	1,422	2,479	1,000	4,000	3,000
LEVEL	TEXT			TEXT AMT			
20L2	VOLUNTEER APPRECIATION DINNER			4,000			
				4,000			
101-4441-451.45-32 LICENSES/PERMITS		288	385	392	605	800	195
LEVEL	TEXT			TEXT AMT			
20L2	REPTILE PERMITS			300			
	USDA PERMIT			85			
	KANE COUNTY PERMIT			120			
	US FISH AND WILDLIFE PERMIT			295			
				800			
101-4441-451.45-87 DR/CR CARD DISC. & FEES		0	230	435	0	200	200
* OTHER SERVICES & CHARGES		5,859	7,478	7,705	13,605	20,100	6,495
101-4441-451.61-01 OFFICE-DIRECT		526	1,018	430	600	1,000	400
101-4441-451.61-02 OFFICE-CENTRAL STORES		0	0	0	100	200	100
101-4441-451.61-09 CUSTOM PRINTING		75	783	568	1,000	3,000	2,000
LEVEL	TEXT			TEXT AMT			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
20L2	FOR PRINTING OF ZOO BROCHURES AND RACK CARDS			3,000 3,000			
101-4441-451.61-10	BOOKS/PERIODICALS/VIDEOS	94	57	84	100	100	0
101-4441-451.61-13	FIRST AID	1,390	75	0	400	600	200
101-4441-451.61-19	FLAGS/BANNERS/SIGNS	290	0	0	500	500	0
101-4441-451.61-21	ZOO ANIMALS/SPECIES	0	1,705	0	1,500	23,500	22,000
LEVEL	TEXT			TEXT AMT			
20L2	BASE BUDGET			3,500			
	2020 DP - NEW ANIMALS FOR EXHIBITS			20,000			
	2021: \$10,000						
	2022: \$20,000						
				23,500			
101-4441-451.61-25	CONTROL OF ANIMALS	6,460	7,210	5,085	4,000	4,000	0
LEVEL	TEXT			TEXT AMT			
20L2	MISCELLANEOUS CONTROL SUPPLIES			3,000			
	ENRICHMENT ITEMS (FOR ANIMAL WELFARE)			1,000			
				4,000			
101-4441-451.61-40	EXPENDABLE TOOLS/EQUIPMNT	3,595	2,198	1,659	3,000	3,000	0
101-4441-451.61-41	FURNITURE/FIXTURES	4,496	912	1,011	1,000	3,000	2,000
101-4441-451.61-80	OTHER	245	1,549	342	1,000	1,000	0
*	SUPPLIES-GENERAL	17,171	15,507	9,179	13,200	39,900	26,700
101-4441-451.62-02	BOTTLED GAS	69	0	0	100	100	0
101-4441-451.62-40	FUEL	52	30	0	0	0	0
*	SUPPLIES-ENERGY	121	30	0	100	100	0
101-4441-451.63-99	OTHER	0	0	0	9,000	0	9,000-
*	SUPPLIES-MACH/EQUIP	0	0	0	9,000	0	9,000-
101-4441-451.65-01	EQUIPMENT	5,288	1,581	595	600	600	0
101-4441-451.65-03	EQUIPMENT-RADIOS	0	485	915	500	500	0
LEVEL	TEXT			TEXT AMT			
20L2	PURCHASE OF REPLACEMENT RADIOS			500 500			
101-4441-451.65-05	BUILDING & GROUNDS	27,421	33,717	34,892	52,000	33,500	18,500-
LEVEL	TEXT			TEXT AMT			
20L2	BASE BUDGET			33,500 33,500			
101-4441-451.65-21	GRAVEL/SAND/DIRT	0	433	550	600	4,000	3,400

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
101-4441-451.65-23	FOOD FOR ANIMALS	39,889	46,953	41,591	42,000	45,000	3,000
LEVEL 20L2	TEXT CHANGE DIETS FOR ZOO COLLECTION TO INCREASE ANIMAL HEALTH			TEXT AMT 45,000 45,000			
101-4441-451.65-34	SIGNAGE	83	42	12	0	0	0
101-4441-451.65-39	PLANTS & SEEDINGS	560	1,015	1,089	900	900	0
LEVEL 20L2	TEXT PLANTS FOR AROUND THE PARK/GENERAL PLANTS FOR NEW BUTTERFLY EXHIBIT			TEXT AMT 500 400 900			
101-4441-451.65-40	TREES	0	0	299	0	0	0
LEVEL 20L2	TEXT ORIGINAL AMOUNT 2010 DL			TEXT AMT 5,000 5,000-			
101-4441-451.65-44	TABLES/BENCHES/CHAIRS	0	3,858	440	4,900	4,900	0
LEVEL 20L2	TEXT PARK BENCH SHADE STRUCTURE (X1) SHADE SCREEN FOR BUTTERFLY TENT			TEXT AMT 2,450 2,450 4,900			
101-4441-451.65-99	OTHER	50	168	34	100	100	0
*	SUPPLIES-REPAIRS/MTCE	73,291	88,252	80,417	101,600	89,500	12,100-
**	PHILLIPS PARK ZOO	723,896	805,800	626,897	854,337	980,981	126,644

DECISION PACKAGE (NON-CIP)			FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)		
Department/Division Number and Name:	Budget Year:	2020	PERSONNEL (10, 20 ACCOUNTS)			COST	
4442 Phillips Park Golf Course	Priority No:	3	Acct No			0	
Submitted By:	Strategic Plan Task No:		Acct No			0	
Jeff Schmidt	2		Acct No			0	
Decision Package Name:			Acct No			0	
Indoor Golf Learning Center & Clubhouse Addition			Acct No			0	
Description of Decision Package:			Acct No			0	
Simulator includes launch monitor enabling golfers to practice and play golf on championship virtual golf courses and it can be used to custom fit golfers for new golf equipment. Clubhouse addition to accommodate golf simulator placement. Purchase of 5 tables and 20 chairs for clubhouse seating.			SERVICES/CHARGES (30, 40, 50 ACCOUNTS)				
			Acct No	38-05	Building & Grounds	165,900	
			Acct No			0	
			Acct No			0	
			Acct No			0	
Benefits of Decision Package:			SUPPLIES (60 ACCOUNTS)				
Golf course will be able to offer golf 12-months a year. Practice and playing opportunities will be available to golfers during the winter months. We gain the opportunity to capture new golfers to PPGC and to build our golfer database.			Acct No	65-05	Supplies-Repairs/Mtce	38,000	
			Acct No	61-41	Furniture/Fixtures	2,100	
			Acct No			0	
			Acct No			0	
			Acct No			0	
Impact of Not Approving the Decision Package:			CAPITAL OUTLAY (70 ACCOUNTS)				
A loss in opportunity to increase revenue during the winter months and gain new golfers.			Acct No			0	
			Acct No			0	
			Acct No			0	
			Acct No			0	
			Total Cost				206,000
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	206,000	0	0	0	0	206,000	
Funding Sources							
Golf Fund	206,000	0	0	0	0	206,000	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

DECISION PACKAGE (NON-CIP)			FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)		
Department/Division Number and Name:	Budget Year:	2020	PERSONNEL (10, 20 ACCOUNTS)			COST	
4442 Phillips Park Golf Course	Priority No:	5	Acct No			0	
Submitted By:	Strategic Plan Task No:		Acct No			0	
Todd Schmitz	3		Acct No			0	
Decision Package Name:			Acct No			0	
Replace Two Mowers			Acct No			0	
Description of Decision Package:			Acct No			0	
Replace 2 current 2009 Toro Greensmaster 3100 greens mowers with 2 new Toro Greensmaster 3150-Q greens mowers.			SERVICES/CHARGES (30, 40, 50 ACCOUNTS)				
			Acct No			0	
			Acct No			0	
			Acct No			0	
Benefits of Decision Package: To keep the golf course competitive with surrounding courses by providing the best quality of cut on our putting greens that customers have come to expect.			SUPPLIES (60 ACCOUNTS)				
			Acct No	63-33	Mowers	32,000	
			Acct No			0	
			Acct No			0	
Impact of Not Approving the Decision Package: Not having as good of quality cut on putting surfaces as our competitors results in customers choosing to play elsewhere.			CAPITAL OUTLAY (70 ACCOUNTS)				
			Acct No			0	
			Acct No			0	
			Acct No			0	
			Acct No			0	
			Total Cost 32,000				
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	32,000	32,000	0	0	0	64,000	
Funding Sources							
Golf Fund	32,000	32,000	0	0	0	64,000	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

Phillips Park Golf Course

2020 Budget

Mission

To provide a great golfing experience at a competitive price by maintaining the scheduling, staff, equipment, and facilities of the Phillips Park Golf Course.

Major Functions

1. Operate the 21-hole golf course.
2. Maintain all buildings, grounds, and equipment.
3. Work with the Parks and Recreation Division on special projects.

Budget Summary

		2019	
	2018	Original	2020
<u>Expenditures</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Salary & Benefits	315,383	714,516	757,646
Other Non-Capital	431,107	457,586	706,940
Capital	231,884	-	-
Total	978,374	1,172,102	1,464,586

Staffing

Full-Time Positions

	2018	2019	2020
Golf Maintenance Manager	1	1	1
Golf Operations Manager	1	1	1
Maintenance Worker II	1	1	1
Subtotal - Full-Time Positions	3	3	3

Seasonal Positions

General Worker I	7	4	4
General Worker II	5	6	6
Pro Shop Cashier I	2	2	2
Pro Shop Cashier II	0	1	1
Seasonal Worker I	17	23	23
Seasonal Worker II	5	1	1
Subtotal - Seasonal Positions	36	37	37

TOTAL

39	40	40
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Short-Term Goals (2020)

1. Update the clubhouse hardware and point of sale software to improve the customer experience.
2. Continue to improve the junior golf program by the PGA Golf Operations Manager becoming a Certified Level 2 US Kids Golf Coach.
3. Partner with Communities in Schools to provide an after school golf program.
4. Continue with grounds maintenance projects to provide optimum playing conditions.

Phillips Park Golf Course

2020 Budget

Long-Term Goals (2021 and Beyond)

1. Upgrade the practice facility through the addition of amenities and improved aesthetics (Ongoing).
2. Maintain the Audubon Sanctuary certification (Ongoing).
3. Continue to ensure the health of the golf course through sound maintenance practices including aerification, fertilization, and pesticide applications (Ongoing).
4. Continue with necessary bunker renovations throughout the golf course (Ongoing).
5. Continue to perform general maintenance on the clubhouse to preserve the building in a safe operating condition.

2019 Major Accomplishments

- Coached one 13U and two 17U PGA Junior League teams.
- Created a summer junior golf league for boys and girls between 10 and 17 years of age.
- Resurfaced areas of the facility's main parking lot.
- Partnered with the Kid's Golf Foundation to provide golf instruction to area youth.
- Constructed a 2,200 square foot outdoor patio to accommodate golf patrons and small outings.
- Improved the junior golf programming by the PGA Golf Operations Manager becoming a US Kids Golf Level 1 certified coach.
- Expanded the golf course access to individuals with disabilities by completing the Adaptive Golf Enhancement Program and becoming a certified golf instructor for the Freedom Golf Association.
- Increased the number of perennial planting on the grounds to reduce the annual planting expenses.

2018 Major Accomplishments

- Conducted four adult beginner golf clinics.
- Conducted eight women's beginner golf clinics.
- Partnered with Sunshine Through Golf, an affiliate of the Fox Valley Special Recreation Association, to provide golf instruction to individuals with special needs.
- Installed nine tee signs with the updated golf course logo.
- Coached one 13U and one 16U PGA Junior League teams, each rostering twelve players for the third consecutive year.
- Rebuilt the retaining wall at the #5 tee box.
- Coached the 13U PGA Junior League Southern Fox Valley all-star team for the second consecutive year.
- Increased the number of Youth on Course Program golf rounds by 20%.
- Increased the food and beverage concession sales by 8%.
- Increased golf merchandise sales by 27%.

Performance Measures

			2019	
	2018	2019	Estimated	2020
Measure	Actual	Budget	Actual	Budget
Rounds of Golf	26,293	28,420	27,000	28,500
Cart Rentals	20,198	21,850	20,800	22,000
Driving Range Revenue	\$62,358	\$78,000	\$74,000	\$78,000
3-Hole Junior Rounds	2,536	2,300	2,400	2,600
Training and Development Hours	68	80	100	80

Phillips Park Golf Course

2020 Budget

Budget Highlights

The 2020 budget will permit the Phillips Park Golf Course Division to maintain the service level of the prior year.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
550-4442-451.10-01	FULL-TIME/REGULAR	227,709	234,185	179,687	239,227	255,356	16,129
550-4442-451.10-07	PART-TIME/SEASONAL	222,612	249,632	171,552	269,941	275,640	5,699
550-4442-451.10-31	OVERTIME/REGULAR	4,922	4,718	4,634	6,000	6,000	0
550-4442-451.10-50	SUPPLEMENT-VACTN BUY BACK	13,817	14,087	13,866	7,500	15,550	8,050
550-4442-451.10-51	SUPPLEMENT-FINAL PAY	0	0	0	5,000	5,000	0
550-4442-451.10-52	SUPPLEMENT-OTHER	2,780	4,028	2,087	2,780	2,780	0
LEVEL	TEXT			TEXT AMT			
20L2	STIPEND-CALL OUT - 1 EMPLOYEE			2,000			
	LANGUAGE TRANSLATION - 1 EMPLOYEE			650			
	OUT OF JOB CLASS			130			
				2,780			
550-4442-451.10-55	SUPPLEMENT-Y/E PAYOUT	16,376	19,198	0	17,000	18,800	1,800
550-4442-451.10-70	LONGEVITY PAY	729	978	713	770	791	21
* SALARIES		488,945	526,826	372,539	548,218	579,917	31,699
550-4442-451.20-01	EMPLOYEE HEALTH INSURANCE	44,826	42,671	29,326	39,101	37,073	2,028-
550-4442-451.20-04	RETIREE HEALTH INSURANCE	401,441-	366,139-	13,950	18,600	19,460	860
550-4442-451.20-10	FICA/SOCIAL SECURITY	29,623	32,073	22,465	31,039	34,439	3,400
550-4442-451.20-11	FICA/MEDICARE	6,928	7,501	5,254	7,260	8,055	795
550-4442-451.20-12	PENSION/IMRF	50,380	48,705	31,706	56,798	64,702	7,904
550-4442-451.20-20	CLOTHING	1,241	2,008	1,717	1,500	2,000	500
LEVEL	TEXT			TEXT AMT			
20L2	PROVIDE STAFF WITH PROPER UNIFORMS FOR GOLF, MAINT			2,000			
	AND FOOD AND BEVERAGE CONCESSIONS			2,000			
550-4442-451.20-37	INSURANCE/WORKERS COMP	12,000	12,000	9,000	12,000	12,000	0
550-4442-451.20-99	ACCRUED COMP ABS-Y/E ADJT	6,170	9,738	0	0	0	0
* EMPLOYEE BENEFITS		250,273-	211,443-	113,418	166,298	177,729	11,431
550-4442-451.32-05	AUDIT	1,000	1,000	1,000	1,000	1,100	100
550-4442-451.32-50	TEMPORARY SERVICES	19,327	4,133	19,117	6,000	6,000	0
LEVEL	TEXT			TEXT AMT			
20L2	TO PROVIDE SEASONAL STAFFING IN ORDER TO PREP			6,000			
	GOLF COURSE FOR EARLY OPENING			6,000			
550-4442-451.32-82	CONTRACTUAL GOLF PRO	30,000	0	0	0	0	0
* PROFESSIONAL FEES		50,327	5,133	20,117	7,000	7,100	100
550-4442-451.36-03	JANITORIAL	629	532	436	600	2,000	1,400
LEVEL	TEXT			TEXT AMT			
20L2	ANNUAL CLUBHOUSE DEEP CLEANING AND CARPET CLEANING			2,000			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
	SERVICE PROVIDED (1) PER YEAR						
				2,000			
* CLEANING SERVICES		629	532	436	600	2,000	1,400
550-4442-451.38-01	EQUIPMENT	16,339	7,130	4,226	10,000	10,000	0
550-4442-451.38-03	EQUIPMENT-RADIOS	140	0	0	0	0	0
550-4442-451.38-05	BUILDING & GROUNDS	14,308	17,721	20,820	16,000	183,900	167,900
LEVEL	TEXT			TEXT	AMT		
20L2	ANTICIPATED CLUBHOUSE UPDATES SINCE REMODEL COMPLETED IN 2001.ANTICIPATED APPLIANCE AND EQUIP. REPAIRS AND REPLACEMENTS.				18,000		
	2020 DP - INDOOR GOLF LEARNING CENTER & CLUBHOUSE ADDITION				165,900		
					183,900		
550-4442-451.38-11	COMPUTER-SOFTWARE	3,113	2,853	3,218	3,000	3,000	0
LEVEL	TEXT			TEXT	AMT		
20L2	ANNUAL IRRIGATION SOFTWARE UPDATES				3,000		
					3,000		
550-4442-451.38-14	EQUIPMENT-ELEVATORS	57	57	0	100	100	0
550-4442-451.38-40	INSECT CONTROL	448	448	392	550	550	0
550-4442-451.38-41	FEES-ALARM SERVICE	5,129	6,984	4,908	6,300	6,300	0
LEVEL	TEXT			TEXT	AMT		
20L2	ADS FEES OF \$456/QUARTER - CLUBHOUSE				2,100		
	ADS FEES OF \$456/QUARTER - GOLF MTC. FACILITY				2,100		
	ADS FEES OF \$456/QUARTER - FIRST TEE BUILDING				2,100		
					6,300		
550-4442-451.38-88	CENTRAL GAR./MAINTENANCE	22	3,597	1,997	2,400	3,700	1,300
* REPAIRS & MTCE. SERVICES		39,556	38,790	35,561	38,350	207,550	169,200
550-4442-451.39-03	AUTOS/VANS/TRUCKS	39,650	39,650	39,650	40,000	40,000	0
LEVEL	TEXT			TEXT	AMT		
20L2	ANNUAL GOLF CAR LEASE				40,000		
					40,000		
550-4442-451.39-30	PORTO TOILETS	2,439	3,067	2,514	2,750	4,250	1,500
LEVEL	TEXT			TEXT	AMT		
20L2	INCREASE FROM 3 DAYS TO 5 DAYS OF SERVICE				4,250		
					4,250		

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
550-4442-451.39-50	EQUIPMENT-OTHER	0	1,268	0	8,000	6,000	2,000-
550-4442-451.39-99	OTHER	1,216	0	0	2,000	2,000	0
LEVEL	TEXT			TEXT	AMT		
20L2	END OF SEASON IRRIGATION BLOW OUT				2,000		
					2,000		
*	RENTALS/LEASES	43,305	43,985	42,164	52,750	52,250	500-
550-4442-451.40-40	LIABILITY INSURANCE	9,000	9,000	11,997	16,000	16,000	0
*	INSURANCE	9,000	9,000	11,997	16,000	16,000	0
550-4442-451.42-01	EDUCATION/TRAINING	645	435	1,706	500	3,500	3,000
LEVEL	TEXT			TEXT	AMT		
20L2	PGA CONTINUING EDUCATION				3,500		
	GOLF INDUSTRY SHOW						
	EQUIPMENT MAINTENANCE EDUCATION						
	MAGCS EDUCATION MEETINGS						
	FOOD MANAGER CERTIFICATION WITH KANE COUNTY HEALTH						
	DEPARTMENT-GROUP RENEWED 6/2019 AND EXPIRES 2024						
					3,500		
550-4442-451.42-03	TRAVEL/MEETINGS	85	145	60	200	200	0
550-4442-451.42-07	MILEAGE	244	211	0	200	200	0
550-4442-451.42-12	FEES-TOLL RD BILLING/CHG	21	16	2	100	100	0
*	TRAVEL & PROFESS DVLPMT	995	807	1,768	1,000	4,000	3,000
550-4442-451.44-01	TELEPHONE	1,805	1,233	567	1,300	0	1,300-
550-4442-451.44-02	TELEPHONE-ALARM	4,742	1,631	49-	1,800	0	1,800-
LEVEL	TEXT			TEXT	AMT		
20L2	** IT COMM ** 5/29/19						
	4990683 ADS FIRE ALARM GOLF CLUB HOUSE						
	4990684 ADS BURGLAR ALARM GOLF CLUB HOUSE						
	499-0145 1101 RAY MOSES DR. ADS ALARM LINE						
	VOIP REPLACEMENT NOT SUPPORTED BY ADS						
	ALL LINES DISCONNECTED 12/13/2018						
550-4442-451.44-04	TELEPHONE-MOBILE	1,022	1,041	1,105	1,536	1,740	204
LEVEL	TEXT			TEXT	AMT		
20L2	**IT COM** 5/13/19						
	CELL PHONE CHARGES \$50 X 12						
	J. SCHMIDT				600		
	T. SCHMITZ				600		
	CELL PHONE CHARGES \$25 X 12						
	A. TALIP				300		
	LAPTOP DATA FOR EZLINKS MANAGEMENT				240		

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
				1,740			
* COMMUNICATION CHARGES		7,569	3,905	1,623	4,636	1,740	2,896-
550-4442-451.45-01 DUES		2,464	2,349	2,022	2,500	2,500	0
LEVEL TEXT			TEXT	AMT			
20L2 ANNUAL ALLIED INDUSTRY DUES				2,500			
				2,500			
550-4442-451.45-03 POSTAGE		26	22	30	100	100	0
550-4442-451.45-04 U.P.S./FED EX		22	26	28	100	100	0
550-4442-451.45-12 ADVERTISING/PUBLICATION		880	2,120	4,745	8,000	8,000	0
LEVEL TEXT			TEXT	AMT			
20L2 YEARLY ADVERTISING AND MARKETING CAMPAIGN				8,000			
				8,000			
550-4442-451.45-18 PROMO MATERIALS/SERVICES		841	0	0	0	500	500
LEVEL TEXT			TEXT	AMT			
20L2 LOGO AND MISC PROMOTIONAL MATERIALS				500			
				500			
550-4442-451.45-32 LICENSES/PERMITS		1,627	1,993	1,422	2,100	2,100	0
550-4442-451.45-76 SUBSCRIBER FEE-TV NETWORK		1,523	1,608	1,163	1,600	1,700	100
LEVEL TEXT			TEXT	AMT			
20L2 DISH NETWORK RATE INCREASE				1,700			
				1,700			
550-4442-451.45-87 DR/CR CARD DISC. & FEES		20,291	19,223	14,978	21,000	21,000	0
550-4442-451.45-99 OTHER		483	0	0	0	0	0
* OTHER SERVICES & CHARGES		28,157	27,341	24,388	35,400	36,000	600
550-4442-451.61-01 OFFICE-DIRECT		2,092	1,197	786	1,250	1,500	250
550-4442-451.61-09 CUSTOM PRINTING		555	247	353	1,000	1,000	0
LEVEL TEXT			TEXT	AMT			
20L2 GOLF MEMBERSHIP CARDS. GIFT				1,000			
CARD & MISC. CUSTOM PRINT ITEMS.				1,000			
				1,000			
550-4442-451.61-13 FIRST AID		245	221	166	300	300	0
550-4442-451.61-19 FLAGS/BANNERS/SIGNS		5,758	4,808	792	4,000	5,000	1,000
LEVEL TEXT			TEXT	AMT			
20L2 REPLACE GOLF COURSE SIGNAGE ON AND				5,000			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
	AROUND GOLF COURSE PROPERTY			5,000			
550-4442-451.61-20	FLOWERS/PLANTS	0	3,011	1,086	2,500	3,000	500
LEVEL 20L2	TEXT CLUBHOUSE AND GOLF COURSE SEASONAL BEAUTIFICTION		TEXT AMT 3,000 3,000				
550-4442-451.61-40	EXPENDABLE TOOLS/EQUIPMNT	6,163	4,835	2,955	5,000	4,500	500-
550-4442-451.61-41	FURNITURE/FIXTURES	0	0	4,418	0	2,100	2,100
LEVEL 20L2	TEXT 2020 DP - INDOOR GOLF LEARNING CENTER & CLUBHOUSE ADDITION		TEXT AMT 2,100 2,100				
550-4442-451.61-61	CONCESSIONS (GOLF)	57,662	54,768	45,820	65,000	65,000	0
550-4442-451.61-62	DRIVING RANGE	5,422	2,555	0	2,500	4,500	2,000
LEVEL 20L2	TEXT PURCHASE OF RANGE BALLS FOR DRIVING RANGE, REPLACE GOLF MATS AT HITTING STATIONS		TEXT AMT 4,500 4,500				
550-4442-451.61-63	GOLF MERCHANDISE	22,146	28,600	25,508	26,000	29,000	3,000
550-4442-451.61-78	BOTTLED WATER	532	719	311	600	600	0
LEVEL 20L2	TEXT GOLF MAINT. BUILDING HAS NO RUNNING WATER		TEXT AMT 600 600				
550-4442-451.61-80	OTHER	317	217	0	500	500	0
* SUPPLIES-GENERAL		100,892	101,178	82,195	108,650	117,000	8,350
550-4442-451.62-01	NATURAL GAS	6,360	6,384	5,271	7,000	7,000	0
550-4442-451.62-04	ELECTRICITY-GEN'L	36,845	38,658	23,593	40,000	40,000	0
550-4442-451.62-30	OIL & LUBRICANTS	1,268	0	393	1,200	1,200	0
550-4442-451.62-40	FUEL	19,715	20,954	16,501	25,000	25,000	0
LEVEL 20L2	TEXT FUEL PURCHASES FROM OTHER SOURCE		TEXT AMT 25,000 25,000				
* SUPPLIES-ENERGY		64,188	65,996	45,758	73,200	73,200	0
550-4442-451.63-20	COMMUNICATIONS/RADIOS	797	0	0	0	0	0
550-4442-451.63-33	MOWERS	0	0	0	0	32,000	32,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
LEVEL 20L2	TEXT 2020 DP - REPLACE TWO MOWERS 2021: \$32,000						
				TEXT AMT 32,000			
				32,000			
550-4442-451.63-51	GOLF/UTILITY CART	4,800	8,450	0	0	0	0
550-4442-451.63-99	OTHER	0	4,635	0	0	0	0
*	SUPPLIES-MACH/EQUIP	5,597	13,085	0	0	32,000	32,000
550-4442-451.64-10	SOFTWARE APPLICATIONS	860	495	0	500	700	200
LEVEL 20L2	TEXT GOLF TOURNAMENT SOFTWARE UPDATE						
				TEXT AMT 700			
				700			
*	SUPPLIES-COMPUTER	860	495	0	500	700	200
550-4442-451.65-01	EQUIPMENT	24,272	17,517	13,756	15,000	15,000	0
550-4442-451.65-05	BUILDING & GROUNDS	27,479	27,256	20,402	26,500	64,500	38,000
LEVEL 20L2	TEXT COURSE RE-DESIGNED IN 2001. SCHEDULED BUNKER RENOVATION TO IMPROVE PLAYABILITY 2020 DP - INDOOR GOLF LEARNING CENTER & CLUBHOUSE ADDITION						
				TEXT AMT 26,500			
				38,000			
				64,500			
550-4442-451.65-13	EQUIPMENT-TELEPHONE	30	0	0	0	0	0
550-4442-451.65-21	GRAVEL/SAND/DIRT	14,205	7,695	9,115	12,000	12,000	0
LEVEL 20L2	TEXT EXPENSE NEEDED TO COVER SAND REPLACEMENT IN RENOVATED BUNKERS						
				TEXT AMT 12,000			
				12,000			
550-4442-451.65-34	SIGNAGE	0	12	0	0	0	0
550-4442-451.65-36	CHEMICALS	38,526	27,352	25,137	30,000	30,000	0
LEVEL 20L2	TEXT CHEMICAL APPLICATIONS TO MAINTIAN COURSE CONDITION						
				TEXT AMT 30,000			
				30,000			
550-4442-451.65-37	FERTILIZER	30,879	22,658	22,299	30,000	30,000	0
LEVEL 20L2	TEXT APPLICATIONS NEEDED TO MAINTAIN COURSE CONDITIONS						
				TEXT AMT 30,000			
				30,000			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
550-4442-451.65-39	PLANTS & SEEDINGS	2,161	3,762	1,982	3,500	3,500	0
LEVEL 20L2	TEXT REPLACE OVERGROWN PLANTINGS AROUND CLUBHOUSE			TEXT AMT 3,500 3,500			
550-4442-451.65-40	TREES	0	676	0	2,500	2,500	0
LEVEL 20L2	TEXT TREE REPLACEMENT PROGRAM FOR SCENARIOS SUCH AS AGED TREES OR TREES DAMAGED DUE TO INCLEMENT WEATHER			TEXT AMT 2,500 2,500			
*	SUPPLIES-REPAIRS/MTCE	137,552	106,928	92,691	119,500	157,500	38,000
550-4442-451.74-33	MOWERS	49,538	0	0	0	0	0
*	CAPITAL OUTLAY-MACH/EQUIP	49,538	0	0	0	0	0
550-4442-451.90-01	CAPITAL OUTLAY CAPITALIZED	52,638-	0	0	0	0	0
550-4442-451.90-10	DEPRECIATION EXPENSES	236,400	231,884	0	0	0	0
*	CAPITAL-DEPREC/CONTRA	183,762	231,884	0	0	0	0
550-4442-499.01-00	IMRF NPL	5,677-	13,932	0	0	0	0
*	IMRF NPL	5,677-	13,932	0	0	0	0
**	PHILLIPS PARK GOLF COURSE	954,922	978,374	844,655	1,172,102	1,464,686	292,584

PREPARED 10/09/19, 18:25:06
PROGRAM GM601L EXPENSE ACCOUNTS

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2020

2020-LEVEL 2

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
550-4443-451.34-01	BILLING-WATER CHARGES	313	64	0	0	0	0
* UTILITY SERVICES		313	64	0	0	0	0
550-4443-451.38-05	BUILDING & GROUNDS	2,850	0	0	0	0	0
550-4443-451.38-41	FEES-ALARM SERVICE	4,091	4,091	0	0	0	0
* REPAIRS & MTCE. SERVICES		6,941	4,091	0	0	0	0
550-4443-451.40-40	LIABILITY INSURANCE	9,000	9,000	0	0	0	0
* INSURANCE		9,000	9,000	0	0	0	0
550-4443-451.62-01	NATURAL GAS	3,141	1,501	0	0	0	0
550-4443-451.62-04	ELECTRICITY-GEN'L	4,561	3,712	0	0	0	0
550-4443-451.62-40	FUEL	752	0	0	0	0	0
* SUPPLIES-ENERGY		8,454	5,213	0	0	0	0
** FOX VALLEY GOLF CLUB		24,708	18,368	0	0	0	0
*** PUBLIC PROPERTIES		979,630	996,742	844,655	1,172,102	1,464,686	292,584
**** GOLF FUND		1,009,681	1,017,518	2,649,780	3,993,352	1,465,686	2,527,666-

DECISION PACKAGE (NON-CIP)			FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)		
Department/Division Number and Name:		Budget Year:	2020		PERSONNEL (10, 20 ACCOUNTS)		COST
4460 Street Maintenance		Priority No:	6		Acct No	10-01	Salaries/Full-Time 163,800
Submitted By:		Strategic Plan Task No:		Acct No	20-01	Health Insurance	51,300
Tim Forbes				Acct No	20-04	Retiree Health Insurance	30,000
Decision Package Name:				Acct No	20-10	FICA/Social Security	10,200
Maintenance Worker I (3 New Positions)				Acct No	20-11	FICA/Medicare	2,400
Description of Decision Package:				Acct No	20-12	Pension/IMRF	22,300
To increase the Street Maintenance Division staffing levels by three (3) maintenance worker I's to create an additional tree crew. Salary Grade A17, Step 1 \$26.25/hour, 2080 hours/employee.		SERVICES/CHARGES (30, 40, 50 ACCOUNTS)					
		Acct No		Reduce salaries	-80,000		
		Acct No			0		
		Acct No			0		
Benefits of Decision Package: This will allow us to put four (4) tree crews on daily basis in order to maintain the parkway trees citywide. In the winter months, this will give us three additional drivers for snow operations.		SUPPLIES (60 ACCOUNTS)					
		Acct No			0		
		Acct No			0		
		Acct No			0		
Impact of Not Approving the Decision Package: The street department will continue to operate behind the maintenance cycle for trees citywide.		CAPITAL OUTLAY (70 ACCOUNTS)					
		Acct No			0		
		Acct No			0		
		Acct No			0		
				Acct No			0
				Total Cost			200,000
YEAR	2020	2021	2022	2023	2024	Total	
Annual Cost	200,000	289,800	300,000	310,500	321,300	1,421,600	
Funding Sources							
General Fund	200,000	289,800	300,000	310,500	321,300	1,421,600	
Mayor's Office Use Only		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved		<input type="checkbox"/> Pending	
Comments							

DECISION PACKAGE (NON-CIP)			FY 2020		COST BREAKDOWN BY ACCOUNT (LAST FOUR NUMBERS)			
Department/Division Number and Name:	Budget Year:	2020	PERSONNEL (10, 20 ACCOUNTS)				COST	
4460 Street Maintenance	Priority No:	7	Acct No	10-01	Salaries Full Time		500	
Submitted By:	Strategic Plan Task No:		Acct No	20-01	Health Insurance		0	
Tim Forbes			Acct No	20-04	Retiree Health Insurance		0	
Decision Package Name:			Acct No	20-10	FICA/Social Security		100	
Maintenance Worker I to Maintenance Worker II			Acct No	20-11	FICA/Medicare		100	
Description of Decision Package:			Acct No	20-12	Pension/IMRF		100	
Upgrade Maintenance Worker I to a Maintenance Worker II for the sign shop from Grade A17 Step 13, \$34.28/hr to Grade A19, Step 10, 34.51/hr.			SERVICES/CHARGES (30, 40, 50 ACCOUNTS)					
			Acct No				0	
			Acct No				0	
			Acct No				0	
Benefits of Decision Package:			SUPPLIES (60 ACCOUNTS)					
This will help retain personnel for a longer period of time, which will keep the operations of the sign shop viable and thus reducing the need to outsource custom signs.			Acct No				0	
			Acct No				0	
			Acct No				0	
			Acct No				0	
Impact of Not Approving the Decision Package:			CAPITAL OUTLAY (70 ACCOUNTS)					
Employees will continue to rotate out of sign shop when seeking promotions. Continues turnover will keep occurring which will result in loss of valuable knowledge which will continue to negatively impact custom sign shop operations.			Acct No				0	
			Acct No				0	
			Acct No				0	
			Acct No				0	
			Total Cost					800
YEAR	2020	2021	2022	2023	2024	Total		
Annual Cost	800	1,200	1,600	2,000	2,400	8,000		
Funding Sources								
General Fund	800	1,200	1,600	2,000	2,400	8,000		
Mayor's Office Use Only	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Pending							
Comments								

Street Maintenance Division

2020 Budget

Mission

To provide the highest level of service to the residents and visitors that will allow for the safe movement of pedestrian and vehicular traffic on the city's road system.

To fulfill our mission, the Street Maintenance Division will provide a quality work environment for its employees through effective communication, training, and leadership. This will ensure that road maintenance, street sweeping, parkway forestry maintenance, snow removal operations, regulatory signage installation, and roadway traffic markings are provided in the most timely and efficient manner possible.

Major Functions

1. Manage the city's snow and ice operations.
2. Maintain roadway pavement.
3. Trim trees and remove dead trees and stumps from public rights of way.
4. Fabricate, install, and maintain regulatory and informational signage.
5. Sweep city streets.
6. Paint curbs and apply roadway pavement markings.
7. Administer the mosquito abatement program.
8. Mow grass in the right-of-way in undeveloped areas and medians.
9. Maintain roadside gravel where no curbs exist.
10. Clean-up trash and debris in the rights-of-way in undeveloped areas.
11. Assist with the set-up of various city-sponsored festivals and the delivery of barricades to neighborhood block parties.
12. Coordinate the adopt-a-road program.

Budget Summary

		2019	
	2018	Original	2020
<u>Expenditures</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Salary & Benefits	4,970,925	4,781,571	5,025,767
Other Non-Capital	2,445,860	2,521,248	2,696,220
Capital	-	-	-
Total	7,416,785	7,302,819	7,721,987

Staffing

Full-Time Positions

	2018	2019	2020
Superintendent	1	1	1
Labor Supervisor	3	3	3
Maintenance Worker I	20	20	22
Maintenance Worker II	6	6	7
Maintenance Worker III	8	8	8
Subtotal - Full-Time Positions	38	38	41

Seasonal Positions

Seasonal Worker I	4	4	4
Seasonal Worker II	4	4	4
Subtotal - Seasonal Positions	8	8	8

TOTAL

	46	46	49
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Street Maintenance Division

2020 Budget

Short-Term Goals (2020)

1. Paint the Kautz Road salt dome.
2. Paint the Illinois Avenue bridge railings.

Long-Term Goals (2021 and Beyond)

1. Add a salt storage facility (2021).
2. Empower employees to assume greater responsibility and accountability of the division's successes and needs for improvement (Ongoing).
3. Improve the division's operations by better use of new technologies (Ongoing).
4. Improve the effectiveness of the snowplowing operations (Ongoing).

2019 Major Accomplishments

- Implemented improved mowing operation procedures.

2018 Major Accomplishments

- Upgraded 20% of all school signage to meet the regulatory guidelines.
- Completed landscape clean-up services in 25% of the city's alleyways to include debris removal and tree trimming.

Performance Measures

			2019	
	2018	2019	Estimated	2020
Measure	Actual	Budget	Actual	Budget
Right-of-Way Trees Removed	651	750	204	500
Right-of-Way Trees Trimmed	2,735	3,500	28	2,500
Tree Stumps Removed/Restored	576	600	40	500
Citywide Street Sweeping Cycles	7	10	4	10
R.O.W. Street Signs Installed	1,219	1,600	608	1,600
Painted Markings Pavement/ Curbs (ft)	370,560	200,000	0	200,000
Thermoplastic Pavement Marking Material Applied (pounds)	26,400	30,000	0	30,000
Asphalt Material Used (tons)	814	800	89	800
Percentage of Snow Plow Events Completed Within 12-Hour Goal	100%	90%	96%	100%

Budget Highlights

The 2020 budget will permit the Street Maintenance Division to maintain the service level of the prior year.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
101-4460-431.10-01	FULL-TIME/REGULAR	2,625,377	2,800,999	2,018,374	2,880,898	3,054,952	174,054
LEVEL	TEXT			TEXT AMT			
20L2	BASE BUDGET			3,134,952			
	REDUCE DP FOR 3 MAINT. WORKERS			80,000-			
				3,054,952			
101-4460-431.10-07	PART-TIME/SEASONAL	37,040	51,554	70,605	46,020	63,102	17,082
101-4460-431.10-09	PART-TIME/TEMPORARY	54,139	6,372	57,041	15,000	13,197	1,803-
101-4460-431.10-10	PRIOR YEAR RETRO	562	5,207-	1,102	0	0	0
101-4460-431.10-31	OVERTIME/REGULAR	126,534	217,382	161,925	144,000	148,900	4,900
101-4460-431.10-50	SUPPLEMENT-VACTN BUY BACK	13,439	10,740	5,250	20,000	3,700	16,300-
101-4460-431.10-52	SUPPLEMENT-OTHER	2,782	21,290	7,289	3,129	9,240	6,111
LEVEL	TEXT			TEXT AMT			
20L2	LANGUAGE TRANSLATION - 4 EMPLOYEES			6,240			
	INSURANCE-STIPEND			3,000			
				9,240			
101-4460-431.10-55	SUPPLEMENT-Y/E PAYOUT	108,400	141,169	4,451	110,000	73,860	36,140-
101-4460-431.10-70	LONGEVITY PAY	38,579	44,561	29,229	35,552	33,709	1,843-
* SALARIES		3,006,852	3,288,860	2,355,266	3,254,599	3,400,660	146,061
101-4460-431.20-01	EMPLOYEE HEALTH INSURANCE	681,353	648,594	429,971	573,295	607,992	34,697
101-4460-431.20-04	RETIREE HEALTH INSURANCE	0	181,858	131,191	174,921	163,413	11,508-
101-4460-431.20-10	FICA/SOCIAL SECURITY	180,561	197,356	141,928	177,005	198,261	21,256
101-4460-431.20-11	FICA/MEDICARE	42,229	46,640	33,193	41,396	46,493	5,097
101-4460-431.20-12	PENSION/IMRF	397,913	426,342	262,956	341,933	446,878	104,945
101-4460-431.20-20	CLOTHING	12,295	13,379	11,797	15,000	15,000	0
101-4460-431.20-22	DUES-HEALTH/FITNESS	2,087	2,223	799	1,200	2,200	1,000
LEVEL	TEXT			TEXT AMT			
20L2	1514(6)			2,200			
				2,200			
101-4460-431.20-37	INSURANCE/WORKERS COMP	120,000	120,000	90,000	120,000	36,000	84,000-
101-4460-431.20-43	TERMINATION BENEFITS	0	45,673	61,666	82,222	108,870	26,648
* EMPLOYEE BENEFITS		1,436,438	1,682,065	1,163,501	1,526,972	1,625,107	98,135
101-4460-431.32-20	CONTRACTED SERVICES	5,467	0	0	10,000	10,000	0
LEVEL	TEXT			TEXT AMT			
20L2	CONTRACTED SERVICES FOR PATCH REPAIR			10,000			
				10,000			
101-4460-431.32-99	OTHER	0	0	0	500	500	0
* PROFESSIONAL FEES		5,467	0	0	10,500	10,500	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
101-4460-431.34-02	BILLING-SEWERAGE CHARGES	499	499	0	600	600	0
* UTILITY SERVICES		499	499	0	600	600	0
101-4460-431.36-01	SNOW REMOVAL	268,607	946,042	769,919	920,000	920,000	0
101-4460-431.36-03	JANITORIAL	8,700	8,700	7,250	10,000	10,000	0
101-4460-431.36-13	DISPOSAL/LANDFILL CHARGES	33,202	23,211	25,030	45,000	45,000	0
101-4460-431.36-15	MOWING/LAWN-WEED	129,890	37,456	53,590	142,000	142,000	0
101-4460-431.36-16	REMOVAL/TREES-STUMPS	1,300	0	0	0	0	0
101-4460-431.36-99	OTHER	0	575	0	1,000	1,000	0
* CLEANING SERVICES		441,699	1,015,984	855,789	1,118,000	1,118,000	0
101-4460-431.38-01	EQUIPMENT	4,689	6,551	3,325	10,000	10,000	0
101-4460-431.38-05	BUILDING & GROUNDS	2,127	19,520	1,268	20,000	20,000	0
101-4460-431.38-06	STREETS & BRIDGES	11,843	0	0	5,000	5,000	0
101-4460-431.38-15	EQUIPMENT-COPIER	700	901	648	1,000	1,000	0
LEVEL	TEXT						
20L2	SHARED WITH 4420 ELECTRICAL						
	CANON C30801; ID S6327						
	GESTETNER DSM 645SP; ID 9853			1,000			
				1,000			
101-4460-431.38-34	LANDSCAPING	15,237	32,451	23,100	35,000	35,000	0
101-4460-431.38-39	LANDSCAPE FERTILIZING	3,800	0	4,980	5,000	9,500	4,500
101-4460-431.38-40	INSECT CONTROL	12,057	12,057	12,057	28,500	28,500	0
101-4460-431.38-88	CENTRAL GAR./MAINTENANCE	713,077	819,686	593,953	722,600	836,100	113,500
101-4460-431.38-90	VEHICLE REPAIR/ACCIDENT	22,510	31,590	14,227	26,800	32,300	5,500
101-4460-431.38-99	OTHER	0	0	0	500	500	0
* REPAIRS & MTCE. SERVICES		786,040	922,756	653,558	854,400	977,900	123,500
101-4460-431.39-30	PORTO TOILETS	998	806	510	1,000	1,000	0
101-4460-431.39-50	EQUIPMENT-OTHER	601	555	278	1,500	1,500	0
101-4460-431.39-99	OTHER	113	0	0	0	0	0
* RENTALS/LEASES		1,712	1,361	788	2,500	2,500	0
101-4460-431.40-40	LIABILITY INSURANCE	36,000	36,000	20,250	27,000	27,000	0
* INSURANCE		36,000	36,000	20,250	27,000	27,000	0
101-4460-431.42-01	EDUCATION/TRAINING	956	2,936	6,295	6,500	5,000	1,500-
LEVEL	TEXT						
20L2	HEINZ						
	TURF MANAGEMENT TRAINING			250			
	PAVEMENT MAINTENANCE TRAINING			250			
	FORBES						
	TRAFFIC CONTROL TRAINING			250			
	PAVEMENT MAINTENANCE TRAINING			250			
	1514 & SUPERVISORS						

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
	WORKPLACE INJURY TRAINING			2,000			
	FOX VALLEY APWA EDUCATIONAL SESSIONS			2,000			
				5,000			
101-4460-431.42-03	TRAVEL/MEETINGS	0	0	0	2,000	2,000	0
101-4460-431.42-12	FEES-TOLL RD BILLING/CHG	2,225	3,191	3,504	3,000	3,200	200
LEVEL	TEXT			TEXT AMT			
20L2	TO COVER INCREASEED COST			3,200			
				3,200			
*	TRAVEL & PROFESS DVLPMT	3,181	6,127	9,799	11,500	10,200	1,300-
101-4460-431.44-02	TELEPHONE-ALARM	93	0	0	0	0	0
101-4460-431.44-04	TELEPHONE-MOBILE	9,529	9,596	8,461	8,748	12,720	3,972
LEVEL	TEXT			TEXT AMT			
20L2	** IT COM ** 5/13/19						
	CELL PHONE CHARGES \$50 X 12						
	M AYALA			600			
	J. HEINZ			600			
	T. FORBES			600			
	L. NEAL			600			
	STREETS CALLMAN			600			
	STREETS CALLMAN 2			600			
	IPADS/TABLET CHARGES \$20 X 12 X 3						
	STREETS			720			
	OTHER COMMUNICATION CHARGES (2018 PLUS 5%)			8,400			
				12,720			
*	COMMUNICATION CHARGES	9,622	9,596	8,461	8,748	12,720	3,972
101-4460-431.45-01	DUES	680	1,924	904	1,000	2,000	1,000
101-4460-431.45-03	POSTAGE	33	41	3	200	200	0
101-4460-431.45-04	U.P.S./FED EX	0	0	8	0	0	0
101-4460-431.45-07	COPIER COSTS	436	187	612	700	700	0
101-4460-431.45-12	ADVERTISING/PUBLICATION	0	472	463	600	600	0
101-4460-431.45-32	LICENSES/PERMITS	744	1,061	156	1,000	1,000	0
101-4460-431.45-77	WEATHER SERVICE FEES	7,860	7,968	7,188	8,000	8,000	0
101-4460-431.45-79	ANSWERING SERVICE FEES	2,557	3,206	2,017	3,500	3,500	0
101-4460-431.45-99	OTHER	26,378	33,135	24,761	43,000	43,000	0
LEVEL	TEXT			TEXT AMT			
20L2	INCLUDES REIMBURSEMENT TO CAMBRIDGE AT COUNTRYSIDE			43,000			
	FOR COMMON AREA MAINTENANCE COSTS PURSUANT TO						
	R00-05						
				43,000			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
* OTHER SERVICES & CHARGES		38,688	47,994	36,112	58,000	59,000	1,000
101-4460-431.61-01	OFFICE-DIRECT	638	1,076	409	2,000	2,000	0
101-4460-431.61-02	OFFICE-CENTRAL STORES	108	288	108	500	500	0
101-4460-431.61-09	CUSTOM PRINTING	0	302	75	0	0	0
101-4460-431.61-10	BOOKS/PERIODICALS/VIDEOS	193	0	0	0	0	0
101-4460-431.61-13	FIRST AID	1,487	1,393	790	1,500	1,500	0
101-4460-431.61-19	FLAGS/BANNERS	595	0	0	500	500	0
101-4460-431.61-40	EXPENDABLE TOOLS/EQUIPMNT	18,796	18,302	6,170	20,000	20,000	0
101-4460-431.61-41	FURNITURE/FIXTURES	554	1,754	0	0	0	0
101-4460-431.61-80	OTHER	2,938	2,472	2,063	3,000	3,000	0
* SUPPLIES-GENERAL		25,309	25,587	9,615	27,500	27,500	0
101-4460-431.62-01	NATURAL GAS	15	0	0	0	0	0
101-4460-431.62-02	BOTTLED GAS	2,910	2,474	1,724	3,000	3,000	0
LEVEL	TEXT			TEXT	AMT		
20L2	PROPANE FOR PERALINE (WITH NEW MACHINE PRODUCTION WILL INCREASE COSTS AND USAGE)				3,000		
					3,000		
101-4460-431.62-30	OIL & LUBRICANTS	0	233	0	0	0	0
101-4460-431.62-40	FUEL	104,252	177,031	126,722	127,800	180,600	52,800
* SUPPLIES-ENERGY		107,177	179,738	128,446	130,800	183,600	52,800
101-4460-431.63-02	EQUIPMENT-COPY MACHINES	0	0	2,614	0	0	0
101-4460-431.63-42	TRAILERS	4,534	2,096	0	0	0	0
101-4460-431.63-99	OTHER	0	4,529	0	2,000	2,000	0
* SUPPLIES-MACH/EQUIP		4,534	6,625	2,614	2,000	2,000	0
101-4460-431.65-01	EQUIPMENT	8,276	8,443	9,223	20,000	20,000	0
101-4460-431.65-05	BUILDING & GROUNDS	22,530	10,992	8,438	18,000	18,000	0
101-4460-431.65-06	STREETS & BRIDGES	0	0	1,210	9,500	9,500	0
LEVEL	TEXT			TEXT	AMT		
20L2	MANY REPAIRS FALL UNDER THIS CATEGORY				9,500		
					9,500		
101-4460-431.65-13	EQUIPMENT-TELEPHONE	0	0	0	200	200	0
101-4460-431.65-20	PAVEMENT MARKING	38,146	39,734	20,289	50,000	40,000	10,000-
101-4460-431.65-21	GRAVEL/SAND/DIRT	9,547	12,264	9,123	10,000	16,000	6,000
LEVEL	TEXT			TEXT	AMT		
20L2	FOR PARKWAY, RESTORATION AND PAVING				16,000		
					16,000		
101-4460-431.65-22	HOT MIX/COLD MIX	63,881	26,642	33,031	54,000	54,000	0
LEVEL	TEXT			TEXT	AMT		

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YEAR TO DATE	2019 ORIGINAL BUDGET	2020 BUDGET	2020-2019 CHANGE
20L2	INCREASED PAVING PROJECTS			54,000 54,000			
101-4460-431.65-34	SIGNAGE	39,930	37,460	13,066	44,500	44,500	0
101-4460-431.65-36	CHEMICALS	4,921	7,096	0	8,500	8,500	0
LEVEL	TEXT			TEXT AMT			
20L2	WEEDKILLER ACCOUNT HAS BEEN SHORT OF FUNDS LAST FEW YEARS			8,500 8,500			
101-4460-431.65-37	FERTILIZER	0	0	0	1,000	0	1,000-
101-4460-431.65-38	INSECT CONTROL	39,885	50,962	40,793	51,000	51,000	0
LEVEL	TEXT			TEXT AMT			
20L2	INCREASED COST OF TABLETS			51,000 51,000			
101-4460-431.65-99	OTHER	1,835	0	1,932	3,000	3,000	0
*	SUPPLIES-REPAIRS/MTCE	228,951	193,593	137,105	269,700	264,700	5,000-
101-4460-431.74-31	END LOADERS	6,602	0	0	0	0	0
*	CAPITAL OUTLAY-MACH/EQUIP	6,602	0	0	0	0	0
**	STREET MAINTENANCE	6,138,771	7,416,785	5,381,304	7,302,819	7,721,987	419,168
***	PUBLIC PROPERTIES	10,487,132	12,318,502	8,817,936	12,158,815	13,135,603	976,788