



**CITY OF
WARRENVILLE**

**Fiscal Year 2020
Budget**

*Preserving our history,
while embracing the future,
through vision and planning...*





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Appendix : Financial Practices and Policies

HOW TO USE THIS DOCUMENT

The goal of the annual budget is to describe how estimated resources available to the City will be utilized to provide services to the community during the budget period, referred to as a fiscal year (FY). Warrenville's fiscal year runs from May 1 to April 30. The budget document illustrates the City's projected revenues, operating expenditures, capital expenditures, and expected fiscal year end projections for the budget period. The annual budget is adopted by ordinance and serves as the legal document that provides staff the authority to expend City funds. Lastly, the budget document includes the City goals, policies, and procedures as approved by the City Council.

The document is presented in a format that provides several levels of financial and operational detail; by fund and by department, where applicable. A fund is a collection of self-balancing accounts, segregated for specific purposes in accordance with certain laws and/or regulations. Money from one fund typically cannot be used to pay expenses in another fund. In Warrenville, there are five departments; Administration, Community Development, Finance, Police, and Public Works. The document is presented with the following sections: Introduction and Overview, Budgets by Fund and Department (where applicable), Decision Packages, Glossary, and Appendix.

Introduction and Overview

The Introduction and Overview is comprised of the Community Profile, History, Government Profile, an Organization Chart of the City, a list of Elected Officials and Senior Staff, Council Vision and Values Statements, Warrenville's Strategic Plan Priorities, a Capital Expenditures Summary, and the City's Budgetary Policy. Most importantly, it contains the FY 2020 Budget Message from the City Administrator, which discusses the fiscal challenges facing the City as the budget was being developed and the actions being taken to maintain a healthy financial position.

Capital spending in local government typically refers to public works infrastructure projects or the purchase of vehicles or equipment. These pages provide an overview of the capital spending in the FY 2020 budget, including a summary of the total dollars spent, and a breakdown of the total by fund. Additionally, a Capital Expenditure Distribution graph is provided as a graphic representation of the overall spending across all funds.

Finally, the Introduction and Overview also contains an organizational chart of the City's Fund Structure, FY 2020 Financial Activity Summary for all Funds, and FY 2020 Snapshot.

Budgets by Fund

The Financial Activity Summary table found on page 43 provides an overview of estimated FY 2020 revenues, expenditures, and use of fund balance/net assets. The fund balance refers to the difference between revenue collected and money spent. Also, on the title page for each fund section

is a statement of fund purpose, which provides a brief general statement about how that specific fund is utilized.

Within each fund, the budget is broken out by department or cost center, and contains a description of the areas of operation for each department or cost center. A cost center is any unit of activity, group of employees, or set of programs, etc. (other than specific departments) isolated in order to assign costs more clearly. Within each departmental budget and each cost center budget there are detail sheets, which provide descriptions, by line item, of the anticipated expenditures for that department and type of expenditure (e.g. Other Professional Services).

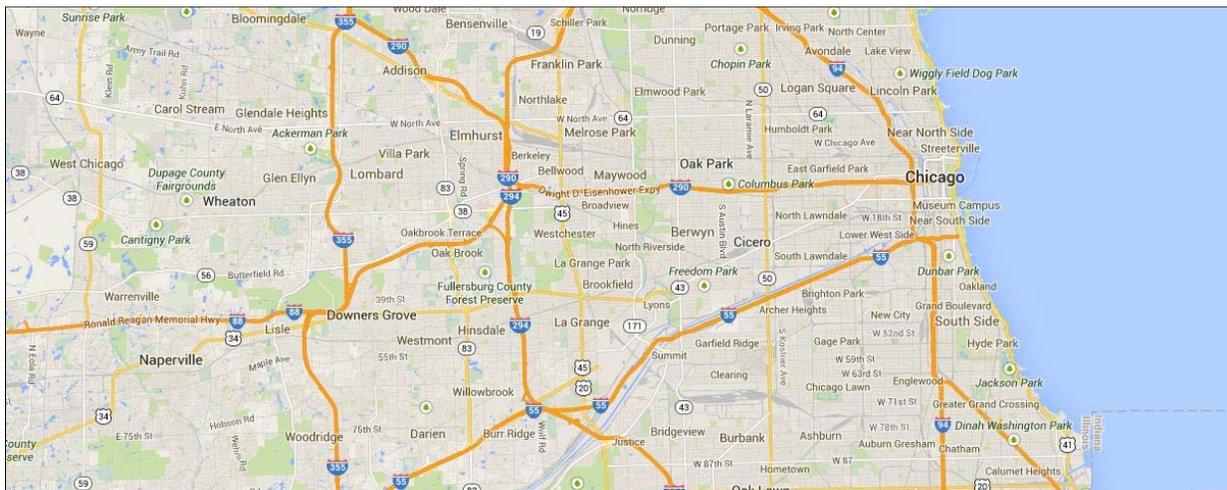
Decision Packages

Decision Packages are prepared during the budget preparation process to request funding for newly proposed programs, projects, or major expenditures in excess of \$25,000, and any personnel additions, all of which require City Council approval for final inclusion within the budget document for the fiscal year. Each Decision Package provides details of the proposal, a breakdown of how the funding for the proposal is allocated, and a recommendation from the City Administrator.

Additional information on the City's financial condition is available in the Comprehensive Annual Financial Report (CAFR), which can be viewed at City Hall, the Warrenville Public Library, or online at www.warrenville.il.us under Departments > Finance > Budgets, Treasury, & Taxes.

COMMUNITY PROFILE

The City of Warrenville, located approximately 30 miles west of the City of Chicago, is recognized as a small, hometown refuge nestled in the center of the dynamic and nationally recognized research and development corridor that runs through DuPage County, Illinois. It's a town where families can enjoy a safe, clean, aesthetic way of life and businesses benefit from a community that is open for business. Warrenville's location at the Winfield Road interchange on I-88 connects to a network of County roads, which provide easy access to both homes and businesses. Warrenville's population of 13,140 allows the City to maintain that small-town feel and still have the advantage of drawing upon a diversified tax base to ease the financial burden off of residential property owners. A variety of residential development is at the forefront for the next three to five years, with a number of residential development projects in various stages of approval or implementation. The median age of Warrenville residents is 34 years old with a median home value of \$242,755. Warrenville is 5.5 square miles with 48% residential land, 13% commercial land, 9% open space, 9% undeveloped area, and 18% tax-exempt land.



HISTORY

Settled in 1833 and incorporated in 1967, Warrenville has a history rich in the American tradition. Blazing the trails west from New York, Julius Warren came to this area with his family claiming land along the DuPage River. Carving out a niche in housing development, Julius helped new settlers by providing cut lumber for their homes as well as acting in other capacities including: surveyor, developer, land baron, mail carrier, census taker, spokesman, and innkeeper. Eventually earning the title of Colonel for his leadership in the community, Julius built an inn and tavern that became a popular gathering place for travelers and settlers alike. The town, taking on his name, continued to prosper with railroads and stagecoach lines crossing the community. The community remained a small, rural town for some time, surviving the toll of the Civil War. In 1967, with a population of 4,000, and after five failed incorporation attempts, Warrenville finally incorporated with the Mayor/Council form of government.

GOVERNMENT PROFILE

By law, the City of Warrentville is a Mayor/Council form of government. The Mayor chairs all City Council meetings, appoints board and commission members and chairs with the advice and consent of the City Council, and votes in the case of a tie and other statutorily required instances. The Mayor also appoints the staff positions of City Administrator, Police Chief, and Public Works Director with the advice and consent of the City Council. Sworn police officers are hired, promoted, and terminated by the Board of Fire and Police Commissioners with no approval by City Council. All other civilian positions, other than those appointed by the Mayor, are under the authority of the City Administrator by City ordinance.

The Warrentville City Council is made up of eight aldermen, two from each ward. Other elected officials who do not vote or have policy-making authority include the City Clerk and City Treasurer. Committee of the Whole chairs and vice-chairs are elected by the City Council to preside over the City's three standing committees; Community Development and Planning, Public Safety and Finance, and Public Works and Infrastructure. It is the duty of the Aldermen to be the representatives of the people of their wards at the City Council meetings and to be responsible to the people of their wards and the citizens of the City for their actions at City Council meetings.



ELECTED OFFICIALS

DAVID L. BRUMMEL, MAYOR

**STUART ASCHAUER
ALDERMAN WARD 1**

**MICHAEL HOFFMANN
ALDERMAN WARD 3**

**FRED BEVIER
ALDERMAN WARD 1**

**KATHRYN DAVOLOS
ALDERMAN WARD 3**

**ROBERT WILSON
ALDERMAN WARD 2**

**CLARE BARRY
ALDERMAN WARD 4**

**WILLIAM WEIDNER
ALDERMAN WARD 2**

**LEAH GOODMAN
ALDERMAN WARD 4**

EMILY LARSON, CITY CLERK

LAWRENCE BRENNER, TREASURER

SENIOR STAFF

**JOHN M. COAKLEY
CITY ADMINISTRATOR AND BUDGET OFFICER**

**CRISTINA WHITE
ASSISTANT CITY ADMINISTRATOR**

**KEVIN DAHLSTRAND
DIRECTOR OF FINANCE**

**PHILIP KUCHLER
DEPUTY PUBLIC WORKS DIRECTOR**

**RONALD MENTZER
DIRECTOR OF COMMUNITY AND
ECONOMIC DEVELOPMENT**

**RAYMOND TURANO
CHIEF OF POLICE**

**HOLLAND AND KNIGHT, LLC
CITY ATTORNEY**

COUNCIL VISION STATEMENT

The City of Warrenville is committed to:

- *Maintaining a safe, walkable, and friendly community for all ages*
- *Creating a variety of community resources, providing opportunities for family-friendly activities and events*
- *Enhancing the local tax base to include a mix of office, industrial, and retail businesses*
- *Promoting local economic development*
- *Fostering positive community relations*
- *Maintaining culturally diverse residential neighborhoods with a variety of housing types*
- *Preserving a clean environment and natural open spaces*
- *Continuously enhancing city services and improving local infrastructure at a fair cost*
- *Providing recreational opportunities and facilities*
- *Building an interconnecting system of bicycle and pedestrian pathways*
- *Developing public transportation modes*
- *Supporting quality schools*
- *Providing opportunities for residents and families to interact and become acquainted*
- *Maintaining a small town ambiance with a friendly, helpful atmosphere for short-term residents and long-term residents, businesses, employees, and visitors alike*

COUNCIL VALUES STATEMENT

The City of Warrenville values friendly helpful residents, plentiful parks and natural open spaces, a clean environment, cultural activities, a diverse population, quality city services, diverse housing stock, ample recreational opportunities, thriving businesses with a mix of retail, office and industrial, family-oriented community activities, entertainment and events, working closely with other units of local government.

Adopted by Warrenville City Council on June 3, 2002

MISSION/VALUE STATEMENTS

- Maintain an efficient and effective review and approval process for commercial development.
- Support and encourage special events and "social interaction" gatherings within the community that involve local businesses and commercial areas.
- Revise and enforce the City's property maintenance code as necessary to address specific property maintenance concerns.
 - ✓ Examine property maintenance codes from other communities to evaluate and determine the effectiveness and appropriateness for Warrenville.
 - ✓ Continue to identify and explore areas of support and coordination between the Police Department and code enforcement efforts.
- Support residents and subdivisions' efforts to improve property.
- Continue to provide excellent, proactive, public safety service.
- Evaluate technology demands to support current and future City service levels.
- Maintain the City's small town character and natural setting.
 - ✓ Work with other appropriate agencies to maintain, preserve, and protect the natural environmental areas, open spaces, wooded areas, and other environmental features that contribute to the City's overall character.
- Promote and support the Arts as an important component of the City's unique image, character, and charm.
- Maintain stable revenue sources.
- Maintain a balanced annual budget overall and at the fund level.
- Provide adequate funding for existing City obligations.
- Continue to provide quality City services and customer service.
- Consider the long-term implications of new and additional programs, services, and projects.
 - ✓ Maintain competitive wages and benefits to attract and retain quality employees.
 - ✓ Provide training, professional development, and educational programs to encourage and ensure a well trained, and skilled workforce at all levels.
 - ✓ Provide tools, technology, and equipment to assist and support the program or service.

Adopted by City Council in the 2011 Strategic Plan Update

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2015 Strategic Plan
Executive Summary

INTRODUCTION

The City of Warrentville has an established practice of careful planning for community needs related to government finance, infrastructure, development, public services, public safety, environment, recreation, and commercial development. Together, these considerations have established a desirable quality of life enjoyed by City residents, recreation and entertainment for visitors, and a positive working environment for local businesses both large and small. The City has prepared the 2015 Strategic Plan to build on its strengths, improve where necessary, and pursue opportunities when they arise.

The original objective of the strategic planning process was to provide a Strategic and Economic Development Plan that identified and prioritized the issues, initiatives, and projects, on which the City would focus its resources on in the coming years. However, while connected, these two initiatives were separated into the 2015 Strategic Plan and the Economic Development Plan when the City Council adopted them. The 2015 Strategic Plan includes clear and concise objectives designed to achieve the City's desired outcomes and is summarized in this document.

The City's 2015 Strategic Plan is intended to be a practical guide that articulates goals and identifies objectives to move the community forward through sustainable initiatives, which are proactive, flexible, and responsive to changing forces and environments.

PROCESS

In the spring of 2012, the City began Neighborhood Dialogues, a community outreach initiative to act as a foundation for the strategic planning process. The resulting themes of the 2012 Neighborhood Dialogues were that sound fiscal management was a high priority, development and the creation of gathering places was necessary, recreation/open space was of value, and proactive policing should be maintained.

In the summer of 2013, the City's second community survey was issued. The survey responses reinforced what was learned in the Neighborhood Dialogues. Namely, residents were satisfied with City services, wanted economic development, valued the community's open space, and desired lower taxes and believed economic development was a component of this.

Following the selection of Teska Associates and Business Development Inc. in the fall of 2013, more outreach initiatives were executed including focus groups with specialized stakeholders, the hospitality group, business leaders, developers and brokers, the City's senior staff, and the City Council. Feedback from these groups reinforced the key areas of focus as articulated by the residential outreach initiatives; the City's strategic plan should focus on economic development, sound fiscal management, open space and environment, and public safety. During the final review phase, the City Council added Diversity as a sixth goal.

GOAL STATEMENTS, OBJECTIVES, AND PRIORITIZATION

A summary of the issues, concerns, projects, and priorities was prepared at each stage of the outreach process. Copies of the Strategic Input Planning Reports from each

contributing group can be found in Appendices C, D, E, and F of the full Strategic/Economic Development Report. The assessment of these input reports resulted in the establishment of six goal statements with supporting objectives and, in some cases, ongoing principles. Every comment or concern heard throughout the community outreach activities was important; and those concepts and ideas raised most consistently were incorporated into the final 2015 Strategic Plan. These goal statements, objectives, and ongoing principles serve as the Plan's foundation, and represent the strategic actions that should be undertaken over the next several years to achieve the necessary changes to most positively impact the community and the overall quality of life. The six goal statements cover the following areas:

- Economic Development
- Fiscal Conservatism
- Open Space and Environment
- City Infrastructure
- Public Safety
- Diversity

ECONOMIC DEVELOPMENT

Goal Statement #1: Enhance the City's tax base, support the growth of businesses, increase local shopping and dining opportunities, diversify the City's labor market, expand housing options, and create attractive gathering places.

Objectives

- Proactively plan and prepare for well-designed mixed use development along and continuous to the Route 59 corridor.
- Support implementation of well-designed development along and contiguous to the Route 59 corridor.
- Stimulate desirable mixed use redevelopment and new community gathering places in the Old Town/Civic Center.
- Promote the rehabilitation, improvement, and occupancy of older commercial properties throughout the community.
- Assist existing local businesses to expand, grow, and remain in Warrentonville.
- Facilitate additional complimentary development in the Cantera Development.
- Plan for and encourage high quality, appropriately scaled and located, new higher density residential development including multiple-family housing.
- Establish organizational structure, staffing support, and funding commitment for effective and ongoing implementation of Economic Development Plan.

FISCAL CONSERVATISM

Goal Statement #2: Uphold the City's record of fiscal conservatism.

Ongoing Principles

- With City Council approval, strategically apply for grants for capital projects, land acquisition, and program support.

- Carefully evaluate expenditures and use debt judiciously, when prudent, with revenue backing that does not include General Obligation pledge against the property tax levy.
- Maintain a diversified revenue stream and evaluate the revenue streams for all funds, reporting back to the City Council and public.
- Maintain cost-effective, prudent expenditures of City finances with regular evaluation throughout the fiscal year.

Objectives (no ranking assigned)

- Support economic development programs that will, in the long-term, fulfill this goal statement.
- Review the City's compensation philosophy every two years and conduct any required survey work to ensure the City's compensation plan meets the philosophy's tenants.
- Establish a goal statement that will act as direction and guidance when evaluating the cost/benefit of health, dental, and vision insurance coverage.
- Annually require Boards and Commissions, with their Council and staff liaisons, to develop a work plan for the coming year that identify the required resources. The work plans will be submitted for City Council approval.

OPEN SPACE AND ENVIRONMENT

Goal #3: Strategically preserve and protect the high quality natural features, diversified natural ecosystems, and path and trail networks that contribute significantly to the City's charm, attractiveness, character, and setting.

Ongoing Principles

- Contribute to the City's charm, attractiveness, character and setting by enhancing the environment in Warrentville.
- Maintain and enhance public open spaces.

Objectives

- Seek opportunities (i.e. via developments or grants) to showcase, access, and promote these components as desirable community assets, through pedestrian and bicyclist amenities and sustainability practices. **#1 priority**
- Develop public spaces and open space amenities with partners such as the Warrentville Park District, the Forest Preserve District of DuPage County, and The Conservation Foundation within Tax Increment Financing (TIF) District #3 in accordance with the TIF #3 Plan and the 2007 Subarea Plan. **#2 priority**
- Evaluate the flood protection efforts implemented by DuPage County along the West Branch of the DuPage River to ensure that flooding has been reduced for residents and businesses along the River. **#3 priority**
- Encourage environmentally responsible development that effectively controls the volume and improves the quality of stormwater runoff, thereby addressing neighborhood drainage issues, and that considers other impacts to the environment such as light or noise pollution, or effects on the landscaping. **#4 priority**

- Follow the tenants and commitments in The U.S. Mayors Climate Protection Agreement, adopted by City Council on January 17, 2012 and the ongoing commitment to maintain the City's Tree City USA status. **#5 priority**

CITY INFRASTRUCTURE

Goal #4: Repair, maintain, replace, and strategically upgrade and expand the City's physical infrastructure assets in a well planned, coordinated, and timely manner that is fiscally responsible, enhances public safety, supports increased private property values and enhances quality of life for residents.

Ongoing Principles

- Annually implement and update the Capital Maintenance and Replacement Plan (CMRP).
- Remain opportunistic and react to other agency infrastructure opportunities that arise.

Objectives

- Adopt and implement the Enterprise Maintenance and Replacement Plan (EMRP). **#1 priority**
- Evaluate the remaining areas in the Water and Sanitary Sewer Expansion Plan to determine the cost/benefit of extending services to all residential areas. **#2 priority**
- Define a process for implementing the Bikeway Implementation Plan and Sidewalk Priority Plan. **#3 priority**

PUBLIC SAFETY

Goal #5: Provide high quality, proactive, public safety service throughout the community.

Ongoing Principle

- Continually provide high quality, effective, and responsive public safety services that are proactive and adaptive to new and changing public safety trends and problems within the City.

Objectives

- Create partnerships between the Police and Community Development Departments to address perceptions of the lack of safety related to poorly maintained properties by developing a mandatory rental registration and crime free housing program. **#1 priority**
- Provide education and outreach to elected officials and residents on crime statistics that address the *perception* of gang activity and drug use. **#2 priority**

DIVERSITY

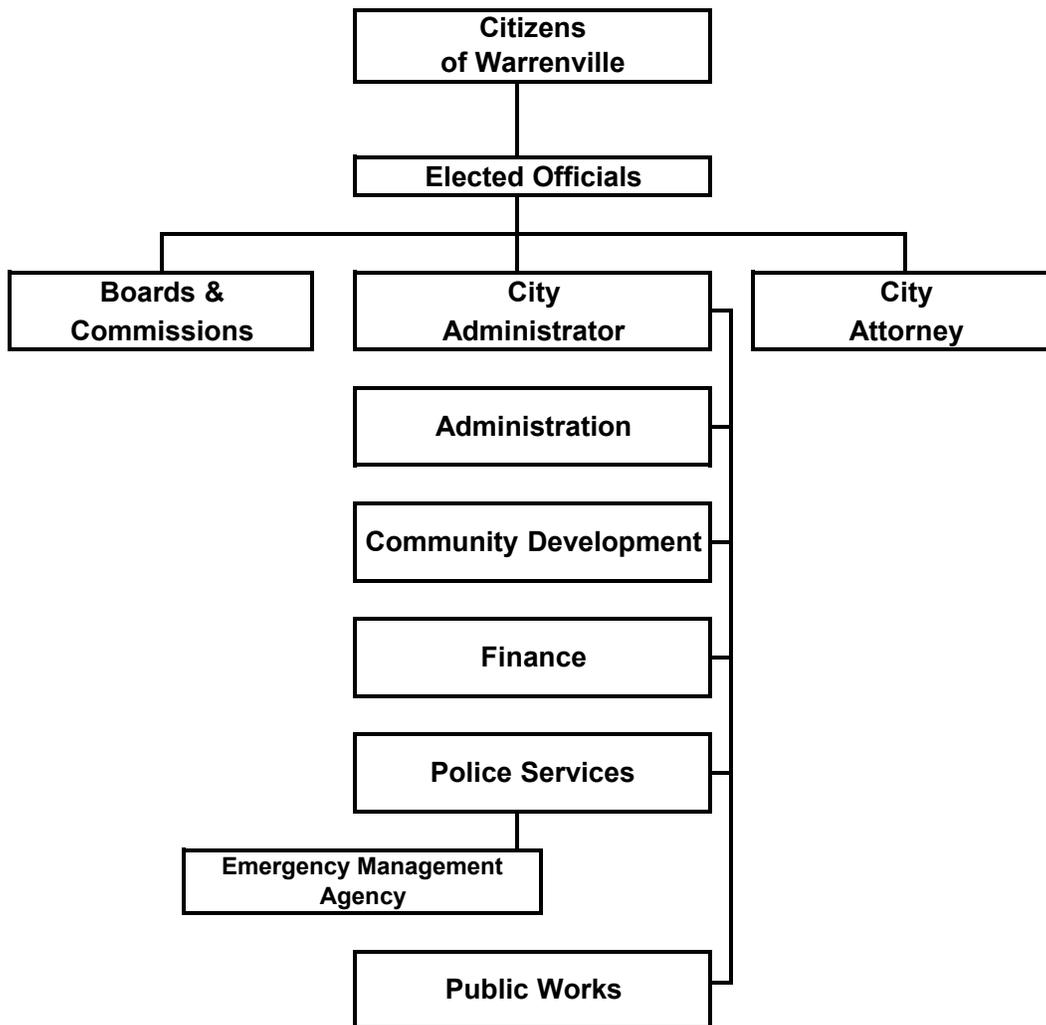
Goal #6: Create a culture that is inclusive of all residents of the community, with specific emphasis on outreach to the Latino/Hispanic residents to be included in City events and programs and represented on City boards and commissions.

Objectives

- Have elected officials, with support from staff, make connections in the community that will help them recruit Latino/Hispanic residents for City boards and commissions (resource: National League of Cities' *Civic Engagement and Recent Immigrant Communities*). **#1 priority**
- Meet *with partners* in Warrenville (i.e. churches, Warrenville Youth & Family Services) who can assist with community outreach to the Latino/Hispanic immigrant community; identify participation barriers of the partners and help remove those barriers. **#2 priority**
- Find more ways to communicate in Spanish (newsletter, web, bilingual employees). **#3 priority**
- Review Chicago Metropolitan Agency for Planning's (CMAP) *Immigration Integration Toolkit* and identify programs and initiatives (i.e. Cultural Awareness Commission) that could be implemented in Warrenville and then present to City Council for consideration. **#4 priority**
- Recruit for open positions in venues that target the Latino/Hispanic population, including the Hispanic Alliance for Career Enhancement (HACE) and LatPro; work with the BOFPC to target recruitment efforts as well. **#5 priority**
- Contact overlapping taxing bodies, nearby communities, and agencies to determine if partnerships can be developed to serve the Warrenville Latino/Hispanic community. **#6 priority**
- Involve Hispanic community in City celebrations and incorporate Hispanic cultural celebrations like Cinco de Mayo and the Christmas Posada into the community. **#7 priority**



Organizational Chart FY 2020



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CAPITAL EXPENDITURES

SUMMARY

Capital expenditures are defined as any expense, which results in the acquisition of capital assets, such as equipment, vehicles, or infrastructure.

Across all funds, capital expenditures comprise approximately 19% of budgeted expenditures for FY 2020.

Approximately 25% of FY 2020 capital expenditures are accounted for in the Water and Sewer Enterprise Fund. While, the Capital Maintenance and Replace Fund accounts for 29%, the Motor Fuel Tax Fund accounts for 13%, TIF-related expenditures are 32%, and the remaining 1% is in the General and Hotel Tax Funds. The following table illustrates the distribution of the capital expenditures across all City funds.

Capital Expenditure Distribution

	Actual 2016	Actual 2017	Actual 2018	Projected 2019	Budget 2020	19-20 Growth
General	546,308	55,396	111,324	108,167	32,897	-69.59%
Capital Maintenance	1,541,272	2,027,862	1,937,654	1,116,350	1,850,176	65.73%
Motor Fuel	422,378	-	-	-	800,000	
Hotel Tax	-	23,354	75,716	52,000	50,500	-2.88%
Enterprise	408,354	1,309,139	698,165	1,385,352	1,553,956	12.17%
Special Projects	660,950	(524)	-	-	-	
TIF 3	73,090	37,691	2,000	212,000	534,060	151.92%
TIF 4	-	22,093	251,775	755,000	1,471,462	94.90%
Totals	\$ 3,652,352	\$ 3,475,011	\$ 3,076,634	\$ 3,628,869	\$ 6,293,051	73.42%

The General Fund is the main operating fund for the City, and for FY 2020, includes the minor capital purchases of: scanning equipment in the Finance Department for use with the new ERP, and traffic counters, personal protections equipment (PPE's) and small equipment in the Police Department. Also included in the General Fund are the Streets Department purchases of small replacement tools, Community Department purchases of shelving and cabinets, and EMA purchases of miscellaneous equipment and a portable generator with lighting.

The Capital Maintenance and Replacement Fund is utilized to account for the City's Capital Maintenance and Replacement Plan (CMRP), which is a multi-year financial plan for the systematic maintenance and replacement of City capital assets, including: equipment, vehicles, and infrastructure.

During FY 2020, the City will utilize the fund for the following equipment purchase expenditures, which can be found on page 186:

- 1) Replacement of two Police vehicles - \$68,066

Note: originally three Police vehicles were to be replaced during FY 2020, per the CMRP, but staff evaluation of those vehicle determined that only two, one Explorer and one Expedition, met the criteria established for determining replacement and the third vehicle will not be replaced during FY 2020, but will be re-evaluated for replacement in FY 2021.

- 2) Skid Steer attachments - \$5,000 (*skid steer purchased during FY 2019*)
- 3) Light duty 2008 pick-up truck replacement - \$45,000
- 4) Dump snow plow truck replacement - \$190,000
- 5) Chipper replacement - \$40,000
- 6) Replacements of council chamber audience chairs, police and public works department chair replacements - \$15,000
- 7) Replacement of four HVAC units and associated air handlers and related equipment for the Police Department building - \$400,000 (see page 183)

The fund will also be used for the following roadway and infrastructure expenditures, details of which can be found on pages 183-185:

- 1) Road program including engineering - \$1,105,710
- 2) Curbs, resurfacing and roadway and parking patching on Stafford Place - \$55,900
- 3) Complete Emerald Green street light system replacement - \$125,000
- 4) Engineering for east side (north of Galusha) drainage improvements -\$20,000
- 5) Pavement condition survey data collection - \$25,000 (**Decision Package PUB 20.02**)
- 6) Crack filling, patching, sidewalk repair, storm inlet repairs - \$90,500

The Water and Sewer Enterprise Fund includes the following planned major capital expenditures, in addition to other smaller capital expenditures for FY 2020:

- 1) Watermain improvements project final payouts - \$899,030, (see page 244)
Including: these costs are for final project payouts due to the State of Illinois once the projects have been closed-out by the State

- 2) Sewer Main improvements - \$175,000 (see page 248)
Including: final project payout due to the State of Illinois once the projects have been closed-out by the State, manhole grouting, and the Fox Hollow Lift Station conversion
- 3) Jet-Vac truck replacement - \$395,000 (see page 249)
For the purchase of a replacement jet-van truck
- 4) Sewer camera replacement - \$190,000 (see page 249)
(FY20 Decision Package –PUB 20.04)

Additionally, other capital expenditures are accounted for in the following funds:

- 1) Hotel Tax Fund - \$30,000 (see page 208)
Aesthetic enhancements (budgeted annually)
- 2) TIF #3 - \$534,060 (see pages 274-276)
Including: potential land acquisition and Rt. 56 streetscape enhancements, CCRS #1 off-site remediation project, and wayfinding signage (shared cost))
- 3) TIF #4 -\$1,471,462 (see pages 282-285)
Completion of Landon Avenue Sewer Main upsizing, potential land acquisition, wayfinding signage (shared cost), construction of new water tower with iron filtration, and Barkley Ave water extensions

While some capital expenditures are capitalized (an accounting method used to delay recognition of expenses by recording the expense as long-term assets), others are expensed (an accounting method used when the whole cost amount is recognized in the current year) during the fiscal year. Expenditures are categorized according to the City’s asset capitalization policy, which was formulated based on Governmental Accounting Standards Board (GASB) pronouncement #34.

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Preserving our history, while embracing the future, through vision and planning ...

Mayor and Aldermen: The Fiscal Year (FY) 2020 Budget is presented for City Council consideration. All funds in the proposed budget are balanced in accordance with state law, with expenses covered by revenues, and, in a few cases, by use of fund balance reserves.

There are several exciting economic development projects progressing in the City, including many that were envisioned in the 2015 Economic Development Plan. These and other changes are the result of many years of planning and investment by the Mayor, City Council, staff, and the community. Specifically, there are a number of new residential and commercial developments in progress along the Route 59 corridor, and in Cantera, which will add to the City's vitality, long-term fiscal stability, diversity of housing options, and community's culture.

As in past years, the FY 2020 budget is a reflection of the City's existing plans and future goals. Such documents include the 2015 Strategic Plan and Economic Development Plan, Tax increment Financing District plans, the Comprehensive Plan and Subarea Plans, Climate Action Plan, and Bikeway Implementation and Sidewalk Priority Plans.

In order to support the City operations into the future, the city staff embarked on a major undertaking during FY 2018 to research and determine the right operating software (Enterprise Resource Planning system, or ERP) necessary to modernize all of the city operations and departments with an efficient and comprehensive system. The implementation of the ERP has been a very large undertaking in FY 2019, and will continue to require hundreds of hours of staff time and large expenditures through the implementation phase in FY 2020.

The economic development projects and the ERP are very positive for the community overall, yet they consume a large amount of available staff time in the City's operating departments. In order to ensure that the City's resources are strategically focused on the City Council's highest priorities, City staff has again created departmental and citywide work plans. These plans are valuable tools to assist the Council to determine where staff should focus its time and energy with the goal of maintaining the high quality of outcomes the community has come to expect.

The FY 2020 Budget is not only balanced, but it includes many exciting projects related to private economic development and growth that has come to Warrenton. The progress on the City's strategic plan and the private investment in the community are the fruits of many years of planning and hard work by many within the City and the community.

Before looking at the next fiscal year, it helps to review the City's FY 2019 accomplishments.

CITYWIDE FY 2019 ACCOMPLISHMENT HIGHLIGHTS

ECONOMIC DEVELOPMENT

Southwest/Route 59 Corridor TIF #4

- Critical Sanitary Sewer Main upgrades were completed to serve new developments in the Southwest Route 59 Corridor TIF #4
 - *Strategic Plan Goals #1: Economic Development and #4 City Infrastructure*
- Two Brothers Brewing was designated as the preferred developer and purchaser of City-owned land at the northeast corner of Routes 59 and 56; Southwest Redevelopment Site (SDRS) #1.
 - *Strategic Plan Goal #1: Economic Development*
- Thorton's Gas Station was approved for the southwest corner of Duke Parkway and Route 59.
 - *Strategic Plan Goal #1: Economic Development*
- Everton mixed-use development by M/I Homes and Atlantic Partners Realty (east side of Route 59, south of Ivan Albright Street), received preliminary approval during the summer 2018. It entails upscale multi-family apartments, townhomes, and commercial use.
 - *Strategic Plan Goal #1: Economic Development*
- Lexington Trace (southwest sector of Routes 59 and 56), entails 106 townhomes as well as the installation of several infrastructure improvements, such as the extension of Barkley Avenue to Route 56, and bike and pedestrian trail connections.
 - *Strategic Plan Goals #1: Economic Development and #4 City Infrastructure*

Cantera

- New residential development and other improvements in Cantera
 - *Strategic Plan Goal #1: Economic Development*
 - Riverview West mixed-use development in Cantera at Ferry Road and the West Branch of the DuPage River (upscale multi-family residential, townhomes, and commercial)
 - Vanguard multi-family development (Cantera near Regal Theater)
 - Diehl Road Turn Lane Improvement Project design phases completed in FY 2019 for FY 2020 construction
 - Signage improvements for the Regal Theater complex (Cantera Subarea G) negotiated with the property ownership during the Vanguard planned unit development process

Old Town/Civic Center Subarea (TIF #3)

- New residential development is under construction and proposed for TIF #3
 - *Strategic Plan Goal #1: Economic Development*
 - Stafford Place (by Airhart) the first 12 permits were issued as of mid-February 2019
 - Warrenville Horizon Senior Living Community: Alden Foundation's proposed senior housing at the north quadrant of the Batavia Road and Butterfield Road intersection was in the zoning entitlement process as the time of the FY 2020 budget printing

FY 2019 Accomplishments (continued)

Economic Development – all other areas

- Herrick Woods (residential duplex development): the last eight certificates of occupancy were issued in FY 2019. Overall, the project took less than four years to complete.
 - *Strategic Plan Goal #1: Economic Development*
- Community marketing - Initial roll-out of branding efforts
 - *Strategic Plan Goal #1: Economic Development*
- New businesses that opened or expanded during FY 2019 include the following:
 - *Strategic Plan Goal #1: Economic Development*
 - Los Chales Restaurant (Meadow Avenue and Route 59)
 - Dunkin Donuts and Which Wich Superior Sandwiches opened in the BP station (Cantera)
- Swallow Construction – proposed new company headquarters on Calumet Avenue in the Warrenville Industrial Park.

Capital Improvements

- Road Projects
 - *Strategic Plan Goal #4: City Infrastructure*
 - 2018 Road Resurfacing Program Construction
 - 2019 Road Program Engineering Design and Bid Documents preparation
 - Warrenville Road Reconstruction design and preparation of bid documents
 - Diehl Road Turn Lanes construction design and preparation of bid documents
 - Virginia Storm Sewer Upgrade Design
- Water and Sanitary Sewer Projects
 - *Strategic Plan Goal #4: City Infrastructure*
 - Infiltration and Inflow (I/I) Reduction Program
 - Fox Hollow Lift Station Rehabilitation design and preparation of bid documents
 - Update Interceptor Capacity Analysis
 - Conversion of Utility Atlas to GIS
 - City-wide replacement of water meter transmitter units

FY 2019 Accomplishments (continued)

ENVIRONMENTAL AND GREEN INITIATIVES

- Solar Energy Incentives and Initiatives and Green Programs
 - *Strategic Plan Goal #3: Open Space and Environment*
 - Community Development incentives permit processing prioritization, adoption of the International Solar Energy Provisions (ISEP) and Appendix U: Solar-Ready Provisions for Detached One- and Two-Family Dwellings, Multiple Single-Family Dwellings (Townhouses), published by the International Code Council, Inc., and joining SolSmart to provide assistance to City staff and private builders
 - Public Works – potential lease agreement with Symbiont Energy LLC for a solar project at well #9 on Warrentville Road
 - Staff training and education via CMAP and ICMA re solar options for City purposes and private development
 - Renewed the Electric Aggregation Program

COMMUNITY ENHANCEMENTS

- Aesthetic and other Improvements to Parks, Trails, and Open Spaces
 - *Strategic Plan Goal #3: Open Space and Environment*
 - Route 56 Streetscape Enhancement Project
 - Illinois Prairie Path Trail Head Project – the concept design was developed through stakeholder meetings, and the phase one design process began during FY 2019
 - The first Aesthetic Enhancement Project – installed four bronze sculptures at Leone Schmidt Heritage Park

CITY SERVICES, PERSONNEL, AND FINANCES

- Technology improvements for more efficient service delivery
 - *Strategic Plan Goal #2: Fiscal Conservatism*
 - Enterprise Resource Planning (ERP) implementation
 - Replaced the City's phone system
- Cost-savings measures
 - *Strategic Plan Goal #2: Fiscal Conservatism*
 - Implemented results of Compensation Study
- Increased social media presence
- Coordinated Ride DuPage program start up
- Attracting and Retaining Quality Employees
 - *Strategic Plan Goal #6: Diversity*
 - A number of new employees were hired to fill vacancies across the City
 - The City continues to attract and retain skilled workers and professionals who are more representative of the community, many with Spanish language fluency, and Polish and Russian fluency.

FY 2019 Accomplishments (continued)

- Public Works staff continues to address and implement the outstanding recommendations from the 2015 Novak Study and 2016 Public Works staff recommendations.
- Public Works began the assessment and development of a Complete Streets Policy, which includes review, assessment, and planning for future pedestrian access and amenities coinciding with the annual road program to increase the walkability of the community and increase pedestrian safety. The work will be completed in FY 2020.

Public Safety

Enhanced City Hall security; enhancing safety for employees, the public, and City officials

- *Strategic Plan Goal #5: Public Safety*
- New Police initiatives included two new speed trailers for traffic safety, pro-active fireworks enforcement, electronics recycling, and prescription drop off collection.
 - *Strategic Plan Goal #5: Public Safety*
- The Police Department worked with DuPage County and others on the new Records Management System (RMS) with the DuPage Justice Information System (DuJIS), an intergovernmental cooperative project with DuPage County, DuPage police agencies, and the DuPage Emergency Telephone System Board (ETSB). Implementation has been pushed back to June 2019.
 - *Strategic Plan Goal #5: Public Safety*

Awards and Recognitions

The City was recognized for excellence by several outside entities

- Bicycle Friendly designation was renewed
 - *Strategic Plan Goal #3: Open Space and Environment*
- The City's Fiscal Year 2018 Comprehensive Annual Financial Report (CAFR) received the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting. 26th consecutive time this award was achieved.
 - *Strategic Plan Goal #2: Fiscal Conservatism*
- The FY 2019 CAFR was submitted for the prestigious GFOA award
 - *Strategic Plan Goal #2: Fiscal Conservatism*
- The 2018 National Night Out Against Crime was recognized for outstanding participation and ranked 23rd nationally for communities with similar populations by the National Association of Town Watch
 - *Strategic Plan Goal #5: Public Safety*

Moving on from the current year's accomplishments, the next section focuses on FY 2020 goals.

CITYWIDE FY 2020 GOALS

City Staff is guided by the priorities, goals, and objectives of the City Council’s Strategic Plan, as well as other City Council-adopted plans. Staff continuously looks for opportunities to seek grants, which would continue progress on other existing plans. During FY 2020, staff will focus on the priorities specifically identified as the highest priorities in the Citywide Work Plan. Many new projects are delineated in the decision packages, which are included in the FY 2020 Budget book.

ECONOMIC DEVELOPMENT

Southwest/Route 59 Corridor TIF #4

- Everton mixed-use development construction of the apartments and townhomes (pending final PUD approval), and including the commercial uses
 - *Strategic Plan Goal #1: Economic Development*
- Two Brothers Corporate Campus – negotiation of a redevelopment agreement and progress through the City’s planning and zoning entitlement process
 - *Strategic Plan Goal #1: Economic Development*
- Thornton’s Gas Station construction – opening anticipated in fall 2019.
 - *Strategic Plan Goal #1: Economic Development*
- Lexington Trace townhomes construction, including the installation of several infrastructure improvements, such as the extension of Barkley Avenue to Route 56, and bike and pedestrian trail connections.
 - *Strategic Plan Goals #1: Economic Development and #4 City Infrastructure*
- Additional evaluation of potential uses of the five acres of vacant property along the west side of Route 59, north of the Illinois Prairie Path donated to the City during FY 2017. The area was evaluated during FY 2019 for potential use as a wetland mitigation bank for Southwest district developments and as a possible location for the City’s new water tower, well house, and iron removal system.
 - *Strategic Plan Goals #1: Economic Development; and #3: Open Space and Environment*

Cantera

- Staff to work with a developer for the zoning entitlement process for the new hotel proposed for the Cantera Theater Complex
 - *Strategic Plan Goal #1: Economic Development*
- Construction of the Diehl Road Turn Lane Improvement project
 - *Strategic Plan Goal #1: Economic Development*
- Construction of the Riverview West mixed–use development (includes upscale multi-family residential, townhomes, and commercial uses)
 - *Strategic Plan Goal #1: Economic Development*

FY 2020 Goals (continued)

- Construction of the Vanguard Cantera upscale multi-family apartment development
 - *Strategic Plan Goal #1: Economic Development*
- Signage improvements for the Regal Theater complex (Cantera Subarea G), which was negotiated during FY 2019
 - *Strategic Plan Goal #1: Economic Development*

Old Town/Civic Center Subarea (TIF #3)

- New residential development is under construction and proposed for TIF #3
 - *Strategic Plan Goal #1: Economic Development*
 - Stafford Place by Airhart continued construction and occupancy of new homes
 - Warrenton Horizon Senior Living Community; Alden Foundation's proposed senior housing (pending zoning approval), issuance of building permits and commencement of construction

Economic Development – all other areas

- Continue implementing brand marketing plan
 - *Strategic Plan Goal #1: Economic Development*
- Remodeling and expansion of the Speedway gas station at Batavia Road and Route 59.
 - *Strategic Plan Goal #1: Economic Development*
- Installation of Route 56 wayfinding signage, to identify locations around the City including city hall, library, recreation center, police station, and parks.
 - *Strategic Plan Goal #3: Open Space and Environment*

ENVIRONMENTAL AND GREEN INITIATIVES

- Potential acquisition, remediation of contamination, and re-development of the former Citgo property (re-budget) into open space and commercial uses
 - *Strategic Plan Goals # 1: Economic Development and #3 Open Space and Environment*
- Continue to investigate and pursue solar opportunities for City facilities
 - *Strategic Plan Goals #3 Open Space and Environment*
- Tree Inventory and Management Plan (***FY 2020 Decision Package***)
 - *Strategic Plan Goals # 1: Economic Development and #3 Open Space and Environment*

COMMUNITY ENHANCEMENTS

- IPP Trail Head Project phase one design will be completed and phase II final engineering is proposed (***FY 2020 Decision Package***)
 - *Strategic Plan Goals #3 Open Space and Environment and #4 City Infrastructure*

FY 2020 Goals (continued)

- Mack Road Trail and Bridge Project phase II final engineering (***FY 2020 Decision Package***)
 - *Strategic Plan Goals #3 Open Space and Environment and #4 City Infrastructure*

CITY SERVICES, PERSONNEL, AND FINANCES

- Complete implementation and roll out of ERP/Mazik City
- Technology improvements for more efficient service delivery
 - Reorganize electronic file maintenance
 - City website redesign
 - Evaluate electronic Council Agenda options
 - Coordinate audio visual equipment upgrades (***FY 2020 Decision Package***)
- Personnel Activities
 - Negotiate with all three City unions (contracts expiring at the end of FY 2020)
 - Update the employee performance evaluation process
 - City-wide Services and Staffing Study (to ensure the City is prepared for the future) (***FY 2020 Decision Package***)
- Facility and Space Needs Study (to following the Services and Staffing Needs Study) to ensure the City facilities are appropriately sized and up-to-date for the future needs (***FY 2020 Decision Package***)
- Administer and evaluate the Ride DuPage Pilot Program
- Completion of the Public Works Complete Streets Policy. The work began in FY 2019

Public Safety

- Continue evaluating City-building security needs
- Evaluate a potential Residential Rental Registration program

Other FY 2020 Initiatives

- Support the 2020 Census activities to ensure that all residents are counted and, ultimately, the City receives the correct apportionment of State revenue allocated on a per-capita basis
 - *Strategic Plan Goal #2: Fiscal Conservatism*

FY 2020 Goals (continued)

Capital Improvements

Approximately \$5.33 million in capital projects are planned for FY 2020 (the 2019 construction season) from the various City funds.

- *Strategic Plan Goal #4: City Infrastructure*

- Road Program
 - *Strategic Plan Goal #4: City Infrastructure*
 - 2019 Road Program construction
 - 2020 Road Program bid documents
 - Warrenville Road reconstruction
 - Diehl Road Turn Lanes construction
 - Virginia Street storm sewer upgrade construction (***FY 2019 Decision Package***)

- Pavement Condition Survey Data Collection (***FY 2020 Decision Package***)
Strategic Plan Goals #2: Fiscal Conservatism and #4: City Infrastructure

- Water Projects
 - *Strategic Plan Goal #4: City Infrastructure*
 - Water extension: Landon to Route 59 design and construction (***FY 2020 Decision Package***)
 - Water tower, well, and iron removal phase one engineering
 - Abandonment of well #8 (Country Ridge)
 - Installation of a water mixing system on the West Street water tower
 - City-wide replacement of water meter transmitter units

- Sanitary Sewer Projects
 - *Strategic Plan Goal #4: City Infrastructure*
 - I/I Reduction Program – Year Two
 - Purchase new sanitary sewer camera (***FY 2020 Decision Package***)
 - Fox Hollow lift station rehabilitation construction
 - Finish update of interceptor capacity analysis

- City Building Maintenance
 - Replace and upgrade HVAC at Police Department
 - Replace carpeting in Council Chambers and adjoining Gallery Conference room

Public Safety

The Police Department will continue to build on successes of its public safety programs, such as the Traffic Safety Enforcement Unit, Bike Patrol Unit, National Night Out event, the annual Shredding Day, the Comprehensive Accident Reduction Effort (CARE) program, and Problem-Oriented Policing (POP) Unit.

- *Strategic Plan Goal #5: Public Safety*

FY 2020 Goals (continued)

Intergovernmental Cooperation, Projects, and Plans

City staff will continue to seek ways to share resources and provide mutual assistance with other taxing districts to conserve existing resources, and to make the most efficient use of tax dollars.

➤ *Strategic Plan Goal #2: Fiscal Conservatism*

The City has existing formal and informal cooperative relationships with the Warrenville Public Library District, Warrenville Park District, Warrenville Fire Protection District, Community Unit School District 200, DuPage County, DuPage County Forest Preserve District, and Winfield Township, City of West Chicago, City of Naperville, as well as memberships in governmental cooperatives including DU-COMM (public safety dispatching), the Intergovernmental Personnel Benefits Cooperative (employee medical insurance), and the DuPage Mayors and Managers Conference (DMMC). The City also has an intergovernmental agreement with Fermilab for its potable water supply and sanitary sewage transmission.

While there are many exciting initiatives planned for FY 2020, there will also be some concerns and challenges that lie ahead. These are reviewed in the next section.

CONCERNS AND CHALLENGES

Internal Challenges: Limited Resources and Volume of Work

There are many exciting things happening in Warrenville – including big development projects, City infrastructure work, and the implementation of new systems within the City organization. These changes are the culmination of many years of work, vision, and planning by the community, City elected officials, and City staff. While the pieces of big-picture long-term plans are coming together, and proving to be very positive changes for the long-term growth, fiscal health, and sustainability of the community, the complexity and volume of these changes continue to challenge the limited staffing resources.

As a result of this volume of projects and initiatives, and with council approval, the following actions were taken during FY 19, and are ongoing, to handle the increased work volume over the next few fiscal years:

- 1) *Staffing support:* Additional contractual services were brought in where necessary to assist. Others will be brought onboard during the end of FY 2019 and in FY 2020.
- 2) *Citywide Work Plan:* To ensure that the City's resources are strategically focused on the City Council's highest priorities and the Strategic Plan, staff initiated a citywide work plan, starting with the FY 2019 budget process. The Citywide work plan prioritizes the largest City projects and initiatives, as a tool to enable the City Council to determine where staff should focus its time and energy with the goal of maintaining the high quality of outcomes the community has come to expect. It also serves to guide staff in its project and workflow planning for the coming fiscal year.

Concerns and Challenges (continued)

Challenges:

- Recruiting and Hiring
 - While turnover was more stable than in FY 18, there were a number of vacancies that needed to be filled during FY 2019
 - Due to the strong economy, there are fewer qualified applicants available and a very competitive market place favoring the applicants.

- Increasing Demands for Technology
 - The City must continually strive to keep up with changing technology so that it can maintain and improve upon the information available, public transparency, and operational and records systems necessary to run the City.

- Overlapping Large Projects
 - These projects are positive for the City overall, but they are putting a strain on the limited personnel resources, as noted above.

State of Illinois Fiscal Challenges

The State of Illinois' continuing fiscal problems and growing debt are well documented, and create credit problems for all local governments within the state. Until these are addressed, there is a continuing concern that the State will attempt to address its fiscal problems with local financial resources for its own purposes. Examples include potential reductions to municipal shares of sales, income, motor fuel, and use taxes. Such reductions would have negative fiscal consequences for Warrenville and all Illinois local governments.

The following table illustrates the dollar amounts the City annually receives from state-shared revenues. Such revenues are a portion of the total state taxes paid by Warrenville citizens, which are provided to the community by the State for local services.

STATE SHARED REVENUES			
Fiscal Year	Income Tax	Use Tax	State Motor Fuel Tax
2012	\$1,072,510	\$191,701	\$329,441
2013	\$1,184,222	\$210,871	\$317,700
2014	\$1,280,442	\$230,536	\$324,398
2015	\$1,286,861	\$271,016	\$322,074
2016	\$1,400,362	\$304,894	\$336,107
2017	\$1,242,056	\$323,412	\$333,053
2018	\$1,371,776	\$347,483	\$335,504
2019 (Projected)	\$1,265,382	\$389,601	\$335,727
2020 (Budgeted)	\$1,294,290	\$430,335	\$334,413

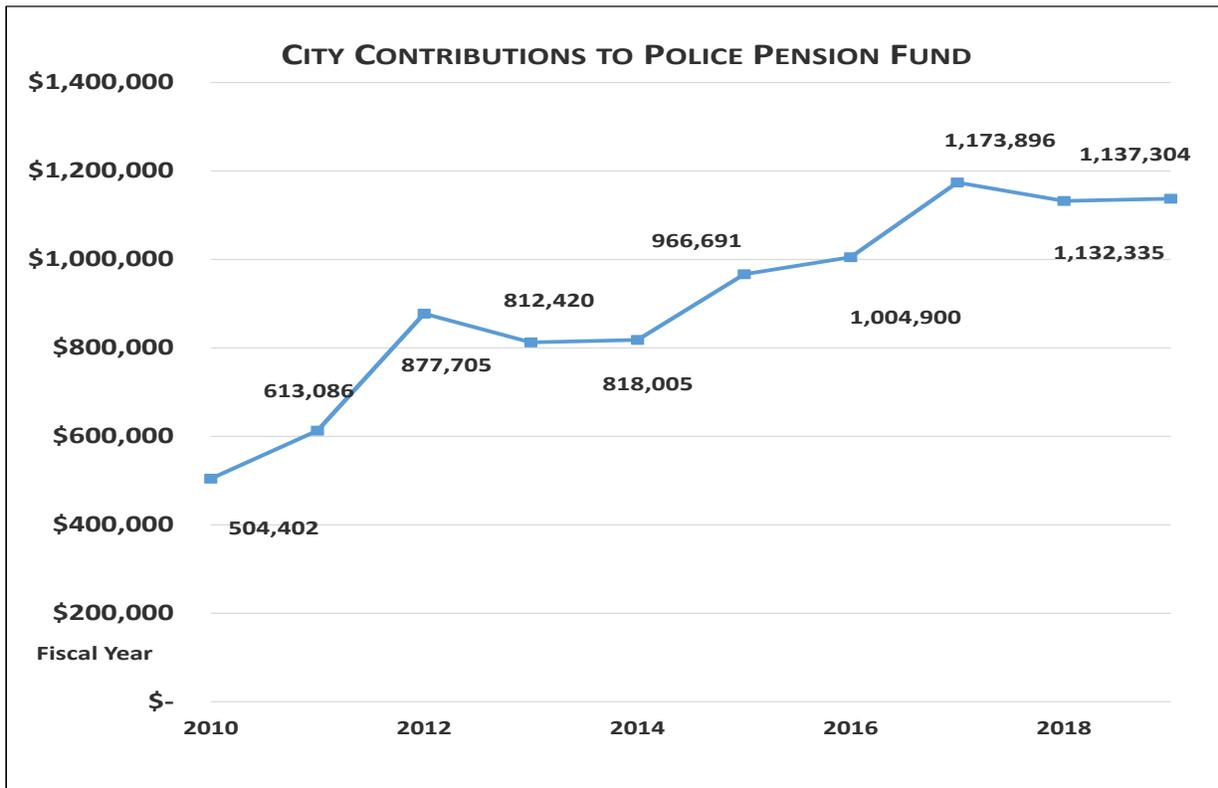
Concerns and Challenges (continued)

Municipal Public Safety Pensions

Local municipal public safety (Police and Fire) pensions are mandated and the benefit levels are set by the State legislature. The legislature has not addressed the local public safety pension problems. Unlike the State pension systems, these local pensions are paid for by the local pension fund members (at a fixed rate), and by the municipal employer, which is liable for 100% of the remainder of necessary funding. While the local governments must pay for these large and growing costs, it is the State of Illinois that determines the rules and benefits for local public safety pensions.

Over a number of decades, the State approved benefit enhancements for municipal public safety pensions, leaving the responsibility for the increased benefit costs to the local governments. The newly elected governor and state legislative leaders have recently stated their commitment to beginning steps to address the local public safety pension problems.

The following table and graph, show the ten-year history of City pension contributions and the increasing dollar amounts required from the City to fully fund the pension as mandated by statute.



Concerns and Challenges (continued)

INCREASING COSTS OF POLICE PENSION FUND CONTRIBUTIONS				
Fiscal Year	Sworn Police Officer Contributions	Annual Required City Contribution	Actual City Contribution	Percent Funded
2007	\$225,109	\$402,936	\$402,936	56.70
2008	\$229,238	\$437,680	\$437,680	61.23
2009	\$230,168	\$613,057	\$613,057	57.94
2010	\$238,884	\$504,402	\$504,402	49.86
2011	\$242,226	\$613,086	\$613,086	59.30
2012	\$248,665	\$727,704	\$877,705	63.55
2013	\$248,130	\$668,005	\$812,420	63.72
2014	\$343,132	\$668,005	\$818,005	67.79
2015	\$273,038	\$716,691	\$966,691	67.33
2016	\$264,105	\$754,200	\$1,004,900	62.22
2017	\$273,581	\$859,923	\$1,173,896	66.85
2018	\$285,759	\$926,044	\$1,132,232	71.70
2019 Projected	\$298,461	\$887,304	\$1,137,304	Not Yet Available

The DuPage Mayors and Managers Conference, Illinois Municipal League, and City of Warrenville officials continue to be concerned about pension cost growth trend, because it annually consumes greater amounts of revenues. These organizations are working with state legislators for structural changes to the local public safety pension systems, because they are not sustainable in their current form.

To complete the big picture context for FY 2020 Budget, the next section will provide an overview of the current economic conditions and the City's financial outlook.

ECONOMIC OUTLOOK/TRENDS

National Economic Insights

Rick Mattoon, Senior Economist and Policy Advisor with the Federal Reserve Bank of Chicago, presented an economic outlook at the January 20, 2019, ILCMA Financial Forecast Forum. The following are key points from his presentation about the national economy:

- The U.S. Economy showed real strength in 2018, with growth around 3% for the year, well above the recent trend.
- 2018 Growth was supported by the tax package 2018 Tax Cuts and Jobs Act (TCJA), tight labor markets, consumer confidence and corporate profits. These factors combined to a demand driven expansion.

Economic Outlook/Trends (continued)

- The current outlook for 2019 is for above trend growth, but slower than 2018.

Illinois and Chicago

Federal Reserve Economist Rick Mattoon also provided the following points about the State of Illinois and Chicago metro economies:

- Illinois' economic performance still lags the US and Midwest region, with Chicago as the potential bright spot.
- The overarching problem still appears to be fiscal issues, including the State's structural budget deficit and \$130 billion underfunded pension system, without a clear plan to solve either.

REGIONAL ECONOMY

DuPage County Economic Indicators

According to the *Choose DuPage 2018 Economic Indicators Report Highlights*:

- Closing out the year, DuPage County again had the lowest unemployment rate in the region at 2.9%; lower than both the State of Illinois (4.2%) and United States (3.7%).
- DuPage County's top job opportunities in 2018 were reported to be in retail sales, customer service and labor, while the fastest-growing industries (by employment) were healthcare and social assistance, and professional, scientific, and technical services.
- Office vacancy rates dropped 1.5% from 15.8% at the end of 2017 to 14.2% at the end of 2018; Industrial vacancy rates fell from 5.1% this time last year, to 4.4%. DuPage County continues to have one of the lowest industrial vacancy rates in the region.

WARRENVILLE ECONOMY

Residential Construction

Several residential developments are in the planning stages or ready to commence construction. They include new single-family homes, townhomes, and multifamily rental complexes in Cantera, the Southwest District (TIF #4), and the Civic Center area (TIF #3) of Warrenville.

- *Strategic Plan Goals #1: Economic Development*

Commercial Development

New commercial development is proposed and in the planning stages for the southwest district (TIF #4), Old Town area of TIF #3, and Cantera. The proposed new businesses may include restaurants, a gas station, hotel, and other small businesses.

- *Strategic Plan Goals #1: Economic Development*

Economic Outlook/Trends (continued)

The new Amazon distribution facility opened at the end of calendar year 2017, and is located on Warrenville’s border, adjacent to TIF #4. That development brought new jobs to the area, along with the extension of Barkley Avenue, extension of Duke Parkway, and a signalized intersection at Route 59. Under an agreement with the City of Warrenville, Duke Realty is extending water and sewer utility infrastructure to that area. The extension of City utilities and the signalized intersection at Route 59 are envisioned as key to spurring new Warrenville residential and commercial development in the Southwest District.

- *Strategic Plan Goals #1: Economic Development; and #4 City Infrastructure*

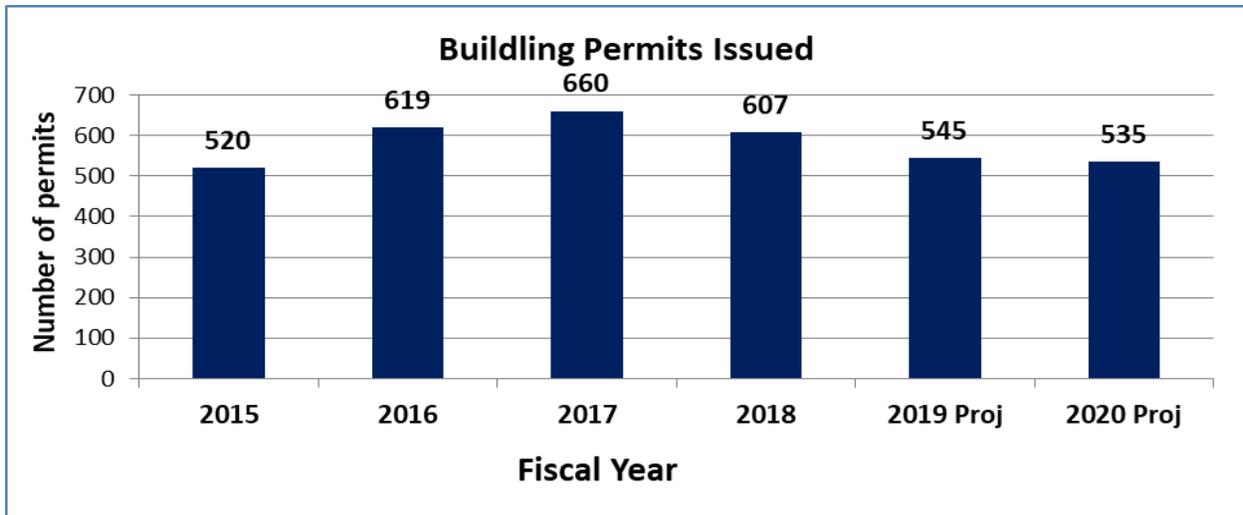
Support for Local Business

The City is continuing work with the DuPage County Department of Transportation to improve ingress and egress for the commercial area on the south side of Diehl Road at Davis Parkway, in response to requests from businesses in that area. The increasing success of all of the hotels, restaurants, and entertainment venues are bringing new customers and more traffic.

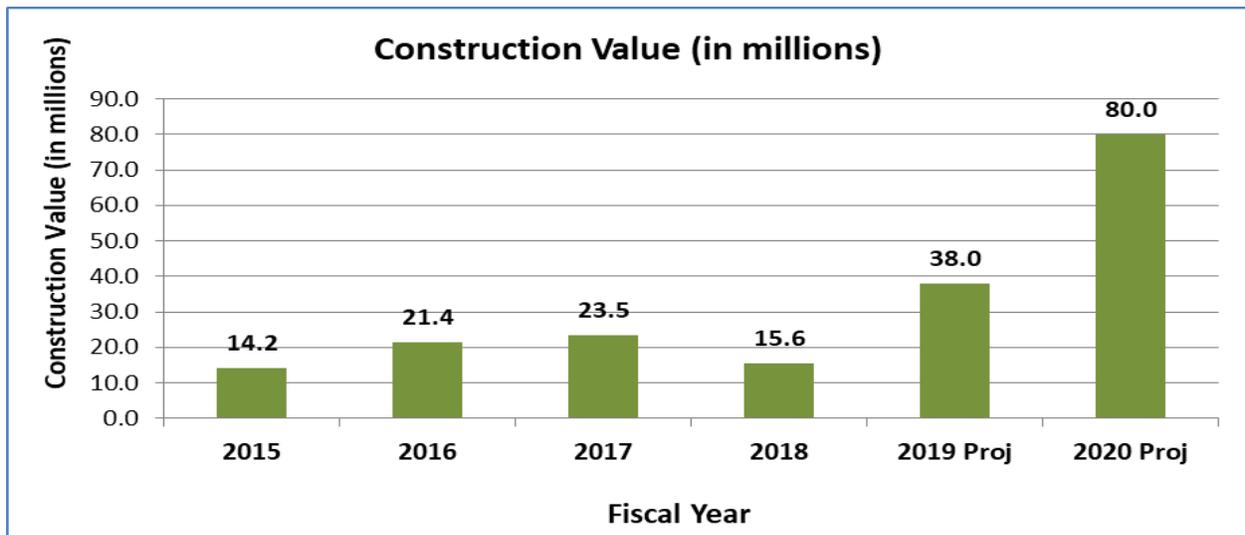
- *Strategic Plan Goals #1: Economic Development; and #4 City Infrastructure*

Warrenville Building Permits

While the number of building permits issued throughout FY 2019, was about 10% less than FY 2018, the total dollar value of permits issued was more than double that of FY 2018. The pace for FY 2020 is projected to be approximately that same as FY 2019, but staff anticipates additional growth in the value of the permits issued. The following graphs illustrate these projections.



Economic Outlook/Trends (continued)



FINANCIAL OUTLOOK

Revenues

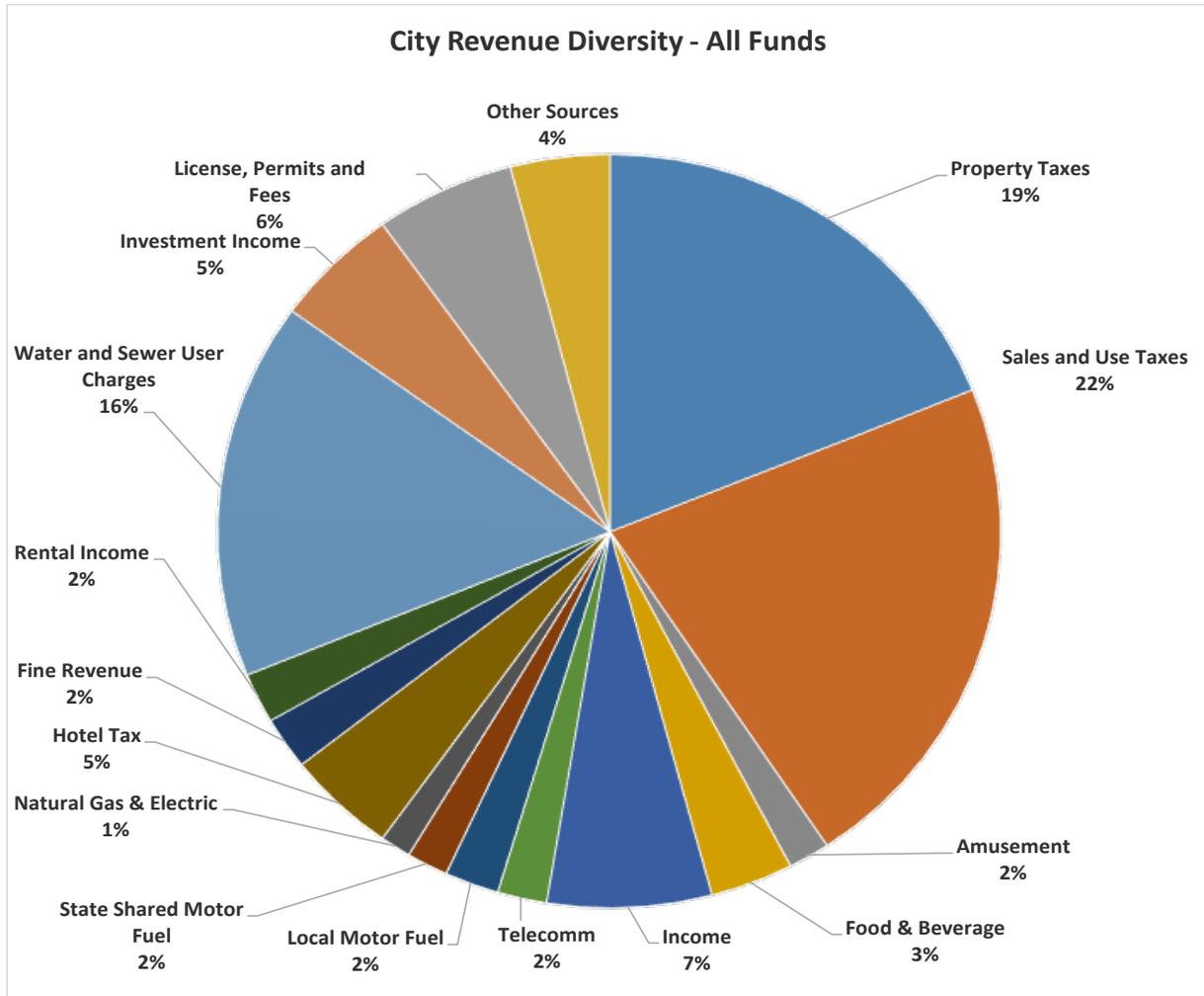
The City continues to maintain its diversified revenue mix, which includes both stable (non-growth revenues) and others that tend to increase over time. This mix of revenues adds financial stability and provides a buffer against large fluctuations of any single source. The major City revenues, those providing a minimum of \$200,000 annually, are property tax, state-shared sales tax, home rule sales tax, use tax, food and beverage tax, hotel tax, amusement tax, state-shared income tax, telecommunications tax, local motor fuel tax, state-shared motor fuel tax, fine revenue, rental income, water and sewer user charges, investment income, and license, permit and fee revenue.

The strong diverse mix of revenues is a result of many years of planning and quality development that greatly reduces the City's reliance on property tax revenue. City taxpayers will note the City portion of their property tax bill remains less than 10% of their overall tax bill.

- *Strategic Plan Goal #2: Fiscal Conservatism*

Financial Outlook (continued)

The graph below illustrates the diversity of major revenue sources across all funds.



Expenses

The City’s operational expenses are largely related to personnel costs, which is typical for public and private service-based organizations. During FY 2020, City personnel-related costs make up 63.6% of the operating expenses in the General Fund, and 23.7% of the operating expenses in the Water and Sewer Enterprise Fund.

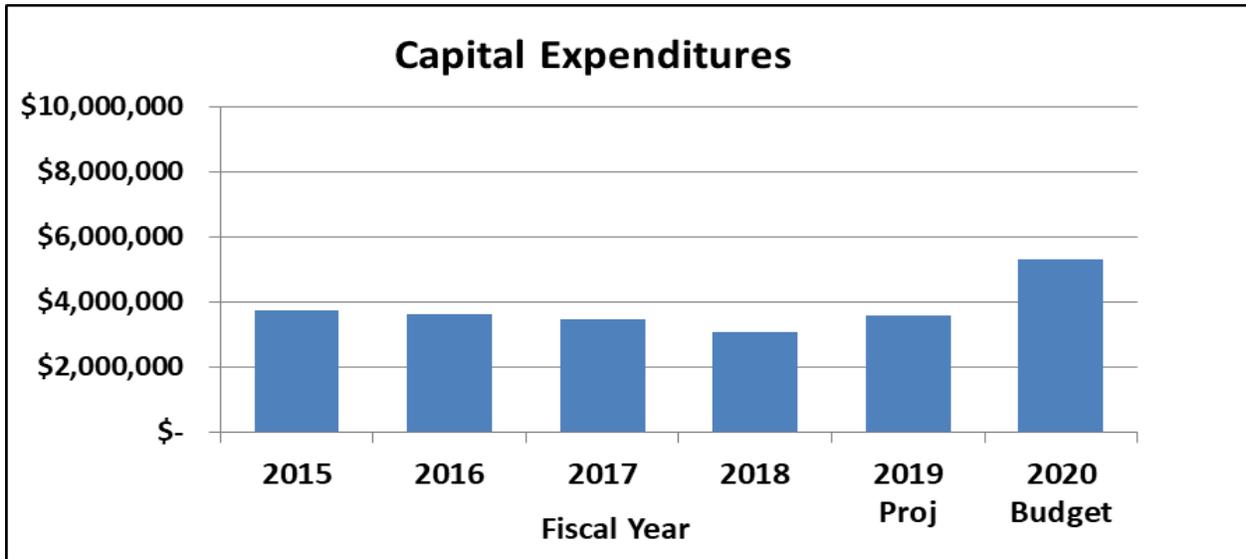
The City will undertake a number of capital projects in FY 2020 (the 2019 construction season). Sufficient funding is available for all projects, through the Capital Maintenance and Replacement Fund, Water and Sewer Enterprise Fund, and Motor Fuel Tax Fund. The graph below illustrates the cost for capital projects relative to previous years.

➤ *Strategic Plan Goal #2: Fiscal Conservatism*

Financial Outlook (continued)

Due to the City’s fiscally conservative practices, and a pay-as-you-go method of paying for large projects, the General Fund also includes several large one-time expenditures, which will rely on the utilization of existing fund balance reserves. These projects are the primary reason for the deficit in the FY 2020 proposed budget. This deficit should not be of concern as there is sufficient fund balance reserves to cover the expenses and they are not ongoing expenses, which would create a more serious structural deficit.

➤ *Strategic Plan Goal #2: Fiscal Conservatism*



Water and Sewer Rates

Water operations and maintenance are primarily supported through the rates charged to water users. For FY 2020, staff is proposing a water rate increase of five percent (5%), from a current rate of \$1.54 to \$1.62 per 1,000 gallons of water used. Additionally, the bi-monthly base charge of \$10.04, would increase to \$10.54. Pending Council approval, this would be only the second water rate increase since 2013.

For FY 2020, the water rate increase is due to several large expenditures. They include: engineering design of the southwest district water tower, engineering and construction of the Landon Avenue water main extension project, the abandonment of well #8 (Country Ridge), and installation of a water mixing system on the West Street water tower.

Sewer Operations and Maintenance are primarily supported through the rates charged to sewer system users. The proposed FY 2019 Budget includes a five-percent (5%) rate increase from the current \$3.12 to \$3.28 per 1,000 gallons of water used. In addition the bi-monthly base charge of \$24.07 would increase to \$25.27. Pending Council approval, this would be only the second sewer rate increase since 2015.

The proposed FY 2020 sewer rate increase will continue the process of funding an ongoing, storm water infiltration and inflow analysis and reduction program required by the City’s

Financial Outlook (continued)

intergovernmental agreement for waste water treatment. While this program could ultimately lead to operating cost reductions for waste water treatment, it will increase costs in the short-term.

During FY 2020 staff will reconvene the Enterprise Maintenance and Replacement Program (EMRP) work group to assess water and sewer rate structures in order to formulate a long-term plan for water and sewer rates, in light of projected revenues and planned expenditures.

Long-Term Fiscal Stability

Over a number of years, the City Council has taken strong measures to ensure the City's fiscal stability, making the City of Warrenville one of the most prepared local governments in Illinois to deal with revenue reductions, whether from State cuts, a recession, or loss of a major sales tax payer. Examples of the City's fiscally prudent actions follow:

- 1) Reserving additional General Fund balance over and above the established level of 25% of annual expenditures. These additional reserves will provide ample time for City officials to make informed decisions to reduce expenditures and services, likely through attrition, without drastic cuts in services or excessive tax increases, if a large revenue reduction occurs. This is important for the General Fund because it is the City's primary corporate operating fund and is the most susceptible to economic fluctuations and state actions that may reduce revenues.
 - *Strategic Plan Goal #2: Fiscal Conservatism*

- 2) Adopted the Capital Maintenance and Replacement Plan (CMRP) and established the Capital Maintenance and Replacement Fund to provide for the long-term maintenance and replacement funding of all City infrastructure (roads, sidewalks, streetlights, etc.). The CMRP funding allocations enable the City to avoid delays of regular maintenance and replacement, which would ultimately cost more in the future. It also avoids excessive tax or fee increases to pay for delayed or unplanned projects. During FY 2020, there will be an effort to revisit the CMRP to update and adjust the plan in light of changes to the structure of the plan since its inception in FY 2011.
 - *Strategic Plan Goals #2: Fiscal Conservatism; and #4 City Infrastructure*

- 3) The Enterprise Maintenance and Replacement Plan (EMRP) provides for the funding of the long-term maintenance and replacement of the water and sewer utility infrastructure and systems. The EMRP and funding allocations enable the City to avoid delays of regular utility system maintenance and replacement, which would ultimately cost more in the future. It also allows the City to have stable water and sewer rates and avoid excessive increases to pay for delayed maintenance and unplanned projects. When compared to surrounding communities, the City's sewer rates are low and the water rates are the lowest in the area, saving money for residents and businesses alike. Like with the CMRP, during FY 2020 there will be an effort to revisit the plan to address long-term rate setting goals and projections which the original plan did not fully encompass.
 - *Strategic Plan Goals #2: Fiscal Conservatism and #4 City Infrastructure*

BUDGET REVIEW AND ADOPTION

The proposed FY 2020 Budget revenues and expenses will be reviewed during a special City Council budget workshop meeting on Saturday, March 16, 2019. The proposed budget will further be discussed at subsequent Committee of the Whole and City Council meetings during March and April. By statute, the municipal Budget must be adopted before the start of the new fiscal year, which begins on May 1. Adoption of the FY 2020 Budget and the related ordinance is scheduled for the City Council meeting on April 15, 2019.

BUDGET DESCRIPTION AND BUDGETING AUTHORITY

In its most basic form, a budget is an estimate of revenue and expenditures for a set period of time; the City's budget is for one fiscal year, from May 1 to April 30. Each fund includes its own description under that section of the budget. In professionally run and well-managed organizations, the budget document should be more than mere numbers. Instead, it should represent a snapshot of the plans and vision for the community for the next fiscal year.

The City operates under the "Budget Officer Act" (65 ILCS 5/8-2-9.1), as approved by Ordinance No. 1025, on June 6, 1989. The budget is a compilation of nine separate funds, which account for the revenues and expenditures of all City operating, capital, fiduciary activities, and all City programs, services, personnel and projects. The City Administrator is the City's appointed Budget Officer and, as such, has specific responsibilities and authority under the state statutes and the City Code. The Warrenville City Code contains the specific duties of the Budget Officer (Title 1 Chapter 6-17) and of the City Administrator (Title 1 Chapter 6-11) related to the compilation and administration of the City budget.

ACKNOWLEDGMENTS

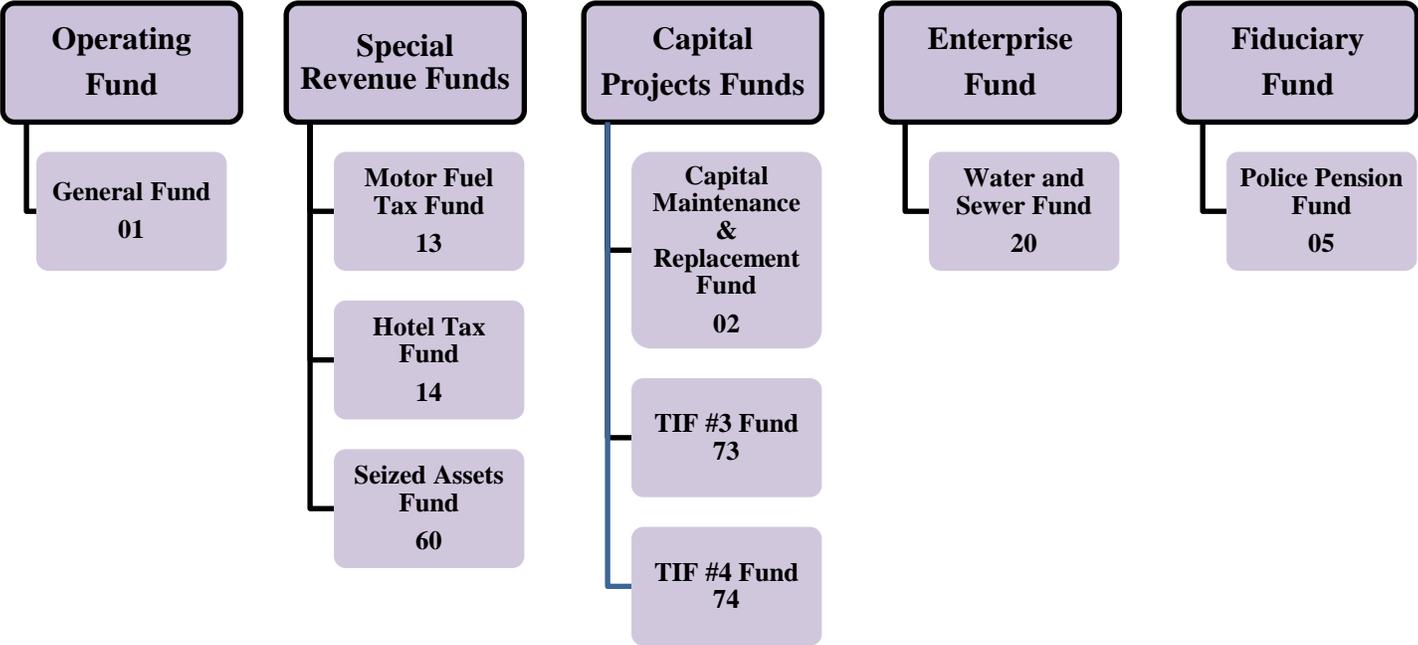
This proposed FY 2020 Budget is the result of a great deal of planning and effort by senior staff and departmental staff, who spent significant time preparing financial projections, performing data analysis, assembling the materials, and composing narrative to aid in the users understanding of the data presented. Of specific note, the Finance Director and the Finance Department staff put forth a large amount of time and energy in the preparation of this budget and to ensure the accuracy of the data included within it.

Respectfully submitted,



John M. Coakley
City Administrator/Budget Officer

FUND STRUCTURE



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Fiscal Year 2020
Financial Activity Summary
All Funds

Revenue

	Actual 2016	Actual 2017	Actual 2018	Projected 2019	Budget 2020	Percent of Total
Tax Revenue	\$ 12,672,339	\$ 12,712,573	\$ 13,004,849	\$ 12,686,775	\$ 12,859,489	60.75%
License, Permit & Fee Revenue	3,566,008	3,438,906	3,531,234	4,039,361	4,277,816	20.21%
Administrative Charges & Reimbursements	-	1,460	163	1,000	1,618	0.01%
Penalties, Fines & Forfeiture Revenue	325,073	294,440	309,638	434,491	439,040	2.07%
Rental Revenue	382,837	396,576	392,483	407,888	422,008	1.99%
Transfers & Interfund Revenue	649,264	525,723	400,198	402,607	399,173	1.89%
Grant Revenue	365,041	48,717	23,808	69,310	11,320	0.05%
Miscellaneous Revenue	1,556,600	1,767,536	2,204,081	1,625,356	1,741,801	8.23%
Interest Revenue	(13,237)	1,507,121	1,206,094	1,268,295	1,016,927	4.80%
Totals	\$ 19,503,925	\$ 20,693,052	\$ 21,072,548	\$ 20,935,083	\$ 21,169,192	75.22%
Net (Use)/Add of Fund Bal./Retained Earnings	\$ 378,447	\$ (3,119,337)	\$ 1,367,958	\$ (1,363,722)	\$ (6,973,399)	24.78%
Total Resources	\$ 19,125,478	\$ 23,812,389	\$ 19,704,590	\$ 22,298,805	\$ 28,142,591	100.00%

Expenditure/Expense

	Actual 2016	Actual 2017	Actual 2018	Projected 2019	Budget 2020	Percent of Total
Capital	\$ 3,652,352	\$ 3,475,011	\$ 3,076,634	\$ 3,628,869	\$ 6,293,051	22.36%
Personnel	10,365,551	10,405,615	10,913,630	11,334,448	11,932,873	42.40%
Supplies and Services	4,311,080	8,715,011	4,688,453	5,472,770	7,226,591	25.68%
Maintenance	796,495	1,216,752	1,025,873	1,862,718	2,690,076	9.56%
Totals	\$ 19,125,478	\$ 23,812,389	\$ 19,704,590	\$ 22,298,805	\$ 28,142,591	100.00%

City of Warrenville
Fiscal Year 2020 Snapshot

	Actual 2016	Actual 2017	Actual 2018	Projected 2019	Budget 2020	% Change '18 Actual to Projected '19	% Change Projected '19 to Budget '20
General							
Beginning Unassigned Balance	\$ 6,746,084	\$ 6,947,628	\$ 7,239,645	\$ 9,343,946	\$ 8,041,953	29.07%	-13.93%
Revenues	11,180,783	10,968,569	11,276,550	11,499,825	11,684,631	1.98%	1.61%
Expenses	10,896,014	10,660,307	11,452,237	13,247,553	15,008,952	15.68%	13.30%
Add to/(Use of) Fund Balance	284,769	308,262	(175,687)	(1,747,728)	(3,324,321)		
Total Fund Balance	9,266,951	13,703,577	13,527,890	11,780,162	8,455,841		
Non-spendable Fund Balance	2,319,323	2,319,140	39,152	39,152	39,152		
Assigned Fund Balance		4,144,792	4,144,792	3,699,057	2,930,957		
Ending Unassigned Fund Balance	\$ 6,947,628	\$ 7,239,645	\$ 9,343,946	\$ 8,041,953	\$ 5,485,732	-13.93%	-31.79%
	(1)	(2)					
Capital Maintenance							
Beginning Balance	\$ 1,595,241	\$ 1,772,095	\$ 1,247,506	\$ 1,117,685	\$ 1,778,061	-10.41%	59.08%
Revenue	1,840,996	1,867,285	1,913,861	1,863,041	1,776,229	-2.66%	-4.66%
Expenses	1,664,142	2,391,874	2,043,682	1,202,665	2,437,676	-41.15%	102.69%
Add to/(Use of) Fund Balance	176,854	(524,589)	(129,821)	660,376	(661,447)		
Ending Assigned Fund Balance	\$ 1,772,095	\$ 1,247,506	\$ 1,117,685	\$ 1,778,061	\$ 1,116,614	59.08%	-37.20%
Police Pension							
Beginning Balance	\$16,640,099	\$16,971,786	\$19,015,073	\$20,667,884	\$22,241,319	8.69%	7.61%
Additions	1,219,954	2,938,735	2,678,881	2,634,930	2,536,846	-1.64%	-3.72%
Deductions	888,267	895,448	1,026,070	1,061,495	1,085,872	3.45%	2.30%
Add to/(Use of) Fund Balance	331,687	2,043,287	1,652,811	1,573,435	1,450,974		
Ending Net Position	\$16,971,786	\$19,015,073	\$20,667,884	\$22,241,319	\$23,692,293	7.61%	6.52%
Motor Fuel							
Beginning Balance	\$ 794,056	\$ 521,982	\$ 664,917	\$ 838,559	\$ 930,878	26.11%	11.01%
Revenue	337,052	336,052	344,577	352,266	337,713	2.23%	-4.13%
Expenses	609,126	193,117	170,935	259,947	1,099,950	52.07%	323.14%
Add to/(Use of) Fund Balance	(272,074)	142,935	173,642	92,319	(762,237)		
Ending Restricted Fund Balance	\$ 521,982	\$ 664,917	\$ 838,559	\$ 930,878	\$ 168,641	11.01%	-81.88%
Hotel							
Beginning Balance	\$ 505,894	\$ 680,480	\$ 898,392	\$ 1,212,688	\$ 1,496,032	34.98%	23.36%
Revenue	927,844	923,303	911,701	887,356	887,024	-2.67%	-0.04%
Expenses	753,258	705,391	597,405	604,012	621,635	1.11%	2.92%
Add to/(Use of) Fund Balance	174,586	217,912	314,296	283,344	265,389		
Ending Committed Fund Balance	\$ 680,480	\$ 898,392	\$ 1,212,688	\$ 1,496,032	\$ 1,761,421	23.36%	17.74%
Water/Sewer							
Beginning Unrestricted Position	\$ 9,062,458	\$ 8,492,009	\$ 6,814,294	\$ 4,881,001	\$ 3,642,392	-28.37%	-25.38%
Revenue	3,561,271	3,437,592	3,857,987	3,532,662	3,774,806	-8.43%	6.85%
Expenses	3,390,445	4,547,179	4,060,572	4,771,271	5,066,254	17.50%	6.18%
Add to/(Use) of Net Assets	170,826	(1,109,587)	(202,585)	(1,238,609)	(1,291,448)		
Total Net Position	23,479,350	22,369,763	22,048,855	20,810,246	19,518,798	-5.62%	-6.21%
Investment in Capital Assets	14,987,341	15,555,469	17,167,854	17,167,854	17,167,854	0.00%	0.00%
Ending Unrestricted Net Assets	\$ 8,492,009	\$ 6,814,294	\$ 4,881,001	\$ 3,642,392	\$ 2,350,944	-25.38%	-35.46%

- (1) Assigned Balance from closure of net balance balance of Special Projects Fund (FD 49) into General Fund at end of FY 2017
(2) Included adjustment for recognition of the land sale of CCRS#1, repayment of \$2,200,000 interfund loan and recognition of TIF#3 loss on sale of land

*City of Warrenville
Fiscal Year 2020 Snapshot*

	Actual 2016	Actual 2017	Actual 2018	Projected 2019	Budget 2020	% Change '18 Actual to Projected '19	% Change Projected '19 to Budget '20
Special Projects Fund							
Beginning Balance	\$ 4,359,431	\$ 3,997,086	\$ -	\$ -	\$ -	0.00%	0.00%
Revenue	403,654	159,507	-	-	-	0.00%	0.00%
Expenses	765,999	4,156,593	-	-	-	0.00%	0.00%
Add to/(Use of) Fund Balance	(362,345)	(3,997,086)	-	-	-		
Ending Assigned Fund Balance	\$ 3,997,086	\$ -	\$ -	\$ -	\$ -	0.00%	0.00%

(1)

Seized Assets

Beginning Balance	\$ 114,035	\$ 133,866	\$ 182,102	\$ 192,952	\$ 203,310	5.96%	5.37%
Revenue	28,392	57,520	19,447	19,760	12,974	1.61%	-34.34%
Expenses	8,561	9,284	8,597	9,402	10,360	9.36%	10.19%
Add to/(Use of) Fund Balance	19,831	48,236	10,850	10,358	2,614		
Ending Restricted Fund Balance	\$ 133,866	\$ 182,102	\$ 192,952	\$ 203,310	\$ 205,924	5.37%	1.29%

TIF 3

Beginning Balance	\$ (1,206,432)	\$ (1,354,135)	\$ (1,449,920)	\$ (3,338,328)	\$ (3,525,348)	130.24%	5.60%
Revenue	3,979	4,737	14,332	52,960	61,851	269.52%	16.79%
Expenses	151,682	100,522	34,449	239,980	893,595	596.62%	272.36%
Add to/(Use of) Fund Balance	(147,703)	(95,785)	(20,117)	(187,020)	(831,744)		
Ending Unassigned Fund Balance	\$ (1,354,135)	\$ (1,449,920)	\$ (3,338,328)	\$ (3,525,348)	\$ (4,357,092)	5.60%	23.59%

(2)

TIF 4

Beginning Balance	\$ -	\$ -	\$ (152,674)	\$ (408,105)	\$ (1,218,302)	167.30%	198.53%
Revenue	-	-	55,212	92,283	97,118	67.14%	5.24%
Expenses	-	152,674	310,643	902,480	1,918,297	190.52%	112.56%
Add to/(Use of) Fund Balance	-	(152,674)	(255,431)	(810,197)	(1,821,179)		
Ending Unassigned Fund Balance	\$ -	\$ (152,674)	\$ (408,105)	\$ (1,218,302)	\$ (3,039,481)	198.53%	149.49%

SUMMARY

All Funds Beginning Balances	\$ 38,610,866	\$ 38,162,797	\$ 34,459,335	\$ 34,508,282	\$ 33,590,295	0.14%	-2.66%
Revenue	19,503,925	20,693,300	21,072,548	20,935,083	21,169,192	-0.65%	1.12%
Expenses	19,127,494	23,812,389	19,704,590	22,298,805	28,142,591	13.17%	26.21%
Add to/(Use of) Fund Balance	376,431	(3,119,089)	1,367,958	(1,363,722)	(6,973,399)		
Ending Balances							
Non-spendable	2,319,323	2,319,140	39,152	39,152	39,152	0.00%	0.00%
Assigned	5,769,181	5,392,298	5,262,477	5,477,118	4,047,571	4.08%	-26.10%
Restricted	655,848	847,019	1,031,511	1,134,188	374,565	9.95%	-66.98%
Committed	680,480	898,392	1,212,688	1,496,032	1,761,421	23.36%	17.74%
Unassigned	5,593,493	5,637,051	5,597,513	3,298,303	(1,910,841)	-41.08%	-157.93%
Enterprise Unrestricted	8,492,009	6,814,294	4,881,001	3,642,392	2,350,944	-25.38%	-35.46%
Capital Assets	14,987,341	15,555,469	17,167,854	17,167,854	17,167,854	0.00%	0.00%
Police Pension Net Position	16,971,786	19,015,073	20,667,884	22,241,319	23,692,293	7.61%	6.52%
Net Ending Fund Balances	\$ 55,469,461	\$ 56,478,736	\$ 55,860,080	\$ 54,496,358	\$ 47,522,959	-2.44%	-12.80%

CITY OF WARRENVILLE, ILLINOIS

***Transfer Matrix
FY 2020***

This chart provides information on amounts transferred between accounting funds, for the purpose for each transfer.

		TO							
FUND NAME	FUND #	01	02	05	14	20	60	Sub Totals	
FROM	General	01	\$ 37,000					\$ 37,000	
	CMRP	02						-	
	Police Pension	05						-	
	Hotel Tax	14	13,033	300,000				313,033	
	Water & Sewer	20	40,140					40,140	
	Seized Assets	60	8,160					8,160	
	SubTotals		61,333	337,000	-	-	-	-	\$ 398,333

EXPLANATION CHART

FUND NAME	FUND #	TO			
FROM	General	01	CMRP	02	\$ 37,000 To Capital Maintenance and Replacement as a capital subsidy
	Hotel-Motel	14	General	01	\$ 13,033 Staff time costs incurred during special events funded through Hotel Tax grants .
	Hotel Tax	14	CMRP	02	\$ 300,000 To Fund the CMRP
	Water & Sewer	20	General	01	\$ 40,140 To General Fund for Administrative Charges.
	Seized Assets	60	General	01	\$ 8,160 To Cover Allowable Enforcement Activity expenditures



GENERAL

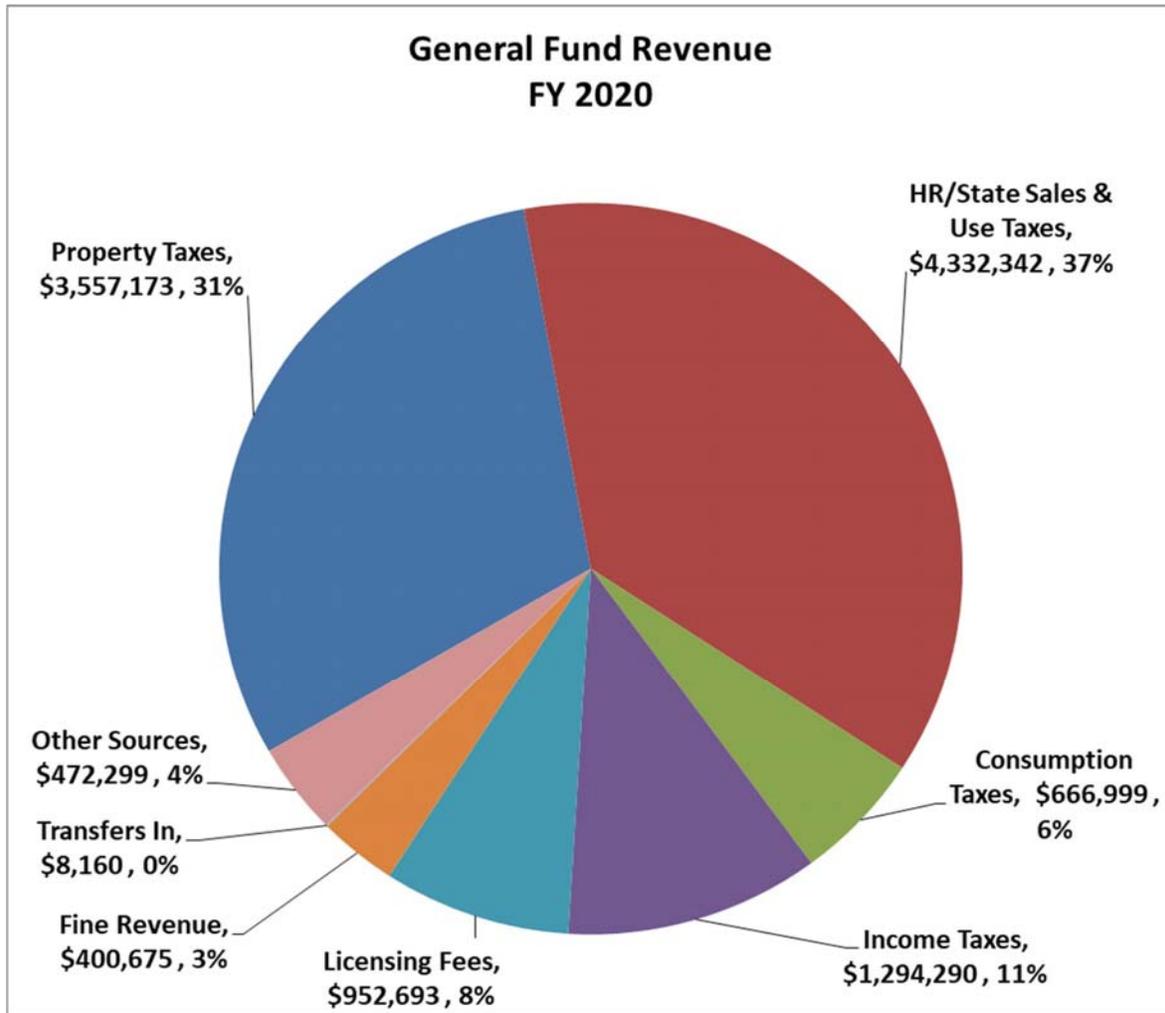
FUND 01

FUND TYPE: Operating

FUND PURPOSE – To finance the day-to-day operations of all the basic City services, except for the Water and Sewer Enterprise Fund operations.

GENERAL FUND HIGHLIGHTS

	2019 Budget	2019 Projected	2020 Budget
Revenue	\$11,635,000	\$11,512,308	\$11,684,631
Expenditures	\$15,095,072	\$13,218,875	\$15,008,952
Surplus/(Deficit)	(\$3,459,472)	(\$1,706,567)	(\$3,324,321)



Revenue Sources

General Fund revenue for FY 2020 is projected at \$11,684,631, an increase of 1.61% over the FY 2019 projected total revenue of \$11,499,825.

Property Tax revenue for FY 2020 is projected at \$3,557,173, an increase of approximately 2.1% over the projected FY 2019 total of \$3,499,709. Property Tax revenue represents approximately 30% of total budgeted General Fund revenue.

Warrenville has continued to self-impose the Property Tax Extension Limitation Law (PTELL) upon every annual property tax levy, despite being a home rule community since 2004. This limitation includes the 2018 property tax levy, which will be collected during FY 2020.

State Shared Sales Tax revenue for FY 2019, is projected to total \$2,160,337, a decrease of 5.6% from the FY 2018 total actual revenue of \$2,287,992. FY 2020 revenue from this source is projected to increase by a modest 1%, to a fiscal year total of \$2,181,940, which is approximately 18.7% of all General Fund revenue.

Home Rule Sales Tax revenue for FY 2019 is projected to total \$1,649,539, a decrease of 9.1% from the FY 2018 total actual revenue of \$1,814,647. FY 2020 revenue from this source is projected to increase by a very modest .75%, to a fiscal year total of \$1,661,911, which is approximately 14.2% of all General Fund revenue.

In February 2019, the City received notification from the Illinois Department of Revenue (IDOR), that due to an audit at the State level, IDOR would be withholding a little over \$82,000 in state shared sales tax, and a little over \$102,800 in home rule sales tax, from remittances to the City over a nine month period, which began on January 2019. The amounts being withheld are the result of incorrect remittances to the IDOR by a single taxpayer during the State's 2014-2015 fiscal year. The effects of withholdings on the FY 2019 and FY 2020 projections have been factored into the figures noted above.

Use Tax revenue, which is distributed by the State on a per capita basis, is projected at \$29.65 per capita for total of \$389,601 for FY 2019. FY 2020 use tax revenue is projected at \$32.75 per capita for a fiscal year total of \$430,335, representing an increase of 10.4% over the FY 2019 projected figure. The figures included in this budget are calculated taken from estimates provided by the Illinois Municipal League in April 2019.

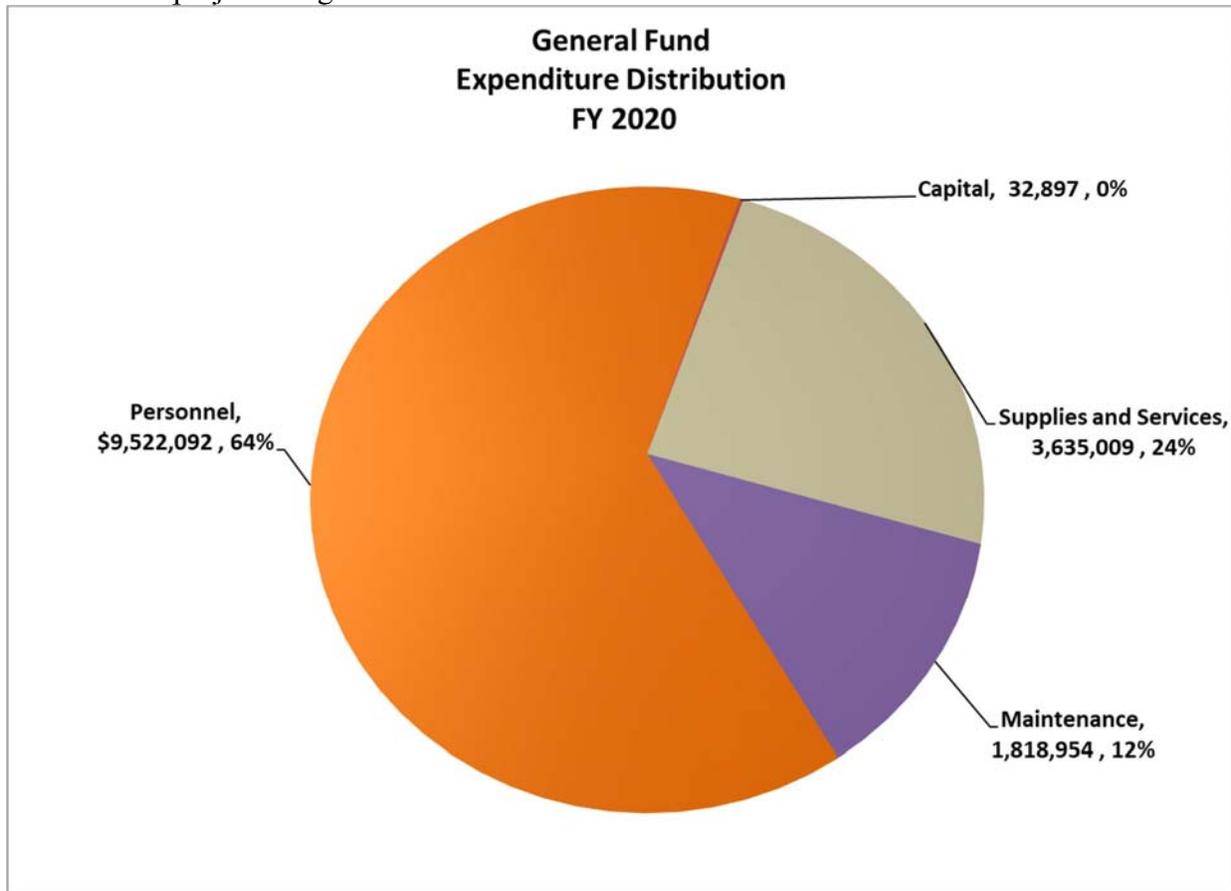
Food and Beverage Tax revenue for FY 2019 is projected to total \$666,999, a 3% decrease from the FY 2018 fiscal year figure of \$687,110. For FY 2020, this source is projected with no increase or decrease from the projected FY 2019 figure. Food and Beverage Tax provides approximately 5.7% of all budgeted General Fund revenue for FY 2020.

State-Shared Income Tax, also known as the Local Government Distributive Fund (LGDF), is distributed on a per capita basis, and is projected to total \$1,294,290 for FY 2020. This figure represents a budgetary increase over the FY 2019 projection of \$96.30 per capita. The Illinois Municipal League (IML) projects this revenue will see a per capita figure of \$98.50 for FY 2020, which would provide total revenue of \$1,323,855 if that projection holds up for the full fiscal year.

Building permit revenue is projected to increase for FY 2020, by approximately 126% as building permit, electrical permit, and building plan revenue will expand due to new residential development projects in various phases of approval.

Expenditures

The 2019 Budget projects total General Fund expenditures of \$13,218,875, representing an increase of \$1,766,638 or approximately 15.4% over the total FY 2018 year-end expenditures of \$11,452,237. FY 2020 expenditures are projected to be \$14,955,793, an increase of 13.14% over the FY 2019 projected figure.



Personnel costs have historically made up approximately 75% of total General Fund expenditures. However, for FY 2020, as was the case for FY 2019, larger one-time planned expenditures in other categories, that percentage has fallen to just 64%. Larger-than-normal, non-personnel expenditures have helped push that figure down. For FY 2020, no new staff positions have been proposed. Proposed General Fund personnel expenditures total \$9,526,805, and includes \$250,000 additional City transfer to the Police Pension Fund, over and above the actuarially determined pension levy contribution amount. By the conclusion of FY 2019, the City will have made cumulative additional Police Pension Fund contributions of just short of \$1,800,000 since 2012, and by the end of FY 2020, the figure would exceed \$2,000,000.

Supplies and Services expenditures make up 24% of all proposed FY 2020 General Fund expenditures at a total budgeted cost of \$3,632,609. This expenditure category includes the cost of legal services, general liability insurance and workers compensation premiums, engineering services, and the use of professional consultant project management services and contractual temporary staffing during the implementation of a new enterprise resource planning (ERP) system. Also included in this category of FY 2020 expenditures, is the proposed use of contracted

consultative services to assist the Community Development Department with the review and processing of building and development related permit applications, and building and code enforcement consultant assistance during peak building permit and property maintenance code enforcement activity season.

Maintenance expenditures, totaling \$1,818,954, make up another 12% of all budgeted General Fund expenditures for FY 2020. This category of expenditures includes: building maintenance, equipment and vehicle maintenance, information technology (IT) systems, and computer maintenance.

Capital expenditures total just \$32,897, and make up less than 1% of all budgeted expenditures for FY 2020. These expenditures are made up of various smaller equipment purchases across a number of department including: small desktop scanner(s) for use with the new ERP, seven traffic counters and personal protection equipment (PPE) kits in the Police Department, and various other pieces of small equipment in Public Works.

Fund Balance

For FY 2020, staff has revised the way the details of the fund balance are conveyed in an effort to provide a clearer picture, by displaying total fund balance, non-spendable fund balance, assigned fund balance, as well the traditionally displayed unassigned fund balance. This can be viewed on page 174, in the General Fund Projections.

The following paragraphs are meant to provide some history on General Fund balances going back to FY 2016.

At the end of FY 2016, the General Fund had a total fund balance of \$9,266,951, consisting of a non-spendable balance of \$2,319,323, and unassigned fund balance totaling \$6,947,628, or 64%, of annual expenditures coverage.

At the end of FY 2017, the total fund balance reached \$13,703,577, consisting of non-spendable balances totaling \$2,319,140, and an unassigned fund balance was \$7,239,645, or 68% annual expenditure coverage. However, the total fund balance also included the addition of assigned fund balance of \$4,144,792, as the result of the closure of the Special Projects Fund and transfer of that fund balance into the General Fund at the end of the fiscal year.

At the end of FY 2018, the total fund balance had declined just slightly, to \$13,527,890, and was made up of non-spendable fund balance of just \$39,152, and the assigned fund balance of \$4,144,792, mentioned above, and an unassigned fund balance of \$9,343,946, or 82% expenditure coverage.

For FY 2019, the planned use of \$1,747,728 in fund balance reserves by year end would see the total fund balance fall to \$11,780,162. The City Administrator/Budget Officer and the Finance Director have recommended that one-time projects and expenditures totaling \$445,735, of the \$1,747,728 fund balance for FY 2019, be recorded against the \$4,144,792 assigned fund balance, and the balance of the \$1,747,728 in planned expenditures be recorded against the unassigned fund

balance. This would mean that the assigned fund balance at the end of the fiscal year would total \$3,699,057, and the unassigned fund balance would be \$8,041,953, or 61% expenditure coverage.

Finally, for FY 2020, the planned use of \$3,324,321, in total fund balance, would be allocated \$768,100, against the assigned fund balance, and the remaining \$2,556,221, allocated against the unassigned fund balance. As a result, the total fund balance would finish the fiscal year at a total of \$8,455,841, made up of an estimated \$39,152, in unspendable balance, assigned fund balance of \$2,930,957, and unassigned fund balance of \$5,585,732.

CITY OF WARRENVILLE, ILLINOIS

General Fund Activity

FY 2020

Projected Beginning Unassigned Fund Balance	\$ 8,041,953
Revenues	
Property Taxes	\$ 3,557,173
Sales and Use Taxes	4,332,342
Amusement Taxes	-
Consumption Taxes	666,999
Income Taxes	1,294,290
Hotel-Motel Taxes	-
Motor Fuel Taxes	-
Connection Fees	-
Administrative Charges	40,980
Consumption Fees	-
Franchise Fees	210,150
Licensing Fees	952,693
Interest Income	5,957
Financing Proceeds	-
Misc. Revenues	155,221
Grant Revenue	11,320
Rental Income	35,638
Reimbursement Revenues	13,033
Fine Revenue	400,675
Transfers In	8,160
Total FY 2020 Revenue	\$ 11,684,631
Expenses/Expenditures	
Personnel	\$ 9,522,092
Capital	32,897
Supplies and Services	3,635,009
Maintenance	1,818,954
Total FY 2020 Expenses/Expenditures	\$ 15,008,952
Total Variance - Add to/(Use of) Fund Balance	\$ (3,324,321)
Breakdown:	
Add to/(Use of) Assigned Fund Balance	\$ (768,100)
Add to/(Use of) Unassigned Fund Balance	\$ (2,556,221)
Projected Ending Unassigned Fund Balance	\$ 5,485,732
Percent Change	-31.79%

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected 2019	Budget 2020	19-20 Growth
01-00-30100	Revenue	PROPERTY TAX - GENERAL CORP	1,318,155	1,309,365	1,303,029	1,344,993	1,339,667	1,295,120	-3.33%
01-00-30102	Revenue	PROPERTY TAX-POLICE PROTECTION	355,914	353,722	352,143	363,356	362,182	370,947	2.42%
01-00-30103	Revenue	PROPERTY TAXES-SOCIAL SECURITY	273,857	272,227	271,012	279,709	278,738	285,948	2.59%
01-00-30105	Revenue	PROPERTY TX - POLICE PENSION	738,249	823,895	882,334	887,304	861,485	982,640	14.06%
01-00-30106	Revenue	PROPERTY TAX - IMRF	181,573	180,329	179,277	184,997	184,134	189,158	2.73%
01-00-30108	Revenue	PROPERTY TAX- AUDIT	15,464	15,605	15,782	16,375	16,486	17,196	4.31%
01-00-30110	Revenue	PROP TAX - NON CURRENT	3,233	4	281	-	32	-	-100.00%
01-00-30111	Revenue	PROPERTY TAX - TORT & LIAB	94,279	93,880	93,461	96,482	96,379	98,755	2.47%
01-00-30114	Revenue	PROPERTY TAX-WORKERS COMP	60,608	60,192	59,924	61,961	61,632	63,380	2.84%
01-00-30116	Revenue	PROPERTY TAX - CROSSING GUARDS	37,911	36,413	36,497	37,619	37,791	38,814	2.71%
01-00-30162	Revenue	PROPERTY TAX - ROAD & BRIDGE	156,383	155,311	154,864	159,771	159,279	163,610	2.72%
01-00-30163	Revenue	PROP TX - TOWNSHIP RD & BR	41,483	48,047	55,551	55,900	55,975	51,604	-7.81%
01-00-30164	Revenue	PROP TX - NON CRRNT / RD & BR	67	-	7	-	1	1	0.00%
01-00-30200	Revenue	PERSONAL PROPERTY RPLCMT TAX	37,232	39,110	31,878	37,384	37,384	38,169	2.10%
01-00-30262	Revenue	PPRT - TOWNSHIP RD & BR	7,714	8,575	6,580	8,544	8,544	8,723	2.10%
01-00-30700	Revenue	SALES TAX	2,182,502	2,271,249	2,287,992	2,386,174	2,160,337	2,181,940	1.00%
01-00-30701	Revenue	HOME RULE SALES TAX	1,649,534	1,750,424	1,814,647	1,838,995	1,649,539	1,661,911	0.75%
01-00-30702	Revenue	SALES USE TAX	304,894	323,412	347,483	345,582	389,601	430,335	10.46%
01-00-30704	Revenue	AMUSEMENT TAX	115,925	107,432	-	-	-	-	-
01-00-30706	Revenue	SIMPLIFIED TELECOMM TAX	61,839	-	-	-	-	-	-
01-00-30708	Revenue	FOOD & BEVERAGE TAX	671,288	636,359	687,110	673,691	666,999	666,999	0.00%
01-00-30709	Revenue	AUTOMOBILE RENTAL TAX	6,743	8,373	8,821	8,073	11,208	11,264	2.50%
01-00-30900	Revenue	STATE INCOME TAX	1,400,362	1,242,056	1,371,776	1,258,812	1,265,382	1,294,290	0.28%
01-00-32000	Revenue	ACORN VAN PASS	3,870	4,380	5,100	3,728	3,600	3,728	3.56%
01-00-32100	Revenue	LIQUOR LICENSE	51,800	48,110	58,500	48,600	58,250	49,200	-15.54%
01-00-32200	Revenue	BUSINESS LICENSES	3,282	4,590	4,915	4,688	4,505	4,500	-0.11%
01-00-32400	Revenue	REFUSE COLLECTION LICENSES	4,500	5,250	6,000	4,500	4,500	4,500	0.00%
01-00-32600	Revenue	DOG LICENSES	1,126	1,027	977	1,148	895	1,148	28.27%
01-00-32700	Revenue	OTHER BUSINESS LICENSES	26,177	24,440	22,745	24,297	24,454	24,423	-0.13%
01-00-32900	Revenue	BUILDING PERMIT FEES	145,467	170,945	133,615	228,142	170,846	372,483	118.02%
01-00-32901	Revenue	ELECTRIC PERMIT FEES	45,734	19,774	14,647	34,341	29,861	51,509	72.50%
01-00-32902	Revenue	PLUMBING PERMIT FEES	16,159	13,752	11,106	19,587	21,443	26,771	24.85%
01-00-32903	Revenue	BUILDING PLAN REVIEW FEES	60,323	28,523	12,817	143,066	72,016	236,888	228.94%
01-00-32904	Revenue	TRAFFIC IMPACT FEE CREDITS	-	-	14,379	6,000	6,813	-	-100.00%
01-00-33100	Revenue	OTHER PERMITS	9,295	16,751	19,223	11,610	16,419	15,422	-6.07%
01-00-34200	Revenue	OVERWEIGHT PERMIT FEE	6,290	6,290	5,715	6,756	6,600	6,756	2.36%
01-00-34300	Revenue	CIRCUIT CLERK FINES	188,991	167,190	167,576	179,872	169,271	170,964	1.00%
01-00-34500	Revenue	PARKING VIOLATIONS	17,622	27,304	24,876	20,137	100,030	101,030	1.00%
01-00-34550	Revenue	POLICE-MV COMPLIANCE FINE	-	-	3,995	-	61,008	61,618	1.00%
01-00-34700	Revenue	OTHER FINES	525	1,567	2,955	1,219	3,250	3,262	0.99%
01-00-34800	Revenue	ADMINISTRATIVE TOWING FEES	51,000	40,660	48,720	48,217	40,500	48,217	19.05%
01-00-34850	Revenue	BOOKING FEES	6,710	5,930	4,940	7,239	5,600	7,239	29.27%

General Fund Line Items
Fiscal Year 2020

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected 2019	Budget 2020	19-20 Growth
01-00-35600	Revenue	ADMINISTRATIVE CHARGES - WATER	40,140	40,140	40,140	40,140	40,140	40,140	0.00%
01-00-35601	Revenue	ADMINISTRATIVE CHARGES - OTHER	1,486	200	700	840	2,550	840	-67.06%
01-00-35603	Revenue	SALARY REIMB-HITL/MTL TAX GRANTS	12,478	11,682	14,198	13,033	14,757	13,033	-11.68%
01-00-35605	Revenue	SALARY REIMB - INTERGOVERNMENTAL	-	1,460	163	250	-	-	-
01-00-36000	Revenue	PRINTING CHARGES	2,199	1,797	2,483	2,000	3,470	2,500	-27.95%
01-00-36400	Revenue	RE-INSPECTION FEES	-	280	210	300	1,000	500	-50.00%
01-00-36500	Revenue	ANNEXATION FEES	500	-	1,500	1,000	1,000	500	-50.00%
01-00-36600	Revenue	SENIOR TAXI COUPONS	8	15	353	204	-	-	-
01-00-36602	Revenue	SITE PLAN REVIEW FEES	6,600	10,800	84,960	28,880	55,200	2,080	-96.23%
01-00-36700	Revenue	ENGR RVW & INSPCTN FEES	1,850	13,297	41,145	153,990	282,364	58,500	-79.28%
01-00-36800	Revenue	PUBLIC HEARING FEES	7,615	6,388	9,931	8,640	12,330	8,160	-33.82%
01-00-36850	Revenue	RECORDING FEES	2,472	971	(460)	450	(144)	450	-412.50%
01-00-36900	Revenue	STORMWATER MANAGEMENT FEES	36,544	25,700	73,442	69,850	155,569	56,000	-64.00%
01-00-37000	Revenue	PRELIMINARY CONSULTATIVE FEES	2,500	4,050	21,565	10,500	9,737	10,000	2.70%
01-00-37400	Revenue	NEW ELEVATOR REVIEW & INSPECT	20,258	14,457	12,642	15,150	15,000	15,000	0.00%
01-00-37440	Revenue	VACANT BUILDING REGISTRATION	4,925	2,975	1,350	1,000	1,325	1,000	-24.53%
01-00-37445	Revenue	CODE ENFORCEMENT ADJUDICATION	9,081	345	3,200	750	675	675	0.00%
01-00-37450	Revenue	RENTAL REGIST& INSPECT FEE	-	-	-	-	-	-	-
01-00-37500	Revenue	RENTAL INCOME-WATER FUND	11,004	11,004	11,004	11,004	11,004	11,004	0.00%
01-00-37503	Revenue	RENTAL INCOME - CELL TOWERS	22,858	20,099	22,850	23,686	25,374	24,634	-2.92%
01-00-37700	Revenue	INTEREST INCOME	1,454	(571)	(28,848)	3,990	7,942	5,957	-24.99%
01-00-38000	Revenue	CABLE FRANCHISE FEES	204,095	210,394	214,504	220,530	208,069	210,150	1.00%
01-00-38600	Revenue	TRANSFERS IN	200,000	16,429	-	-	-	-	-
01-00-38660	Revenue	TRANSFERS IN - Seized Assets Fund	8,160	8,160	8,160	8,160	8,160	8,160	0.00%
01-00-39309	Revenue	GRANTS - (Charitable Games, Pull-tabs)	40,199	27,441	23,808	19,445	68,100	10,000	85.32%
01-00-39311	Revenue	STATE GRANT-TOBACCO COMPLIANCE	-	2,640	-	1,320	1,210	1,320	9.09%
01-00-39600	Revenue	PENALTY INCOME	1,050	345	180	325	100	325	225.00%
01-00-39900	Revenue	MISCELLANEOUS INCOME	56,413	50,919	53,835	30,000	22,000	30,000	36.36%
01-00-39920	Revenue	SALE SURPLUS PROPERTY-M & MGR	-	729	12,156	6,117	4,484	6,117	36.42%
01-00-39930	Revenue	REIMBURSEMENT - INS/WC/LIAB	53,172	60,581	49,194	32,841	9,775	32,841	235.97%
01-00-39935	Revenue	FALSE ALARM CALLS	4,100	8,800	5,300	4,650	13,850	8,020	-42.09%
01-00-39940	Revenue	FINGERPRINTING	5,860	3,720	3,165	4,474	2,068	4,474	116.34%
01-00-39951	Revenue	SPECIAL POLICE DETAILS	-	-	-	-	1,000	-	-100.00%
01-00-39954	Revenue	REFUSE STICKERS	75,972	90,859	70,470	83,212	79,100	81,789	3.40%
Totals			11,180,783	10,968,569	11,276,550	11,635,600	11,499,825	11,684,631	1.61%

General Fund Line Items
Fiscal Year 2020

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected 2019	Budget 2020	19-20 Growth
01-40-40000	Elected Officials	SALARIES-MAYOR & COUNCIL	65,200	64,800	65,000	74,800	74,800	75,400	0.80%
01-40-40100	Elected Officials	FICA EXPENSE	4,011	3,994	4,030	4,638	4,638	4,675	0.80%
01-40-40101	Elected Officials	MEDICARE EXPENSE	938	934	942	1,085	1,085	1,094	0.83%
01-40-43700	Elected Officials	NOTARY FEE				72	72	75	4.17%
01-40-44400	Elected Officials	TRAVEL, TRAINING & MEETINGS	3,312	2,598	3,328	7,760	7,760	7,760	0.00%
01-40-44601	Elected Officials	POSTAGE-NEWSLETTER				13,625	13,253	13,905	4.92%
01-40-44700	Elected Officials	PRINTING/PUBLISHING				1,085	1,099	1,290	17.38%
01-40-44701	Elected Officials	PRINTING NEWSLETTER				19,950	11,616	12,197	5.00%
01-40-45400	Elected Officials	OTHER PROFESSIONAL SERVICES	1,125	0	1,489	2,000	1,390	1,550	11.51%
01-40-46800	Elected Officials	CODIFICATION				3,000	8,360	8,000	-4.31%
01-40-46900	Elected Officials	DUES, SUBSCRIPTIONS & BOOKS	3,363	3,352	3,654	4,206	4,206	4,206	0.00%
01-40-47200	Elected Officials	OTHER SUPPLIES	1,345	53	501	2,000	500	1,000	100.00%
01-40-48700	Elected Officials	MISCELLANEOUS EXPENSE	370	3,825		4,600	3,550	4,600	29.58%
01-40-48710	Elected Officials	EMPLOYEE & VOLUNTEER APPRECIATION	4,504	3,491	4,191	5,000	5,000	5,000	0.00%
01-40-48711	Elected Officials	COUNCIL SPONSORSHIPS	6,031	1,000	500	2,000	500	1,000	100.00%
Totals			90,199	84,047	83,635	145,821	137,829	141,752	2.85%

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected 2019	Budget 2020	19-20 Growth
01-41-40000	Clerk	SALARIES-CITY CLERK	10,000	10,000	10,000	Consolidated		Consolidated	
01-41-40100	Clerk	FICA EXPENSE	620	620	620	into		into	
01-41-40101	Clerk	MEDICARE EXPENSE	145	145	145	Elected		Elected	
01-41-41103	Clerk	MAINTENANCE - SOFTWARE	0	0	0	Officials		Officials	
01-41-43400	Clerk	TELEPHONE				Account		Account	
01-41-43700	Clerk	NOTARY FEE			72	Group		Group	
01-41-44400	Clerk	TRAVEL, TRAINING & MEETINGS	4,382	2,609	5,085	Above		Above	
01-41-45400	Clerk	OTHER PROFESSIONAL SERVICES	292	5,954		(01-40-)		(01-40-)	
01-41-44601	Clerk	POSTAGE - NEWSLETTER	11,390	13,620	13,268	Beginning		Beginning	
01-41-44700	Clerk	PRINTING/PUBLISHING	1,157	1,082	2,482	with		with	
01-41-44701	Clerk	PRINTING - NEWSLETTER	15,120	18,430	16,665	FY 2019			
01-41-45700	Clerk	TRAINING & SEMINARS							
01-41-46800	Clerk	CODIFICATION	1,660	1,869	7,191				
01-41-46900	Clerk	DUES, SUBSCRIPTIONS & BOOKS	450	480	480				
01-41-49500	Clerk	EQUIPMENT PURCHASE		22,452					
Totals			45,216	77,261	56,008			-	

General Fund Line Items
Fiscal Year 2020

GENERAL FUND LINE ITEMS

Budget 2020	19-20 Growth
177,900	-1.23%
12,000	14.29%
10,000	33.33%
20,000	
219,900	6.95%

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected 2019
01-43-45100	Legal	LEGAL - CORPORATE	128,335	132,548	184,072	222,000	180,115
01-43-45101	Legal	LEGAL - CITY PROSECUTOR	9,802	11,540	10,900	16,000	10,500
01-43-45102	Legal	LEGAL - LITIGATION	-	-	-	10,000	-
01-43-45103	Legal	LEGAL - LABOR RELATIONS	16,860	6,137	18,350	20,000	15,000
Totals			154,997	150,225	213,322	268,000	205,615

Budget 2020	19-20 Growth
254,217	-0.92%
10,500	556.25%
16,412	13.36%
3,838	9.44%
25,369	-4.32%
925	10.91%
18,250	3.63%
120	
5,225	252.33%
18,528	16.48%
98,550	-30.55%
609	0.00%
260	192.13%
200	25.00%
435	0.00%
4,000	4900.00%
90,720	4.25%
548,158	-3.63%

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected 2019
01-45-40000	Finance	SALARIES - FINANCE DEPT	228,783	232,736	239,623	245,963	256,588
01-45-40001	Finance	OVERTIME - FINANCE DEPT	-	130	228	33,783	1,600
01-45-40100	Finance	FICA EXPENSE	13,064	13,476	13,886	17,345	14,478
01-45-40101	Finance	MEDICARE EXPENSE	3,074	3,152	3,248	4,056	3,507
01-45-40200	Finance	IMRF EXPENSE	25,842	26,743	27,112	30,744	26,515
01-45-40705	Finance	TELECOMMUNICATION TAX REBATES	1,422	917	749	1,000	834
01-45-42950	Finance	CREDIT CARD FEES	15,433	15,912	17,885	25,000	17,610
01-45-43700	Finance	NOTARY FEE	123	-	58	-	-
01-45-44400	Finance	TRAVEL, TRAINING & MEETINGS	1,132	4,912	1,640	5,225	1,483
01-45-45200	Finance	AUDIT EXPENSE	16,000	16,090	16,501	19,046	15,906
01-45-45400	Finance	OTHER PROFESSIONAL SERVICES	22,816	44,550	41,200	273,970	141,900
01-45-46900	Finance	DUES, SUBSCRIPTIONS & BOOKS	909	588	609	619	609
01-45-47200	Finance	OTHER SUPPLIES	150	90	89	-	89
01-45-48700	Finance	MISCELLANEOUS EXPENSE	247	14	1,977	250	160
01-45-48703	Finance	GFOA REVIEW FEE	435	435	435	435	435
01-45-49500	Finance	EQUIPMENT PURCHASE	14,745	847	-	-	80
01-45-49954	Finance	REFUSE STICKERS	66,800	109,421	56,520	99,830	87,020
Totals			410,975	470,013	421,760	757,266	568,814

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected 2019	Budget 2020	19-20 Growth
01-50-40000	Administration	SALARIES - ADMINISTRATION	340,461	309,210	297,035	333,891	315,452	354,107	12.25%
01-50-40001	Administration	OVERTIME - ADMINISTRATION	10,037	10,820	8,709	10,000	9,188	10,000	8.84%
01-50-40100	Administration	FICA EXPENSE	18,793	17,494	16,609	21,321	17,363	22,575	30.02%
01-50-40101	Administration	MEDICARE EXPENSE	4,950	4,531	4,341	4,987	4,511	5,343	18.44%
01-50-40200	Administration	IMRF EXPENSE	39,710	36,911	38,723	37,794	34,956	34,894	-0.18%
01-50-40500	Administration	COMMITTEES / COMMISSIONS	10,578	8,147	10,492	13,500	13,500	13,500	0.00%
01-50-44400	Administration	TRAVEL, TRAINING & MEETINGS	17,258	21,241	10,774	17,125	10,760	16,025	48.93%
01-50-45400	Administration	OTHER PROFESSIONAL SERVICES	18,457	39,229	47,795	17,740	17,740	28,000	57.84%
01-50-45490	Administration	EMPLOYEE ASSISTANCE PROGRAM	1,024	1,024	1,024	1,100	1,024	-	-100.00%
01-50-45710	Administration	EDUCATION REIMBURSEMENT	-	-	2,638	2,500	1,600	3,000	87.50%
01-50-46600	Administration	SENIOR SERVICES	12,700	12,700	12,700	15,300	15,000	15,300	2.00%
01-50-46900	Administration	DUES, SUBSCRIPTIONS & BOOKS	9,505	15,407	15,858	16,437	16,437	23,205	41.18%
01-50-47200	Administration	OTHER SUPPLIES	220	106	-	1,000	1,000	1,000	0.00%
01-50-48700	Administration	MISCELLANEOUS EXPENSE	2,926	2,858	8,362	2,000	2,000	2,000	0.00%
01-50-48706	Administration	FLEX SPENDING FEE	4,427	4,730	4,726	2,513	4,977	-	-100.00%
01-50-49200	Administration	LAND PURCHASE - INTEREST EXPENSE	5,100	5,100	-	-	-	-	-
01-50-49500	Administration	EQUIPMENT PURCHASE	-	395	11,439	895	895	895	0.00%
Totals			496,146	489,903	491,225	498,103	466,403	529,844	13.60%

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected 2019	Budget 2020	19-20 Growth
01-51-40000	Police	SALARIES - POLICE SWORN	2,959,672	2,931,895	3,099,561	3,281,657	3,150,046	3,403,657	8.05%
01-51-40001	Police	OVERTIME - POLICE	247,275	278,065	247,036	250,000	262,854	250,000	-4.89%
01-51-40004	Police	SALARIES-CROSSING GUARDS	35,842	34,660	42,772	49,698	41,544	50,692	22.02%
01-51-40005	Police	POLICE-NON-SWORN	396,195	406,935	423,546	437,733	416,975	449,355	7.77%
01-51-40006	Police	UNEMPLOYMENT INSURANCE		4,335					
01-51-40100	Police	FICA EXPENSE	215,304	210,333	223,713	249,183	231,625	257,530	11.18%
01-51-40101	Police	MEDICARE EXPENSE	51,013	49,872	52,794	58,277	54,506	60,229	10.50%
01-51-40200	Police	IMRF EXPENSE	45,553	47,470	48,811	49,481	43,930	44,261	0.75%
01-51-40401	Police	CITY CONTR. TO POLICE PENSION	1,004,900	1,073,895	1,132,335	1,137,304	1,137,304	1,222,868	7.52%
01-51-41100	Police	MAINTENANCE - EQUIPMENT	28,167	27,211	23,126	34,043	33,943	34,043	0.29%
01-51-41110	Police	MAINTENANCE - AUTOS	26,413	53,695	50,392	56,900	60,128	54,250	-9.78%
01-51-42700	Police	MAINTENANCE - COMMUNICATIONS			11,596				
01-51-42800	Police	COMMUNICATIONS SERVICES	339,671	322,624	344,795	381,106	373,354	394,681	5.71%
01-51-42900	Police	ANIMAL CONTROL	1,169	1,237	1,257	1,500	1,925	4,300	123.38%
01-51-43400	Police	TELEPHONE	23,675	25,743	28,970	29,296	29,296	30,322	3.50%
01-51-43700	Police	NOTARY FEE	108	360	241	180	246	192	-21.95%
01-51-44300	Police	RENT EXPENSE	1,745	1,727	3,751	5,235	2,989	5,235	75.14%
01-51-44400	Police	TRAVEL, TRAINING & MEETINGS	33,002	25,379	31,388	27,680	27,680	28,405	2.62%
01-51-44700	Police	PRINTING/PUBLISHING	2,288	1,850	2,285	6,500	6,500	8,000	23.08%
01-51-44850	Police	ADMINISTRATIVE TOWING EXPENSE	3,110	3,245	3,647	5,000	4,792	6,000	25.21%
01-51-45400	Police	OTHER PROFESSIONAL SERVICES	12,703	11,740	14,311	18,663	29,889	27,865	-6.77%
01-51-45402	Police	PROFESSIONAL ADJUDICATION SVCS	3,183	2,620	3,152	3,200	3,232	3,200	-0.99%
01-51-45710	Police	EDUCATION REIMBURSEMENT			8,574	11,800	7,799	6,000	-23.07%
01-51-46900	Police	DUES, SUBSCRIPTIONS & BOOKS	27,926	29,533	27,531	55,038	55,038	56,253	2.21%
01-51-47200	Police	OTHER SUPPLIES	6,814	8,590	8,518	16,500	16,500	16,900	2.42%
01-51-47210	Police	AMMUNITION & SUPPLIES	3,771	11,743	12,345	33,727	33,727	10,280	-69.52%
01-51-47300	Police	UNIFORMS	47,539	41,857	29,349	44,755	44,755	45,685	2.08%
01-51-47304	Police	UNIFORMS-CROSSING GUARDS	955		850	425	450	150	-66.67%
01-51-47600	Police	GAS/OIL EXPENSE	56,254	57,509	62,544	62,440	60,603	63,634	5.00%
01-51-48401	Police	COLLECTION AGENCY FEES				375		375	
01-51-48700	Police	MISCELLANEOUS EXPENSE	1,265	253	927	2,000	625	2,000	220.00%
01-51-48701	Police	INVESTIGATIONS	1,308	962	1,018	1,000	922	1,000	8.46%
01-51-48702	Police	PUBLIC RELATIONS	6,428	4,792	5,562	10,875	10,875	10,875	0.00%
01-51-49500	Police	EQUIPMENT PURCHASE	4,142	256	60,466	63,992	63,992	4,002	-93.75%
01-51-49503	Police	EQUIPMENT-MAINTENANCE SUPRV	1,906	2,453	3,357	2,833	2,833	3,000	5.89%
Totals			5,589,296	5,672,839	6,010,520	6,388,396	6,210,877	6,555,239	5.54%

GENERAL FUND LINE ITEMS

Cost Center	Acct #	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected 2019	Budget 2020	19-20 Growth
Streets	01-52-40000	SALARIES - STREETS	484,637	498,359	546,582	561,768	563,809	579,587	2.80%
Streets	01-52-40001	OVERTIME - STREETS	71,379	79,199	100,767	90,000	83,782	90,000	7.42%
Streets	01-52-40100	FICA EXPENSE	32,673	33,962	38,420	40,410	40,151	41,514	3.39%
Streets	01-52-40101	MEDICARE EXPENSE	7,684	7,943	8,986	9,451	9,390	9,709	3.40%
Streets	01-52-40200	IMRF EXPENSE	126,610	66,040	73,128	71,630	68,609	64,169	-6.47%
Streets	01-52-41100	MAINTENANCE - EQUIPMENT	56,469	48,017	73,184	58,000	58,000	62,000	6.90%
Streets	01-52-41200	MAINTENANCE - STREETS	26,456	21,773	79,357	618,700	559,413	507,500	-9.28%
Streets	01-52-41300	MAINTENANCE - GROUNDS	14,558	18,621	7,102	27,000	27,000	62,000	129.63%
Streets	01-52-41315	MAINTENANCE-TREES	34,565	30,760	17,185	25,000	25,000	25,000	0.00%
Streets	01-52-41316	MAINTENANCE - STREAMS	-	-	-	4,000	4,000	4,000	0.00%
Streets	01-52-42600	GARBAGE REMOVAL	1,309	1,431	1,578	1,500	1,500	1,500	0.00%
Streets	01-52-43800	UTILITIES	14,089	23,216	24,271	21,769	21,769	25,000	14.84%
Streets	01-52-44000	MAINTENANCE - STREET LIGHTS	34,367	47,441	24,682	50,000	50,000	50,000	0.00%
Streets	01-52-44300	RENT EXPENSE	3,159	2,777	2,800	3,300	3,300	5,100	54.55%
Streets	01-52-44400	TRAVEL, TRAINING & MEETINGS	573	2,624	5,689	5,250	4,500	12,450	176.67%
Streets	01-52-45300	ENGINEERING	-	-	111,123	147,500	92,000	339,440	268.96%
Streets	01-52-45400	OTHER PROFESSIONAL SERVICES	80,844	66,929	95,824	112,300	104,800	155,450	48.33%
Streets	01-52-45401	J.U.L.I.E.	1,687	1,849	2,617	16,200	6,200	6,200	0.00%
Streets	01-52-46900	DUES, SUBSCRIPTIONS & BOOKS	12	259	475	462	462	600	29.87%
Streets	01-52-47200	OTHER SUPPLIES	1,998	1,676	1,873	1,725	1,725	1,725	0.00%
Streets	01-52-47220	SMALL TOOLS	1,384	1,219	1,868	2,000	2,000	2,000	0.00%
Streets	01-52-47300	UNIFORMS	3,340	4,674	3,600	5,500	4,500	5,500	22.22%
Streets	01-52-47600	GAS/OIL EXPENSE	22,514	21,572	27,863	27,500	27,500	27,500	0.00%
Streets	01-52-48700	MISCELLANEOUS EXPENSE	7,754	5,749	30,375	96,500	19,500	99,000	407.69%
Streets	01-52-49500	EQUIPMENT PURCHASE	6,082	10,465	14,416	40,000	4,200	5,000	19.05%
Streets	01-52-49503	EQUIPMENT-MAINTENANCE SUPRVR	1,637	1,714	4,239	1,500	4,000	2,000	-50.00%
Totals			1,035,780	998,269	1,298,004	2,038,965	1,787,110	2,183,944	22.21%

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected 2019	Budget 2020	19-20 Growth
01-53-40000	Community Dev	SALARIES - COMMUNITY DVLP/MPNT	558,496	625,460	626,090	749,376	740,993	770,460	3.98%
01-53-40001	Community Dev	OVERTIME - COMMUNITY DVLP/MPNT	1,952	2,099	1,132	6,303	2,047	6,303	207.91%
01-53-40003	Community Dev	SALARIES - PLAN COMMISSION	2,770	2,059	3,090	2,500	3,263	3,500	7.26%
01-53-40100	Community Dev	FICA EXPENSE	31,976	36,280	36,902	46,852	46,271	48,159	4.08%
01-53-40101	Community Dev	MEDICARE EXPENSE	7,784	8,843	8,836	10,957	10,821	11,263	4.08%
01-53-40200	Community Dev	IMRF EXPENSE	61,055	67,839	68,792	78,341	76,254	69,498	-8.86%
01-53-41110	Community Dev	MAINTENANCE - AUTOS	2,214	200	538	1,000	1,900	3,000	57.89%
01-53-43700	Community Dev	NOTARY FEE	-	54	10	50	-	-	-
01-53-44400	Community Dev	TRAVEL, TRAINING & MEETINGS	8,640	8,483	8,665	17,850	13,050	33,100	153.64%
01-53-44700	Community Dev	PRINTING / PUBLISHING	1,542	1,674	613	2,500	2,000	2,500	25.00%
01-53-45210	Community Dev	COMPUTER SOFTWARE	2,972	2,940	3,120	7,300	-	-	-
01-53-45300	Community Dev	ENGINEERING	5,378	14,548	87,912	80,000	105,000	125,000	19.05%
01-53-45400	Community Dev	OTHER PROFESSIONAL SERVICES	45,904	40,223	7,872	55,900	12,100	96,100	694.21%
01-53-45404	Community Dev	BLDG PERMIT REVIEW & INSPECT	44,150	12,510	13,320	6,500	6,500	21,000	223.08%
01-53-45405	Community Dev	ELEVATOR INSPECTIONS	11,643	9,914	8,406	17,500	17,500	17,500	0.00%
01-53-45406	Community Dev	LANDSCAPE REVIEW & INSPECTIONS	3,335	399	1,087	4,500	4,500	4,500	0.00%
01-53-45701	Community Dev	TRAINING - PLAN COMMISSION	425	480	-	750	500	750	50.00%
01-53-45710	Community Dev	EDUCATION REIMBURSEMENT	-	-	-	2,000	-	-	-
01-53-45900	Community Dev	STORMWATER MANAGEMENT	284	(1,500)	-	16,000	-	-	-
01-53-46000	Community Dev	PRELIMINARY CONSULT	-	-	-	1,500	1,500	1,500	0.00%
01-53-46900	Community Dev	DUES, SUBSCRIPTIONS & BOOKS	5,151	4,552	5,615	6,715	4,820	6,410	32.99%
01-53-47200	Community Dev	OTHER SUPPLIES	629	205	83	600	400	1,000	150.00%
01-53-47300	Community Dev	UNIFORMS	221	757	885	750	1,050	600	-42.86%
01-53-48700	Community Dev	MISCELLANEOUS EXPENSE	143	78	2,093	3,250	2,100	3,100	47.62%
01-53-49200	Community Dev	LAND PURCHASE	458,100	5,907	1,393	-	-	-	-
01-53-49500	Community Dev	EQUIPMENT PURCHASE	15,041	2,870	765	25,600	20,300	1,000	-95.07%
Totals			1,269,805	846,874	887,219	1,144,594	1,072,869	1,226,243	14.30%

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected 2019	Budget 2020	19-20 Growth
01-54-40000	EMA	SALARIES - E.M.A.	5,800	6,000	6,000	6,000	4,800	2,400	-50.00%
01-54-40100	EMA	FICA EXPENSE	360	372	372	372	298	149	-50.00%
01-54-40101	EMA	MEDICARE EXPENSE	84	87	87	87	70	35	-50.00%
01-54-41100	EMA	MAINTENANCE - EQUIPMENT	540	1,613	756	1,401	1,401	1,401	0.00%
01-54-41110	EMA	MAINTENANCE - AUTO	38	2,154	653	3,500	2,785	6,000	115.44%
01-54-42700	EMA	MAINTENANCE - COMMUNICATIONS	2,827	-	410	1,750	1,750	1,750	0.00%
01-54-43400	EMA	TELEPHONE	1,267	1,097	1,112	1,350	475	1,350	184.21%
01-54-44400	EMA	TRAVEL, TRAINING & MEETINGS	2,441	626	232	4,500	600	4,500	650.00%
01-54-46900	EMA	DUES, SUBSCRIPTIONS & BOOKS	81	-	-	100	100	100	0.00%
01-54-47200	EMA	OTHER SUPPLIES	2,948	420	1,122	3,500	3,500	3,500	0.00%
01-54-47300	EMA	UNIFORMS	2,836	1,180	994	2,000	2,000	2,000	0.00%
01-54-47600	EMA	GAS / OIL EXPENSE	791	444	243	1,200	400	1,200	200.00%
01-54-48700	EMA	MISCELLANEOUS EXPENSE	1,202	50	-	6,500	-	6,500	0.00%
01-54-49500	EMA	EQUIPMENT PURCHASE	11,026	802	3,216	500	500	8,500	1600.00%
Totals			32,241	14,845	15,197	32,760	18,679	39,385	110.85%

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected 2019	Budget 2020	19-20 Growth
01-55-44400	Police Comm.	TRAVEL, TRAINING & MEETINGS	460	-	866	2,777	2,777	2,800	0.83%
01-55-44700	Police Comm.	PRINTING / PUBLISHING	3,348	348	4,044	-	-	-	0.00%
01-55-45100	Police Comm.	LEGAL SERVICES	300	-	-	500	500	500	0.00%
01-55-45400	Police Comm.	OTHER PROFESSIONAL SERVICES	30	-	-	-	-	-	0.00%
01-55-45800	Police Comm.	TESTING	17,147	9,315	13,341	8,750	8,750	8,750	0.00%
01-55-46900	Police Comm.	DUES, SUBSCRIPTIONS & BOOKS	375	375	375	685	685	730	6.57%
Totals			21,660	10,038	18,626	12,712	12,712	12,780	0.53%

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected 2019	Budget 2020	19-20 Growth
01-60-40000	Muni Van	SALARIES - MUNICIPAL VAN	28,986	28,874	29,823	30,701	30,698	29,694	-3.27%
01-60-40100	Muni Van	FICA EXPENSE	1,797	1,790	1,849	1,904	1,903	1,841	-3.26%
01-60-40101	Muni Van	MEDICARE EXPENSE	420	419	432	446	445	431	-3.15%
01-60-41110	Muni Van	MAINTENANCE - AUTO	2,167	333	465	400	400	400	0.00%
01-60-44300	Muni Van	RENT EXPENSE	7,613	8,376	8,221	6,738	6,738	8,085	19.99%
01-60-44700	Muni Van	PRINTING/PUBLISHING	-	-	-	500	-	500	-
01-60-47200	Muni Van	OTHER SUPPLIES	-	-	-	100	-	100	-
01-60-47600	Muni Van	GAS/OIL EXPENSE	2,270	2,261	2,607	3,300	2,680	3,000	11.94%
01-60-48700	Muni Van	MISCELLANEOUS EXPENSE	22	-	-	15,100	10,100	35,100	247.52%
Totals			43,275	42,053	43,397	59,189	52,964	79,151	49.44%

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected 2019	Budget 2020	19-20 Growth
01-62-40000	Streets R&B	SALARIES-ROAD & BRIDGE	63,012	64,555	63,766	68,486	68,344	70,540	3.21%
01-62-40001	Streets R&B	OVERTIME-ROAD & BRIDGE	148	1,040	783	1,800	724	1,800	148.62%
01-62-40100	Streets R&B	FICA EXPENSE	3,775	3,847	3,423	4,358	4,282	4,485	4.74%
01-62-40101	Streets R&B	MEDICARE EXPENSE	883	900	800	1,020	1,001	1,049	4.80%
01-62-40200	Streets R&B	IMRF EXPENSE	7,135	7,533	6,864	7,725	7,117	6,933	-2.59%
01-62-44500	Streets R&B	CAPITAL FUND SUBSIDY	37,000	37,000	37,000	37,000	37,000	37,000	0.00%
Totals			111,953	114,875	112,636	120,389	118,468	121,807	2.82%

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected 2019	Budget 2020	19-20 Growth
01-63-41000	Parks & Rec	MAINTENANCE - BUILDING	4,904	6,877	7,288	8,500	7,300	8,500	16.44%
01-63-41100	Parks & Rec	MAINTENANCE-EQUIPMENT	2,433	2,407	2,227	1,600	2,159	20,500	849.51%
01-63-41300	Parks & Rec	MAINTENANCE GROUNDS	13,556	22,127	15,216	29,000	24,000	25,000	4.17%
01-63-41315	Parks & Rec	MAINTENANCE-TREES	-	-	3,255	1,000	1,000	1,000	0.00%
01-63-43800	Parks & Rec	UTILITIES	2,792	2,334	3,000	2,767	2,767	3,000	8.42%
01-63-45400	Parks & Rec	OTHER PROFESSIONAL SERVICES	-	-	2,550	4,500	7,930	10,500	32.41%
01-63-46700	Parks & Rec	VETERANS MEMORIAL	3,852	1,073	3,765	5,000	3,800	5,000	31.58%
01-63-48700	Parks & Rec	MISCELLANEOUS EXPENSE	625	688	202	750	508	750	47.64%
01-63-48800	Parks & Rec	ALBRIGHT STUDIO EXPENSES	9,679	9,468	5,315	10,010	10,810	15,310	41.63%
01-63-49500	Parks & Rec	EQUIPMENT PURCHASE	23,704	1,070	3,310	20,000	12,400	2,500	-79.84%
Totals			61,545	46,044	46,128	83,127	72,674	92,060	26.68%

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected 2019	Budget 2020	19-20 Growth
01-65-40000	Bldgs & Grnds	SALARIES - BUILDINGS & GROUNDS	78,706	71,580	79,432	87,360	80,734	89,476	10.83%
01-65-40001	Bldgs & Grnds	OVERTIME - BUILDINGS & GROUNDS	1,661	1,618	2,848	2,700	2,872	2,700	-5.99%
01-65-40100	Bldgs & Grnds	FICA EXPENSE	4,862	4,415	4,966	5,584	5,184	5,715	10.24%
01-65-40101	Bldgs & Grnds	MEDICARE EXPENSE	1,137	1,032	1,161	1,306	1,212	1,337	10.31%
01-65-40200	Bldgs & Grnds	IMRF EXPENSE	7,500	7,821	8,080	8,048	7,626	7,221	-5.31%
01-65-41000	Bldgs & Grnds	MAINTENANCE - BUILDINGS	98,054	97,581	131,674	307,625	135,800	171,775	26.49%
01-65-41110	Bldgs & Grnds	MAINTENANCE - AUTO	20	189	-	150	250	150	-40.00%
01-65-44400	Bldgs & Grnds	TRAVEL, TRAINING & MEETINGS	-	-	-	1,000	650	1,000	53.85%
01-65-46900	Bldgs & Grnds	DUES & SUBSCRIPTIONS	407	34	310	300	300	300	0.00%
01-65-47200	Bldgs & Grnds	OTHER SUPPLIES	3,716	3,483	7,936	4,000	4,000	4,000	0.00%
01-65-47300	Bldgs & Grnds	UNIFORMS	930	736	898	900	900	900	0.00%
01-65-47600	Bldgs & Grnds	GAS/OIL EXPENSE	636	600	811	832	832	900	8.17%
01-65-49300	Bldgs & Grnds	BUILDING IMPROVEMENTS	-	-	-	-	-	-	-
01-65-49500	Bldgs & Grnds	EQUIPMENT PURCHASE	-	-	7,566	5,350	-	-	-
Totals			197,629	189,089	245,682	425,155	240,360	285,474	18.77%

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected 2019	Budget 2020	19-20 Growth
01-70-40400	Central Sves	EMPLOYEE INSURANCE	830,161	866,323	906,913	988,160	1,006,306	1,039,275	3.28%
01-70-40403	Central Sves	INSURANCE OPT-OUT PAYMENTS	8,809	11,320	10,242	10,886	3,110	5,833	87.56%
01-70-41100	Central Sves	MAINTENANCE - EQUIPMENT	84,495	179,443	171,391	316,320	239,840	492,562	105.37%
01-70-41103	Central Sves	MAINTENANCE - SOFTWARE	60,108	60,542	73,292	140,042	157,893	180,028	14.02%
01-70-43301	Central Sves	INSURANCE - LIABILITY	96,199	88,540	101,578	107,462	106,226	111,537	5.00%
01-70-43302	Central Sves	INSURANCE - WORKERS COMP	154,899	146,691	143,184	167,010	179,434	227,072	26.55%
01-70-43303	Central Sves	INSURANCE - EE LIFE	2,816	2,293	2,395	2,520	2,457	2,520	2.56%
01-70-43400	Central Sves	TELEPHONE	64,948	73,564	71,823	76,205	76,205	73,111	-4.06%
01-70-44300	Central Sves	RENT EXPENSE	600	688	717	746	717	717	0.00%
01-70-44600	Central Sves	POSTAGE	7,558	6,959	7,823	6,639	7,106	8,882	24.99%
01-70-44700	Central Sves	PRINTING/PUBLISHING	8,536	2,726	1,853	10,000	7,286	5,500	-24.51%
01-70-45210	Central Sves	COMPUTER SOFTWARE	160	-	-	-	-	811,178	69.64%
01-70-45400	Central Sves	OTHER PROFESSIONAL SERVICES	16,008	14,843	17,667	15,500	17,429	15,000	-13.94%
01-70-47100	Central Sves	OFFICE SUPPLIES							
Totals			1,335,297	1,453,932	1,508,878	3,120,595	2,282,179	2,973,215	30.28%
Fund Total Rev			11,180,783	10,968,569	11,276,550	11,635,600	11,499,825	11,684,631	1.61%
Fund Total Exp			10,896,014	10,660,307	11,452,237	15,095,072	13,247,553	15,008,952	13.30%
Fiscal Year Variance			284,769	308,262	(175,687)	(3,459,472)	(1,747,728)	(3,324,321)	
Total Fund Balance - Fiscal Year End			9,266,951	13,703,577	13,527,890	11,780,162	11,780,162	8,455,841	
Non-Spendable Fund Balance			2,319,323	2,319,140	39,152	39,152	39,152	39,152	
Assigned Fund Balance-Fiscal Year End (1)			6,947,628	7,239,645	9,343,946	8,041,953	8,041,953	5,485,732	
Unassigned Fund Balance @ 4/30			6,947,628	7,239,645	9,343,946	8,041,953	8,041,953	5,485,732	

Note: (1) Assigned Fund Balance resulting from closure of Special Projects Fund into the General Fund at the end of FY 2017

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected 2019	Budget 2020	19-20 Growth
01-40-40000	Elected Officials	SALARIES-MAYOR & COUNCIL	65,200	64,800	65,000	74,800	74,800	75,400	0.80%
01-40-40100	Elected Officials	FICA EXPENSE	4,011	3,994	4,030	4,638	4,638	4,675	0.80%
01-40-40101	Elected Officials	MEDICARE EXPENSE	938	934	942	1,085	1,085	1,094	0.83%
01-40-43700	Elected Officials	NOTARY FEE				72	72	75	4.17%
01-40-44400	Elected Officials	TRAVEL, TRAINING & MEETINGS	3,312	2,598	3,328	7,760	7,760	7,760	0.00%
01-40-44601	Elected Officials	POSTAGE-NEWSLETTER				13,625	13,253	13,905	4.92%
01-40-44700	Elected Officials	PRINTING/PUBLISHING				1,085	1,099	1,290	17.38%
01-40-44701	Elected Officials	PRINTING NEWSLETTER				19,950	11,616	12,197	5.00%
01-40-45400	Elected Officials	OTHER PROFESSIONAL SERVICES	1,125	0	1,489	2,000	1,390	1,550	11.51%
01-40-46800	Elected Officials	CODIFICATION				3,000	8,360	8,000	-4.31%
01-40-46900	Elected Officials	DUES, SUBSCRIPTIONS & BOOKS	3,363	3,352	3,654	4,206	4,206	4,206	0.00%
01-40-47200	Elected Officials	OTHER SUPPLIES	1,345	53	501	2,000	500	1,000	100.00%
01-40-48700	Elected Officials	MISCELLANEOUS EXPENSE	370	3,825		4,600	3,550	4,600	29.58%
01-40-48710	Elected Officials	EMPLOYEE & VOLUNTEER APPRECIATION	4,504	3,491	4,191	5,000	5,000	5,000	0.00%
01-40-48711	Elected Officials	COUNCIL SPONSORSHIPS	6,031	1,000	500	2,000	500	1,000	100.00%
Totals			90,199	84,047	83,635	145,821	137,829	141,752	2.85%

CITY OF WARRENVILLE
FISCAL YEAR 2020
NOTARY FEE - 01-40-43700

CITY OF WARRENVILLE
FISCAL YEAR 2020
TRAVEL, TRAINING & MEETINGS - 01-40-44400

DEPARTMENT: ELECTED OFFICIALS				
PROGRAM: On-Going				
2018 Actual	2019 Estimated	Description of Cost	2020 Budget	
\$ 72	\$ 72	Notary Renewal (Clerk Larson due for renewal in 11/22 minimum \$5,000 bond, filing fee, and new self-inking stamp, and filing fee for County)	\$ 75	
		Deputy Clerk Avilez (due for renewal Mar 2020 Budget again in FY 2024)		
		<i>(Budgeted in 01-41-43700 prior to FY 2019)</i>		
\$ 72	\$ 72	Total	\$ 75	

DEPARTMENT: ELECTED OFFICIALS				
PROGRAM: On-Going				
2018 Actual	2019 Estimated	Description of Cost	2020 Budget	
\$ 8,414	\$ 4,000	Various Conferences, Training, Meetings, etc. (i.e. IML Conference, DMMC Meetings) Mayor and City Council	\$4,000	
		<i>(The following expenditures were Budgeted in 01-41-43700 prior to FY 2019)</i>		
	300	Clerks Office Related Municipal Clerks of DuPage County (MCDC) Meetings (Bi-monthly - Clerk and Deputy Clerk)	300	
	750	Municipal Clerks of IL (MCI) Quarterly District Mfgs (Overnight and mileage) (Clerk and Deputy Clerk)	750	
	600	Northern Illinois Municipal Clerks (NIMCA) (Bi-monthly Meeting Attendance - Overnight & mileage) (Clerk Only)	600	
	1,500	Municipal Clerks of Illinois (MCI) Annual Certification Seminar Springfield - October (Overnight and mileage) (Clerk and Deputy Clerk)	1,500	
	610	Illinois Municipal League (IML) Annual Conference Chicago - September (Clerk and Deputy Clerk)	610	
\$ 8,414	\$ 7,760	Total	\$ 7,760	
				\$ 7,760

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 POSTAGE - NEWSLETTER - 01-40-44601

DEPARTMENT: ELECTED OFFICIALS				
PROGRAM: On-Going				
2018	2019	Description of	2020	
Actual	Estimated	Cost	Budget	
\$ 13,268	\$ 13,028	Hometown Happenings 12 Monthly Mailings	\$ 13,680	
	225	Annual Permit Renewal - Postmaster <i>(Budgeted in 01-41-44601 prior to FY 2019)</i>	225	
\$ 13,268	\$ 13,253	Total	\$ 13,905	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 PRINTING/PUBLISHING - 01-40-44700

DEPARTMENT: ELECTED OFFICIALS				
PROGRAM: On-Going				
2018	2019	Description of	2020	
Actual	Estimated	Cost	Budget	
\$ 2,482	\$ 100	Required Publication of Public Notices Including Bids	\$ 200	
	258	Tax Levy Notification (Daily Herald)	290	
	741	Treasurer's Report (Daily Herald)	800	
		<i>(Budgeted in 01-41-44700 prior to FY 2019)</i>		
\$ 2,482	\$ 1,099	Total	\$ 1,290	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 PRINTING NEWSLETTER - 01-40-44701

DEPARTMENT: ELECTED OFFICIALS				
PROGRAM: On-Going				
2018	2019	Description of Cost	2020	
Actual	Estimated		Budget	
\$ 16,665	\$ 11,616	Hometown Happenings 12 Monthly Printed Editions FY 18 pricing \$1,515/mo FY 19 pricing \$1,662.50/mo <i>(Budgeted in 01-41-44701 prior to FY 2019)</i>	\$	12,197
\$ 16,665	\$ 11,616	Total	\$	12,197

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 OTHER PROFESSIONAL SERVICES - 01-40-45400

DEPARTMENT: ELECTED OFFICIALS				
PROGRAM: On-Going				
2018	2019	Description of Cost	2020	
Actual	Estimated		Budget	
\$ 1,489	\$ 1,390	Mayor's Fitness Challenge	\$	1,550
\$ 1,489	\$ 1,390	Total	\$	1,550

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 CODIFICATION - 01-40-46800

DEPARTMENT: ELECTED OFFICIALS				
PROGRAM: On-Going				
2018	2019	Description of	2020	
Actual	Estimated	Cost	Budget	
\$ 7,191				
	\$ 7,860	Quarterly Code Revision/Supplements	\$ 7,500	
	500	Sterling Codifiers annual hosting fee	500	
		<i>(Budgeted in 01-41-43700 prior to FY 2019)</i>		
\$ 7,191	\$ 8,360	Total	\$ 8,000	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 DUES, SUBSCRIPTIONS & BOOKS - 01-40-46900

DEPARTMENT: ELECTED OFFICIALS				
PROGRAM: On-Going				
2018	2019	Description of	2020	
Actual	Estimated	Cost	Budget	
\$ 4,134	\$ 350	Daily Herald	\$ 350	
	650	Western DuPage Chamber	650	
	1,250	Illinois Municipal League Membership	1,250	
	50	Illinois Prairie Path Membership (TAC)	50	
	35	Active Transportation Alliance (BPAC)	35	
	591	Metropolitan Mayors Caucus	591	
	500	Chicago Metropolitan Planning Council	500	
	50	Arbor Day Foundation (EAC)	50	
	250	The Conservation Foundation	250	
		<i>(The following expenditures were Budgeted in 01-41-46900 prior to FY 2019)</i>		
	35	Municipal Clerks of DuPage County (Clerk and Deputy Clerk)	35	
	55	NIMCA Northern Illinois Municipal Clerks (Clerk Only)	55	
	130	Municipal Clerks of Illinois (Clerk and Deputy Clerk)	130	
	260	IIMC International Institute of Municipal Clerks (Clerk and Deputy Clerk)	260	
\$ 4,134	\$ 4,206	Total	\$ 4,206	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 OTHER SUPPLIES - 01-40-47200

DEPARTMENT: ELECTED OFFICIALS				
PROGRAM: On-Going				
2018	2019	Description of Cost	2020	
Actual	Estimated		Budget	
\$ 500	\$ 500	As Needed	\$	1,000
\$ 500	\$ 500	Total	\$	1,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MISCELLANEOUS EXPENSE - 01-40-48700

DEPARTMENT: ELECTED OFFICIALS				
PROGRAM: On-Going				
2018	2019	Description of Cost	2020	
Actual	Estimated		Budget	
\$ -	\$ 100	As Needed	\$	100
		<u>Community Calendars</u>		
	3,450	2019		4,500
		2020		
		(Calendar Expenditure will only occur if a contributing sponsor which covers the cost cannot be located)		
\$ -	\$ 3,550	Total	\$	4,600

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 EMPLOYEE & VOLUNTEER APPRECIATION - 01-40-48710

DEPARTMENT: ELECTED OFFICIALS				
PROGRAM: On-Going				
2018	2019	Description of	2020	
Actual	Estimated	Cost	Budget	
\$ 4,190				
	\$ 2,200	Volunteer Appreciation Dinner	\$ 2,200	
	2,200	Employee Appreciation Lunch	2,200	
	600	Monthly Employee Luncheons	600	
\$ 4,190	\$ 5,000	Total	\$ 5,000	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 COUNCIL SPONSORSHIPS - 01-40-48711

DEPARTMENT: ELECTED OFFICIALS				
PROGRAM: On-Going				
2018	2019	Description of	2020	
Actual	Estimated	Cost	Budget	
\$ 500	\$ 500	Council Sponsorships	\$ 1,000	
\$ 500	\$ 500	Total	\$ 1,000	

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected 2019	Budget 2020	19-20 Growth
01-43-45100	Legal	LEGAL - CORPORATE	128,335	132,548	184,072	222,000	180,115	177,900	-1.23%
01-43-45101	Legal	LEGAL - CITY PROSECUTOR	9,802	11,540	10,900	16,000	10,500	12,000	14.29%
01-43-45102	Legal	LEGAL - LITIGATION	-	-	-	10,000	-	10,000	
01-43-45103	Legal	LEGAL - LABOR RELATIONS	16,860	6,137	18,350	20,000	15,000	20,000	33.33%
Totals			154,997	150,225	213,322	268,000	205,615	219,900	6.95%

General Fund Line Items
Fiscal Year 2020

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 LEGAL - CORPORATE - 01-43-45100

DEPARTMENT: Legal			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 184,072	\$ 162,000	Monthly Legal Services (City Attorney on \$13,500/mo. Retainer) Shared with Water and Sewer Fund 20-00-45100 - \$4,250 20-04-45100 - \$4,250	\$ 153,900
	12,000	Non-Retainer Legal Expenses	24,000
	1,313	Plum Path Park	
	2,769	Riverview West	
	2,033	Municipal Election	
\$ 184,072	\$ 180,115	Total	\$ 177,900

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 LEGAL - CITY PROSECUTOR - 01-43-45101

DEPARTMENT: Legal			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 10,900	\$ 10,500	Fees for City Prosecutor	\$ 12,000
\$ 10,900	\$ 10,500	Total	\$ 12,000

City of Warrenville Department Overview

Finance Department

The Finance Department is located on the first floor of City Hall and is generally the first point of contact for most business conducted at City Hall, with service hours of 8:00 a.m. – 5:00 p.m. Monday through Friday.

The Finance Department is charged with performing the following functions:

- **Accounting and Revenue Collection** - The mission is to process, record, and report citywide financial transactions, and to account for the collection of all city revenue generated locally and through state or federal sources.
- **Budget and Management Analysis** - The mission is to assist the city budget officer to develop and publish the annual operating and capital budget. The objective of these budgets is to reflect city policies, goals, and priorities, and to communicate to the citizens and staff a financial action plan for the upcoming fiscal year.
- **Money Management and Treasury** - The mission of which is to safely manage the city's cash and to invest funds according to the city's investment policy and state code.
- **Purchasing and Contract Administration** - The mission to assure that city purchasing and contracting for goods and services adheres to city purchasing policies and statutory purchasing requirements.
- **Utility Billing** - The mission is to process timely and accurate utility user fee invoices to be delivered to system user, and to assure the collection and proper accounting of those collected user fees. Water and sewer bills can be paid:
 - In person with cash, check, or credit card
 - By regular mail
 - Via direct debit through the Auto Pay program
 - Online via credit card (with an associated convenience fee based upon the amount being paid, charged by the State of Illinois not the city)

Services Provided

- Assistance with Property or Sales Tax Information
- Business and Liquor licensing
- Notary services
- Handicapped Parking Placards
- Pilot II Taxi Rider information
- Providing general information and directions
- Refuse Collection information
- Voter Registration
- Water and Sewer utility payments

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected 2019	Budget 2020	19-20 Growth
01-45-40000	Finance	SALARIES - FINANCE DEPT	228,783	232,736	239,623	245,963	256,588	254,217	-0.92%
01-45-40001	Finance	OVERTIME - FINANCE DEPT	-	130	228	33,783	1,600	10,500	556.25%
01-45-40100	Finance	FICA EXPENSE	13,064	13,476	13,886	17,345	14,478	16,412	13.36%
01-45-40101	Finance	MEDICARE EXPENSE	3,074	3,152	3,248	4,056	3,507	3,838	9.44%
01-45-40200	Finance	IMRF EXPENSE	25,842	26,743	27,112	30,744	26,515	25,369	-4.32%
01-45-40705	Finance	TELECOMMUNICATION TAX REBATES	1,422	917	749	1,000	834	925	10.91%
01-45-42950	Finance	CREDIT CARD FEES	15,433	15,912	17,885	25,000	17,610	18,250	3.63%
01-45-43700	Finance	NOTARY FEE	123	-	58	-	-	120	
01-45-44400	Finance	TRAVEL, TRAINING & MEETINGS	1,132	4,912	1,640	5,225	1,483	5,225	252.33%
01-45-45200	Finance	AUDIT EXPENSE	16,000	16,090	16,501	19,046	15,906	18,528	16.48%
01-45-45400	Finance	OTHER PROFESSIONAL SERVICES	22,816	44,550	41,200	273,970	141,900	98,550	-30.55%
01-45-46900	Finance	DUES, SUBSCRIPTIONS & BOOKS	909	588	609	619	609	609	0.00%
01-45-47200	Finance	OTHER SUPPLIES	150	90	89	-	89	260	192.13%
01-45-48700	Finance	MISCELLANEOUS EXPENSE	247	14	1,977	250	160	200	25.00%
01-45-48703	Finance	GFOA REVIEW FEE	435	435	435	435	435	435	0.00%
01-45-49500	Finance	EQUIPMENT PURCHASE	14,745	847			80	4,000	4900.00%
01-45-49954	Finance	REFUSE STICKERS	66,800	109,421	56,520	99,830	87,020	90,720	4.25%
Totals			410,975	470,013	421,760	757,266	568,814	548,158	-3.63%

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 TELECOMMUNICATIONS TAX REBATE - 01-45-40705

DEPARTMENT: Finance				
PROGRAM: On-Going				
2018	2019	Description of Cost	2020	
Actual	Estimated		Budget	Budget
\$ 329	\$ 364	Senior Citizens Telecommunication Tax Rebate Payouts	\$	400
420	470	Local Government Rebates		525
\$ 749	\$ 834	Total	\$	925

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 CREDIT CARD FEES - 01-45-42950

DEPARTMENT: Finance				
PROGRAM: On-Going				
2018	2019	Description of Cost	2020	
Actual	Estimated		Budget	Budget
\$ 17,885	\$ 17,610	Credit Card Processing Fees	\$	18,250
\$ 17,885	\$ 17,610	Total	\$	18,250

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 NOTARY FEE - 01-45-43700

DEPARTMENT: Finance				
PROGRAM: On-Going				
2018	2019	Description of Cost	2020	
Actual	Estimated		Budget	Budget
\$ -	\$ -	Accounting Clerk I Herrera (Expires 06/26/2019) (Budget Again in FY 2020)	\$ 60	
59		UB Clerk-Gasparas (Expires 12/09/2021) (Budget Again in FY 2022)		
		Accounting Clerk II Weiersheuser (Expires 04/30/2020) (Budget Again in FY 2020)	60	
\$ 59	\$ -	Total	\$ 120	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 TRAVEL, TRAINING & MEETINGS - 01-45-44400

DEPARTMENT: Finance				
PROGRAM: On-Going				
2018	2019	Description of Cost	2020	
Actual	Estimated		Budget	Budget
\$ 1,640	\$ 225	Director Conferences & Training (including State and National Conference Expenses)	\$ 2,000	
	425	Daily Bank Deposit Mileage Reimbursement	425	
	-	Senior Accountant (including State and National Conference Expenses)	1,600	
	833	Technical Training Topical Training Seminars IGFOA Luncheons, Staff Training	1,200	
\$ 1,640	\$ 1,483	Total	\$ 5,225	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 AUDIT EXPENSE - 01-45-45200

DEPARTMENT: Finance			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 16,501	-	<p>Annual Audit Fees CAFR Single Audit - (only if required) (< Not needed for FY 2019)</p> <p>Lauterbach & Amen (beginning with FY 2015 Audit conducted summer of 2015) (Cost not including Single Audit fees - above) FY 2015 - \$20,300 FY 2016 - \$20,810 FY 2017 - \$21,320 FY 2018 - \$21,830 FY 2019 - \$22,050</p> <p>Cost also allocated to: 20-00-45200 - 2,191 20-04-45200 - 2,191 73-00-45200 - 670 74-00-45200 - 670</p>	\$ 2,200
	\$ 15,906		16,328
		<p>Previous Auditor - Sikich, LLP <u>Contract 5-Yr Extension</u> Audit Year FY 2010 - 21,948 FY 2011 - 21,948 FY 2012 - 22,607 FY 2013 - 23,399 FY 2014 - 24,345</p> <p><u>Original 5-Yr Contract</u> FY 2005 - 19,500 FY 2006 - 20,085 FY 2007 - 20,688 FY 2008 - 21,309 FY 2009 - 21,948</p>	
\$ 16,501	\$ 15,906	Total	\$ 18,528

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 OTHER PROFESSIONAL SERVICES - 01-45-45400

DEPARTMENT: Finance			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 41,200	\$ 2,600	<p>GASB 74/75 OPEB Actuarial Valuation (Early Implementation FY 2018) FY 2018 - \$2,600 FY 2019 - \$850 FY 2020 - \$2,700 FY 2021 - \$860</p> <p><u>Enterprise Resource Planning (ERP)</u> Part-time Administrative Staffing (FY 2019 Decision Package - FIN 19.03) (for ERP Implementation backfilling) (Assumes 2 months of temp help during testing in FY 19) (Assumes 4 months of temp help leading up to and through Go-Live - FY 20)</p>	\$ 850
	134,400	<p>Contractual Project Management Services for ERP implementation (FY 2019 Decision Package - FIN 19.02) (Baecore Group - See Resolution 2018-15 (16-month term) (4-months during FY20 up to Go Live)</p>	44,800
	4,900	<p>Open Gov (On-line financial graphical transparency presentation)</p>	4,900
\$ 41,200	\$ 141,900	Total	\$ 98,550

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 DUES, SUBSCRIPTIONS & BOOKS 01-45-46900

DEPARTMENT: Finance			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 609	\$ 190	GFOA Membership (200 Director) - Expires 09/30	190
	200	IGFOA Membership (Director - 200)	200
	100	(Senior Accountant - 100) (between late December and early February)	100
	119	Books and Publications: Crain's	119
\$ 609	\$ 609	Total	\$ 609

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 OTHER SUPPLIES - 01-45-47200

DEPARTMENT: Finance			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 89		Handicapped Placards (Order for CY 2020 and CY 2021)	\$ 165
	89	Dog Tags (Budget again in FY 2020)	95
\$ 89	\$ 89	Total	\$ 260

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MISCELLANEOUS EXPENSE - 01-45-48700

DEPARTMENT: Finance			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 1,976	\$ 160	Miscellaneous Expenses	\$ 200
Total			\$ 200
\$ 1,976	\$ 160		

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 GFOA REVIEW FEE - 01-45-48703

DEPARTMENT: Finance			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 435	\$ 435	GFOA: Certificate of Achievement for Excellence in Financial Reporting Award Review Fee	\$ 435
Total			\$ 435
\$ 435	\$ 435		

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 EQUIPMENT PURCHASE - 01-45-49500

DEPARTMENT: Finance			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ -	\$ 80	Heavy duty scanner for AP Clerk to scanning invoices into D365/Laserfische (Cost estimate based upon Epson Workforce DS7000 Document Scanner)	\$ 4,000
		Total	\$ 4,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 REFUSE STICKERS - 01-45-49954

DEPARTMENT: Finance			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 56,520		Purchase of Refuse Stickers for Re-sale to Residents - Per Contract	
	\$ 87,020	Waste Management Yr 1 - 05/01/16-\$4.55 Yr 2 - 05/01/17-\$4.71 Yr 3 - 05/01/18-\$4.87 Yr 4 - 05/01/19-\$5.04 Yr 5 - 05/01/20-\$5.22	\$ 90,720
		(Based upon sale of estimated 18K stickers)	
		Total	\$ 90,720

City of Warrenville Department Overview

Administration

Under the direction of the City Administrator, the Administration Department is responsible for operations of all City departments, management of capital projects, presentation and management of the City budget, Tax Increment Financing (TIF) district administration, support of elected officials, boards and commissions, public communication, research and policy recommendation, intergovernmental relations, administration of special projects, Human Resources and Labor Relations, information technology, risk management, RFP and contract negotiation, and meeting agenda preparation. The Department consists of four full time employees: the City Administrator, Assistant Administrator, Executive Assistant, and Administrative Services Coordinator.

City Operations – The City Administrator is the Chief Administrative Officer of the City and oversees operations and appoints all civilian staff.

Budget – The City Administrator is the appointed Budget Officer and TIF District Administrator and oversees the preparation, presentation, and administration of the budget.

Council/Committee/Commission Staffing – Administration Department staff supports the City Council, Committees of the Whole, Environmental Advisory Commission, Tourism and Arts Commission, and Employee Safety Committee as well as provides office assistance for elected officials.

Assistance to City Clerk – The Executive Assistant, acting as Deputy City Clerk, serves as notary and voter registrar. The position also processes FOIA requests and prepares minutes, posts meeting notices, bid openings, and public hearings notice, prepares agenda packets, and maintains City ordinances, resolutions, proclamations, and other City records.

Media Relations – The City Administrator is the City’s official spokesperson and Public Information Officer.

Human Resources – Administration Department staff provides support related to training, recruitment, Family Medical Leave Act, fitness for duty, Commercial Drivers License drug testing, personnel policies, collective bargaining agreements, and employment law. The City Administrator is the final authority on hiring, promotion, and termination for all civilian staff.

Risk Management – The Assistant City Administrator serves as the City’s Risk Manager and reviews all liability and workers compensation claims and oversees the City’s risk management coverage.

Information Technology – Administration Department staff oversees the City’s website, cable television channel, telephone system, and IT infrastructure.

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected 2019	Budget 2020	19-20 Growth
01-50-40000	Administration	SALARIES - ADMINISTRATION	340,461	309,210	297,035	333,891	315,452	354,107	12.25%
01-50-40001	Administration	OVERTIME - ADMINISTRATION	10,037	10,820	8,709	10,000	9,188	10,000	8.84%
01-50-40100	Administration	FICA EXPENSE	18,793	17,494	16,609	21,321	17,363	22,575	30.02%
01-50-40101	Administration	MEDICARE EXPENSE	4,950	4,531	4,341	4,987	4,511	5,343	18.44%
01-50-40200	Administration	IMRF EXPENSE	39,710	36,911	38,723	37,794	34,956	34,894	-0.18%
01-50-40500	Administration	COMMITTEES / COMMISSIONS	10,578	8,147	10,492	13,500	13,500	13,500	0.00%
01-50-44400	Administration	TRAVEL, TRAINING & MEETINGS	17,258	21,241	10,774	17,125	10,760	16,025	48.93%
01-50-45400	Administration	OTHER PROFESSIONAL SERVICES	18,457	39,229	47,795	17,740	17,740	28,000	57.84%
01-50-45490	Administration	EMPLOYEE ASSISTANCE PROGRAM	1,024	1,024	1,024	1,100	1,024	-	-100.00%
01-50-45710	Administration	EDUCATION REIMBURSEMENT	-	-	2,638	2,500	1,600	3,000	87.50%
01-50-46600	Administration	SENIOR SERVICES	12,700	12,700	12,700	15,300	15,000	15,300	2.00%
01-50-46900	Administration	DUES, SUBSCRIPTIONS & BOOKS	9,505	15,407	15,858	16,437	16,437	23,205	41.18%
01-50-47200	Administration	OTHER SUPPLIES	220	106	-	1,000	1,000	1,000	0.00%
01-50-48700	Administration	MISCELLANEOUS EXPENSE	2,926	2,858	8,362	2,000	2,000	2,000	0.00%
01-50-48706	Administration	FLEX SPENDING FEE	4,427	4,730	4,726	2,513	4,977	-	-100.00%
01-50-49200	Administration	LAND PURCHASE - INTEREST EXPENSE	5,100	5,100	-	-	-	-	-
01-50-49500	Administration	EQUIPMENT PURCHASE	-	395	11,439	895	895	895	0.00%
Totals			496,146	489,903	491,225	498,103	466,403	529,844	13.60%

CITY OF WARRENVILLE
FISCAL YEAR 2020
COMMITTEES AND COMMISSIONS - 01-50-40500

DEPARTMENT: Administration			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 10,492	\$ 3,750	Safety Committee Annual Safety Awards (75 employees @\$50)	\$ 3,750
	2,300	Warrenville Environmental Advisory Commission: Boxes for Battery Recycling	2,300
	1,300	Resource Newsletter	1,300
	100	Tree City USA Conference	100
	2,500	Arbor Day	2,500
	1,800	Warrenville Bicyclists and Pedestrian Advisory Commission: Bike Rodeo Supplies	1,800
	750	Printing	750
	1,000	Community Initiatives	1,000
\$ 10,492	\$ 13,500	Total	\$ 13,500

CITY OF WARRENVILLE
FISCAL YEAR 2020
TRAVEL, TRAINING & MEETINGS - 01-50-44400

DEPARTMENT: Administration			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 10,774	\$ 3,300	City Administrator Auto Allowance Personal Auto to conduct City business	\$ 3,300
	2,200	ICMA Annual ICMA Conference	2,200
	400	ILCMA Summer ILCMA Conference	400
	400	Winter ILCMA Conference	400
	300	IPELRA Employment Law Seminar (x 2)	600
	1,100	Annual Conference (x 2)	2,200
	-	NPELRA Annual Conference	1,800
	50	IAMMA IAMMA Luncheons	50
	50	Metro Manager Luncheons	50
	350	DMMC Meetings	350
	385	Legislative Drive Down	450
	350	ITIA Conference	350
	75	Legacy Project Conference	75
	300	Chamber Meetings and Events	300
	500	Other Professional Training	1,000
	1,000	Staff Professional Development Leadership Training/Coaching	2,500
\$ 10,774	\$ 10,760	Total	\$ 16,025

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 OTHER PROFESSIONAL SERVICES - 01-50-45400

DEPARTMENT: Administration			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 47,795	\$ 2,500	Pre-employment Competency Testing	Moved
	7,000	DOT/Non-DOT Program & Post Offer Physicals	to
	1,500	Benefits and Wellness Fair (Partially eligible for Gallagher Wellness Reimbursement)	01-70-45400
	1,500	Background Checks for New Employees	Beginning in
	240	Language Testing Service (Per MAP 213 CBA)	FY 2020
	5,000	Pension Coalition for Illinois - Contribution	Moved to 01-50-46900 in FY 2020
		Temporary Contractual Support Services (FY 2020 Decision Package - ADM 20.04)	28,000
\$ 47,795	\$ 17,740	Total	\$ 28,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 EMPLOYEE ASSISTANCE PROGRAM - 01-50-45490

DEPARTMENT: Administration			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 1,024	\$ 1,024	Annual EAP Contract Est @ \$13.65 per Employee x 75 EE's	Moved to 01-70-45400 Beginning FY 20
\$ 1,024	\$ 1,024	Total	\$ -

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 EDUCATION REIMBURSEMENT - 01-50-45710

DEPARTMENT: Administration				
PROGRAM: On-Going				
2018 Actual	2019 Estimated	Description of Cost	2020 Budget	
\$ 2,638	\$ 1,600	Employee Education Reimbursement (Alma Morgan)	\$ 3,000	
Total			\$ 3,000	
\$ 2,638	\$ 1,600		\$ 3,000	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 SENIOR SERVICES - 01-50-46600

DEPARTMENT: Administration				
PROGRAM: On-Going				
2018 Actual	2019 Estimated	Description of Cost	2020 Budget	
\$ 12,700	\$ 15,000	<u>DuPage Senior Citizen's Council</u> Annual Contribution (Meal on Wheels and Senior Chore Days)	\$ 15,000	
		Taxi Fare Coupons (Only if supply needed)	300	
Total			\$ 15,300	
\$ 12,700	\$ 15,000		\$ 15,300	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 DUES, SUBSCRIPTIONS, & BOOKS - 01-50-46900

DEPARTMENT: Administration			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 15,858			
	\$ 240	<u>Illinois City/County Management Assoc</u> Legacy Project/IAMMA	\$ 240
	380	Metro Managers	380
	2,500	ICMA	2,500
	225	NPELRA/IPELRA	360
	11,668	DMMC	11,800
	199	Society for Human Resource Management (SHRM)	200
	390	Public Salary (CityTech)	390
	250	<u>Conservation Foundation</u> Membership	250
	85	<u>Chicago Wilderness</u> Membership	85
	500	Miscellaneous Books & Dues	500
		Management Association	1,500
		Pension Coalition for Illinois - Contribution	5,000
\$ 15,858	\$ 16,437	Total	\$ 23,205

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 OTHER SUPPLIES - 01-50-47200

DEPARTMENT: Administration			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ -	\$ 1,000	Anniversary Gifts - to employees	\$ 1,000
\$ -	\$ 1,000	Total	\$ 1,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 EQUIPMENT PURCHASE - 01-50-49500

DEPARTMENT: Administration			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 11,439	\$ 500	Miscellaneous	500
	395	Varidesk	395
		Total	\$ 895

Police Department

The Warrenville Police Department is responsible for the delivery of law enforcement services to the community on a 24 hour, 365 days per year basis. The Patrol Division consists of uniformed officers who respond to 9-1-1 calls for service, initiate investigations, provide directed patrols, and also utilizes specialized skills such as forensic evidence collection at crime scenes. The department also provides specialized investigative services and participates in multi-jurisdictional task forces to ensure specialties such as SWAT, Major Case Investigations, Major Traffic Crash Reconstruction, and Forensic Computer Analysis are available to ensure a professional law enforcement response.

- Problem Oriented Policing (POP) Program to specifically address gang, drug and quality of life crimes and also provide assistance to the Investigations Division during surveillances and major investigations. POP officers also regularly provide tobacco and alcohol compliance checks in order to limit the availability of these products to the community's youth.
- Traffic Safety Enforcement Unit (TSEU) specializes in traffic enforcement and concentrates on reducing traffic accidents at high volume accident locations as well as providing commercial truck enforcement and providing driver education. The TSEU responds to citizen complaints and conducts directed patrols on major thoroughfares as well as neighborhood streets.
- Forensic Evidence Technicians assist the Investigations Division and processes crimes scenes for the identification, collection, and preservation of forensic evidence.
- In 2014 Warrenville Police Officers used NARCAN (Naloxone) were trained in the use of NARCAN (Naloxone) on seven occasions, resulting in the resuscitation of the involved individuals. NARCAN reverses the effects of the opiate drug heroin and allows for a better chance of survival for the overdose victim. The program, which is funded by the DuPage County Health Department, does not incur any cost to Warrenville tax payers.
- Warrenville Police Officers serve on the DuPage Felony Investigative Assistance Team (FIAT) Special Weapons and Tactics (SWAT) Team, DuPage Felony Investigative Assistance Team (FIAT) Major Case Investigations Team, DuPage Felony Investigative Assistance Team (FIAT) Major Traffic Crash Reconstruction Team, and The DuPage County Major Crimes Task Force.

- The Chief of Police currently serves as Chairman of the DuPage County Chiefs of Police training committee, as well as an Executive Board Member DuPage County Major Crimes Task Force and the DuPage County Chiefs of Police Association.
- The Warrenville Police Department instituted an Internet Safe Transaction Zone, in the lobby of the police department, during normal business hours. This service allows residents to use the lobby of the police department as a safe space to conduct internet sales transactions.
- Explorer Scout Program provides young men and women with insight and training in the law enforcement field for those interested in pursuing a criminal justice career.

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected 2019	Budget 2020	19-20 Growth
01-51-40000	Police	SALARIES - POLICE SWORN	2,959,672	2,931,895	3,099,561	3,281,657	3,150,046	3,403,657	8.05%
01-51-40001	Police	OVERTIME - POLICE	247,275	278,065	247,036	250,000	262,854	250,000	-4.89%
01-51-40004	Police	SALARIES-CROSSING GUARDS	35,842	34,660	42,772	49,698	41,544	50,692	22.02%
01-51-40005	Police	POLICE-NON-SWORN	396,195	406,935	423,546	437,733	416,975	449,355	7.77%
01-51-40006	Police	UNEMPLOYMENT INSURANCE		4,335					
01-51-40100	Police	FICA EXPENSE	215,304	210,333	223,713	249,183	231,625	257,530	11.18%
01-51-40101	Police	MEDICARE EXPENSE	51,013	49,872	52,794	58,277	54,506	60,229	10.50%
01-51-40200	Police	IMRF EXPENSE	45,553	47,470	48,811	49,481	43,930	44,261	0.75%
01-51-40401	Police	CITY CONTR. TO POLICE PENSION	1,004,900	1,073,895	1,132,335	1,137,304	1,137,304	1,222,868	7.52%
01-51-41100	Police	MAINTENANCE - EQUIPMENT	28,167	27,211	23,126	34,043	33,943	34,043	0.29%
01-51-41110	Police	MAINTENANCE - AUTOS	26,413	53,695	50,392	56,900	60,128	54,250	-9.78%
01-51-42700	Police	MAINTENANCE - COMMUNICATIONS			11,596				
01-51-42800	Police	COMMUNICATIONS SERVICES	339,671	322,624	344,795	381,106	373,354	394,681	5.71%
01-51-42900	Police	ANIMAL CONTROL	1,169	1,237	1,257	1,500	1,925	4,300	123.38%
01-51-43400	Police	TELEPHONE	23,675	25,743	28,970	29,296	29,296	30,322	3.50%
01-51-43700	Police	NOTARY FEE	108	360	241	180	246	192	-21.95%
01-51-44300	Police	RENT EXPENSE	1,745	1,727	3,751	5,235	2,989	5,235	75.14%
01-51-44400	Police	TRAVEL, TRAINING & MEETINGS	33,002	25,379	31,388	27,680	27,680	28,405	2.62%
01-51-44700	Police	PRINTING/PUBLISHING	2,288	1,850	2,285	6,500	6,500	8,000	23.08%
01-51-44850	Police	ADMINISTRATIVE TOWING EXPENSE	3,110	3,245	3,647	5,000	4,792	6,000	25.21%
01-51-45400	Police	OTHER PROFESSIONAL SERVICES	12,703	11,740	14,311	18,663	29,889	27,865	-6.77%
01-51-45402	Police	PROFESSIONAL ADJUDICATION SVCS	3,183	2,620	3,152	3,200	3,232	3,200	-0.99%
01-51-45710	Police	EDUCATION REIMBURSEMENT			8,574	11,800	7,799	6,000	-23.07%
01-51-46900	Police	DUES, SUBSCRIPTIONS & BOOKS	27,926	29,533	27,531	55,038	55,038	56,253	2.21%
01-51-47200	Police	OTHER SUPPLIES	6,814	8,590	8,518	16,500	16,500	16,900	2.42%
01-51-47210	Police	AMMUNITION & SUPPLIES	3,771	11,743	12,345	33,727	33,727	10,280	-69.52%
01-51-47300	Police	UNIFORMS	47,539	41,857	29,349	44,755	44,755	45,685	2.08%
01-51-47304	Police	UNIFORMS-CROSSING GUARDS	955		850	425	450	150	-66.67%
01-51-47600	Police	GAS/OIL EXPENSE	56,254	57,509	62,544	62,440	60,603	63,634	5.00%
01-51-48401	Police	COLLECTION AGENCY FEES				375		375	
01-51-48700	Police	MISCELLANEOUS EXPENSE	1,265	253	927	2,000	625	2,000	220.00%
01-51-48701	Police	INVESTIGATIONS	1,308	962	1,018	1,000	922	1,000	8.46%
01-51-48702	Police	PUBLIC RELATIONS	6,428	4,792	5,562	10,875	10,875	10,875	0.00%
01-51-49500	Police	EQUIPMENT PURCHASE	4,142	256	60,466	63,992	63,992	4,002	-93.75%
01-51-49503	Police	EQUIPMENT-MAINTENANCE SUPRV	1,906	2,453	3,357	2,833	2,833	3,000	5.89%
Totals			5,589,296	5,672,839	6,010,520	6,388,396	6,210,877	6,555,239	5.54%

General Fund Line Items
Fiscal Year 2020

CITY OF WARRENVILLE
FISCAL YEAR 2020
MAINTENANCE - EQUIPMENT - 01-51-41100

DEPARTMENT: Police			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 23,126	\$ 12,000	Records and Patrol Departments Maintenance and Supply Contract	\$ 12,000
	2,640	Maintenance of Equipment/Time & Material (i.e. Fire Extinguishers, Radar Units, Dictaphone, Telephone System, Workout Video Surveillance Surveillance Cameras, Miscellaneous)	2,640
	3,600	Car Washes/Detailing	3,600
	543	Lexmark "Live-Scan" toner cartridge	543
	960	Radar Recertification (Cost reimbursed by Transfer-In from Seized Assets Fund - See Transfer -in Revenue) *moved from 01-51-45400	660
	800	IL Dept of Agriculture Traffic Safety Enforcement Unit Scale Certification	1,200
	13,200	Maintenance Agreement - and Monthly Contractual Services Agreement (Including Data Storage & Retrieval) (\$1,100 per month x12)	13,200
	200	Bike Unit bikes x2, tune-ups/repairs	200
\$ 23,126	\$ 33,943	Total	\$ 34,043

CITY OF WARRENVILLE
FISCAL YEAR 2020
CITY CONTRIBUTION TO POLICE PENSION - 01-51-40401

DEPARTMENT: Police			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 882,335	\$ 887,304	City Contribution to Police Pension (Required Contribution via Property Tax Levy - As Actuarially Determined)	\$ 972,868
250,000	250,000	Additional City Contribution toward Unfunded Liability	250,000
\$ 1,132,335	\$ 1,137,304	Total	\$ 1,222,868

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MAINTENANCE - AUTOS - 01-51-41110

DEPARTMENT: Police			
PROGRAM: On-Going			
2018	2019	Description of Cost	2020
Actual	Estimated		Budget
\$ 50,392	\$ 60,128	Purchase of Tires, Alignments & Balancing/Time and Material (Cost reimbursed by Transfer-In from Seized Assets Fund - See Transfer-in Revenue)	\$ 15,500
		Repair at Car Dealer or Outside Vendor	10,000
		Purchase of Parts	12,000
		Keyless Entry / Remote Start x2 Admin. Squads	650
		<u>Interior/Exterior Equipment</u>	
		Squad 215 (Expedition)	8,700
		Lights, Parts, Graphics, Installation, and Removal of Existing Equipment x1	
		Lightbar x1 (Squads 215)	900
		Squad 219 (Explorer)	
		Lights, Parts, Graphics, Installation, and Removal of Existing Equipment x1	6,500
		Total	\$ 54,250

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MAINTENANCE - COMMUNICATIONS - 01-51-42700

DEPARTMENT: Police			
PROGRAM: On-Going			
2018	2019	Description of Cost	2020
Actual	Estimated		Budget
\$ 11,596	\$ -	Not Budgeted for FY 2019 or FY 2020	-
		Total	\$ -

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 COMMUNICATION SERVICES - 01-51-42800

DEPARTMENT: Police			
PROGRAM: On-Going			
2018	2019	Description of Cost	2020
Actual	Estimated		Budget
\$ 344,795	\$ 355,041	DU-COMM Contract (FYE 20) x32 @ \$11,760.84 (Includes full-time officers only - part-time officers not included for share calculations by DU-COMM)	\$ 376,347
	18,313	New Facility (will be recurring for approximately 5-years)	18,334
\$ 344,795	\$ 373,354	Total	\$ 394,681

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 ANIMAL CONTROL - 01-51-42900

DEPARTMENT: Police			
PROGRAM: On-Going			
2018	2019	Description of Cost	2020
Actual	Estimated		Budget
\$ 1,257	\$ 1,925	General Animal Control Equipment and Veterinary Charges	\$ 1,500
		Stainless Steel Cat Cages x4	2,800
\$ 1,257	\$ 1,925	Total	\$ 4,300

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 TELEPHONE- 01-51-43400

DEPARTMENT: Police			
PROGRAM: On-Going			
2018	2019	Description of Cost	2020
Actual	Estimated		Budget
\$ 28,970	\$ 13,506 15,790	Verizon Wireless - MDT Signal to DuComm Sprint Cellular Phone Costs (FY19 - Estimate @ \$1,315.83/month)	\$ 13,979 16,343
		Total	\$ 30,322

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 NOTARY FEE - 01-51-43700

DEPARTMENT: Police			
PROGRAM: On-Going			
2018	2019	Description of Cost	2020
Actual	Estimated		Budget
\$ 241	\$ 246	Various Costs for Bonding Fee, State Fee and the Notary Stamp x3 @ \$64	\$ 192
		Total	\$ 192

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 RENT EXPENSE - 01-51-44300

DEPARTMENT: Police			
PROGRAM: On-Going			
2018	2019	Description of Cost	2020
Actual	Estimated		Budget
\$ 3,751	\$ 2,989	Suburban Law Enforcement Academy Range (x35 officers @ \$95 ea.) Postage Machine Rental (\$120 per Quarter) Airgas Cylinder Rentals (Portion of cost for torch gas for vehicle maintenance)	\$ 3,325 480 1,430
\$ 3,751	\$ 2,989	Total	\$ 5,235

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 TRAVEL & MEETINGS - 01-51-44400

DEPARTMENT: Police			
PROGRAM: On-Going			
2018	2019	Description of Cost	2020
Actual	Estimated		Budget
\$ 31,388	\$ 27,680	Professional Dinner Functions Lodging Costs for Training Reimbursement for Meals and Mileage - Training, Conferences, and other Work-related Travel Illinois Chief of Police Conference (x3) Records Training (FOIA/NetRMS/Other) Department Training (All training - condensed) I.T.O.A. - Dues/Training (x2 @ \$750) Northwestern Univ. Command Staff Course (x1) IL Law Enforcement Admin Professionals Conference Investigations: I.D.E.O.A. (x2) Illinois Homicide Seminar One/Two Day Seminars OSHA Mandated Annual Training (On-line training for Blood-borne Pathogens, hazardous materials, and CPR/AED training) DuPage Juvenile Officers Assoc (DJOA) Conference (x2 @ \$75) IL Assoc of Technical Accident Investigators (IATAI) Conf. Advanced Evidence Technician Course (\$1,375/ea x3)	\$ 300 1,000 10,500 900 800 1,500 4,000 240 550 500 1,000 2,500 150 340 4,125
\$ 31,388	\$ 27,680	Total	\$ 28,405

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 PRINTING/PUBLISHING - 01-51-44700

DEPARTMENT: Police			
PROGRAM: On-Going			
2018	2019	Description of Cost	2020
Actual	Estimated		Budget
\$ 2,285	\$ 6,500	Advertisement	\$ 1,000
		Printing Needs: Business Cards/Envelopes	1,000
		Adjudication Tickets and Traffic Tickets	3,500
		Printing Fees to Update Forms	2,000
		Inmate Property Cards x1500 (x2 @ \$125)	250
		Crime Alert Hangers	250
\$ 2,285	\$ 6,500	Total	\$ 8,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 ADMINISTRATIVE TOWING EXPENSE - 01-51-44850

DEPARTMENT: Police			
PROGRAM: On-Going			
2018	2019	Description of Cost	2020
Actual	Estimated		Budget
\$ 3,647	\$ 4,792	Administrative Towing Fees Paid to Contractor	\$ 6,000
\$ 3,647	\$ 4,792	Total	\$ 6,000

CITY OF WARRENVILLE
FISCAL YEAR 2020
OTHER PROFESSIONAL SERVICES - 01-51-45400

DEPARTMENT: Police			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 14,311	\$ 29,889	*(due to Stericycle costs)	
		Destruction of Records	\$ 500
		Testing for Blood-borne Pathogens	500
		Hepatitis B Shots	200
		Medical Safety Mask Fit Tests, on-line (37 @ \$38/ea.)	1,406
		Off-site Document Shredding Service	1,000
		S.O.S. Title Fees -Seized Vehicles	2,000
		S.O.S. Title and Registration Fees Department Vehicles (Titles x4 @ \$100 ea. / LPN renewal x9 @ \$101)	1,309
		DuPage County CIJIS Monthly Fees (\$250/mo. for 12-months)	3,000
		DUI Testing (Blood Draw)	250
		WYFS COMPASS Program	850
		Part-time Officer Psychological Testing (2 @ \$550 ea.)	1,100
		Part-time Officer Polygraph Testing (5 @ \$250 ea.)	1,250
		Stericycle Medical Recycling service pick-ups (two-week pickup cycle)	12,500
		Municipal Systems, Inc. In-squad Adjudication Ticket Writing Software (one-time LEADS interface fee)	2,000
\$ 14,311	\$ 29,889	Total	\$ 27,865

CITY OF WARRENVILLE
FISCAL YEAR 2020
PROFESSIONAL ADJUDICATION SERVICES - 01-51-45402

DEPARTMENT: Police			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 3,152	\$ 3,232	Professional Adjudication Services Contractual Administrative Law Judge (Includes Adjudication of Code Violation Issues)	\$ 3,200
\$ 3,152	\$ 3,232	Total	\$ 3,200

CITY OF WARRENVILLE
FISCAL YEAR 2020
EDUCATION REIMBURSEMENT - 01-51-45710

DEPARTMENT: Police			
PROGRAM: On-Going			
2018	2019	Description of Cost	2020
Actual	Estimated		Budget
\$ 8,575		Reimbursement Requests for Personnel Involved in Completion of Various Degrees	
	2,736	C. Maxwell (Bachelors Degree @ \$6,000)	\$ 6,000
	5,063	M. Leonard	
		Total	\$ 6,000
\$ 8,575	\$ 7,799		

CITY OF WARRENVILLE
FISCAL YEAR 2020
DUES, SUBSCRIPTIONS & BOOKS - 01-51-46900

DEPARTMENT: Police			
PROGRAM: On-Going			
2018	2019	Description of Cost	2020
Actual	Estimated		Budget
\$ 27,531	\$ 54,638	Illinois Association Chief of Police x3	\$ 525
		International Association Chief of Police	200
		F.I.A.T.	3,500
		DuPage County Children's Advocacy Center	4,000
		DuPage Senior Management (x2)	250
		DuPage Cty Chiefs of Police Assoc (x3 @ \$275)	825
		BASSET Licensing	250
		Explorer Charter Fees (Three Fires Council) (Ofcs x4, Explorers x10 @ \$33, Insurance x14 @ \$1, Charter \$40	516
		NEMRT Regional Training (x42 @ \$95)	3,990
		International Association Chiefs of Police Online.net	875
		Law Enforcement Records Mgmt Information	25
		IL Law Enforcement Admin Professionals	40
		NetRMS System (Maintenance current system)	2,117
		New RMS System (2nd capital installment of 2)	21,000
		DuPage Juvenile Ofes Assoc. x2 @ \$35	70
		Lexipol Subscription Annual Update @ \$2,850 + \$3900	6,750
		Lexipol Subscription Daily Training Bulletin Fee	2,700
		DuPage County Major Crimes Task Force (MCTF)	500
	400	Northern Illinois Police Alarm System (NIPAS) (No membership in FY20)	-
		IL Law Enforcement Alarm System (ILEAS)	120
		Court Smart: Legal Updates & Case Law, annual subscription	1,700
		Municipal Offense Violation Enforcement (MOVE) (\$650/month -Move to Central Services FY21)	3,900
		Municipal Systems, Inc. Annual In-squad software fee	2,400
		Total	\$ 56,253
\$ 27,531	\$ 55,038		

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 OTHER SUPPLIES - 01-51-47200

DEPARTMENT: Police			
PROGRAM: On-Going			
2018	2019	Description of Cost	2020 Budget
Actual	Estimated		
\$ 8,518	\$ 16,500	Evidence Technician Supplies	\$ 7,000
		Flares	1,400
		Miscellaneous Supplies	2,000
		Office Equipment	3,500
		Sanitizer Replacements	1,000
		Digital Media (DVDs/CDs/Flash Drives)	2,000
\$ 8,518	\$ 16,500	Total	\$ 16,900

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 AMMUNITION & SUPPLIES - 01-51-47210

DEPARTMENT: Police			
PROGRAM: On-Going			
2018	2019	Description of Cost	2020 Budget
Actual	Estimated		
\$ 12,345	\$ 33,727	Handgun - Training Rounds (Budget again in FY 2021)	
		Duty Rounds	680
		Taser:	
		Training cartridges (x60)	1,650
		Taser Batteries XP26 (x5)	650
		Part Replacements:	
		(Weapon Repair / Cleaning Equipment / Target Material / AR-15 parts)	850
		Less Than Lethal Shotgun (Bean Bag, 105 rounds)	650
		3-Volt batteries (Weapon Lights)	200
		Red Dot Sight Rifle Battery	100
		Aim-Point Rifle setup (x7)	4,300
		Rifle Training Rounds (purchased through SLEA)	1,200
\$ 12,345	\$ 33,727	Total	\$ 10,280

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 UNIFORMS - 01-51-47300

DEPARTMENT: Police			
PROGRAM: On-Going			
2018	2019	Description of	2020
Actual	Estimated	Cost	Budget
\$ 29,349	\$ 44,755	Quartermaster Replacement Spring and Fall	\$ 20,000
		Footwear Replacement (x29 @ \$200 ea.)	3,750
		Clothing Allowance (Investigations x4 / POP Ofcs x2)	7,000
		Replacement Body Armor (Vests (x11 vests @ \$685 ea.)	7,535
		Explorer Uniforms	1,000
		Uniform Cleaning Contract	5,000
		Police Patches	700
		Bike Unit Uniforms	700
		Total	\$ 45,685

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 UNIFORMS - CROSSING GUARDS - 01-51-47304

DEPARTMENT: Police			
PROGRAM: On-Going			
2018	2019	Description of	2020
Actual	Estimated	Cost	Budget
\$ 850	\$ 450	Raincoats x3, Safety Vests x3, Equipment	\$ 150
		Total	\$ 150

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 GAS/OIL EXPENSE - 01-51-47600

DEPARTMENT: Police			
PROGRAM: On-Going			
2018	2019	Description of Cost	2020
Actual	Estimated		Budget
\$ 62,544	\$ 60,603	Annual Gas/Oil Expense (5% increase estimated for FY 2020)	\$ 63,634
		Total	
\$ 62,544	\$ 60,603		\$ 63,634

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 COLLECTION AGENCY FEES - 01-51-48401

DEPARTMENT: Police			
PROGRAM: On-Going			
2018	2019	Description of Cost	2020
Actual	Estimated		Budget
\$ -	\$ -	Fees Associated with Adjudication Collections	\$ 375
		Total	
\$ -	\$ -		\$ 375

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MISCELLANEOUS EXPENSE - 01-51-48700

DEPARTMENT: Police			
PROGRAM: On-Going			
2018	2019	Description of Cost	2020
Actual	Estimated		Budget
\$ 926	\$ 625	Petty Cash Expenses	\$ 1,000
		Miscellaneous	500
		Awards & Recognition	500
		Total	\$ 2,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 INVESTIGATIONS - 01-51-48701

DEPARTMENT: Police			
PROGRAM: On-Going			
2018	2019	Description of Cost	2020
Actual	Estimated		Budget
\$ 1,018	\$ 922	Major Case Investigations Costs (Travel, Subpoena Fees, Records, etc.)	\$ 500
		Background checks (Massage business licenses/renewals, cleaning personnel, etc.)	500
		Total	\$ 1,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 PUBLIC RELATIONS - 01-51-48702

DEPARTMENT: Police			
PROGRAM: On-Going			
2018	2019	Description of Cost	2020
Actual	Estimated		Budget
\$ 5,562	\$ 10,875	National Night Out	\$ 5,000
		Shredding Day Event (Paper and Electronics)	2,000
		Citizens Police Academy (CPA)	750
		Public Relations Materials (Crime prevention / 4th July safety / Distracted Driving)	3,000
		Shop With a Cop	125
		Total	\$ 10,875

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 EQUIPMENT PURCHASE - 01-51-49500

DEPARTMENT: Police			
PROGRAM: On-Going			
2018	2019	Description of Cost	2020
Actual	Estimated		Budget
\$ 60,466	\$ 63,992	LED Flashlight Replacements for Squads (x3 @ \$160 ea.)	480
		Personal Protection Equipment (PPE) Kits x72 @ \$21	1,512
		500 - Intoximeter mouthpieces	110
		7 - Blue Star NC350 Traffic Counter Outdoor Protection Covers	1,400
		Replace Break Room television	500
		Total	\$ 4,002

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 EQUIPMENT - MAINTENANCE SUPRVR - 01-51-49503

DEPARTMENT: Police			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 3,357	\$ 2,833	Mechanic Parts/ Supplies	\$ 3,000
Total			\$ 3,000

City of Warrenville Department Overview

Public Works

The Warrenville Public Works Department is comprised of four divisions that are responsible for the construction, maintenance, and repair of the City's infrastructure, grounds and facilities, and the purchase, maintenance, and repair of City vehicles and equipment. The Deputy Public Works Director oversees the day-to-day operations of the Department. The Department has 16 full-time employees including four Lead Supervisors who oversee the Divisions of Utility, Street, Vehicle, and Facilities Maintenance. The remaining employees are six Utility Maintenance Workers and five Street Maintenance Workers. The Department is responsible for 59 miles of sanitary sewer main, 30.4 miles of storm sewer, 64 miles of water main, and 54 miles of municipal streets, right-of-ways, and sidewalks, 60 piece of equipment and vehicles, and five main facilities and their associated grounds, and five park and public areas.

Street Maintenance Division

- Maintains City streets, sidewalks, pathways, storm sewers, streetlights, and street signage
- Maintains storm water lift stations
- Locates the electrical (street light) and storm sewer lines in areas of excavation. The Department is a member of JULIE, a co-op, which allows for one phone call to notify all the utility companies of an excavation.
- Mows right-of-ways
- Roadway snow and ice control
- Performs tree trimming for parkway trees
- Performs park maintenance of City-owned parks
- Snow removal on City properties and facilities
- Performs brush pickup and storm cleanup
- Implements Annual Road Resurfacing Program in accordance with the City's Capital Maintenance and Replacement Plan (CMRP)
- Provides support for special events Fourth of July, Summer Daze, Arbor Day, and other special events

Utility Maintenance Division

- Operates the water and sanitary sewer utilities within the corporate limits
- Maintains the water and sewer utilities located with the right-of-way (street area)
- Personnel available on a 24-hour basis for water or sanitary sewer emergencies
- Investigate and troubleshoot water customer concerns free of charge. High water consumption and water quality issues are the most common concerns
- Locates the water and sanitary sewer lines in areas of excavation. The Department is a member of JULIE, a co-op, which allows for one phone call to notify all the utility companies of an excavation.
- Maintains all water pumping, treatment and storage infrastructure and facilities
- Maintains automated meter reading system including all hardware and software

Vehicle Maintenance Division

The Vehicle Maintenance Division is responsible for the City's entire fleet, which contains 63 pieces of equipment, including Public Works trucks and small equipment and Police Department vehicles, and Code Enforcement vehicles. Additionally, this Division handles all repair work and purchases, in accordance with the City's CMRP. The Division maintains an inventory of parts and supplies in order to service the equipment.

Facilities Maintenance Division

The Facilities Maintenance Division is responsible for the City's facilities and public grounds, which include City Hall, Public Works Facility, Police Station, and the Albright Building (museum). Among the grounds are Cerny Park, Leone Schmidt Heritage Park, Bob Walters Commons, Plum Path Park, Albright Park (Gazebo area on Stafford Place) and the Veterans Memorial. The Division is also responsible for evaluating and implementing environmental initiatives designed to conserve energy and improve efficiency.

GENERAL FUND LINE ITEMS

Cost Center	Acct #	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected 2019	Budget 2020	19-20 Growth
Streets	01-52-40000	SALARIES - STREETS	484,637	498,359	546,582	561,768	563,809	579,587	2.80%
Streets	01-52-40001	OVERTIME - STREETS	71,379	79,199	100,767	90,000	83,782	90,000	7.42%
Streets	01-52-40100	FICA EXPENSE	32,673	33,962	38,420	40,410	40,151	41,514	3.39%
Streets	01-52-40101	MEDICARE EXPENSE	7,684	7,943	8,986	9,451	9,390	9,709	3.40%
Streets	01-52-40200	IMRF EXPENSE	126,610	66,040	73,128	71,630	68,609	64,169	-6.47%
Streets	01-52-41100	MAINTENANCE - EQUIPMENT	56,469	48,017	73,184	58,000	58,000	62,000	6.90%
Streets	01-52-41200	MAINTENANCE - STREETS	26,456	21,773	79,357	618,700	559,413	507,500	-9.28%
Streets	01-52-41300	MAINTENANCE - GROUNDS	14,558	18,621	7,102	27,000	27,000	62,000	129.63%
Streets	01-52-41315	MAINTENANCE-TREES	34,565	30,760	17,185	25,000	25,000	25,000	0.00%
Streets	01-52-41316	MAINTENANCE - STREAMS	-	-	-	4,000	4,000	4,000	0.00%
Streets	01-52-42600	GARBAGE REMOVAL	1,309	1,431	1,578	1,500	1,500	1,500	0.00%
Streets	01-52-43800	UTILITIES	14,089	23,216	24,271	21,769	21,769	25,000	14.84%
Streets	01-52-44000	MAINTENANCE - STREET LIGHTS	34,367	47,441	24,682	50,000	50,000	50,000	0.00%
Streets	01-52-44300	RENT EXPENSE	3,159	2,777	2,800	3,300	3,300	5,100	54.55%
Streets	01-52-44400	TRAVEL, TRAINING & MEETINGS	573	2,624	5,689	5,250	4,500	12,450	176.67%
Streets	01-52-45300	ENGINEERING	-	-	111,123	147,500	92,000	339,440	268.96%
Streets	01-52-45400	OTHER PROFESSIONAL SERVICES	80,844	66,929	95,824	112,300	104,800	155,450	48.33%
Streets	01-52-45401	J.U.L.I.E.	1,687	1,849	2,617	16,200	6,200	6,200	0.00%
Streets	01-52-46900	DUES, SUBSCRIPTIONS & BOOKS	12	259	475	462	462	600	29.87%
Streets	01-52-47200	OTHER SUPPLIES	1,998	1,676	1,873	1,725	1,725	1,725	0.00%
Streets	01-52-47220	SMALL TOOLS	1,384	1,219	1,868	2,000	2,000	2,000	0.00%
Streets	01-52-47300	UNIFORMS	3,340	4,674	3,600	5,500	4,500	5,500	22.22%
Streets	01-52-47600	GAS/OIL EXPENSE	22,514	21,572	27,863	27,500	27,500	27,500	0.00%
Streets	01-52-48700	MISCELLANEOUS EXPENSE	7,754	5,749	30,375	96,500	19,500	99,000	407.69%
Streets	01-52-49500	EQUIPMENT PURCHASE	6,082	10,465	14,416	40,000	4,200	5,000	19.05%
Streets	01-52-49503	EQUIPMENT-MAINTENANCE SUPRVR	1,637	1,714	4,239	1,500	4,000	2,000	-50.00%
Totals			1,035,780	998,269	1,298,004	2,038,965	1,787,110	2,183,944	22.21%

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MAINTENANCE - EQUIPMENT - 01-52-41100

DEPARTMENT: Streets			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 73,184	\$ 58,000	Repair of Street Vehicles & Equipment Includes All Standard Service Costs Major Repairs Diagnostic Tools (20-00-41100 and 20-04-41100)	\$ 58,000 4,000
\$ 73,184	\$ 58,000	Total	\$ 62,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MAINTENANCE - STREETS - 01-52-41200

DEPARTMENT: Streets			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 79,357	\$ 25,000	Pothole Repair, Storm Inlet Repair, ROW Repair, Debris Dump Fees Williams Road Bridge Construction (Batavia Road to Morris Court) (State billed up to 80% until they close out the project which is anticipated in FY 19)	\$ 25,000 150,000
	197,750	IDOT Route 56 Add-Lanes Construction Project (State billed up to 80% until final invoice issues are resolved)	
	40,950	Final Phase Route 56 Streetscape Enhancements (FY 2018 - Decision Package)	15,000
	35,000	Private Property Drainage Project	35,000
	132,035	Reconstruction of Warren Ave Parking Spaces with Permeable Pavers	
		Virginia Storm Sewer Upgrade (FY 2019 - Decision Package - PUB 19.01)	75,000
	10,000	Streets to spend by end of 2019	
		Warrenville Road Reconstruction (If MFT doesn't cover all costs)	200,000
		Rt 56 Wayfinding Sign Permitting and Construction (FY 2020 - Decision Package - COM 20.04)	7,500
		Diehl Rd Turn Lanes Construction - City Share (STP - 70%, City - 15%, DuDOT - 15%)	50,000
\$ 79,357	\$ 440,735	Total	\$ 557,500

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MAINTENANCE - GROUNDS - 01-52-41300

DEPARTMENT: Streets			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 7,102	\$ 27,000	Grounds Maintenance (includes Contracted landscaping except parks) Adding some right-of-way and City-owned property	\$ 60,000
		City-owned Wetland Maintenance & Inspection Landon	2,000
\$ 7,102	\$ 27,000	Total	\$ 62,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MAINTENANCE - TREES - 01-52-41315

DEPARTMENT: Streets			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 17,185	\$ 25,000	Tree Trimming , Removal, Relocation, and Replacement Throughout the City This service is shared with MFT 13-00-45410	\$ 25,000
\$ 17,185	\$ 25,000	Total	\$ 25,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MAINTENANCE - STREAMS - 01-52-41316

DEPARTMENT: Streets				
PROGRAM: On-Going				
2018	2019	Description of Cost	2020	
Actual	Estimated		Budget	
\$ -	\$ 4,000	Removal of Debris from Streams, Culverts, and Bridges Wildlife Relocation and Stream Clean Up	\$ 4,000	
		Total	\$ 4,000	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 GARBAGE REMOVAL - 01-52-42600

DEPARTMENT: Streets				
PROGRAM: On-Going				
2018	2019	Description of Cost	2020	
Actual	Estimated		Budget	
\$ 1,578	\$ 1,500	Porta Potty - Gazebo	\$ 1,500	
		Total	\$ 1,500	\$ 1,500

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 UTILITIES - 01-52-43800

DEPARTMENT: Streets				
PROGRAM: On-Going				
2018 Actual	2019 Estimated	Description of Cost	2020 Budget	
\$ 24,271	\$ 21,769	Electric and Gas for Cerny Park Lift Station (Storm Water System) Natural gas for City Buildings on "Free Therms" per franchise agreement prior to late FY 2016	\$ 25,000	
Total			\$ 25,000	
\$ 24,271	\$ 21,769		\$ 25,000	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MAINTENANCE - STREETS LIGHTS - 01-52-44000

DEPARTMENT: Streets				
PROGRAM: On-Going				
2018 Actual	2019 Estimated	Description of Cost	2020 Budget	
\$ 24,682	\$ 50,000	Standard Maintenance Light pole purchases for Cantera \$5,000 each (This expense is usually reimbursed through insurance claims)	\$ 30,000 20,000	
Total			\$ 50,000	
\$ 24,682	\$ 50,000		\$ 50,000	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 RENT EXPENSE - 01-52-44300

DEPARTMENT: Streets			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 2,800	\$ 3,300	Rental of Welding Tanks and Specialized Equipment	\$ 1,500
		Rental for additional lift for Holiday Decoration (Note: Police Station and Prairie Path Trees require use of a eighty-foot aerial lift)	3,600
\$ 2,800	\$ 3,300	Total	\$ 5,100

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 TRAVEL, TRAINING & MEETINGS - 01-52-44400

DEPARTMENT: Streets			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 5,689	\$ 4,500	Miscellaneous Meetings and Training (Includes Public Works Onsite Supervisory Training) I-Pass replenishment	\$ 7,000
		IPSI - Street Supervisor	1,400
		IAFSM Conference - DPWD (total cost of \$800 shared with: 20-00-44400 - \$200 20-04-44400 - \$200)	400
		Public Works Management Analyst attendance at APWA International Expo "PWX" in Seattle (total cost of \$1,700 shared with: 20-00-44400 - \$425 20-04-44400 - \$425)	850
		Monthly APWA Meetings (total cost of \$600 shared with: 20-00-44400 - \$150 20-04-44400 - \$150)	300
		Executive Coaching (See also Water and Sewer - 20-00-44400 - \$1,250 and 20-04-44400 - \$1,250)	2,500
\$ 5,689	\$ 4,500	Total	\$ 12,450

CITY OF WARRENVILLE
FISCAL YEAR 2020
ENGINEERING - 01-52-45300

DEPARTMENT: Streets			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 111,123		Bridge Inspections (Mack Rd - Annual, Williams Rd Calendar Year 2020)	\$ 2,850
	12,000	Mack Road Path Phase I Preliminary Engineering Path Phase II Final Engineering	3,990 52,500
		Mack Road Bridge Phase I Preliminary Engineering Phase II Final Engineering (FY 2020 Decision Package- COM 20.05)	3,600 105,000
		Warrenville Road Reconstruction RE	75,000
		Point Oak Drive final engineering (FY 2017 Decision Package) (also 20-02-45300 - 17,250) (also 20-03-45300 - 17,250) (total cost \$46,000)	11,500
		Barkley Avenue Final engineering (FY 2017 Decision Package)	35,000
	5,000	Private Property Drainage Assistance	5,000
		Safety Evaluation of Citywide Pedestrian Crossings	20,000
	75,000	Diehl Road turn lane improvements Phase II Final Engineering (FY 2018 Decision Package)	25,000
		Phase III Construction Engineering - City Share (Split 50/50 with DuPage County DOT)	
\$ 111,123	\$ 92,000	Total	\$ 339,440

CITY OF WARRENVILLE
FISCAL YEAR 2020
OTHER PROFESSIONAL SERVICES - 01-52-45400

DEPARTMENT: Streets			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 95,824	\$ 1,000	NPDES Permit fees Yearly (IEPA)	\$ 1,000
	85,000	Route 56 Landscape Maintenance Costs (increased for new landscaping from FY 2019)	95,000
	5,000	Private Property Drainage Project Survey / Design	5,000
	4,500	GIS Database development & utility atlas conversion (see also 20-00-45400 - 525 & 20-04-045400 - 525)	450
	7,500	Consultant to Facilitate Development of "Complete Streets" Policy (FY 2019 Elected Official Budget Request)	7,500
	1,800	GIS Database Support (see also 20-00-45400 - 2,100 & 20-04-045400 - 2,100)	1,800
		Tree Inventory and Development of Management Plan (FY 2020 Decision Package - PUB 20.01)	40,000
		Williams Road Wetland Buffer Landscaping Costs	4,700
\$ 95,824	\$ 104,800	Total	\$ 155,450

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 J.U.L.I.E. - 01-52-45401

DEPARTMENT: Streets			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 2,617	\$ 6,200	J.U.L.I.E. Locates Locate Flags and Paint	\$ 2,200 4,000
\$ 2,617	\$ 6,200	Total	\$ 6,200

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 DUES, SUBSCRIPTIONS & BOOKS - 01-52-46900

DEPARTMENT: Streets			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 475	\$ 300	APWA Dues (Street Supervisor, 1/2 PWMA and 1/2 DPWD)	\$ 400
		Professional Engineer Registration - DPWD Every other year (next year is FY2020) (Shared with 20-00-46900 and 20-04-46900)	30
	112	ILCMA membership (PWMA)	120
	50	IAMMA membership (PWMA)	50
\$ 475	\$ 462	Total	\$ 600

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 OTHER SUPPLIES - 01-52-47200

DEPARTMENT: Streets				
PROGRAM: On-Going				
2018 Actual	2019 Estimated	Description of Cost	2020 Budget	
\$ 1,873	\$ 1,725	Hardware Supplies Coffee, paper towels, etc.	\$ 1,725	
Total			\$ 1,725	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 SMALL TOOLS - 01-52-47220

DEPARTMENT: Streets				
PROGRAM: On-Going				
2018 Actual	2019 Estimated	Description of Cost	2020 Budget	
\$ 1,868	\$ 2,000	Shovels, Wrenches, Diagnostic tools, Pliers, etc.	\$ 2,000	
Total			\$ 2,000	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 UNIFORMS - 01-52-47300

DEPARTMENT: Streets			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 3,600	\$ 4,500	Per Union Contract City Supplies Uniforms on a Yearly Basis	\$ 5,500
Total			\$ 5,500

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 GAS/OIL EXPENSE - 01-52-47600

DEPARTMENT: Streets			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 27,863	\$ 27,500	Fuel and Oil Cost for Vehicles and Equipment Fuel Costs Fluctuate with Market	\$ 27,500
Total			\$ 27,500

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MISCELLANEOUS EXPENSE - 01-52-48700

DEPARTMENT: Streets			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 30,375	\$ 19,500	Misc. Small Items That are Unforeseen Which Do Not Fall Into a Traditional Expense Line Item	\$ 2,000
		Holiday Decorations Replacement and expansion	20,000
		Special events	5,000
		Porta-Potty's, Dumpsters, and supplies	
		River Road Path Design and Construction Costs (Per IGA with DuPage County-2013)	72,000
\$ 30,375	\$ 19,500	Total	\$ 99,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 EQUIPMENT PURCHASE - 01-52-49500

DEPARTMENT: Streets			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 14,416	\$ 4,200	Small equipment replacement as needed and only if necessary	\$ 5,000
\$ 14,416	\$ 4,200	Total	\$ 5,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 EQUIPMENT - MAINTENANCE SUPRVR - 01-52-49503

DEPARTMENT: Streets			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 4,239	\$ 4,000	Equipment, As Needed	\$ 2,000
\$ 4,239	\$ 4,000	Total	\$ 2,000

City of Warrenville Department Overview

Community Development

The Community Development Department's mission is to guide and manage the development, construction, and use of property in a manner that maximizes the positive benefits for all of Warrenville, while minimizing the negative impacts on the use and enjoyment of individual properties. Coordinated, quality, managed land use and development attracts additional private investment to the City, enhances the value of existing properties within it, and makes the City of Warrenville a more desirable place to live and conduct business. The Department is comprised of five divisions:

1. Building and Code Enforcement:

The structural integrity of buildings and the safety of building occupants are paramount concerns of the Building Division. This Division coordinates with other City departments and divisions, the Warrenville Fire Protection District, and DuPage County as necessary to review and issue permits and inspect residential and commercial new construction, alterations, remodeling, additions, renovations, accessory structures, temporary structures, and certain work in City rights-of-way. The Division also enforces the City's Property Maintenance, Zoning, and Vacant Building Registration Codes in a manner that promotes and preserves a safe and desirable quality of life and working environment throughout the Community. Electrical contractor registration and assignment of new addresses are also handled by this Division.

2. Development Engineering and Stormwater/Flood Plain Management

The Engineering Division administers and enforces the countywide Stormwater and Flood Plain Ordinance, reviews private development civil engineering and photometric plans, inspects privately constructed infrastructure improvements, collects and tracks the security deposits and letters of credit developers post to guarantee the proper construction of required public improvements. The Division also works closely with the Public Works Department to manage the City's Capital Maintenance and Replacement Program and the Senior Civil Engineer represents the City on the DuPage Mayors and Managers Conference Transportation Subcommittee and Surface Transportation Program Task Force, and the Municipal Engineers Stormwater Group.

3. GIS

The City of Warrenville utilizes Geographic Information Systems (GIS) technologies to aid long term planning, zoning and building permit application review, City infrastructure design and maintenance, stormwater and floodplain management, and a variety of other important municipal operations. The GIS Division creates maps and exhibits that are used to support informed decision making by the Plan Commission, City Council, the Bicycle and Pedestrian Advisory Commission, and similar groups.

4. Planning and Zoning

The Planning and Zoning Division oversees the development, maintenance, and implementation of the City's Comprehensive Plan, Zoning Ordinance, and Subdivision Control Ordinance. This Division's work includes investigating and responding to resident, business, elected and appointed official inquiries and complaints related to these policy and regulatory documents. The Division works closely with the City Council, Plan Commission/Zoning Board of Appeals, developers, businesses, and property owners to process planned unit development, zoning map and text amendment, variation, special use, and new subdivisions applications.

5. Economic Development

The Economic Development Division's mission is to enhance the economic vitality of Warrenville and maintain its outstanding quality of life by promoting it as an ideal location for business growth and success. The Division works closely with other economic development organizations such as Choose DuPage, the DuPage Convention and Visitors Bureau, and the Western DuPage Chamber of Commerce to attract new business and help existing businesses succeed in the community.

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected 2019	Budget 2020	19-20 Growth
01-53-40000	Community Dev	SALARIES - COMMUNITY DVLP/MPNT	558,496	625,460	626,090	749,376	740,993	770,460	3.98%
01-53-40001	Community Dev	OVERTIME - COMMUNITY DVLP/MPNT	1,952	2,099	1,132	6,303	2,047	6,303	207.91%
01-53-40003	Community Dev	SALARIES - PLAN COMMISSION	2,770	2,059	3,090	2,500	3,263	3,500	7.26%
01-53-40100	Community Dev	FICA EXPENSE	31,976	36,280	36,902	46,852	46,271	48,159	4.08%
01-53-40101	Community Dev	MEDICARE EXPENSE	7,784	8,843	8,836	10,957	10,821	11,263	4.08%
01-53-40200	Community Dev	IMRF EXPENSE	61,055	67,839	68,792	78,341	76,254	69,498	-8.86%
01-53-41110	Community Dev	MAINTENANCE - AUTOS	2,214	200	538	1,000	1,900	3,000	57.89%
01-53-43700	Community Dev	NOTARY FEE	-	54	10	50	-	-	-
01-53-44400	Community Dev	TRAVEL, TRAINING & MEETINGS	8,640	8,483	8,665	17,850	13,050	33,100	153.64%
01-53-44700	Community Dev	PRINTING / PUBLISHING	1,542	1,674	613	2,500	2,000	2,500	25.00%
01-53-45210	Community Dev	COMPUTER SOFTWARE	2,972	2,940	3,120	7,300	-	-	-
01-53-45300	Community Dev	ENGINEERING	5,378	14,548	87,912	80,000	105,000	125,000	19.05%
01-53-45400	Community Dev	OTHER PROFESSIONAL SERVICES	45,904	40,223	7,872	55,900	12,100	96,100	694.21%
01-53-45404	Community Dev	BLDG PERMIT REVIEW & INSPECT	44,150	12,510	13,320	6,500	6,500	21,000	223.08%
01-53-45405	Community Dev	ELEVATOR INSPECTIONS	11,643	9,914	8,406	17,500	17,500	17,500	0.00%
01-53-45406	Community Dev	LANDSCAPE REVIEW & INSPECTIONS	3,335	399	1,087	4,500	4,500	4,500	0.00%
01-53-45701	Community Dev	TRAINING - PLAN COMMISSION	425	480	-	750	500	750	50.00%
01-53-45710	Community Dev	EDUCATION REIMBURSEMENT	-	-	-	2,000	-	-	-
01-53-45900	Community Dev	STORMWATER MANAGEMENT	284	(1,500)	-	16,000	-	-	-
01-53-46000	Community Dev	PRELIMINARY CONSULT	-	-	-	1,500	1,500	1,500	0.00%
01-53-46900	Community Dev	DUES, SUBSCRIPTIONS & BOOKS	5,151	4,552	5,615	6,715	4,820	6,410	32.99%
01-53-47200	Community Dev	OTHER SUPPLIES	629	205	83	600	400	1,000	150.00%
01-53-47300	Community Dev	UNIFORMS	221	757	885	750	1,050	600	-42.86%
01-53-48700	Community Dev	MISCELLANEOUS EXPENSE	143	78	2,093	3,250	2,100	3,100	47.62%
01-53-49200	Community Dev	LAND PURCHASE	458,100	5,907	1,393	-	-	-	-
01-53-49500	Community Dev	EQUIPMENT PURCHASE	15,041	2,870	765	25,600	20,300	1,000	-95.07%
Totals			1,269,805	846,874	887,219	1,144,594	1,072,869	1,226,243	14.30%

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MAINTENANCE - AUTOS - 01-53-41110

DEPARTMENT: Community Development				
PROGRAM: On-Going				
2018 Actual	2019 Estimated	Description of Cost	2020 Budget	
\$ 538	\$ 1,900	Brakes, minor tune-up, tires, and maintenance on Building Inspector P/U, repurposed Police Dept. vehicle, and pool car	\$ 3,000	
Total			\$ 3,000	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 NOTARY FEE - 01-53-43700

DEPARTMENT: Community Development				
PROGRAM: On-Going				
2018 Actual	2019 Estimated	Description of Cost	2020 Budget	
\$ 10	\$ 54	Administrative Secretary - Lupo (Expires 03/24/2019)		
		Administrative Secretary - Swinden (Expires 07/31/2021) (Budget Again in FY 2022)		
Total			\$ -	

CITY OF WARRENVILLE
FISCAL YEAR 2020
TRAVEL, TRAINING & MEETINGS - 01-53-44400

DEPARTMENT: Community Development			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 8,666	\$ 1,450	Community Development Director and Senior Planner attendance at American Planning Association conferences/seminars and similar training opportunities	\$ 4,250
	500	Building Inspector and Code Enforcement Officer attendance at in-state training opportunities	600
	600	GIS Technician/Planner attendance at in-state training conferences and seminars	600
	1,500	Senior Civil Engineer attendance at in-state training (IAFSM Conference, IPSI Training, etc.)	2,000
	500	Administrative Assistants attendance at in-state training opportunities.	800
	1,100	Mileage Reimbursement for Dept. Staff who use their own personal vehicles for transportation to and from City inspections and training events.	1,250
	2,500	Management Training/Coaching	2,500
		Executive Coaching	15,000
	900	Misc. Professional Development	1,300
	2,000	Chief Code Official	2,000
	1,500	GIS Plan implementation/Training	1,500
	500	Civil Engineer	1,300
\$ 8,666	\$ 13,050	Total	\$ 33,100

CITY OF WARRENVILLE
FISCAL YEAR 2020
PRINTING/PUBLISHING - 01-53-44700

DEPARTMENT: Community Development			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 613	\$ 1,500	Reproduction Costs for Various Ordinances (Comp. Plan, Zoning Ord., Sub. Ord., Development Control Regs., Etc.) Large Format Maps, Color Exhibits, Special Reports/Plans, and Dept. Forms. These expenses also include costs associated with the publication of legal notices for City initiated hearings. These expenses should, at least in part, offset by revenues collected through the sale of the same documents to the general public.	\$ 2,000
	500	Recording Fees	500
\$ 613	\$ 2,000	Total	\$ 2,500

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 COMPUTER SOFTWARE - 01-53-45210

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 ENGINEERING - 01-53-45300

DEPARTMENT: Community Development			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 3,120	\$ -	ESRI ArcGIS Licenses 1- New Basic Desktop 1-Annual maintenance for Basic Desktop 1 -Annual maintenance for Standard Desktop (beginning in FY 19 and continuing in FY 20, these expenses will be accounted for in Central Services Software account # 01-70-41103) (was \$3,300)	\$ -
Total			\$ -

DEPARTMENT: Community Development			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 87,912	\$ 105,000	Consulting engineering services Important Notes: Recognizes the large amount of potential public improvement projects which are scheduled to be advanced with assistance and oversight from the Senior Civil Engineer in FY 2019 and FY 2020. This will require an increased reliance on outside engineering consultants due to the volume of new and complex private development that Community Development anticipates processing and inspecting in FY 2019 and FY 2020. These expenses are offset by the final engineering review and inspection fees the City collects in conjunction with the review and approval of new private developments and subdivisions.	\$ 125,000
Total			\$ 125,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 OTHER PROFESSIONAL SERVICES - 01-53-45400

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 BUILDING PERMIT REVIEW AND INSPECTION - 01-53-45404

DEPARTMENT: Community Development			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 7,872		Economic development and re-development Consultation Services (Spec. consultant assistance involving potential property acq. and due diligence activities, site planning, financial and market feasibility analysis, wetland determinations, etc. - rebudgeted in FY 2020)	\$ 5,000
	3,600	Cost associated with the Administrative Law Judge that processes code violation tickets in the City's local Administrative Adjudication process.	3,600
	6,000	GIS Consulting Services	6,000
		Right-of-Way/Easement Survey and Plat Legal Assistance (rebudgeted in FY 2020)	2,000
		Building /Code Enforcement Consultant Assistance (Rebudgeted and increased in FY 2020. Allows for use of outside consultant assistance for 8-12 hours a week during peak building permit and property maintenance code enforcement activity season)	18,500
	2,500	Legal/planning consultant assistance for preparation of Old Town/Civic Center Zoning Overlay District (Rebudget for FY 2020)	15,000
		Fire/Building Code consultant services associated with preparation of revised IGA and evaluation of potential building and fire code amendments requested by the Warrenville Fire Protection District	7,500
		Scanning of historical development related paper files and large format development plans	12,500
		Planning/zoning consultant services for zoning review and processing of misc. building and development permit applications (FY 2020 Decision Package) (Allows for use of outside consultant assistance for 16 hours per week during peak permit season to perform zoning reviews on building permit and development applications)	26,000
\$ 7,872	\$ 12,100	Total	\$ 96,100

DEPARTMENT: Community Development			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 13,320	\$ 6,500	Expenses associated with the review and inspection of building permit activity. FY 20 increase reflects the use of an <u>Illinois licensed plumbing inspector</u> consultant to perform all required plumbing inspections in lieu of a part-time employee. These expenses are off-set by the Building Permit related Review and Inspection Fees the Community Development Department collects in conjunction with the issuance of building permits.	\$ 21,000
\$ 13,320	\$ 6,500	Total	\$ 21,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 ELEVATOR INSPECTIONS - 01-53-45405

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 LANDSCAPE REVIEW & INSPECTIONS - 01-53-45406

DEPARTMENT: Community Development				
PROGRAM: On-Going				
2018 Actual	2019 Estimated	Description of Cost	2020 Budget	
\$ 8,406	\$ 17,500	Expenses associated with the review and inspection of new elevators and the biannual inspection of existing elevators by an outside consultant. These expenses are off-set by the Elevator Review and Inspection Fees collected in conjunction with the issuance of building permits and distribution of the biannual elevator inspection certificates.	\$ 17,500	
\$ 8,406	\$ 17,500	Total	\$ 17,500	

DEPARTMENT: Community Development				
PROGRAM: On-Going				
2018 Actual	2019 Estimated	Description of Cost	2020 Budget	
\$ 1,087	\$ 4,500	Expenses associated with the use of an outside consultant to perform limited landscape plan reviews, all as-built final landscape installation inspections.	\$ 4,500	
\$ 1,087	\$ 4,500	Total	\$ 4,500	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 TRAINING - PLAN COMMISSION - 01-53-45701

DEPARTMENT: Community Development			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ -	\$ 500	City Funded Training Opportunities (Seminars and Books) for PC/ZBA Members.	\$ 750
Total			\$ 750

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 EDUCATION REIMBURSEMENT - 01-53-45710

DEPARTMENT: Community Development			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ -	\$ -	Not Budgeted for FY 2020	\$ -
Total			\$ -

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 STORMWATER MANAGEMENT REVIEW AND INSPECTION - 01-53-45900

DEPARTMENT: Community Development				
PROGRAM: On-Going				
2018 Actual	2019 Estimated	Description of Cost	2020 Budget	
\$ -	\$ -	For FY 2019 and 2020, these expenses have been accounted for in Consulting Engineering Services account # 01-53-45300	\$ -	
		Total	\$ -	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 PRELIMINARY CONSULTATION - 01-53-46000

DEPARTMENT: Community Development				
PROGRAM: On-Going				
2018 Actual	2019 Estimated	Description of Cost	2020 Budget	
\$ -	\$ 1,500	Consulting Engineering expenses associated with the review of preliminary engineering design drawings for new private development proposals.	\$ 1,500	
		Total	\$ 1,500	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 DUES, SUBSCRIPTIONS & BOOKS - 01-53-46900

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 OTHER SUPPLIES - 01-53-47200

DEPARTMENT: Community Development			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 5,615	\$ 300	International Code Council (building codes) Memberships (Chief Code Official and Building Inspector/Code Enforcement Officer)	\$ 300
	1,400	American Planning Association (APA) Membership (CD/ED Director, Sr. Planner, Planner I)	1,400
	75	APA Monthly Zoning Newsletter	75
	220	Urban Land Institute Membership	220
	125	Congress for New Urbanism Membership	125
	750	Misc. books and reference materials	750
	75	Suburban Building Officials Council Membership (Chief Code Official and Building Inspector/Code Enforcement Officer)	75
	1,300	DuPage River Salt Creek Workgroup City membership	1,300
	100	Illinois GIS Association	100
	200	Professional Engineer/AWPA Dues/Membership (Sr. Civil Engineer and Civil Engineer)	400
	75	Illinois Assoc. of Floodplain & Storm water Mangers. (Sr. Civil Engineer and Civil Engineer)	150
	120	Illinois Association of Electrical Inspectors	120
	80	Area Building Coordinators of Illinois and Permit TechNation	80
		AICP Certification Exam (Planner I)	475
		LEED Green Associate Exam (Planner I)	270
		Legacy Project (Sr. Planner, Sr. Civil Engineer, Planner I)	120
		International Code Council Certification Exams	400
		Strong Towns Membership	50
\$ 5,615	\$ 4,820	Total	\$ 6,410

DEPARTMENT: Community Development			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 83	\$ 200	Misc. Office Supplies	\$ 1,000
	200	Specialty Printer Cartridges	
	200	Specialty Larger Format Printer Paper	
\$ 83	\$ 400	Total	\$ 1,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 UNIFORMS - 01-53-47300

DEPARTMENT: Community Development			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 885	\$ 150	New boots for one department employee who performs field inspections.	\$ 150
	300	New "City of Warrentville" shirts/coats for City Building Division employees who perform field inspections	450
\$ 885	\$ 1,050	Total	\$ 600

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MISCELLANEOUS EXPENSE - 01-53-48700

DEPARTMENT: Community Development			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 2,091	\$ 100	Staff and PC/ZBA Nameplates, Mounting and Matting of Large Format Maps such as the Zoning and Land Use Plan Maps.	\$ 100
	1,500	Lawn cutting services for Property Maintenance Code Violations. In many cases, the City is reimbursed for these expenses through liens placed on the involved property.	2,500
	250	Food & beverage for special meetings	250
	250	Misc. safety and measuring equipment	250
\$ 2,091	\$ 2,100	Total	\$ 3,100

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 LAND PURCHASE - 01-53-49200

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 EQUIPMENT PURCHASE - 01-53-49500

DEPARTMENT: Community Development			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 1,393	\$ -	Not Budgeted for FY 2020	\$ -
Total			\$ -

DEPARTMENT: Community Development			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 765	\$ 1,000	Misc. file cabinets, desks, shelving, and chairs	\$ 1,000
	400	Desktop Scanner for Building Division Admin. Assist.	
	400	Larger dual computer monitors for Build. Div. Admin. Assistant	
	13,500	I-Plan large format touch screen plan review table and related set-up costs	
	5,000	Large format digital presentation monitor for large CD conf. room and related set-up costs	
Total			\$ 1,000

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected 2019	Budget 2020	19-20 Growth
01-54-40000	EMA	SALARIES - E.M.A.	5,800	6,000	6,000	6,000	4,800	2,400	-50.00%
01-54-40100	EMA	FICA EXPENSE	360	372	372	372	298	149	-50.00%
01-54-40101	EMA	MEDICARE EXPENSE	84	87	87	87	70	35	-50.00%
01-54-41100	EMA	MAINTENANCE - EQUIPMENT	540	1,613	756	1,401	1,401	1,401	0.00%
01-54-41110	EMA	MAINTENANCE - AUTO	38	2,154	653	3,500	2,785	6,000	115.44%
01-54-42700	EMA	MAINTENANCE - COMMUNICATIONS	2,827	-	410	1,750	1,750	1,750	0.00%
01-54-43400	EMA	TELEPHONE	1,267	1,097	1,112	1,350	475	1,350	184.21%
01-54-44400	EMA	TRAVEL, TRAINING & MEETINGS	2,441	626	232	4,500	600	4,500	650.00%
01-54-46900	EMA	DUES, SUBSCRIPTIONS & BOOKS	81	-	-	100	100	100	0.00%
01-54-47200	EMA	OTHER SUPPLIES	2,948	420	1,122	3,500	3,500	3,500	0.00%
01-54-47300	EMA	UNIFORMS	2,836	1,180	994	2,000	2,000	2,000	0.00%
01-54-47600	EMA	GAS / OIL EXPENSE	791	444	243	1,200	400	1,200	200.00%
01-54-48700	EMA	MISCELLANEOUS EXPENSE	1,202	50	-	6,500	-	6,500	1600.00%
01-54-49500	EMA	EQUIPMENT PURCHASE	11,026	802	3,216	500	500	8,500	1600.00%
Totals			32,241	14,845	15,197	32,760	18,679	39,385	110.85%

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MAINTENANCE - EQUIPMENT - 01-54-41100

DEPARTMENT: EMERGENCY MANAGEMENT AGENCY (EMA)				
PROGRAM: On-Going				
2018 Actual	2019 Estimated	Description of Cost	2020 Budget	
\$ 756	\$ 1,019	General Maintenance Equipment	\$ 1,000	
	382	Siren System monitoring fees (Fulton Siren Service) 09/01/17-08/31/2018 09/01/18-08/31/2019	401	
\$ 756	\$ 1,401	Total	\$ 1,401	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MAINTENANCE - AUTOS - 01-54-41110

DEPARTMENT: EMERGENCY MANAGEMENT AGENCY (EMA)				
PROGRAM: On-Going				
2018 Actual	2019 Estimated	Description of Cost	2020 Budget	
\$ 653	\$ 2,785	General Vehicle Maintenance	\$ 3,500	
		Installation of Decals and Lights (Convert outgoing squad 215 to EMA)	2,500	
\$ 653	\$ 2,785	Total	\$ 6,000	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 TRAVEL, TRAINING& MEETINGS - 01-54-44400

DEPARTMENT: EMERGENCY MANAGEMENT AGENCY (EMA)				
PROGRAM: On-Going				
2018 Actual	2019 Estimated	Description of Cost	2020 Budget	
\$ 232	\$ 600	Member Training, Homeland Security Training (Illinois EMA Annual Training Summit Illinois Emergency Services Mgmt. Assoc. Conference Formal Traffic Control Training Disaster Preparedness Training)	\$ 4,500	
		Total	\$ 4,500	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 DUES, SUBSCRIPTIONS & BOOKS - 01-54-46900

DEPARTMENT: EMERGENCY MANAGEMENT AGENCY (EMA)				
PROGRAM: On-Going				
2018 Actual	2019 Estimated	Description of Cost	2020 Budget	
\$ -	\$ 100	As Needed	\$ 100	
		Total	\$ 100	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 OTHER SUPPLIES - 01-54-47200

DEPARTMENT: EMERGENCY MANAGEMENT AGENCY (EMA)				
PROGRAM: On-Going				
2018 Actual	2019 Estimated	Description of Cost	2020 Budget	
\$ 1,122	\$ 3,500	Emergency Response Supplies	\$ 1,500	
		Reflective Cones	300	
		Public Training, including Weather Radios, Key chains Magnets for Giveaways	1,500	
		Printed Materials	200	
\$ 1,122	\$ 3,500	Total	\$ 3,500	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 UNIFORMS - 01-54-47300

DEPARTMENT: EMERGENCY MANAGEMENT AGENCY (EMA)				
PROGRAM: On-Going				
2018 Actual	2019 Estimated	Description of Cost	2020 Budget	
\$ 994	\$ 2,000	Volunteer Uniforms (Including High-visibility Shirts)	\$ 2,000	
\$ 994	\$ 2,000	Total	\$ 2,000	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 EQUIPMENT PURCHASE - 01-54-49500

DEPARTMENT: EMERGENCY MANAGEMENT AGENCY (EMA)			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 3,216	\$ 500	Miscellaneous Equipment	\$ 500
		Portable Generator with Light Tower	7,500
		Dolley for Moving of Equipment	300
		Leaf Blower	200
		Total	\$ 8,500

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected 2019	Budget 2020	19-20 Growth
01-55-44400	Police Comm.	TRAVEL, TRAINING & MEETINGS	460	-	866	2,777	2,777	2,800	0.83%
01-55-44700	Police Comm.	PRINTING / PUBLISHING	3,348	348	4,044	-	-	-	0.00%
01-55-45100	Police Comm.	LEGAL SERVICES	300	-	-	500	500	500	0.00%
01-55-45400	Police Comm.	OTHER PROFESSIONAL SERVICES	30	-	-	-	-	-	0.00%
01-55-45800	Police Comm.	TESTING	17,147	9,315	13,341	8,750	8,750	8,750	0.00%
01-55-46900	Police Comm.	DUES, SUBSCRIPTIONS & BOOKS	375	375	375	685	685	730	6.57%
Totals			21,660	10,038	18,626	12,712	12,712	12,780	0.53%

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 TRAVEL & MEETINGS - 01-55-44400

DEPARTMENT: Police Commission			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 866	\$ 2,777	IL Police Commission Annual Conference & Training Seminars (Includes registration, meals, mileage, and lodging)	\$ 2,800
Total			\$ 2,800

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 PRINTING/PUBLISHING - 01-55-44700

DEPARTMENT: Police Commission			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 4,044	\$ -	Recruitment for Patrol Officer (Testing begins April 2019)	\$ 5,000
Total			\$ -

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 LEGAL SERVICES - 01-55-45100

DEPARTMENT: Police Commission			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ -	\$ 500	Legal Services as needed	\$ 500
Total			\$ 500

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 TESTING - 01-55-45800

DEPARTMENT: Police Commission			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 13,341	\$ 8,750	Patrol Poly Exam (2 @ \$250/ea.)	\$ 500
		Patrol Psychological Exam (3 @ \$550/ea.)	1,650
		Patrol Medical Exam (2 @ \$800/ea.)	1,600
		Police Officer Exam	5,000
Total			\$ 8,750

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 DUES, SUBSCRIPTIONS & BOOKS - 01-55-46900

DEPARTMENT: Police Commission			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 375	\$ 685	2020 Illinois Police Commission Manuals and Handbooks (x3 @ \$85)	\$ 255
		Annual Association Dues - IFPCA	375
		Misc. Training Manuals / Legal Updates	100
Total			\$ 730

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected 2019	Budget 2020	19-20 Growth
01-60-40000	Muni Van	SALARIES - MUNICIPAL VAN	28,986	28,874	29,823	30,701	30,698	29,694	-3.27%
01-60-40100	Muni Van	FICA EXPENSE	1,797	1,790	1,849	1,904	1,903	1,841	-3.26%
01-60-40101	Muni Van	MEDICARE EXPENSE	420	419	432	446	445	431	-3.15%
01-60-41110	Muni Van	MAINTENANCE - AUTO	2,167	333	465	400	400	400	0.00%
01-60-44300	Muni Van	RENT EXPENSE	7,613	8,376	8,221	6,738	6,738	8,085	19.99%
01-60-44700	Muni Van	PRINTING/PUBLISHING			-	500		500	
01-60-47200	Muni Van	OTHER SUPPLIES			-	100		100	
01-60-47600	Muni Van	GAS/OIL EXPENSE	2,270	2,261	2,607	3,300	2,680	3,000	11.94%
01-60-48700	Muni Van	MISCELLANEOUS EXPENSE	22		-	15,100	10,100	35,100	247.52%
Totals			43,275	42,053	43,397	59,189	52,964	79,151	49.44%

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MAINTENANCE - AUTOS - 01-60-41110

DEPARTMENT: ACORN Van				
PROGRAM: On-Going				
2018 Actual	2019 Estimated	Description of Cost	2020 Budget	
\$ 465	\$ 400	General Van Maintenance City began leasing van in Dec. 2012 City pays for general maintenance	\$ 400	
Total			\$ 400	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 RENT/LEASE EXPENSE - 01-60-44300

DEPARTMENT: ACORN Van				
PROGRAM: On-Going				
2018 Actual	2019 Estimated	Description of Cost	2020 Budget	
\$ 8,221	6,003	City Began Leasing Vehicle in December 2014 (Current Lease Expires 12/2018)		
	735	\$667 per Month - May - March , 2019 Apr-19		
		May 2019- March 2020 \$735./Month	\$ 8,085	
Total			\$ 8,085	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 PRINTING/PUBLISHING - 01-60-44700

DEPARTMENT: ACORN Van			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ -	\$ -	Promotional Materials (i.e. Magnets and other printed materials- updated to include new branding)	\$ 500
Total			\$ 500

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 OTHER SUPPLIES - 01-60-47200

DEPARTMENT: ACORN Van			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ -	\$ -	General Supplies - As Needed	\$ 100
Total			\$ 100

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected 2019	Budget 2020	19-20 Growth
01-62-40000	Streets R&B	SALARIES-ROAD & BRIDGE	63,012	64,555	63,766	68,486	68,344	70,540	3.21%
01-62-40001	Streets R&B	OVERTIME-ROAD & BRIDGE	148	1,040	783	1,800	724	1,800	148.62%
01-62-40100	Streets R&B	FICA EXPENSE	3,775	3,847	3,423	4,358	4,282	4,485	4.74%
01-62-40101	Streets R&B	MEDICARE EXPENSE	883	900	800	1,020	1,001	1,049	4.80%
01-62-40200	Streets R&B	IMRF EXPENSE	7,135	7,533	6,864	7,725	7,117	6,933	-2.59%
01-62-44500	Streets R&B	CAPITAL FUND SUBSIDY	37,000	37,000	37,000	37,000	37,000	37,000	0.00%
Totals			111,953	114,875	112,636	120,389	118,468	121,807	2.82%

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 CAPITAL FUND SUBSIDY - 01-62-44500

DEPARTMENT: ROAD AND BRIDGE			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 37,000	\$ 37,000	General Fund Portion of Annual Road Costs	\$ 37,000
Total			\$ 37,000

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected 2019	Budget 2020	19-20 Growth
01-63-41000	Parks & Rec	MAINTENANCE - BUILDING	4,904	6,877	7,288	8,500	7,300	8,500	16.44%
01-63-41100	Parks & Rec	MAINTENANCE-EQUIPMENT	2,433	2,407	2,227	1,600	2,159	20,500	849.51%
01-63-41300	Parks & Rec	MAINTENANCE GROUNDS	13,556	22,127	15,216	29,000	24,000	25,000	4.17%
01-63-41315	Parks & Rec	MAINTENANCE-TREES	-	-	3,255	1,000	1,000	1,000	0.00%
01-63-43800	Parks & Rec	UTILITIES	2,792	2,334	3,000	2,767	2,767	3,000	8.42%
01-63-45400	Parks & Rec	OTHER PROFESSIONAL SERVICES	-	-	2,550	4,500	7,930	10,500	32.41%
01-63-46700	Parks & Rec	VETERANS MEMORIAL	3,852	1,073	3,765	5,000	3,800	5,000	31.58%
01-63-48700	Parks & Rec	MISCELLANEOUS EXPENSE	625	688	202	750	508	750	47.64%
01-63-48800	Parks & Rec	ALBRIGHT STUDIO EXPENSES	9,679	9,468	5,315	10,010	10,810	15,310	41.63%
01-63-49500	Parks & Rec	EQUIPMENT PURCHASE	23,704	1,070	3,310	20,000	12,400	2,500	-79.84%
Totals			61,545	46,044	46,128	83,127	72,674	92,060	26.68%

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MAINTENANCE - BUILDING - 01-63-41000

DEPARTMENT: Public Works (Parks & Rec)			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 7,289	\$ 7,300	Maintenance and repairs Janitorial Service approx. \$458 per month	\$ 3,000 5,500
Total			\$ 8,500

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MAINTENANCE - EQUIPMENT - 01-63-41100

DEPARTMENT: Public Works (Parks & Rec)			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 2,227	\$ 2,159	Playground equip repairs (basketball court resurface @ Cerny Park) Mulch	\$ 20,000 500
Total			\$ 20,500

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MAINTENANCE - GROUNDS - 01-63-41300

DEPARTMENT: Public Works (Parks & Rec)			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 15,216	\$ 24,000	Portion of Grounds Maintenance Contract	\$ 15,000
		Mulch installation cost as needed	1,000
		Concrete Edging and Flatwork at Cerny Park	9,000
\$ 15,216	\$ 24,000	Total	\$ 25,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MAINTENANCE - TREES - 01-63-41315

DEPARTMENT: Public Works (Parks & Rec)			
PROGRAM: On-Going			
2018 Actual	2018 Estimated	Description of Cost	2020 Budget
\$ 3,255	\$ 1,000	Trimming, Replacement of Trees at All City Parks as needed.	\$ 500
		Adjusting Mulch around Trees	500
\$ 3,255	\$ 1,000	Total	\$ 1,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 UTILITIES - 01-63-43800

DEPARTMENT: Public Works (Parks & Rec)			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 3,000	\$ 2,767	Cost of Electricity at Pavilion Gas heat put in storage room in FY2008 Cost for Street lights in Park Cost of Natural Gas service at Pavilion	\$ 3,000
Total			\$ 3,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 OTHER PROFESSIONAL SERVICES - 01-63-45400

DEPARTMENT: Public Works (Parks & Rec)			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 2,550	\$ 7,930	Prairie burns and maintenance Assistance with weeding Install Informational Sign by the Prairie plantings at Cerny Park	\$ 8,000 2,500
Total			\$ 10,500

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 VETERAN'S MEMORIAL - 01-63-46700

DEPARTMENT: Public Works (Parks & Rec)			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 3,765	\$ 3,800	General Memorial Upkeep Power Washing / Flags/ etc. sealing concrete as needed	\$ 5,000
Total			\$ 5,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MISCELLANEOUS EXPENSE - 01-63-48700

DEPARTMENT: Public Works (Parks & Rec)			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 201	\$ 508	As Needed Flowers, irrigation repair, etc. replacement plaques for memorial trees	\$ 750
Total			\$ 750

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 ALBRIGHT STUDIO EXPENSES - 01-63-48800

DEPARTMENT: Public Works (Parks & Rec)			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 5,315	\$ 1,000	Cleaning Services	\$ 1,000
	1,750	Supplies and routine Maintenance	1,750
	1,100	Cost for alarms and TV monitors	1,100
	300	Pest Control (4-Times per year @\$75 ea.)	300
	350	Fire Alarm Testing	350
	150	Fire extinguisher Test	150
	660	Fire Alarm monitoring Radio	660
	5,500	Replacement of tile entryway at Museum	
		Replace Shutters (last replaced in 1983)	10,000
		Total	\$ 15,310

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 EQUIPMENT PURCHASE - 01-63-49500

DEPARTMENT: Public Works (Parks & Rec)			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 3,310	\$ 12,400	Replacement of Cerny Park Playground Equipment	\$ 2,500
		Total	\$ 2,500

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected 2019	Budget 2020	19-20 Growth
01-65-40000	Bldgs & Grnds	SALARIES - BUILDINGS & GROUNDS	78,706	71,580	79,432	87,360	80,734	89,476	10.83%
01-65-40001	Bldgs & Grnds	OVERTIME - BUILDINGS & GROUNDS	1,661	1,618	2,848	2,700	2,872	2,700	-5.99%
01-65-40100	Bldgs & Grnds	FICA EXPENSE	4,862	4,415	4,966	5,584	5,184	5,715	10.24%
01-65-40101	Bldgs & Grnds	MEDICARE EXPENSE	1,137	1,032	1,161	1,306	1,212	1,337	10.31%
01-65-40200	Bldgs & Grnds	IMRF EXPENSE	7,500	7,821	8,080	8,048	7,626	7,221	-5.31%
01-65-41000	Bldgs & Grnds	MAINTENANCE - BUILDINGS	98,054	97,581	131,674	307,625	135,800	171,775	26.49%
01-65-41110	Bldgs & Grnds	MAINTENANCE - AUTO	20	189	-	150	250	150	-40.00%
01-65-44400	Bldgs & Grnds	TRAVEL, TRAINING & MEETINGS	-	-	-	1,000	650	1,000	53.85%
01-65-46900	Bldgs & Grnds	DUES & SUBSCRIPTIONS	407	34	310	300	300	300	0.00%
01-65-47200	Bldgs & Grnds	OTHER SUPPLIES	3,716	3,483	7,936	4,000	4,000	4,000	0.00%
01-65-47300	Bldgs & Grnds	UNIFORMS	930	736	898	900	900	900	0.00%
01-65-47600	Bldgs & Grnds	GAS/OIL EXPENSE	636	600	811	832	832	900	8.17%
01-65-49300	Bldgs & Grnds	BUILDING IMPROVEMENTS	-	-	-	-	-	-	-
01-65-49500	Bldgs & Grnds	EQUIPMENT PURCHASE	-	-	7,566	5,350	-	-	-
Totals			197,629	189,089	245,682	425,155	240,360	285,474	18.77%

CITY OF WARRENVILLE
FISCAL YEAR 2020
MAINTENANCE - BUILDING - 01-65-41000

DEPARTMENT: Buildings & Grounds			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 131,674	\$ 35,000	Cleaning Service	\$ 35,000
	1,600	Carpet Cleaning - Police Dept. (mthly), City Hall (Qtrly)	1,650
	1,000	Cleaning of table cloths, etc.	1,000
	15,000	HVAC Maintenance / Contract and repairs	20,000
	7,000	Floor Mat Service	9,000
	9,000	Elevator Service - 2 Elevators	9,000
	3,600	Fire Alarm Service (Fire Suppression System Testing)	3,600
	10,000	Fire & Panic Alarm Wireless Communication Generator Service - Prev. Maint	1,200 10,000
	2,100	Fire Extinguisher Maint. - Pressure Test Older Units	2,500
	1,000	Pest Control	1,000
	2,000	Sprinkler Testing - Yrly Flushing & Cert Fee	3,000
	1,725	Yearly Backflow/ Certifications / testing	2,000
	3,300	Miscellaneous (i.e. locksmith, Medical Supplies, AED)	3,300
	450	Softener salt (City Hall and Public Works)	500
	3,000	Green Enhancement to City Buildings (Inc. Light Bulbs)	3,000
	4,000	Garage Door and Gate Inspections and Repair	4,000
	8,000	Additional Garage Remotes for Staff Access Minor Building Repair & Maintenance	1,000 8,000
	525	Co2 Sensor Calibration and testing	525
		Electrician to Improve Lighting in Mechanic's Bays	5,000
	2,500	Roof Repairs and Inspections	2,500
		Mudjacking or Repair of Sidewalks Develop ADA Transition Plan Safety Stairs in Wash Bay	2,000 18,000 25,000
	25,000	Keyless Security (FY 2018 Decision Package)	
\$ 131,674	\$ 135,800	Total	\$ 174,275

CITY OF WARRENVILLE
FISCAL YEAR 2020
MAINTENANCE - AUTOS - 01-65-41110

DEPARTMENT: Buildings & Grounds			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ -	\$ 250	Maintenance of Supervisors Vehicle	\$ 150
\$ -	\$ 250	Total	\$ 150

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 TRAVEL, TRAINING & MEETINGS - 01-65-44400

DEPARTMENT: Buildings & Grounds			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ -	\$ 650	Training & Seminars	\$ 1,000
Total			\$ 1,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 DUES, SUBSCRIPTIONS, & BOOKS - 01-65-46900

DEPARTMENT: Buildings & Grounds			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 310	\$ 300	As Needed Certifications Etc.	\$ 300
Total			\$ 300

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 OTHER SUPPLIES - 01-65-47200

DEPARTMENT: Administration			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 7,936	\$ 4,000	Tools for Building Supervisor (natural gas leak detector) (Flashlight, ladder, power tools) Other misc. expenses for buildings	\$ 2,000
		Supplies for buildings (Inc. paper products)	2,000
\$ 7,936	\$ 4,000	Total	\$ 4,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 UNIFORMS - 01-65-47300

DEPARTMENT: Buildings & Grounds			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 898	\$ 900	Uniforms for Building Maintenance Supervisor	\$ 900
\$ 898	\$ 900	Total	\$ 900

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 GAS/OIL EXPENSE - 01-65-47600

DEPARTMENT: Buildings & Grounds			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 811	\$ 832	Gas and Oil For Supervisors Vehicle	\$ 900
Total			\$ 900

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 BUILDING IMPROVEMENTS - 01-65-49300

DEPARTMENT: Buildings & Grounds			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ -	\$ -	NoT budgeted in FY 20	\$ -
Total			\$ -

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 EQUIPMENT PURCHASE - 01-65-49500

DEPARTMENT: Buildings & Grounds			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 7,566	\$ -	Not Budgeted in FY 20	\$ -
Total			\$ -

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected 2019	Budget 2020	19-20 Growth
01-70-40400	Central Sves	EMPLOYEE INSURANCE	830,161	866,323	906,913	988,160	1,006,306	1,039,275	3.28%
01-70-40403	Central Sves	INSURANCE OPT-OUT PAYMENTS	8,809	11,320	10,242	10,886	3,110	5,833	87.56%
01-70-41100	Central Sves	MAINTENANCE - EQUIPMENT	84,495	179,443	171,391	316,320	239,840	492,562	105.37%
01-70-41103	Central Sves	MAINTENANCE - SOFTWARE	60,108	60,542	73,292	140,042	157,893	180,028	14.02%
01-70-43301	Central Sves	INSURANCE - LIABILITY	96,199	88,540	101,578	107,462	106,226	111,537	5.00%
01-70-43302	Central Sves	INSURANCE - WORKERS COMP	154,899	146,691	143,184	167,010	179,434	227,072	26.55%
01-70-43303	Central Sves	INSURANCE - EE LIFE	2,816	2,293	2,395	2,520	2,457	2,520	2.56%
01-70-43400	Central Sves	TELEPHONE	64,948	73,564	71,823	76,205	76,205	73,111	-4.06%
01-70-44300	Central Sves	RENT EXPENSE	600	688	717	746	717	717	0.00%
01-70-44600	Central Sves	POSTAGE	7,558	6,959	7,823	6,639	7,106	8,882	24.99%
01-70-44700	Central Sves	PRINTING/PUBLISHING	8,536	2,726	1,853	10,000	7,286	5,500	-24.51%
01-70-45210	Central Sves	COMPUTER SOFTWARE	160	-	-	-	-	-	-
01-70-45400	Central Sves	OTHER PROFESSIONAL SERVICES	16,008	14,843	17,667	1,279,105	478,170	811,178	69.64%
01-70-47100	Central Sves	OFFICE SUPPLIES	16,008	14,843	17,667	15,500	17,429	15,000	-13.94%
Totals			1,335,297	1,453,932	1,508,878	3,120,595	2,282,179	2,973,215	30.28%

General Fund Line Items
Fiscal Year 2020

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 EMPLOYEE INSURANCE - 01-70-40400

DEPARTMENT: Central Services			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 906,913	\$ 1,006,306	General Fund Share of Group Employee Health Insurance (net of Employee Required Contributions)	\$ 1,039,275
		(Additional amounts charged to Water and Sewer Fund)	
		(Additional amounts charged to Water and Sewer Fund)	
\$ 906,913	\$ 1,006,306	Total	\$ 1,039,275

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 INSURANCE OPT-OUT PAYMENTS - 01-70-40403

DEPARTMENT: Central Services			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 10,242	\$ 3,110	Employee Insurance Opt-Out Payments Paid by Calendar Year (4 Opt-Outs for CY 2019)	\$ 5,833
\$ 10,242	\$ 3,110	Total	\$ 5,833

CITY OF WARRENVILLE
FISCAL YEAR 2020
MAINTENANCE - EQUIPMENT - 01-70-41100
(continued from previous page)

DEPARTMENT: Central Services			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
	5,000	Telephone System Maintenance	5,000
	-	Telephone System Replacement (FY18 Decision Package- Rebudget for FY 20)	86,000
		Surface Pro Tablets (x10) - Field Staff	6,000
		AV Room Upgrades (FY20 Decision Package)	150,000
	8,000	AV Room Maintenance and Support	8,000
		Fiber Internet Service - 100 Mbps (annual cost - 5 Year Contract - thru Comcast Business)	19,472
\$171,391	\$ 239,840	Total	\$ 492,562

CITY OF WARRENVILLE
FISCAL YEAR 2020
MAINTENANCE - EQUIPMENT - 01-70-41100

DEPARTMENT: Central Services			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 171,391	\$ 720	Stafford Copier Maintenance-Biz Hub 808	\$ 720
	500	Manning Copier Maintenance-Biz Hub 754e	500
	96,000	Annual Network Maintenance (AIS)	96,000
	25,000	Additional IT Support during ERP (AIS)	25,000
	-	IT Technology Needs Assessment (AIS)	14,850
	3,000	Miscellaneous (Keyboards, Mice, etc.)	3,000
	2,600	Additional Memory	500
	2,000	General Printers - Replacement	2,000
	25,000	Annual Computer Replacement (25)	25,000
	2,000	Annual Mobile Device Replacement	3,000
	1,320	OCE TDS400 Maintenance Agreement (Com Dev)	1,320
	600	Xerox Phaser Maintenance Agreement (Com Dev)	600
	16,500	Annual MDT Replacements (3)	16,500
	10,000	Annual Squad Car Camera Replacement (2)	10,000
	6,000	Cablecast Equipment Service Contract	6,000
	1,100	Extron 60-429-22 (Cablecasting)	1,100
	5,500	City Hall Security Camera	-
	5,000	City Hall Security Cameras Maintenance	6,500
	12,000	Mideco Door System Upgrade	-
	2,500	External Access Point Arbitrator	2,500
	6,500	8 Hard Drives	-
	3,000	Server Maintenance	3,000
		Total	
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CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MAINTENANCE - SOFTWARE - 01-70-41103

DEPARTMENT: Central Services			
PROGRAM: On-Going		Description of Cost	2020 Budget
2018 Actual	2019 Estimated		
\$ 73,292	\$ 10,552	MSI/Harris Software Maintenance Agreement (Actual Month Count Yet to be Determined @ 01/07/19)	\$ 11,288
	39,699	D365 Software Maintenance	59,548
	8,200	CH, PD and PW Lock System Maintenance Agreement	11,000
	300	SSL Certificate	300
	192	Citrix FileShare	192
	100	VMWare Licenses	100
	4,000	Content/Internet Monitoring	4,000
	1,200	SPAM Maintenance - Barracuda	1,200
	26,000	Laserfiche	10,000
	21,000	Server Backup & Recovery	21,000
	708	BEAST Maintenance Software Agreement	708
	3,600	Pace Scheduler software (Police)	3,600
	5,700	Arbitrator Software (Squad Cameras)	6,000
	2,150	Annual ESRI (GIS) Maintenance Agreement	3,550
	2,500	ArcGIS On-line (5-User License)	2,500
	2,440	Westlaw (Code Enforcement)	2,440
	2,820	WebQA Software Maintenance	2,820
	449	Uniform Criminal Complaint (Yearly)	449
	500	VPN	500
	13,000	Mimecast (Email Archiving Software)	13,000
	6,500	Mimecast Annual Service Cost (recurring)	6,500
	2,848	LEADS online	2,848
	1,000	Intersect On-Line Background/Investigations tool	1,000
	435	APBnet (critical reach)	435
	2,000	Itouch Maintenance	2,000
	-	CivicPlus Electronic Agenda	10,000
	325	Municipal Services, Inc (PD MSI)	650
		Archive Social - (social media archiving)	2,400
\$ 73,292	\$ 157,893	Total	\$ 180,028

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 INSURANCE - LIABILITY - 01-70-43301

DEPARTMENT: Central Services			
PROGRAM: On-Going			
2018	2019	Description of Cost	2020
Actual	Estimated		Budget
\$ 101,578	\$ 58,749	Property and Inland Marine * (Shared with Water & Sewer)	\$ 61,686
	8,350	Umbrella (Excess Liability) * (Shared with Water & Sewer)	8,768
	4,153	Cyber Liability *	4,361
	6,559	Fiduciary Liability *	6,887
	1,751	Crime and Public Officials	1,839
	24,163	Auto Liability & Property Damage * (Shared with Water & Sewer)	25,371
	2,501	Boiler and Machinery * (Shared with Water & Sewer)	2,626
		* CY 2020 Renewal Assumes a 5.5% Increase - But Actual Loss Experience will Contribute to Actual Increase	
\$ 101,578	\$ 106,226	Total	\$ 111,537

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 INSURANCE - WORKERS COMP - 01-70-43302

DEPARTMENT: Central Services			
PROGRAM: On-Going			
2018	2019	Description of Cost	2020
Actual	Estimated		Budget
\$ 143,184		General Fund Share CY 2020 Renewal (May through December 2019) (January - April 2020) Assumes a 20% Increase - But Actual Loss Experience will Contribute to Actual Increase	\$ 141,920 85,152
	108,474	CY 2019 (May through December 2018)	
	70,960	(January - April 2019) Assumes a 8% Increase - But Actual Loss Experience will Contribute to Actual Increase	
		(See also Water & Sewer - 20-00-43302 20-04-43302)	
\$ 143,184	\$ 179,434	Total	\$ 227,072

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 RENT EXPENSE - 01-70-44300

DEPARTMENT: Central Services				
PROGRAM: On-Going				
2018	2019	Description of Cost	2020	
Actual	Estimated		Budget	Budget
\$ 717	\$ 717	Pitney Bowes Postage Machine (1st Floor City Hall)	\$	717
Total			\$	717

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 POSTAGE - 01-70-44600

DEPARTMENT: Central Services				
PROGRAM: On-Going				
2018	2019	Description of Cost	2020	
Actual	Estimated		Budget	Budget
\$ 7,823	\$ 7,106	City Wide, Less W&S FY 18 Actual - \$7,823 FY 17 Actual - \$6,959 FY 16 Actual - \$7,558 FY 15 Actual - \$7,826 FY 14 Actual - \$10,163 FY 13 Actual - \$12,729	\$	8,882
Total			\$	8,882

CITY OF WARRENVILLE
FISCAL YEAR 2020
PRINTING / PUBLISHING 01-70-44700

DEPARTMENT: Central Services			
PROGRAM: On-Going			
2018	2019	Description of Cost	2020
Actual	Estimated		Budget
\$ 1,853	\$ 7,286	Citywide - Letterhead, Envelopes Business Cards, and Publishing Costs FY 18 Actual - \$1,853 FY 17 Actual - \$2,726 FY 16 Actual - \$8,536 FY 15 Actual - \$5,177 FY 14 Actual - \$5,153 FY 13 Actual - \$5,676 FY 12 Actual - \$2,792	\$ 5,500
\$ 1,853	\$ 7,286	Total	\$ 5,500

CITY OF WARRENVILLE
FISCAL YEAR 2020
OTHER PROFESSIONAL SERVICES - 01-70-45400

DEPARTMENT: Central Services			
PROGRAM: On-Going			
2018	2019	Description of Cost	2020
Actual	Estimated		Budget
\$ -	\$ 478,170	ERP Contractual Implementation Services (FY 2019 Decision Package - FIN 19,01) Citywide Services and Staffing Study (FY20 Decision Package) (15% in Water & Sewer - \$4,500) (Decision Package total = \$30,000) Citywide Facility Needs Study (FY20 Decision Package) (15% in Water & Sewer - \$7,500) (Decision Package total = \$50,000) Pre-employment Competency Testing DOT/Non-DOT Program & Post Offer Physicals Benefits and Wellness Fair (Partially eligible for Gallagher Wellness Reimbursement) Background Checks for New Employees Language Testing Service (Per MAP 213 CBA) Annual EAP Contract Est @ \$13.65 per Employee x 75 EE's <u>TASC Flexible Spending</u> <u>Contracted Administrative Services</u> Quarterly Administrative Fee (est @ \$850 per Quarter) Quarterly - Claim Card Fee (est @ \$255 per Quarter) Annual Renewal Fee (Assumes 5% escalator for 01/20 renewal and increased enrollment)	\$ 717,255
\$ -	\$ 478,170	Total	\$ 811,178

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 OFFICE SUPPLIES - 01-70-47100

DEPARTMENT: Central Services			
PROGRAM: On-Going			
2018	2019	Description of Cost	2020
Actual	Estimated		Budget
\$ 17,667	\$ 17,429	General Fund Office Supplies	\$ 15,000
		FY18 Actual - \$17,667 FY17 Actual - \$14,843 FY16 Actual - \$16,008 FY15 Actual - \$21,473 FY14 Actual - \$17,625 FY13 Actual - \$20,325	
\$ 17,667	\$ 17,429	Total	\$ 15,000

City of Warrenville

General Fund Projections

Revenues	Fiscal Year		Actual	Actual	Projected	Projected	Projected	Projected	Projected
	2017	2018							
Tax Revenue	\$ 9,946,374	\$ 10,174,953	\$ 9,850,844	\$ 10,060,954	\$ 10,503,135	\$ 10,649,618			
License, Permit & Fee Revenue	424,892	547,328	950,915	952,693	415,370	413,237			
Fine Revenue	251,796	258,542	393,589	400,675	402,334	404,010			
Reimbursement Revenue	1,460	163	1,000	-	-	-			
Rental Revenue	31,103	33,854	36,378	35,638	36,623	37,648			
Intrafund Revenue	76,611	63,198	65,607	62,173	62,173	62,173			
Interest Revenue	(571)	(28,848)	7,942	5,957	5,957	5,957			
Grant Revenue	30,081	23,808	69,310	11,320	11,320	11,320			
Miscellaneous Revenue	206,823	203,552	124,240	155,221	158,002	160,877			
Total Revenue	\$ 10,968,569	\$ 11,276,550	\$ 11,499,825	\$ 11,684,631	\$ 11,594,914	\$ 11,744,840			
Growth from Previous Year	-1.9%	0.9%	2.0%	1.6%	-0.8%	1.3%			
Expenses	Actual	Actual	Projected	Projected	Projected	Projected	Projected	Projected	Projected
	2017	2018	2019	2020	2021	2022	2021	2022	2022
Total Salary & Wage Expense	\$ 5,660,094	\$ 5,893,823	\$ 6,111,113	\$ 6,504,388	\$ 6,829,607	\$ 7,171,088			
Total Fringe Benefit Expense	2,620,671	2,747,562	2,864,468	3,017,704	3,168,589	3,327,019			
Total Maintenance Expense	685,739	762,464	1,472,123	1,818,954	724,102	796,512			
Total Supplies and Service Expense	1,638,407	1,937,064	2,691,682	3,635,009	1,787,136	1,858,621			
Total Capital Expense	55,396	111,324	108,167	32,897	91,629	94,378			
Total Expenditures	\$ 10,660,307	\$ 11,452,237	\$ 13,247,553	\$ 15,008,952	\$ 12,601,064	\$ 13,247,618			
Growth from Previous Year	-2.2%	5.1%	15.7%	13.3%	-16.0%	5.1%			
Revenues Greater/(Less Than) - Expenditures	\$ 308,262	\$ (175,687)	\$ (1,747,728)	\$ (3,324,321)	\$ (1,006,149)	\$ (1,502,778)			
Personnel proportion of Total	78%	75%	68%	63%	79%	79%			
Total Ending Fund Balance	\$ 13,703,577	\$ 13,527,890 **	\$ 11,780,162	\$ 8,455,841	\$ 7,449,692	\$ 5,946,913			
Non-Spendable Fund Balance - PrePays (estimated)	119,140	39,152	39,152	39,152	39,152	39,152			
Assigned Fund Balance	4,144,792	4,144,792	3,699,057	2,930,957	2,930,957	2,930,957			
Non-Spendable Fund Balance - Land for Resale	2,200,000	-	-	-	-	-			
Unassigned Ending Fund Balance	\$ 7,239,645	\$ 9,343,946	\$ 8,041,953	\$ 5,485,732	\$ 4,479,583	\$ 2,976,804			
UFB Expenditure Coverage	68%	82%	61%	37%	36%	22%			



CAPITAL MAINTENANCE AND REPLACEMENT

FUND 02

FUND TYPE: Capital Projects

FUND PURPOSE – To account for the acquisition and improvement of City property including infrastructure, major general assets and equipment. This is the fund that is utilized to account for the Capital Maintenance and Replacement Plan (CMRP).

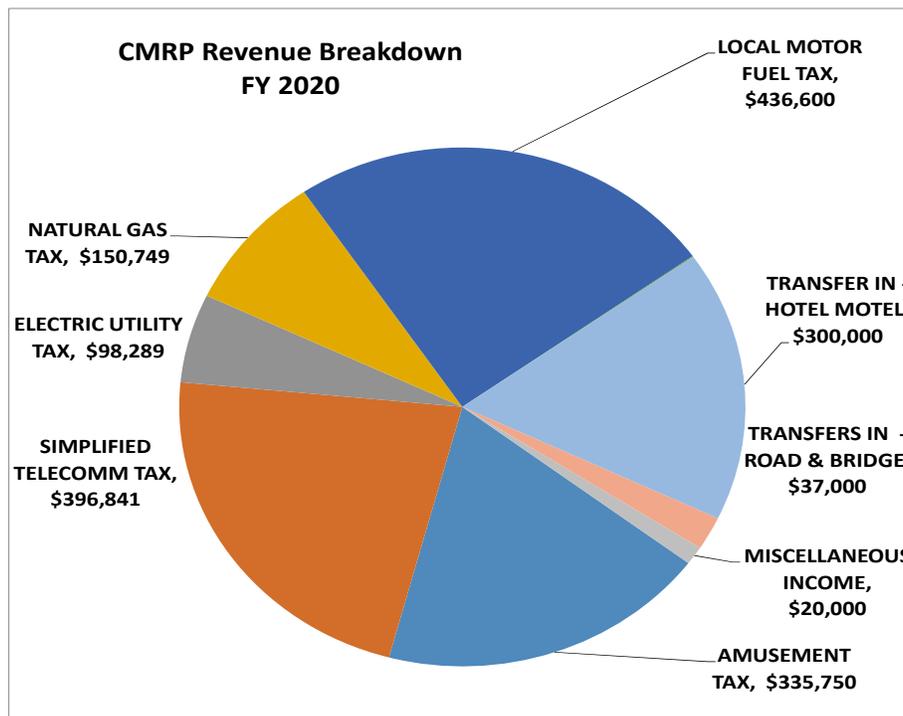
CAPITAL MAINTENANCE AND REPLACEMENT FUND HIGHLIGHTS

	2019 Budget	2019 Projected	2020 Proposed
Revenue	\$1,936,400	\$1,863,041	\$1,776,229
Expenditures	\$1,247,835	\$1,202,665	\$2,437,676
Surplus/(Deficit) ¹	\$688,565	\$660,376	(\$661,447)

1 – Deficits are planned and are in keeping with the CMRP plan

This fund is utilized to account for the revenues and expenditures for the Capital Maintenance and Replacement Plan (CMRP); a multi-year plan for all City non-enterprise infrastructure, vehicles and equipment capital assets. The CMRP is required to be updated annually in January to account for capital expenditure commitments approved by the City Council during the current fiscal year and staff recommended adjustments for quantity and pricing adjustments. As a result of the January 2019 adjustments, the CMRP revised annual average expenditures total \$2,177,266.

Revenue Sources



FY 2019 is projected to end the year with total revenue of \$1,863,041. The revenue projected for FY 2020 is \$1,776,229, a decrease of 7.2% from the projected FY 2019 figure.

Amusement Tax revenue for FY 2019 is projected to total \$345,244, an increase of 9.6% over the FY 2018 figure of \$314,821. For FY 2020, this revenue source is projected with total revenue of \$335,750, representing a 2.75% decrease from the projected 2019 figure. While FY 2018 and FY 2019 have indicated some minor improvement in this revenue stream, it appears that such increases are not sustainable, therefore, there is a slight decrease projected for FY 2020 anticipated revenue.

Warrenville imposes a 6% Telecommunication Tax on telecommunications services. As recently as FY 2016, the revenue from this source was in excess of \$600,000, but has been on the decline ever since. Revenue for FY 2019 is projected to total \$443,288, while FY 2020 is projected to continue the decline, with revenue at just \$396,841, a decrease of 2.75% from the FY 2019 figure. This revenue source has average fiscal-year-to-fiscal-year decreases of 8.45% per year over the past five fiscal years. The original revenue assumptions allocated for this fund from this tax revenue stream were in excess of \$550,000.

Electric Utility Tax revenue is projected to end FY 2019 with total revenue of \$98,757, a year-to-year increase of 4% from the FY 2018 figure of \$95,092. The original CMRP assumption for this revenue source was \$104,600 annually. However, this revenue stream has had annual realized average revenue of \$98,197, or about 93.9% of that original assumption since the inception of this tax. For FY 2020, this revenue is projected at \$98,289, just slightly more than the five year average.

The Natural Gas Utility and Use Taxes are projected to end FY 2019 with total revenue of \$156,099. For FY 2020, this revenue is projected at \$150,749, which is more in line with the multi-year average of \$149,679 since inception in FY 2014. In prior years, this revenue source has fluctuated from a high of \$175,597 for FY 2014, to low of \$121,656 for FY 2016.

The 4¢ per gallon Local Motor Fuel Tax is projected to end Fiscal Year 2019 with total revenue of \$436,600, a decrease of about 6.5% from FY 2018, when this revenue stream totaled \$467,052. No revenue has been included in the FY 2020 projections for any new gas stations, which may come on-line during FY 2020. The five stations currently operating average about \$80,100 per year in tax remittances to the City. It is important to note that since inception of this tax in 2014, one of the original six gas stations closed and has not been replaced. The original revenue assumption for the CMRP from this revenue source was \$409,116 per year.

The CMRP annually receives a \$300,000 transfer from the Hotel Motel Tax Fund, which is again included in the FY 2020 proposed budget, as well as Road and Bridge funding from the property tax levy, via a transfer from the General Fund in the amount of \$37,000.

Expenditures

For FY 2019 fund expenditures are projected to total \$1,202,665, well below the fund's FY 2018 revised average annual expenditures of \$2,177,266. Budgeted expenditures for FY 2020 are projected at \$2,437,676, marking just the third fiscal year since adoption of the CMRP, where the expenditures would exceed the plan's average annual expenditures.

The proposed FY 2020 expenditures include the following:

- 1) Replacement of two Police vehicles - \$68,066
Note: originally a three Police vehicles were to be replaced during FY 2020, per the CMRP, but staff evaluation of those vehicle determined that only two, one Explorer and one Expedition, met the criteria established for determining replacement and the third vehicle will not be replaced during FY 2020, but will be re-evaluated for replacement in FY 2021.
- 2) Skid Steer attachments - \$5,000 (*the skid steer was purchased during 2019*)
- 3) Light duty 2008 pick-up replacement - \$45,000
- 4) Dump snow plow truck replacement - \$190,000
- 5) Chipper replacement - \$40,000
- 6) Replacements of council chamber audience chairs, police and public works department chair replacements - \$15,000
- 7) Replacement of four HVAC units and associated air handlers and related equipment for the Police Department building - \$400,000
- 8) Road program engineering, bid documents, inspections and construction program - \$1,305,710
- 9) Curbs, resurfacing and roadway and parking patching on Stafford Place (Warren Ave to east dead end) - \$55,900
- 10) Complete Emerald Green street light system replacement - \$125,000
- 11) Engineering for east side (north of Galusha) drainage improvements, and pavement condition survey data collection (**Decision Package PUB 20.02**) - \$45,000
- 12) Citywide crack filling, patching, sidewalk repair, and storm inlet repairs - \$90,500

Overall fund assessment

CMRP revenues have annually averaged \$1,831,816 since inception of the plan. However, as noted above, some of the CMRP supporting revenue streams are on the decline, particularly the simplified telecommunications tax and local motor fuel tax. On the positive side, natural gas use and utility tax revenue still continues to outperform the original CMRP assumption by 7.9% on average.

The CMRP plan expenditures are working exactly as anticipated, where some fiscal years expenditures have been below the planned annual average expenditures, while other years, such as FY 2020, expenditures are above the planned annual average expenditures. Since inception of the CMRP, annual expenditures have averaged \$1,764,239, or about 19% below the current average annual expenditures.

The original overarching assumption of the CMRP was that plan revenues would cover expenditures, and whenever additional expenditures were added to the plan, additional revenues needed to be identified to cover those added expenditures. While staff has been diligent in annually reviewing and adjusting the detailed expenditures, the revenues have not kept pace with those adjustments. Also, during this FY 2020 budget process, staff has identified some areas of CMRP expenditures that need to be revisited and likely modified to address under-statements of the replacement costs of certain asset groups or classes. Finally, there is a fundamental assumption, which was not built into the original plan, that of some annual cost escalator to ensure that the future present values for the infrastructure are adequately funded.

During FY 2020, staff will look to re-convene the CMRP workgroup to address the staff identified CMRP gaps, fine tune the plan, and adjust the plan assumptions if necessary, to avoid future and potentially serious structural deficiencies.

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CITY OF WARRENVILLE, ILLINOIS

Capital Maintenance and Replacement Fund Activity

FY 2020

Projected Beginning Fund Balance	\$ 1,778,061
Revenues	
Property Taxes	\$ -
Sales and Use Taxes	-
Amusement Taxes	335,750
Consumption Taxes	1,082,479
Income Taxes	-
Hotel-Motel Taxes	-
Motor Fuel Taxes	-
Connection Fees	-
Administrative Charges	-
Consumption Fees	-
Franchise Fees	-
Licensing Fees	-
Interest Income	1,000
Financing Proceeds	-
Misc. Revenues	20,000
Grant Revenue	-
Rental Income	-
Reimbursement Revenues	-
Fine Revenue	-
Transfers In	337,000
	<hr/>
Total FY 2020 Revenue	\$ 1,776,229
Expenses/Expenditures	
Personnel	\$ -
Capital	1,850,176
Supplies and Services	120,000
Maintenance	467,500
	<hr/>
Total FY 2020 Expenses/Expenditures	\$ 2,437,676
 Variance - Add to/(Use of) Fund Balance	 \$ (661,447)
 Projected Ending Fund Balance	 \$ 1,116,614
Percent Change	-37.20%

CAPITAL MAINTENANCE AND REPLACEMENT FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected Year-End 2019	Budget 2020	19-20 Growth
02-00-30704	Revenues	AMUSEMENT TAX	173,998	161,149	314,821	291,209	345,244	335,750	-2.75%
02-00-30706	Revenues	SIMPLIFIED TELECOMM TAX	556,601	545,466	495,405	515,148	431,349	396,841	-8.00%
02-00-30710	Revenues	ELECTRIC UTILITY TAX	96,208	98,925	95,092	96,695	98,745	98,289	-0.46%
02-00-30711	Revenues	NATURAL GAS TAX	121,656	134,921	146,149	150,562	156,099	150,749	-3.43%
02-00-30713	Revenues	LOCAL MOTOR FUEL TAX	538,175	564,478	467,052	529,367	436,600	436,600	0.00%
02-00-37700	Revenues	INTEREST INCOME	2,271	1,501	(2,053)	1,000	1,000	1,000	0.00%
02-00-38600	Revenues	TRANSFER IN - HOTEL MOTEL	300,000	300,000	300,000	300,000	300,000	300,000	0.00%
02-00-38602	Revenues	TRANSFERS IN - ROAD & BRIDGE	37,000	37,000	37,000	37,000	37,000	37,000	0.00%
02-00-39900	Revenues	MISCELLANEOUS INCOME			20,576		230	-	-100.00%
02-00-39920	Revenues	SALE OF SURPLUS PROPERTY	15,087	23,845	39,819	15,419	28,366	20,000	-29.49%
02-00-39931	Revenues	REIMBURSEMENT - POLICE AUTOS					28,408	-	
Totals			1,840,996	1,867,285	1,913,861	1,936,400	1,863,041	1,776,229	-4.66%

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected Year-End 2019	Budget 2020	19-20 Growth
02-00-41000	Streets	MAINTENANCE - BUILDINGS	8,743	228,326	-		-	452,500	-8.06%
02-00-41200	Streets	MAINTENANCE-STREETS		11,857	-	15,000	16,315	15,000	71.43%
02-00-45300	Streets	ENGINEERING	114,127	123,829	106,028	70,000	70,000	120,000	0.00%
02-00-49402	Streets	SIDEWALKS			-	5,500	5,500	5,500	60.17%
02-00-49476	Streets	ROAD PROJECTS	1,350,118	1,695,446	1,355,180	992,261	925,000	1,481,610	95.35%
02-00-49500	Streets/Police	EQUIPMENT PURCHASE	191,154	332,416	582,474	165,074	185,850	363,066	
Totals			1,664,142	2,391,874	2,043,682	1,247,835	1,202,665	2,437,676	102.69%
Fund Total Rev			1,840,996	1,867,285	1,913,861	1,936,400	1,863,041	1,776,229	-4.66%
Fund Total Exp			1,664,142	2,391,874	2,043,682	1,247,835	1,202,665	2,437,676	102.69%
Variance			176,854	(524,589)	(129,821)	688,565	660,376	(661,447)	
Assigned Fund Balance @ 04/30			1,772,095	1,247,506	1,117,685	1,806,250	1,778,061	1,116,614	

*Capital Maintenance and Replacement Fund Line Items
Fiscal Year 2020*

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MAINTENANCE - BUILDINGS - 02-00-41000

DEPARTMENT: PUBLIC WORKS			
PROGRAM: On-Going			
2018 Actual	2019 Projected	Description of Cost	2020 Budget
\$ -	\$ -	<u>City Council Chambers and Gallery Conference Room</u>	
		Carpet Replacement	45,000
		Painting associated with carpet replacement	7,500
		<u>Police Department</u>	
		Replacement of four (4) HVAC Units	\$ 400,000
		Total	\$ 452,500

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MAINTENANCE - STREETS - 02-00-41200

DEPARTMENT: PUBLIC WORKS			
PROGRAM: On-Going			
2018 Actual	2019 Projected	Description of Cost	2020 Budget
\$ -	\$ 16,315	Storm Inlet Repair, Street Patching, Curb Repairs	\$ 15,000
		Total	\$ 15,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 PAVEMENT PRESERVATION - 02-00-41230

DEPARTMENT: PUBLIC WORKS				
PROGRAM: On-Going				
2018 Actual	2019 Projected	Description of Cost	2020 Budget	
\$ -	\$ -	Unbudgeted for FY 2019 & FY 2020	\$ -	-
Total			\$ -	-

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 ENGINEERING - 02-00-45300

DEPARTMENT: PUBLIC WORKS				
PROGRAM: On-Going				
2018 Actual	2019 Projected	Description of Cost	2020 Budget	
\$ 106,028	\$ 70,000	FY 2020 2019 Road Program Inspections	\$ 75,000	
		Drainage Improvements - East Side, north of Galusha	20,000	
		Pavement Condition Survey Data Collection (FY 2020 Decision Package - PUB 20.02)	25,000	
Total			\$ 120,000	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 EQUIPMENT PURCHASE 02-00-49500

DEPARTMENT: PUBLIC WORKS			
PROGRAM: On-Going			
2018	2019	Description of Cost	2020
Actual	Projected		Budget
\$ 582,474	\$ 3,929	<u>FY 2019</u> (to be Replaced with Ford Explorers)	
	28,181	(#202) Taurus - VIN# IFAHP23.....1152	
	27,802	(#210) Explorer VIN# IFM5K8AR...5889	
	27,802	(#213) Explorer VIN# IFM5K8AR...5890	
	27,802	(#218) Taurus VIN# IFAHP2...4188	
	27,802	(#212) Explorer - VIN# IFM5K.....3335	
		<u>FY 2020</u>	
		(#215) Expedition - VIN# IFMJU.....7108	40,264
		(#219) Explorer - VIN# IFM5K.....5891	27,802
	37,237	<u>FY 2019</u> (#304) Skid Steer Attachment	5,000
		<u>FY 2020</u> (#108) 2008 Pickup Truck (1FTW...6613) Replace heavy duty truck with light duty truck with utility body	45,000
		(#102) Dump Snow Plow Truck (2FZH...9564) Transferring Existing Multi-use Body	190,000
		(#301) 2006 Chipper (4AYS...2694)	40,000
	5,295	<u>City Council Chambers</u> Replacement Chairs for Dias Replacement Audience Chairs and Staff table	6,000
		Police Department Chair Replacements	6,000
		Public Works Chair Replacements	3,000
		Total	\$ 363,066

**City of Warrenville
Capital Maintenance and Replacement Fund- Projections**

Revenues	Actual 2017	Actual 2018	Projected 2019	Projected 2020	Projected 2021	Projected 2022
	Fiscal Year					
Tax Revenue	\$ 1,504,939	\$ 1,518,519	\$ 1,468,037	\$ 1,418,229	\$ 1,403,678	\$ 1,395,769
License, Permit & Fee Revenue	-	-	-	-	-	-
Fine Revenue	-	-	-	-	-	-
Reimbursement Revenue	-	-	-	-	-	-
Rental Revenue	-	-	-	-	-	-
Intrafund Revenue	337,000	337,000	337,000	337,000	337,000	337,000
Interest Revenue	1,501	(2,053)	1,000	1,000	1,000	1,000
Grant Revenue	-	-	-	-	-	-
Miscellaneous Revenue	23,845	60,395	57,004	20,000	10,000	10,000
Total Revenue	\$1,867,285	\$1,913,861	\$1,863,041	\$1,776,229	\$1,751,678	\$1,743,769
	1.4%	2.5%	-2.7%	-4.7%	-1.4%	-0.5%

Growth from Previous Year

Expenses	Actual 2017	Actual 2018	Projected 2019	Projected 2020	Projected 2021	Projected 2022
	Fiscal Year					
Total Salary & Wage Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Fringe Benefit Expense	-	-	-	-	-	-
Total Maintenance Expense	240,183	-	16,315	467,500	467,500	467,500
Total Supplies and Service Expense	123,829	106,028	70,000	120,000	120,000	120,000
Total Capital Expense	2,027,862	1,937,654	1,116,350	1,850,176	1,589,766	1,589,766
Total Expenses	\$2,391,874	\$2,043,682	\$1,202,665	\$2,437,676	\$2,177,266	\$2,177,266
	43.7%	-14.6%	-41.2%	102.7%	-10.7%	0.0%

Growth from Previous Year

Revenues Greater/(Less Than) - Expenditures	Actual 2017	Actual 2018	Projected 2019	Projected 2020	Projected 2021	Projected 2022
	\$ (524,589)	\$ (129,821)	\$ 660,376	\$ (661,447)	\$ (425,588)	\$ (433,497)
Assigned Fund Balance	\$ 1,247,506	\$ 1,117,685	\$ 1,778,061	\$ 1,116,614	\$ 691,026	\$ 257,529
Expenditure Coverage	52%	55%	148%	46%	32%	12%

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MOTOR FUEL TAX

FUND 13

FUND TYPE: Special Revenue

FUND PURPOSE – To account for the maintenance and construction of City road and bridge improvement projects as approved by the Illinois Department of Transportation. This is a statutorily required fund to account for State-shared motor-fuel tax monies.

MOTOR FUEL TAX FUND HIGHLIGHTS

	2019 Budget	2019 Projected	2020 Proposed
Revenue	\$343,805	\$352,266	\$ 337,713
Expenditures	\$290,025	\$229,947	\$1,099,950
Surplus/(Deficit)	\$ 53,780	\$122,319	(\$762,237)

The Motor Fuel Tax Fund is a Special Revenue fund, utilized to account for the costs of.

Revenue Sources

The City receives a per capita share of Motor Fuel Taxes imposed by the State of Illinois. For FY 2019, it has been estimated that Illinois municipalities, like Warrenville, will receive an allocation of \$25.55 per capita. It has been further estimated that for FY 2020, Illinois municipalities will receive \$25.45 per capita, a slight decrease of less than 1%. Estimates of the municipal share of motor fuel taxes are determined and supplied by the Illinois Municipal League. It is projected that the City will receive \$335,727, for FY 2019 and \$334,413, in FY 2020.

Expenditures

Maintenance expenditures

The vast majority of regular expenditures accounted for in this fund are for roadway related maintenance costs, such as storm inlet repairs and street patching, lane stripping, traffic-signal maintenance for four City traffic-signalized intersections, maintenance of regulatory and informational street signs, and for tree removal, trimming and replacement throughout the City. The FY 2020 budget for these maintenance expenditures totals \$80,950.

Supplies and Services Expenditures

This fund is also utilized to budget and account for the electricity and related costs associated with street lighting throughout the City. For FY 2020, the budget has been increased to accommodate the street lighting costs attributable to the new Route 56 street-light system. A total of \$64,000 has been budgeted for street lighting.

Capital Expenditures

For FY 2020, the reconstruction of Warrenville Road, converting the road to an asphalt surface from a permeable brick pavers construction, will be undertaken at an estimated cost to this fund of \$800,000, utilizing fund balance which have accumulated for this purpose over recent fiscal years.

Fund Balance

The fund balance in this fund has continued to grow over recent fiscal years as the City prepared for the likelihood of a larger road project, such as the aforementioned Warrenville Road

reconstruction project. The last large road project, which used MFT funding, was undertaken during the City's FY 2016.

The fund balance at the end of FY 2019 is projected to be \$930,878, up about \$22,300, or 11% from the FY 2018 ending fund balance of \$838,559. By the end of FY 2020, the fund balance is projected to decrease to \$168, 641, due in largest part to the Warrenville Road project.

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CITY OF WARRENVILLE, ILLINOIS

Motor Fuel Tax Fund Activity

FY 2020

Projected Beginning Fund Balance	\$ 930,878
Revenues	
Property Taxes	\$ -
Sales and Use Taxes	-
Amusement Taxes	-
Consumption Taxes	-
Income Taxes	-
Hotel-Motel Taxes	-
Motor Fuel Taxes	334,413
Connection Fees	-
Administrative Charges	-
Consumption Fees	-
Franchise Fees	-
Licensing Fees	-
Interest Income	3,300
Financing Proceeds	-
Misc. Revenues	-
Grant Revenue	-
Rental Income	-
Reimbursement Revenues	-
Fine Revenue	-
Transfers In	-
Total FY 2020 Revenue	\$ 337,713
Expenses/Expenditures	
Personnel	\$ -
Capital	800,000
Supplies and Services	81,500
Maintenance	218,450
Total FY 2020 Expenses/Expenditures	\$ 1,099,950
Variance - Add to/(Use of) Fund Balance	\$ (762,237)
Projected Ending Fund Balance	\$ 168,641
Percent Change	-81.88%

MOTOR FUEL TAX FUND LINE ITEMS

Acct #	Cost Center	Description	Actual			Budget			Projected Year-End 2019	19-20 Growth
			2016	2017	2018	2019	2019	2020		
13-00-31100	Revenue	MOTOR FUEL ALLOTMENT	336,107	333,053	335,504	338,355	335,727	334,413	-0.39%	
13-00-37700	Revenue	INTEREST INCOME	945	2,999	9,073	5,450	16,539	3,300	-80.05%	
13-00-39309	Revenue	GRANTS	-	-	-	-	-	-	-	
Totals			337,052	336,052	344,577	343,805	352,266	337,713	-4.13%	

Acct #	Cost Center	Description	Actual			Budget			Projected Year-End 2019	19-20 Growth
			2016	2017	2018	2019	2019	2020		
13-00-41200	Streets	MAINTENANCE - STREETS	26,046	19,718	7,937	16,333	16,000	17,500	9.38%	
13-00-41201	Streets	MAINTENANCE STREETS-STRIPING	14,630	16,951	18,272	18,636	18,641	19,500	4.61%	
13-00-41210	Streets	MAINTENANCE STS-SALT	61,101	69,499	79,659	155,000	135,000	155,000	14.81%	
13-00-44000	Streets	MAINTENANCE-STREET LIGHTS	9,349	7,563	7,450	18,556	18,556	11,200	-39.64%	
13-00-44010	Streets	MAINTENANCE STREET SIGNS	12,241	10,556	7,532	15,250	8,000	15,250	90.63%	
13-00-44020	Streets	STREET LIGHTING-COMM ED	62,106	59,055	44,190	48,750	48,750	64,000	31.28%	
13-00-45410	Streets	TREE REMOVAL	1,275	9,775	5,895	17,500	15,000	17,500	16.67%	
13-00-49476	Streets	ROAD PROJECTS	422,378	-	-	-	-	800,000	-	
Totals			609,126	193,117	170,935	290,025	259,947	1,099,950	323.14%	
Fund Total Rev			337,052	336,052	344,577	343,805	352,266	337,713	-4.13%	
Fund Total Exp			609,126	193,117	170,935	290,025	259,947	1,099,950	323.14%	
Variance			(272,074)	142,935	173,642	53,780	92,319	(762,237)	-	
Restricted Fund Balance @ 4/30			521,982	664,917	838,559	892,339	930,878	168,641		

Motor Fuel Tax Fund Line Items
Fiscal Year 2020

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MAINTENANCE STREETS - 13-00-41200

DEPARTMENT: PUBLIC WORKS			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 7,937	\$ 16,000	Storm Inlet Repair, Street Patching	\$ 17,500
Total			\$ 17,500

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MAINTENANCE STREETS/STRIPING - 13-00-41201

DEPARTMENT: PUBLIC WORKS			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 18,272	\$ 18,641	Striping Costs	\$ 19,500
Total			\$ 19,500

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MAINTENANCE STREETS/SALT - 13-00-41210

DEPARTMENT: PUBLIC WORKS			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 79,659	\$ 135,000	Rock Salt and Chloride for De-icing Roads	\$ 155,000
Total			\$ 155,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MAINTENANCE STREETS LIGHTS - 13-00-44000

DEPARTMENT: PUBLIC WORKS			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 7,450	\$ 18,556	Cost for Maintenance contract for Traffic Signals Traffic signals that are damaged Standard Maintenance of street lights City traffic signal locations: Route 59 and Mack Road Route 59 and Batavia Road Route 59 and Continental Dr/Mack Rd Route 56 and Batavia Road	\$ 11,200
Total			\$ 11,200

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MAINTENANCE STREET SIGNS - 13-00-44010

DEPARTMENT: PUBLIC WORKS			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 7,532	\$ 8,000	Replacement of Regulatory and Info Signs in accordance with applicable regulations.	\$ 15,250
Total			\$ 15,250

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 STREET LIGHTING - COMED - 13-00-44020

DEPARTMENT: PUBLIC WORKS			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 44,190	\$ 48,750	Electrical Cost for Street Lighting Throughout the City (Increased due to New Route 56 Street Light System)	\$ 64,000
Total			\$ 64,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 TREE REMOVAL - 13-00-45410

DEPARTMENT: PUBLIC WORKS			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 5,895	\$ 15,000	Tree Removal , Replacement, and Trimming Throughout the City	\$ 17,500
Total			\$ 17,500

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 ROAD PROJECTS - 13-00-49476

DEPARTMENT: PUBLIC WORKS			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ -		Warrenville Road Reconstruction (Additional fudning in General Fund 01-52-41200)	\$ 800,000
Total			\$ 800,000

City of Warrenville
Motor Fuel Tax Fund - Projections

Revenues	Actual	Actual	Actual	Projected	Projected	Projected	Projected
	2017	2018	2019	2020	2021	2022	2022
	Fiscal Year						
Tax Revenue	\$ 333,053	\$ 335,504	\$ 335,727	\$ 334,413	\$ 334,413	\$ 334,413	\$ 334,413
License, Permit & Fee Revenue	-	-	-	-	-	-	-
Fine Revenue	-	-	-	-	-	-	-
Reimbursement Revenue	-	-	-	-	-	-	-
Rental Revenue	-	-	-	-	-	-	-
Intrafund Revenue	-	-	-	-	-	-	-
Interest Revenue	2,999	9,073	16,539	3,300	2,500	2,500	2,500
Grant Revenue	-	-	-	-	-	-	-
Miscellaneous Revenue	-	-	-	-	-	-	-
Total Revenue	\$ 336,052	\$ 344,577	\$ 352,266	\$ 337,713	\$ 336,913	\$ 336,913	\$ 336,913
Growth from Previous Year	-0.3%	2.5%	2.2%	-4.1%	-0.2%	0.0%	0.0%

Expenses	Actual	Actual	Projected	Projected	Projected	Projected
	2017	2018	2019	2020	2021	2022
	Fiscal Year					
Total Salary & Wage Expense	-	-	-	-	-	-
Total Fringe Benefit Expense	-	-	-	-	-	-
Total Maintenance Expense	124,287	120,850	196,197	218,450	218,450	218,450
Total Supplies and Service Expense	68,830	50,085	63,750	81,500	66,000	66,000
Total Capital Expense	-	-	-	800,000	-	-
Total Expenses	\$ 193,117	\$ 170,935	\$ 259,947	\$ 1,099,950	\$ 284,450	\$ 284,450
Growth from Previous Year	-68.3%	-11.5%	52.1%	323.1%	-74.1%	0.0%

Revenues - Expenditures	\$ 142,935	\$ 173,642	\$ 92,319	\$ (762,237)	\$ 52,463	\$ 52,463
Restricted Fund Balance for Roadways	\$ 664,917	\$ 838,559	\$ 930,878	\$ 168,641	\$ 221,104	\$ 273,567
Expenditure Coverage	344%	491%	358%	15%	78%	96%

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HOTEL TAX

FUND 14

FUND TYPE: Special Revenue

FUND PURPOSE – To account for the costs of public relations, community events, civic promotion and tourism related activities.

HOTEL TAX FUND

HIGHLIGHTS

	2019 Budget	2019 Projected	2020 Proposed
Revenue	\$937,798	\$887,356	\$887,024
Expenditures	\$613,332	\$604,012	\$621,635
Surplus/(Deficit)	\$324,566	\$283,344	\$265,389

The Hotel Tax Fund is a Special Revenue fund, utilized to account for the costs of public relations, community events, civic promotion, and tourism-related activities.

Revenue Sources

The City imposes a 5% tax on hotel stays of less than 30 days. There are currently six hotels located within Warrenville, which collect and remit this tax on a monthly basis. For FY 2019, it is projected that the hotels will remit a total of \$886,924 in Hotel Taxes. The remittances reflect a decrease of 2.8% from the FY 2018 total of \$912,439. For FY 2020, this revenue is projected to remain flat, for a total of \$886,924.

Expenditures

Interfund Transfers

The largest expenditure line items in this fund are transfers to other City funds. During FY 2019, a total of \$300,000 was transferred to the Capital Maintenance and Replacement Fund. The same transfer is budgeted to occur again for FY 2020.

Community Events Programming Grants

The next largest expenditures are grants. Annually, the City Council approves Hotel Tax grants for the coming fiscal year, which are awarded to support local events and activities, with the goal of promoting tourism and increasing the number of stays at Warrenville hotels. A total of fifteen events, including three new events, were recommended and approved for FY 2020 funding totaling \$113,489. This represents an increase if funding for community events of 13.6%.

Separate from the grants, the City continues to fund two major and long-standing community events: the annual Fourth of July celebration receives \$30,000 in direct financial support, and up to an additional \$11,000 for City in-kind support and services, for a total allocation of \$41,000.

The second annually funded event, is Summer Daze which also receives funding totaling \$41,000, with \$30,000 in direct financial support, and up to \$11,000 each for City in-kind support and services.

The City also annually allocates \$6,000 to support the annual Holly Daze event, and continues to provide \$15,000 in direct funding to the Warrentville Historical Society in support of the costs associated with the museum curator/director position.

Promoting Tourism

The FY 2020 expenditures include approximately \$44,400 in funding for the renewal of the City partnership with the DuPage Convention and Visitors Bureau (DCVB) to promote tourism and hotel stays within Warrentville.

\$20,500 has been budgeted for FY 2020 to fund the continued promotion of the City's new branding, which was first approved during FY 2018. That proposed funding includes the purchase of promotional items for distribution and the use of a professional photographer. Also funded are the maintenance of the City website and publication of the Tourism and Arts Commission Warrentville visitors guide.

Aesthetic enhancements, including community artwork, landscaping, or other beautification efforts enhancing community pride, and making Warrentville more inviting, are annually in the amount of \$30,000.

Fund Balance

The fund balance in this fund continues to grow with revenues outpacing expenditures on an annual basis by an average of approximately \$271,851, per year over the last three completed fiscal years. With a projected FY 2019 variance of \$283,344.

The fund balance at the end of FY 2019 is projected to be \$1,496,032, an increase of \$283,344, from the FY 2018 year-end number of \$1,212,688. For FY 2020 the fund balance is projected to grow by an additional \$265,389, to a 2020 fiscal year-end total of \$1,761,421.

CITY OF WARRENVILLE, ILLINOIS

Hotel Tax Fund Activity

FY 2020

Projected Beginning Fund Balance	\$ 1,496,032
Revenues	
Property Taxes	\$ -
Sales and Use Taxes	-
Amusement Taxes	-
Consumption Taxes	-
Income Taxes	-
Hotel-Motel Taxes	886,924
Motor Fuel Taxes	-
Connection Fees	-
Administrative Charges	-
Consumption Fees	-
Franchise Fees	-
Licensing Fees	-
Interest Income	100
Financing Proceeds	-
Misc. Revenues	-
Grant Revenue	-
Rental Income	-
Reimbursement Revenues	-
Fine Revenue	-
Transfers In	-
Total FY 2020 Revenue	\$ 887,024
Expenses/Expenditures	
Personnel	\$ -
Capital	50,500
Supplies and Services	571,135
Maintenance	-
Total FY 2020 Expenses/Expenditures	\$ 621,635
Variance - Add to/(Use of) Fund Balance	\$ 265,389
Projected Ending Fund Balance	\$ 1,761,421
Percent Change	17.74%

HOTEL TAX FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected Year-End 2019	Budget 2020	19-20 Growth
14-00-30703	Revenue	HOTEL TAX	926,657	923,718	912,439	937,798	886,924	886,924	0.00%
14-00-37700	Revenue	INTEREST INCOME	1,187	(415)	(738)	100	432	100	-76.85%
Totals			927,844	923,303	911,701	937,898	887,356	887,024	-0.04%

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected Year-End 2019	Budget 2020	19-20 Growth
14-00-46401	Finance	CITY WEB PAGE	6,812	5,991	6,740	6,500	6,762	6,800	0.56%
14-00-46810	Council	GRANTS	148,344	166,236	166,513	202,927	194,328	216,489	11.40%
14-00-48600	Council	TRANSFERS OUT	550,000	461,682	300,000	300,000	300,000	300,000	0.00%
14-00-48702	Council	PUB. RELATIONS & PROMOTION	48,102	48,128	48,436	51,905	50,922	47,846	-6.04%
14-00-48735	Council	CITY PROJECTS	23,354	23,354	75,716	52,000	52,000	50,500	-2.88%
Totals			753,258	705,391	597,405	613,332	604,012	621,635	2.92%
Fund Total Rev			927,844	923,303	911,701	937,898	887,356	887,024	-0.04%
Fund Total Exp			753,258	705,391	597,405	613,332	604,012	621,635	2.92%
Variance			174,586	217,912	314,296	324,566	283,344	265,389	
Committed Fund Balance @ 4/30			680,480	898,392	1,212,688	1,537,254	1,496,032	1,761,421	

*Hotel Tax Fund Line Items
Fiscal Year 2020*

DEPARTMENT: COUNCIL			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 6,740	\$ 6,762	Webpage Annual Support Maintenance & Hosting	\$ 6,800
\$ 6,740	\$ 6,762	Total	\$ 6,800

DEPARTMENT: COUNCIL			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
		Grants	
	\$ 5,562	"Big Hits" - Warrenville Athletic Association (WAA)	\$ 4,991
31,255	27,812	Beautification Program Warrenville in Bloom	32,499
14,411	13,820	"Art on Prairie" - Warrenville Park District	16,339
9,853	9,522	"Fall Family Fun Fest" -Warrenville Park District	9,565
		"Lunchtime Live"-Warrenville Park District	1,275
525	939	Summer Tea-Historical Society	875
2,112	2,200	Walking Tour-Historical Society	2,200
1,000	1,500	Artist in Residency-Historical Society	1,638
975	2,365	"Playing the Past"- Historical Society	-
		"Traveling Exhibits"- Historical Society	-
		"Paint the Ville"- Historical Society	1,588
		"Pre-History Exhibit"- Historical Society	1,728
8,558	13,905	Concerts in the Commons-Library District	13,198
3,005	3,050	"Sunday Musical Matinees"- Library District	3,140
-	-	"Summer Musical Theater" - WMC Productions	10,800
	4,069	Warren Tavern Capital Maintenance - Preservationists	13,429
	9,697	"Healing Field of Flags" - VFW	-
	225	"Cemetery Walk" - Historical Society	225
		Non-Grant Funding	
20,621	15,000	Historical Society Curator/Director	15,000
		Automatic Maximum Grants - (Began FY 10)	
		<u>Summer Daze - Funding Increased</u>	
30,000	30,000	Event Reimbursement Funding - \$30,000	30,000
7,662	7,662	City Support Expenses (up to \$11K Maximum)	11,000
		4th of July (Friends of the 4th)	
24,000	30,000	Event Reimbursement Funding - \$30,000	30,000
6,536	11,000	City Support Expenses (up to \$11K Maximum)	11,000
6,000	6,000	<u>Holly Daze</u>	6,000
		Event Funding (reimbursement to Park District)	
\$ 166,513	\$ 194,328	Total	\$ 216,489

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 TRANSFERS OUT - 14-00-48600

DEPARTMENT: COUNCIL			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ -		To General Fund (Recommended Transfer - Considered Annually) (Transfer rescinded for FY 2017 & FY 2018) (Transfer Not Proposed for FY 2019 & FY 2020)	
200,000	\$ 200,000	To Capital Maintenance and Replacement Fund (Recurring Recommended Annual Transfer)	\$ 200,000
100,000	100,000	To Capital Maintenance and Replacement Fund (Transfer of Rolled back Hotel Motel Tax Grant Funding)	100,000
\$ 300,000	\$ 300,000	Total	\$ 300,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 PUBLIC RELATIONS & PROMOTION - 14-00-48702

DEPARTMENT: COUNCIL			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 2,250	\$ 5,000	TAC Visitor Guides/PR Ads	\$ 3,500
46,186	45,922	DCVB Partnership FY 19 Contribution based upon FY 18 Projected revenue @ 01/08/2018 thru 12/2017 Fiscal Year Total Estimated = \$938,098 (25% of One-Percentage Point of Tax Revenue)	44,346
		FY 20 Contribution based upon FY 19 Projected revenue @ 01/08/2019 thru 12/2018 Fiscal Year Total Estimated = \$886,924 (25% of One-Percentage Point of Tax Revenue)	
\$ 48,436	\$ 50,922	Total	\$ 47,846

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 CITY PROJECTS - 14-00-48735

DEPARTMENT: COUNCIL			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 75,716		<u>Branding and Marketing Implementation</u>	
	\$ 5,000	Branding Photographer	\$ 7,000
	7,000	Branding - Social Media Marketing Campaign	-
	10,000	Branding - Promotional Items (Including branded employee appare)	13,500
	30,000	Aesthetic Enhancements (Sculptures, Botanicals, etc.)	30,000
		Total	
\$ 75,716	\$ 52,000		\$ 50,500

**City of Warrenville
Hotel Tax Fund - Projections**

Revenues	Fiscal Year					
	Actual 2017	Actual 2018	Projected 2019	Projected 2020	Projected 2021	Projected 2022
Tax Revenue	\$ 923,718	\$ 912,439	\$ 886,924	\$ 886,924	\$ 886,924	\$ 886,924
License, Permit & Fee Revenue	-	-	-	-	-	-
Fine Revenue	-	-	-	-	-	-
Reimbursement Revenue	-	-	-	-	-	-
Rental Revenue	-	-	-	-	-	-
Intrafund Revenue	-	-	-	-	-	-
Interest Revenue	(415)	(738)	432	100	100	100
Grant Revenue	-	-	-	-	-	-
Miscellaneous Revenue	-	-	-	-	-	-

Total Revenue	\$ 923,303	\$ 911,701	\$ 887,356	\$ 887,024	\$ 887,024	\$ 887,024
	-0.5%	-1.3%	-2.7%	0.0%	0.0%	0.0%

Growth from Previous Year

Expenses	Fiscal Year					
	Actual 2017	Actual 2018	Projected 2019	Projected 2020	Projected 2021	Projected 2022
Total Salary & Wage Expense	-	-	-	-	-	-
Total Fringe Benefit Expense	-	-	-	-	-	-
Total Maintenance Expense	-	-	-	-	-	-
Total Supplies and Service Expense	682,037	521,689	552,012	571,135	581,718	581,718
Total Capital Expense	23,354	75,716	52,000	50,500	50,500	50,500

Total Expenses	\$ 705,391	\$ 597,405	\$ 604,012	\$ 621,635	\$ 632,218	\$ 632,218
	-6.4%	-15.3%	1.1%	2.9%	1.7%	0.0%

Growth from Previous Year

Revenues - Expenditures	\$ 217,912	\$ 314,296	\$ 283,344	\$ 265,389	\$ 254,806	\$ 254,806
Committed Fund Balance	\$ 898,392	\$ 1,212,688	\$ 1,496,032	\$ 1,761,421	\$ 2,016,227	\$ 2,271,033
Expenditure Coverage	127%	203%	248%	283%	319%	359%

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WATER AND SEWER FUND

FUND 20

FUND TYPE: Enterprise

FUND PURPOSE – To account for the provision of potable water and wastewater treatment services to the residents of the City. Activities necessary to provide such services in this fund are, including but not limited to, daily operations, systems maintenance, administration, billing and collection, the replacement and acquisition of fixed assets, and the long-term capital replacement of the system.

WATER AND SEWER FUND

HIGHLIGHTS

	2019 Budget	2019 Projected	2020 Proposed
Revenue	\$3,502,334	\$3,532,662	\$3,774,806
Expenditures	\$5,335,928	\$4,781,229	\$5,006,254
Surplus/(Deficit)	(\$1,833,594)	(\$1,248,567)	(\$1,291,448)

1 – Fiscal Year deficits are planned to fund system expansion

The Water and Sewer Fund is an enterprise fund, which must be operated like a business and cover the costs associated with the water and sewer operations with user fees, or consumption fees, charged to its customers. Additional revenues also support fund and allow the water and sewer rates (consumption fees), to be less volatile to short-term influences. The Water and Sewer Enterprise Fund is divided into four major areas: 1) Water Operations and Maintenance, 2) Water Capital Reserve, 3) Sewer Capital Reserve, and 4) Sewer Operations and Maintenance.

Revenue Sources

Total budgeted fund revenue for FY 2020 is \$3,774,806, and divided among the four major areas.

Water Operations and Maintenance revenue is largely comprised of water sales revenue, based on a rate charged to water users for metered water usage, and a base bi-monthly base service charge. For FY 2019, the projected revenue from water sales is \$955,901, down from the FY 2018 figure of \$983,654. However, it is to be noted that water sales revenue is mainly a function of the actual billed water usage, and will fluctuate from year-to-year. The current water rates are \$1.54 per 1,000 gallons of water used, plus a bi-monthly base charge of \$10.04, for mostly residential customers. Rates for commercial accounts vary based upon meter and service size. The FY 2020 budget includes a proposed five-percent water rate increase to \$1.62 per 1,000 gallons of water used, and a new bi-monthly base charge of \$10.54. The water rate was previously increased on May 1, 2018, by three-percent, which was the first increase since May 1, 2013, when the rates were increased by 7.1%.

Water sales revenue is supplemented by rental income received from cellular communication antennas located on City-owned water towers, with total projected cell tower rental income for FY 2020 of \$386,370. Additional minor sources of revenue in this area come from turn-on fees, processing fees, interest income, metered sales (through use of rented hydrant meters), and late payment fee income. Water Operations and Maintenance revenue from non-water sales related revenue, including the aforementioned cell towers, is projected at \$411,636.

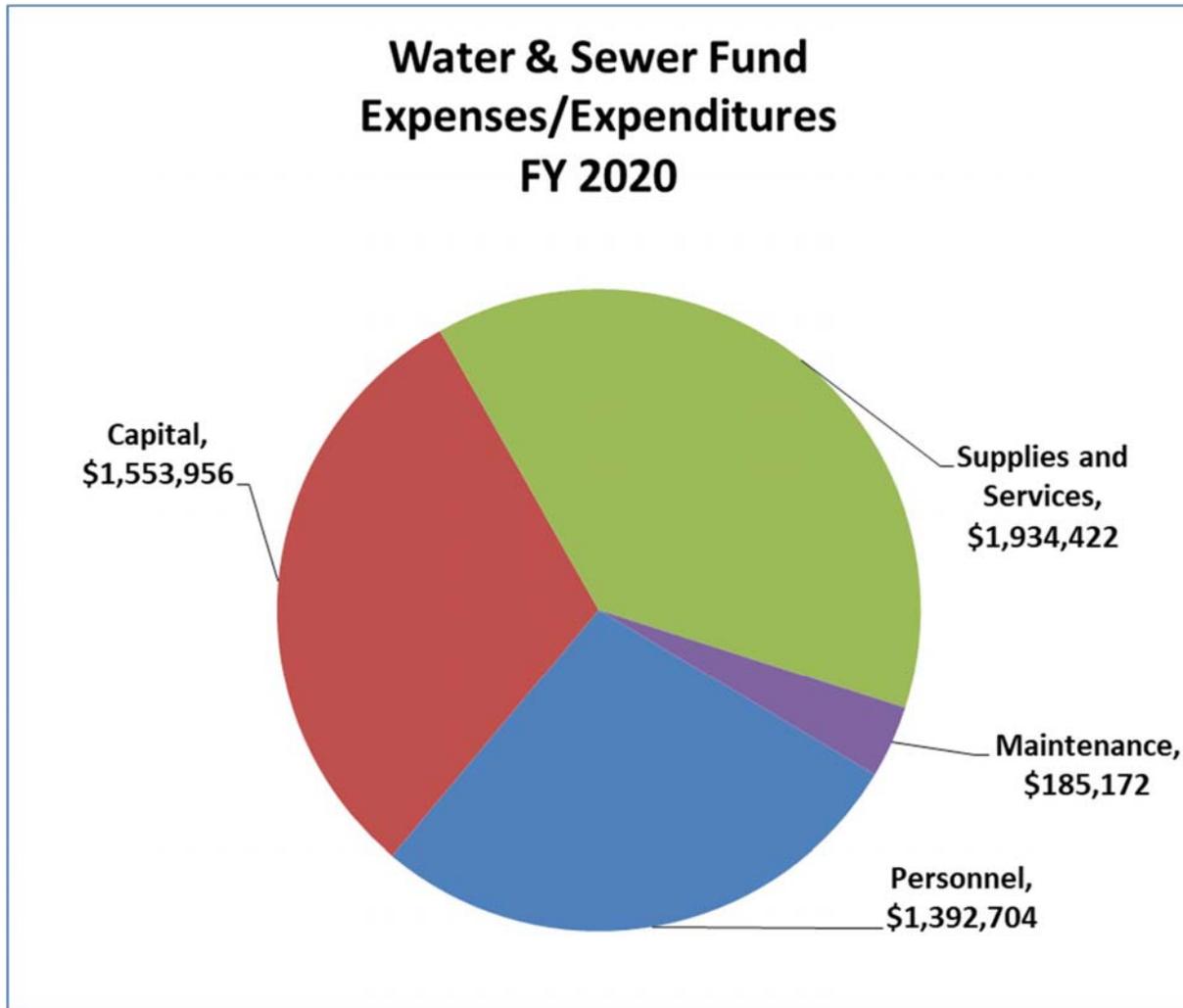
Included in Water Capital Reserve revenue is projected water connection fees (tap-on) fee revenue totaling \$40,500 for FY 2019, and another \$80,520 for FY 2020. Additional revenue is derived from interest income, and water tap-on surcharge recapture payments.

Included in Sewer Capital Reserve revenue is projected sewer connection (tap-on) fee revenue, totaling \$23,000 for FY 2019, and another \$65,020, for FY 2020. Additional revenue is derived from interest income and sewer tap-on surcharge recapture payments.

Sewer Operations and Maintenance is the final component of revenue for this fund, and is the result of a rate charged to system users, which is directly tied to water usage meter. In the case when a residence is not connected to water, a flat bi-monthly rate is used. The largest component of this revenue comes from sewer system user fees, which totals an estimated \$2,048,795 for FY 2019. The proposed FY 2020 budget includes a five-percent rate increase from the current \$3.12 per 1,000 gallons of water used, plus a bi-monthly base charge of \$24.07, to a rate of \$3.28 per 1,000 gallons of water used, plus a bi-monthly base charge of \$25.27. Sewer rates were last increased on May 1, 2018, by five percent, which was the first sewer rate increase since May 1, 2014, when the rates were increased by 6.4%. Additional sources of revenue in this area come from turn-on fees, processing fees, interest income, and late payment fee penalty income

The proposed sewer rate increase is related, in part, to the on-going storm water infiltration and inflow (I&I) analysis and reduction program required by the City's intergovernmental agreement for wastewater treatment with the City of Naperville. While this program could ultimately lead to operating cost reductions for wastewater treatment, it will increase costs over the next eight to ten years.

Expenditures



Budgeted Water and Sewer Fund expenditures for FY 2020, across all fund categories, are projected to total \$5,066,254, which represents an increase of approximately 6.2% from the projected fiscal-year-end total for FY 2019 of \$4,774,271.

Water Operations and Maintenance provides for the operations and maintenance of the potable (drinking) water system within the City. The City operates a series of five wells, located at various points around the City. The cost associated with operating that system for FY 2020 is projected at \$1,484,207, a slight decrease of 3.4% from the projected FY 2019 year-end figure. Of this total, approximately 51% is personnel costs, including wages and benefits. The remaining 49% is the costs of operating the water system, including: water treatment costs, system maintenance costs.

Water Capital Reserve expenditures are projected at \$619,000, for FY 2020, and include the following: expenditures, and engineering costs where applicable:

- 1) Abandoning of Well #8 (Country Ridge) - \$45,000
- 2) Hydrants and valve insertions - \$9,000
- 3) Water main rehabilitation design engineering - \$50,000
- 4) Valve insertions and new hydrants - \$9,000
- 5) Well mixing system (Pulse Air) purchase - \$20,000
- 6) Utility Truck replacement purchase - \$45,000

Sewer Capital Reserve expenditures total \$939,000, and include the following expenditures:

- 1) Completion of Interceptor Capacity Analysis (FY 2019 Decision package PUB 19.06) - \$6,000
- 2) Fox Hollow lift station conversion - \$160,000
- 3) Infiltration analysis costs and overhead sewer grant funding - \$16,000
- 4) I/I Reduction Program, Basin I Phase II engineering - \$135,000
- 5) I/I Reduction Program, Basin II Phase I engineering - \$60,000
- 6) Funding for overhead sewer grants - \$2,000
- 7) Manhole grouting - \$20,000
- 8) Sewer camera replacement - \$190,000
- 9) Jet-Vac truck replacement - \$350,000

Note: the Water Capital Reserve (20-02) and Sewer Capital Reserve (20-03) account groups include expenditures not classified as “capital” expenditures, such as engineering, but these figures are included within each account group.

Sewer operation and maintenance provides funding for the City’s sanitary sewer collection and transmission system, including the cost of transmission of wastewater to the City of Naperville treatment plant per an intergovernmental agreement. Projected expenditures for operating the sewer system total \$2,024,047. Of that amount, personnel costs make up approximately 27%, while costs associated directly with the treatment of wastewater make up approximately 53% of the expenditures at almost \$973,089. These figures are based upon rates charged by the City of Naperville to Warrenville, for its proportional share of capital system maintenance and replacement costs incurred by Naperville. The other 20% is the costs of operating the sewer system, including system maintenance and administrative costs.

Fund notes

During late FY 2015 and early FY 2016, City staff and two Aldermen appointed by the City Council worked to formulate a capital maintenance and replacement plan for the Enterprise Fund (i.e. water and sewer) assets. The resulting *Enterprise Maintenance and Replacement Plan* (EMRP), was adopted in August 2015. Now that this plan has been in place for a few fiscal years, it will be necessary to reconvene the EMRP Workgroup, to revisit the overall plan. While the EMRP did accomplish the compilation of a good list of fund assets and their related replacement costs and service lives, the ability to utilize the plan to effectively set water and sewer fund user rates needs to be examined.

Analysis of the proposed budgetary costs for FY 2020, lead staff to propose the aforementioned water and sewer rate adjustments for FY 2020. The Finance Director has been working with an outside consultant to assemble the missing piece of the EMRP, which is the model needed for the determination of water and sewer rates in the longer term, beyond a single fiscal year. The long-term fiscal health of the Water and Sewer Fund is contingent upon the ability to effectively set rates to meet the operational costs, as well as the capital costs needed for system replacement and expansion. The increased economic development opportunities occurring within the City have pushed the timing of this analysis forward.

The intergovernmental agreement between the City of Warrenville and the City of Naperville is currently undergoing an extensive review process to determine if the sewerage capacity currently allocated to the City is sufficient, or if any adjustments need to be made by either side. Based upon the preliminary information it is likely that Warrenville's costs associated with waste water treatment will increase, leading to additional user rate increases to help cover those costs.

CITY OF WARRENVILLE, ILLINOIS

Water and Sewer Fund Activity

FY 2020

Projected Beginning Unrestricted Net Assets	<u>\$ 3,642,392</u>
Revenues	
Property Taxes	\$ -
Sales and Use Taxes	-
Amusement Taxes	-
Consumption Taxes	-
Income Taxes	-
Hotel-Motel Taxes	-
Motor Fuel Taxes	-
Connection Fees	145,540
Administrative Charges	1,618
Consumption Fees	3,179,583
Franchise Fees	-
Licensing Fees	-
Interest Income	6,530
Financing Proceeds	-
Misc. Revenues	22,800
Grant Revenue	-
Rental Income	386,370
Reimbursement Revenues	-
Fine Revenue	32,365
Transfers In	-
	<u> </u>
Total FY 2020 Revenue	<u>\$ 3,774,806</u>
Expenses/Expenditures	
Personnel	\$ 1,392,704
Capital	1,553,956
Supplies and Services	1,934,422
Maintenance	185,172
	<u> </u>
Total FY 2020 Expenses/Expenditures	<u>\$ 5,066,254</u>
Variance - Add to/(Use of) Fund Balance	\$ (1,291,448)
Projected Ending Unrestricted Net Assets	<u>\$ 2,350,944</u>
Percent Change	<u>-35.46%</u>

WATER and SEWER FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected Year-End 2019	Budget 2020	19-20 Growth
20-00-35100	Water Revenue	WATER SALES	972,908	946,478	983,654	975,641	955,901	1,003,696	5.00%
20-00-35200	Water Revenue	TURN-ON FEES - WATER	2,938	2,138	1,750	2,952	1,776	2,151	21.11%
20-00-35300	Water Revenue	PROCESSING FEE - WATER	17,858	7,425	2,150	13,273	2,650	7,520	183.77%
20-00-37503	Water Revenue	RENTAL-INCOME - CELL TOWERS	348,975	365,473	358,629	371,510	371,510	386,370	4.00%
20-00-37700	Water Revenue	INTEREST INCOME	2,305	(5,256)	(16,516)	1,000	(5,413)	-	-100.00%
20-00-37900	Water Revenue	METER SALES	6,598	7,334	5,511	6,153	4,438	5,970	34.52%
20-00-39309	Water Revenue	GRANTS	14,390	-	-	-	-	-	-
20-00-39600	Water Revenue	PENALTY INCOME	8,076	5,457	8,763	8,496	9,732	8,007	-17.73%
20-00-39900	Water Revenue	MISCELLANEOUS INCOME	433	2,352	3,560	1,029	125	1,618	1194.40%
20-00-39920	Water Revenue	SALE OF SURPLUS PROPERTY	-	2,326	4,371	-	-	-	-
Totals			1,374,481	1,333,727	1,351,872	1,380,054	1,340,719	1,415,332	5.57%

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected Year-End 2019	Budget 2020	19-20 Growth
20-00-40000	WO&M Expense	SALARIES - WATER	460,769	441,666	468,266	500,731	507,849	524,517	3.28%
20-00-40001	WO&M Expense	OVERTIME - WATER	35,896	37,151	39,384	39,000	39,000	39,000	0.00%
20-00-40100	WO&M Expense	FICA EXPENSE	29,312	28,171	30,115	33,464	33,904	34,938	3.05%
20-00-40101	WO&M Expense	MEDICARE EXPENSE	6,947	6,962	7,100	7,826	7,929	8,170	3.04%
20-00-40200	WO&M Expense	IMRF EXPENSE	136,908	110,505	57,841	59,316	55,922	54,004	-3.43%
20-00-40400	WO&M Expense	EMPLOYEE INSURANCE	90,956	82,542	85,966	83,502	94,710	83,103	-12.26%
20-00-40600	WO&M Expense	ACCRUED SICK / COM TIME EXPENSE	(6,949)	5,090	766	10,394	15,494	10,394	-32.92%
20-00-40601	WO&M Expense	ACCRUED OPEB EXPENSE	1,635	1,749	71,688	7,600	2,500	9,582	283.28%
20-00-41000	WO&M Expense	MAINTENANCE - BUILDING	4,563	4,230	11,025	5,000	17,103	17,000	-0.60%
20-00-41001	WO&M Expense	MAINTENANCE - WATER TOWERS	-	9,045	4,349	6,000	-	-	-
20-00-41100	WO&M Expense	MAINTENANCE - EQUIPMENT	10,573	17,124	10,048	13,000	14,000	22,000	57.14%
20-00-41103	WO&M Expense	MAINTENANCE - SOFTWARE	5,182	6,546	5,820	6,035	11,284	11,703	3.71%
20-00-41400	WO&M Expense	MAINTENANCE - UTILITY SYSTEM	62,682	89,033	75,085	75,000	80,633	80,000	-0.79%
20-00-42700	WO&M Expense	MAINTENANCE - COMMUNICATIONS	3,239	3,331	9,755	10,417	7,739	10,050	29.86%
20-00-43300	WO&M Expense	INSURANCE - GENERAL	3,025	3,176	3,272	3,468	3,468	3,659	5.51%
20-00-43301	WO&M Expense	INSURANCE - LIABILITY	7,200	7,560	7,787	8,254	8,254	8,708	5.50%
20-00-43302	WO&M Expense	INSURANCE - WORKERS COMP	17,623	18,335	17,895	20,878	24,430	34,790	42.41%
20-00-43400	WO&M Expense	TELEPHONE	13,057	17,297	18,378	5,919	15,200	6,300	-58.55%
20-00-43800	WO&M Expense	UTILITIES	72,346	79,041	74,967	76,945	66,864	69,000	3.19%
20-00-44300	WO&M Expense	RENT EXPENSE	6,228	6,828	6,345	6,347	6,280	6,350	1.11%
20-00-44400	WO&M Expense	TRAVEL, TRAINING & MEETINGS	364	988	2,938	2,475	3,225	8,375	159.69%

WATER and SEWER FUND LINE ITEMS

20-00-44600	WO&M Expense	POSTAGE	7,505	7,519	6,815	8,169	7,802
20-00-44700	WO&M Expense	PRINTING/PUBLISHING	8,804	8,283	9,201	10,046	7,940
20-00-45010	WO&M Expense	LIENS	169	115	147	160	160
20-00-45100	WO&M Expense	LEGAL EXPENSE	-	-	-	500	14,000
20-00-45200	WO&M Expense	AUDIT EXPENSE	2,000	2,050	2,091	2,142	2,142
20-00-45210	WO&M Expense	COMPUTER SOFTWARE	-	-	-	-	-
20-00-45300	WO&M Expense	ENGINEERING	1,213	5,988	9,025	81,000	40,000
20-00-45400	WO&M Expense	OTHER PROFESSIONAL SERVICES	15,641	19,386	11,233	16,350	12,698
20-00-45401	WO&M Expense	J.U.L.I.E.	1,246	1,109	1,318	1,100	2,600
20-00-45710	WO&M Expense	EDUCATION REIMBURSEMENT	104	48	-	-	-
20-00-46900	WO&M Expense	DUES, SUBSCRIPTIONS & BOOKS	232	478	563	1,125	600
20-00-47100	WO&M Expense	OFFICE SUPPLIES	-	-	78	250	250
20-00-47200	WO&M Expense	OTHER SUPPLIES	932	635	1,249	1,000	1,000
20-00-47220	WO&M Expense	SMALL TOOLS	109	52	973	1,000	1,062
20-00-47300	WO&M Expense	UNIFORMS	3,248	3,208	2,791	3,450	3,450
20-00-47600	WO&M Expense	GAS / OIL EXPENSE	7,609	7,236	7,723	7,914	8,340
20-00-47700	WO&M Expense	CHLORINATION SUPPLIES	26,922	40,502	45,660	61,500	61,500
20-00-48300	WO&M Expense	ADMINISTRATIVE CHARGES	20,070	20,070	20,070	20,070	20,070
20-00-48410	WO&M Expense	DEPRECIATION EXPENSE	167,265	177,463	179,818	177,463	177,463
20-00-48700	WO&M Expense	MISCELLANEOUS EXPENSE	748	49	2,756	250	2,600
20-00-49300	WO&M Expense	BUILDING IMPROVEMENTS	-	-	-	2,000	-
20-00-49500	WO&M Expense	EQUIPMENT PURCHASE	3,010	4,538	2,711	500	-
20-00-49503	WO&M Expense	EQUIPMENT-MAINTENANCE SUPPRV	1,139	980	2,215	1,000	2,500
20-00-49700	WO&M Expense	METERS	39,324	35,914	65,769	71,000	154,000
Totals			1,268,846	1,311,993	1,380,996	1,449,560	1,535,965

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected Year-End 2019
20-02-35400	Water	WATER CONNECTIONS	41,300	45,770	24,000	16,000	40,500
20-02-37700	Capital	INTEREST INCOME	7,111	3,547	(5,836)	4,200	11,266
20-02-37710	Water	INTEREST INCOME - MUSSLEMAN	2,550	2,550	-	-	-
20-02-39404	Revenue	RECAPTURE PAYMENTS - WATER	26,113	17,545	26,673	10,000	8,831
Totals			77,074	69,412	44,837	30,200	60,597

WATER and SEWER FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected Year-End 2019	Budget 2020	19-20 Growth
20-02-45300	W. Cap Res. Expense	ENGINEERING	86,397	201,551	139,792	276,250	-	124,970	
20-02-49422	W. Cap Res. Expense	WATER MAIN IMPROVEMENTS	4,801	520,223	182,688	112,000	233,764	384,030	64.28%
20-02-49495	W. Cap Res. Expense	CAPITAL OPERATING COSTS	3,200	5,785	68,489	69,000	48,434	45,000	-7.09%
20-02-49500	W. Cap Res. Expense	EQUIPMENT PURCHASE	-	-	-	30,500	54,052	65,000	20.25%
Totals			94,398	727,559	390,969	487,750	336,250	619,000	84.09%
Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected Year-End 2019	Budget 2020	19-20 Growth
20-03-35400	Sewer Capital Reserve	SEWER CONNECTIONS	43,150	46,770	29,000	20,000	23,000	65,020	182.70%
20-03-37700	Revenue	INTEREST INCOME	1,894	628	(3,448)	200	9,887	2,200	-77.75%
20-03-37710	Sewer Capital Reserve	INTEREST INCOME - MUSSLEMAN	2,550	2,550	-	-	-	14,000	-4.11%
20-03-39404	Revenue	RECAPTURE PAYMENTS - SEWER	41,727	22,522	41,772	22,000	14,600		
20-03-39927	Capital	DEVELOPER CONTRIBUTIONS		434,397					
Totals			89,321	72,470	501,721	42,200	47,487	81,220	71.04%
Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected Year-End 2019	Budget 2020	19-20 Growth
20-03-45300	S. Cap Res. Expense	ENGINEERING	44,206	139,705	296,645	253,250	180,600	236,000	30.68%
20-03-48801	S. Cap Res. Expense	OVERHEAD SEWER GRANT	-	-	-	2,000	-	2,000	
20-03-49200	S. Cap Res. Expense	LAND PURCHASE				430,000		-	
20-03-49401	S. Cap Res. Expense	INFILTRATION ANALYSIS	384	11,039	-	16,000	16,000	16,000	0.00%
20-03-49422	S. Cap Res. Expense	SEWER MAIN IMPROVEMENTS	49,394	396,975	(70)	676,750	663,776	145,000	-78.16%
20-03-49495	S. Cap Res. Expense	CAPITAL OPERATING COSTS		14,280	47,799	5,900	5,900	540,000	-100.00%
20-03-49500	S. Cap Res. Expense	EQUIPMENT PURCHASED	12,598		35,715	8,500	8,500	939,000	6252.94%
Totals			106,582	561,999	380,089	1,392,400	874,776	939,000	7.34%

WATER and SEWER FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Year-End 2019	Budget 2020	19-20 Growth
20-04-35100	Sewer Revenue	SEWER SALES	1,965,519	1,919,149	1,928,430	2,005,172	2,048,795	2,151,235	5.00%
20-04-35200	Sewer Revenue	TURN-ON FEES - SEWER	2,938	2,138	1,750	2,952	1,776	2,151	21.11%
20-04-35300	Sewer Revenue	PROCESSING FEE - SEWER	14,383	7,050	2,150	10,627	2,650	400	-100.00%
20-04-37700	Sewer Revenue	INTEREST INCOME	1,815	137	(336)	150	100	6,860	300.00%
20-04-37900	Sewer Revenue	METER SALES - SEWER	7,672	7,294	5,511	6,153	6,960	24,358	-1.44%
20-04-39600	Sewer Revenue	PENALTY INCOME	25,057	23,601	26,695	23,964	22,078		10.33%
Totals			2,017,384	1,960,121	1,964,200	2,049,018	2,082,359	2,185,004	4.93%

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected Year-End 2019	Budget 2020	19-20 Growth
20-04-40000	S O&M Expense	SALARIES - SEWER	345,315	331,049	353,296	380,307	387,219	398,534	2.92%
20-04-40001	S O&M Expense	OVERTIME - SEWER	24,033	24,936	26,412	28,000	26,058	28,000	7.45%
20-04-40100	S O&M Expense	FICA EXPENSE	21,719	20,912	22,480	25,316	25,623	26,445	3.21%
20-04-40101	S O&M Expense	MEDICARE EXPENSE	5,171	5,174	5,314	5,921	5,993	6,185	3.20%
20-04-40200	S O&M Expense	IMRF EXPENSE	122,532	96,399	43,374	44,873	42,270	40,876	-3.30%
20-04-40400	S O&M Expense	EMPLOYEE INSURANCE	65,366	59,779	62,467	59,253	69,622	59,376	-14.72%
20-04-41000	S O&M Expense	MAINTENANCE - BUILDING	3,060	2,826	7,236	3,486	5,000	3,500	-30.00%
20-04-41100	S O&M Expense	MAINTENANCE - EQUIPMENT	7,030	6,163	9,752	7,000	9,500	15,500	63.16%
20-04-41103	S O&M Expense	MAINTENANCE - SOFTWARE	3,454	4,781	3,880	4,023	4,196	4,469	6.51%
20-04-41300	S O&M Expense	MAINTENANCE - GROUNDS	-	-	-	-	2,267	2,500	10.28%
20-04-41400	S O&M Expense	MAINTENANCE - UTILITY SYSTEM	9,635	25,162	11,434	15,000	30,000	25,000	-16.67%
20-04-42700	S O&M Expense	MAINTENANCE - COMMUNICATIONS	498	457	6,629	7,200	6,599	8,790	33.20%
20-04-43300	S O&M Expense	INSURANCE - GENERAL	4,274	4,488	4,623	4,901	4,901	5,101	4.08%
20-04-43301	S O&M Expense	INSURANCE - LIABILITY	1,926	2,023	2,084	2,209	2,209	2,330	5.48%
20-04-43302	S O&M Expense	INSURANCE - WORKERS COMP	17,623	18,335	17,895	20,878	24,430	34,790	42.41%
20-04-43400	S O&M Expense	TELEPHONE	8,705	12,219	12,389	4,272	14,389	4,500	-68.73%
20-04-43800	S O&M Expense	UTILITIES	18,657	20,594	21,352	19,282	21,339	25,500	19.50%
20-04-44300	S O&M Expense	RENT EXPENSE	5,986	6,037	6,063	6,065	6,128	6,190	1.01%
20-04-44400	S O&M Expense	TRAVEL, TRAINING & MEETINGS	242	717	1,985	3,475	3,225	8,325	158.14%
20-04-44600	S O&M Expense	POSTAGE	7,505	7,519	6,805	8,169	7,802	7,875	0.94%
20-04-44700	S O&M Expense	PRINTING / PUBLISHING	6,878	6,401	7,027	4,814	6,455	6,600	2.25%
20-04-45010	S O&M Expense	LIENS	169	115	147	160	160	160	0.00%
20-04-45100	S O&M Expense	LEGAL SERVICES	-	-	-	500	-	4,550	-
20-04-45200	S O&M Expense	AUDIT EXPENSE	2,000	2,050	2,091	2,142	2,142	2,191	2.29%
20-04-45300	S O&M Expense	ENGINEERING	-	-	-	2,500	-	2,500	-

WATER and SEWER FUND LINE ITEMS

Acct #	Cost Center	Description	Actual			Actual 2018	Budget 2019	Projected Year-End 2019	Budget 2020	19-20 Growth
			2016	2017	2019					
20-04-45400	S O&M Expense	OTHER PROFESSIONAL SERVICE	2,940	9,734	2,280	7,450	78	7,725	9803.85%	
20-04-45401	S O&M Expense	J.U.L.I.E.	675	739	879	1,100	1,200	2,300	91.67%	
20-04-45420	S O&M Expense	NAPERVILLE SEWAGE TREATMENT	996,376	1,032,071	992,573	1,057,689	951,111	973,089	2.31%	
20-04-46900	S O&M Expense	DUES, SUBSCRIPTIONS & BOOKS	230	1,938	1,323	1,625	1,625	1,715	5.54%	
20-04-47100	S O&M Expense	OFFICE SUPPLIES	-	-	52	-	-	-	-	
20-04-47200	S O&M Expense	OTHER SUPPLIES	622	426	654	550	550	550	0.00%	
20-04-47220	S O&M Expense	SMALL TOOLS	146	100	439	500	708	1,000	41.24%	
20-04-47300	S O&M Expense	UNIFORMS	2,145	2,138	1,859	2,500	2,000	2,500	25.00%	
20-04-47600	S O&M Expense	GAS / OIL EXPENSE	5,073	4,824	5,150	5,275	6,098	6,098	0.00%	
20-04-48100	S O&M Expense	CONTINGENCY								
20-04-48300	S O&M Expense	ADMINISTRATIVE CHARGES	20,070	20,070	20,070	20,070	20,070	20,070	0.00%	
20-04-48410	S O&M Expense	DEPRECIATION EXPENSE	167,265	177,463	179,818	177,463	177,463	177,463	0.00%	
20-04-48700	S O&M Expense	MISCELLANEOUS EXPENSE	649	49	4	250	250	250	0.00%	
20-04-49500	S O&M Expense	EQUIPMENT PURCHASE	437	1,373	1,197	-	-	-	-	
20-04-49503	S O&M Expense	EQUIPMENT MAINTENANCE SPRVSR	873	653	1,715	1,000	1,600	1,500	-6.25%	
20-04-49700	S O&M Expense	METERS	39,324	35,914	65,770	71,000	154,000	100,000	-35.06%	
Totals			1,920,619	1,945,628	1,908,518	2,006,218	2,024,280	2,024,047	-0.01%	

WATER and SEWER FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected Year-End 2019	Budget 2020	19-20 Growth
20-06-37700	Water Capital	INTEREST INCOME	1,782	1,123	(2,784)	562	900	255	-71.67%
Totals			1,782	1,123	(2,784)	562	900	255	-71.67%
20-07-37700	Sewer Capital	INTEREST INCOME	1,229	739	(1,859)	300	600	175	-70.83%
Totals			1,229	739	(1,859)	300	600	175	-70.83%
		Fund Total Rev	3,561,271	3,437,592	3,857,987	3,502,334	3,532,662	3,774,806	6.85%
		Fund Total Exp	3,390,445	4,547,179	4,060,572	5,335,928	4,771,271	5,066,254	6.18%
		Variance	170,826	(1,109,587)	(202,585)	(1,833,594)	(1,238,609)	(1,291,448)	
		Total Net Position	23,479,350	22,369,763	22,048,855		20,810,246	19,518,798	
		Investment in Capital Assets	14,987,341	15,555,469	17,167,854		17,167,854	17,167,854	
		Unrestricted Net Position @ 4/30	8,489,993	6,814,294	4,881,001	3,047,407	3,642,392	2,350,944	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 EMPLOYEE INSURANCE - 20-00-40400

DEPARTMENT: Water Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 85,966	\$ 94,710	City Share of Employee Health Insurance	\$ 83,103
Total			\$ 83,103

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 ACCRUED SICK/COMP TIME EXPENSE- 20-00-40600

DEPARTMENT: Water Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 765	\$ 10,394	Annual Accounting Entry for Payroll Related Accrued Expenses	\$ 10,394
Total			\$ 10,394

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MAINTENANCE - BUILDING - 20-00-41000

DEPARTMENT: Water Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 11,025	\$ 17,103	General Upkeep Percentage of cleaning at PW Garage Includes Mat Service and Janitorial Services	\$ 17,000
\$ 11,025	\$ 17,103	Total	\$ 17,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MAINTENANCE - WATER TOWERS - 20-00-41001

DEPARTMENT: Water Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 4,349	\$ -	Unbudgeted for FY 2020 Removal of Bower Ground Storage Tank (Budget in FY 2021 - \$20,000)	\$ -
\$ 4,349	\$ -	Total	\$ -

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MAINTENANCE - EQUIPMENT - 20-00-41100

DEPARTMENT: Water Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 10,048	\$ 14,000	Repair of water vehicles and equipment includes: all standard service costs and major repairs	\$ 20,000
		Diagnostic Tools (01-52-41100 and 20-04-41100)	2,000
		Total	\$ 22,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MAINTENANCE - SOFTWARE - 20-00-41103

DEPARTMENT: Water Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 5,820	\$ 6,294	Enterprise Share of Financial System Annual Maintenance Agreement (Harris/MSI)	\$ 6,703
	4,990	Waterworth Software Subscription (Analyzing Water Rates)	5,000
		Total	\$ 11,703

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MAINTENANCE - UTILITY SYSTEM - 20-00-41400

DEPARTMENT: Water Operations				
PROGRAM: On-Going				
2018 Actual	2019 Estimated	Description of Cost	2020 Budget	
\$ 75,085	\$ 80,633	Utility Repairs and General Maintenance <i>Ongoing capital expenses removed for O&M Budget Well repair moved to capital expenses, per EMRP</i>	\$ 70,000	
		Landscape Restoration for Water Main Breaks	10,000	
\$ 75,085	\$ 80,633	Total	\$ 80,000	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MAINTENANCE - COMMUNICATIONS - 20-00-42700

DEPARTMENT: Water Operations				
PROGRAM: On-Going				
2018 Actual	2019 Estimated	Description of Cost	2020 Budget	
\$ 9,755	\$ 950	Nextel <u>Verizon</u> machine -to-machine	950	\$ 950
	660	Other	40	800
	6,089	Neptune Monthly Hosting Fee split with 20-04-42700 (Hosting fee is \$1,100 / month)		50
		Neptune Annual Maintenance split with 20-04-42700 (Gateways and Portable Collector)		6,600
\$ 9,755	\$ 7,739	Total	\$ 10,050	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 INSURANCE - GENERAL - 20-00-43300

DEPARTMENT: Water Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 3,272	\$ 3,468	General Insurance * CY 2020 Renewal Assumes a 5.5% Increase - But Actual Loss Experience will Contribute to Actual Increase	\$ 3,659
\$ 3,272	\$ 3,468	Total	\$ 3,659

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 INSURANCE - LIABILITY - 20-00-43301

DEPARTMENT: Water Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 7,787	\$ 8,254	Liability Insurance * CY 2020 Renewal Assumes a 5.5% Increase - But Actual Loss Experience will Contribute to Actual Increase	\$ 8,708
\$ 7,787	\$ 8,254	Total	\$ 8,708

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 INSURANCE - WORKERS COMP - 20-00-43302

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 TELEPHONE - 20-00-43400

DEPARTMENT: Water Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 17,895		Water Operations Share CY 2020 (May through December 2019) (January - April 2020) <i>Assumes a 20% increase at 01/01/2020 but actual experience will vary this figure</i>	\$ 21,744 13,046
	\$ 13,559	CY 2019 Renewal (May through December 2018)	
	10,871	(January - April 2019) Assumes a 8% Increase - But Actual Loss Experience will Contribute to Actual Increase	
		<i>(See also General Fund - 01-70-43302</i>	
\$ 17,895	\$ 24,430	Total	\$ 34,790

DEPARTMENT: Water Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 18,378	\$ 15,200	Phone Costs - SCADA System FY2020 - Verizon	\$ 6,300
\$ 18,378	\$ 15,200	Total	\$ 6,300

CITY OF WARRENVILLE
FISCAL YEAR 2020
TRAVEL, TRAINING & MEETINGS - 20-00-44400

DEPARTMENT: Water Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 2,938	\$ 3,165	Miscellaneous Meetings and Training (Includes Public Works Onsite Supervisory Training)	\$ 4,750
	60	I-Pass Expense - 1 per Water Division	50
		Training - BBP, CPR, ETC CEU Training Classes	350
		IPSI - Utility Supervisor (total cost of \$1,400 shared with: 20-04-44400 - \$700)	700
		IAFSM Conference - DPWD (total cost of \$800 shared with: 01-52-44400 - \$400 20-04-44400 - \$200)	200
		Public Works Management Analyst attendance at APWA International Expo "PWX" in Seattle	425
		(total cost of \$1,650 shared with: 01-52-44400 - \$850 20-04-44400 - \$425)	
		Monthly APWA Meetings (total cost of \$600 shared with: 01-52-44400 - \$300 20-04-44400 - \$150)	150
		Miscellaneous Technical Training (total cost of \$1,000 shared with: 20-04-44400 - \$500)	500
		Executive Coaching (See also Water and Sewer - 01-52-44400 - \$2,500 and 20-04-44400 - \$1,250)	1,250
\$ 2,938	\$ 3,225	Total	\$ 8,375

CITY OF WARRENVILLE
FISCAL YEAR 2020
POSTAGE - 20-00-44600

DEPARTMENT: Water Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 6,815		<u>General Mail Cost for Utility Bills</u> (Note: Eliminated late notice turn off green hangers Mailing turn off notice in 2015)	\$ -
	\$ 6,450	Bills	6,500
	792	Late Notices	800
	560	Annual Lock Box Fee (fee split 50/50 with 20-04-44600) (2019 Total annual fee - \$1,150)	575
\$ 6,815	\$ 7,802	Total	\$ 7,875

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 PRINTING/PUBLISHING - 20-00-44700

DEPARTMENT: Water Operations				
PROGRAM: On-Going				
2018 Actual	2019 Estimated	Description of Cost	2020 Budget	
\$ 9,201	\$ 500	Public Notices, etc. Door Hangers, Boil Order Notices, Etc.	\$ 500	
	985	Water Quality Report	1,000	
	6,455	Utility Bill and Late Notice Processing (Third Millennium)	6,600	
\$ 9,201	\$ 7,940	Total	\$ 8,100	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 LIENS - 20-00-45010

DEPARTMENT: Water Operations				
PROGRAM: On-Going				
2018 Actual	2019 Estimated	Description of Cost	2020 Budget	
\$ 147	\$ 160	Lien Charge for Delinquent Accounts	\$ 160	
\$ 147	\$ 160	Total	\$ 160	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 LEGAL EXPENSE- 20-00-45100

DEPARTMENT: Water Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ -	\$ 14,000	Legal Coverage (If necessary)	\$ 12,500
		Monthly Legal Services (City Attorney on \$13,500/mo. Retainer) Shared with General Fund and Sewer O&M 01-43-45100 - \$153,900 20-04-45100 - \$4,250	4,050
		Total	\$ 16,550

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 AUDIT EXPENSE - 20-00-45200

DEPARTMENT: Water Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 2,091	\$ 2,142	Enterprise Share of Annual Audit	\$ 2,191
		Cost also allocated to 01-00-45200 \$16,328 20-04-45200 \$2,191 73-00-45200 \$670 74-00-45200 \$670	
		Total	\$ 2,191

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 ENGINEERING - 20-00-45300

DEPARTMENT: Water Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 9,025	\$ 40,000	As Needed For General Engineering Requests	\$ 6,000
\$ 9,025	\$ 40,000	Total	\$ 6,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 OTHER PROFESSIONAL SERVICES - 20-00-45400

DEPARTMENT: Water Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 11,233	\$ 12,620	Standard Water Testing Charges	\$ 9,500
		City Sample Supplies for Testing	1,500
		IEPA Required Backflow survey consultant FY2020 - next mailing, then every 3 years	6,500
	78	CDL Reimbursements	100
		GIS Database development & utility atlas conversion (see also 01-52-45400 - 450 & 20-04-045400 - 525)	525
		GIS Database Support (see also 01-52-45400 - 1,800 & 20-04-045400 - 2,100)	2,100
		EMRP Asset Valuation Consultation Services (See also 20-04-45400 - \$5,000)	5,000
\$ 11,233	\$ 12,698	Total	\$ 25,225

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 DUES, SUBSCRIPTIONS & BOOKS - 20-00-46900

DEPARTMENT: Water Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 563	\$ 600	APWA Dues (1/2 Utility Supervisor, 1/4 PWMA and 1/4 DPWD)	\$ 300
		AWWA (Entire Department)	375
		Books for Education Reimbursement	500
		Professional Engineer Registration - DPWD Every other year (next year is FY2020) (Shared with 01-52-46900 and 20-04-46900)	15
\$ 563	\$ 600	Total	\$ 1,190

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 OFFICE SUPPLIES - 20-00-47100

DEPARTMENT: Water Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 78	\$ 250	As Needed	\$ 250
\$ 78	\$ 250	Total	\$ 250

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 OTHER SUPPLIES - 20-00-47200

DEPARTMENT: Water Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 1,249	\$ 1,000	Hardware, parts, etc.	\$ 1,000
Total			\$ 1,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 SMALL TOOLS - 20-00-47220

DEPARTMENT: Water Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 973	\$ 1,062	As Needed	\$ 1,000
Total			\$ 1,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 UNIFORMS - 20-00-47300

DEPARTMENT: Water Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 2,791	\$ 3,450	Annual Uniform Replacement	\$ 3,450
Total			\$ 3,450

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 GAS/OIL EXPENSE - 20-00-47600

DEPARTMENT: Water Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 7,723	\$ 8,340	Fuel and Oil Cost for Vehicles and Equipment Fuel Costs Fluctuate with Market	\$ 8,340
Total			\$ 8,340

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 CHLORINATION SUPPLIES - 20-00-47700

DEPARTMENT: Water Operations				
PROGRAM: On-Going				
2018 Actual	2019 Estimated	Description of Cost	2020 Budget	
\$ 40,134	\$ 61,500	Open Market Trade - Price Could Fluctuate (Sodium Hypochlorite, Fluoride, Ora-Cle, Phosphate)	\$ 52,500	
		In-pipe Chlorine Analyzer	3,500	
\$ 40,134	\$ 61,500	Total	\$ 56,000	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 ADMINISTRATIVE CHARGES - 20-00-48300

DEPARTMENT: Water Operations				
PROGRAM: On-Going				
2018 Actual	2019 Estimated	Description of Cost	2020 Budget	
\$ 20,070	\$ 20,070	City Overhead Charge	\$ 20,070	
\$ 20,070	\$ 20,070	Total	\$ 20,070	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 DEPRECIATION EXPENSE - 20-00-48410

DEPARTMENT: Water Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 146,682	\$ 177,463	Annual Fixed Asset Depreciation	\$ 177,463
Total			\$ 177,463

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MISCELLANEOUS EXPENSE - 20-00-48700

DEPARTMENT: Water Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 2,756	\$ 2,600	As Needed	\$ 1,000
Total			\$ 1,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 BUILDING IMPROVEMENTS - 20-00-49300

DEPARTMENT: Water Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ -	\$ -	As Needed	\$ 2,000
Total			\$ 2,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 EQUIPMENT PURCHASE - 20-00-49500

DEPARTMENT: Water Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 2,711	\$ -	Unbudgeted for FY 2020	\$ -
Total			\$ -

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 EQUIPMENT-MAINTENANCE SPRVSR - 20-00-49503

DEPARTMENT: Water Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 2,215	\$ 2,500	Mechanic Tools/Expenses On line repair manuals	\$ 2,000
Total			\$ 2,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 METERS - 20-00-49700

DEPARTMENT: Water Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 65,769	\$ 154,000	Meter Change-Out Program	\$ 15,000
		5-year MIU Change-Out Program from MTU (FY 2018 Decision Package) <i>Adjusting to a 3-year program, due to existing infrastructure becoming obsolete in 2019</i>	85,000
Total			\$ 100,000

CITY OF WARRENVILLE
FISCAL YEAR 2020
ENGINEERING - 20-02-45300

DEPARTMENT: Water Capital Reserve			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 139,792			
		Landon Avenue Water Extension (Design and RE) (FY 2020 Decision Package - PUB 20.03) (See also 20-02-49422)	74,970
		Design Engineering Water Main Rehabilitation (the deadend cul-de-sacs - i.e. Elmwood, Greenbrook Ct, Ashbury, Arlington)	50,000
\$ 139,792	\$ -	Total	\$ 124,970

CITY OF WARRENVILLE
FISCAL YEAR 2020
WATER MAIN IMPROVEMENTS - 20-02-49422

DEPARTMENT: Water Capital Reserve			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 182,688	\$ 84,000	IDOT Route 56 Add-Lanes Construction Project (State billed up to 80% until final invoice issues are resolved)	\$ -
	12,871	Williams Road Water Main Extension (Batavia Road to Morris Court) (State billed up to 80% until they close out the project which is anticipated in FY 19)	
	123,893	Duke Realty Water Improvements (Per Agreement)	5,000
	5,000	Valve Insertions	4,000
	4,000	New Hydrants	
	4,000	Glen Drive South Water Main FY2020	
		Landon Avenue Water Extension (FY 2020 Decision Package - PUB 20.03) (See also 20-02-45300)	375,030
\$ 182,688	\$ 233,764	Total	\$ 384,030

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 CAPITAL OPERATING COSTS - 20-02-49495

DEPARTMENT: Water Capital Reserve			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 68,489	\$ 13,113	Filter media replacement (will need in FY 2021)	\$ -
	35,321	Well #10 Install VFD	
		Abandon Well #8 Country Ridge	45,000
\$ 68,489	\$ 48,434	Total	\$ 45,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 EQUIPMENT PURCHASE - 20-02-49500

DEPARTMENT: Water Capital Reserve			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ -	\$ 22,686	Replace Filter Controls (Well #12)	
	23,866	Replace Filter Controls (Well #11)	
	7,500	Wireless Headsets - Construction Communications (see also 20-03-49500 - 7,500)	20,000
		Mixing System (Pulse Air) for Water Tower (West Street 1 MG Tank)	
		(#116) Utility Truck Replacement (IFDW....3082)	45,000
\$ -	\$ 54,052	Total	\$ 65,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 ENGINEERING - 20-03-45300

DEPARTMENT: Sewer Capital Reserve			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 296,645			
	45,600	Update Interceptor Capacity Analysis (FY 2019 Decision Package - PUB 19.06) (See also 74-00-45300)	\$ 6,000
	47,000	Construction of Sanitary Sewer Extension Engineering - (TIF#4 Area - Enterprise Fund portion) (FY 2018 Decision Package)	
	40,000	<u>FY 2019</u> Fox Hollow Lift Station Conversion	
	48,000	I / I Reduction Program, Basin 1, Phase 1	
		<u>FY 2020</u> I / I Reduction Program, Basin 1, Phase 2	135,000
		I / I Reduction Program, Basin 2, Phase 1	60,000
		Fox Hollow Lift Station Construction Engineering	35,000
\$ 296,645	\$ 180,600	Total	\$ 236,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 OVERHEAD SEWER GRANT - 20-03-48801

DEPARTMENT: Sewer Capital Reserve			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ -	\$ -	Annually Budgeted	\$ 2,000
\$ -	\$ -	Total	\$ 2,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 LAND PURCHASE - 20-03-49200

DEPARTMENT: Sewer Capital Reserve			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ -	-	Not Budgeted for FY 2020 (Delay until FY 2021) Property Acquisition for Sanitary Sewer Holding Tank (FY 2019 Decision Package - PUB 19.05) (See also 74-00-49200) (Orig Amount = \$430,000)	\$ -
\$ -	\$ -	Total	\$ -

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 INFILTRATION ANALYSIS - 20-03-49401

DEPARTMENT: Sewer Capital Reserve			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ -	\$ 16,000	Flow Monitoring	\$ 16,000
\$ -	\$ 16,000	Total	\$ 16,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 SEWER MAIN IMPROVEMENTS - 20-03-49422

DEPARTMENT: Sewer Capital Reserve			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ (70)	\$ 10,750	IDOT Route 56 Add-Lanes Construction Project (State billed up to 80% until final invoice issues are resolved)	\$ -
	22,171	Williams Road Sanitary Sewer (Batavia Road to Morris Court) (State billed up to 80% until they close out the project which is anticipated in FY 19)	-
	50,065	FY 2017 Projects Glen Drive South Sanitary Main	
	27,000	Manhole Grouting	20,000
	20,000	Sanitary Sewer Lining	
	400,000	Construction of Sanitary Sewer Extension (FY 2018 Decision Package)	
	22,539	Related tree clearing and inspection	
		FY 2020 Fox Hollow Lift Station Conversion	125,000
	111,251	Duke Realty Sewer Improvements (Per Agreement)	
\$ (70)	\$ 663,776	Total	\$ 145,000

CITY OF WARRENVILLE
 FISCAL YEAR 2019
 CAPITAL OPERATING COSTS - 20-03-49495

DEPARTMENT: Sewer Capital Reserve			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 47,799	\$ 5,900	Unbudgeted for FY 2020	\$ -
\$ 47,799	\$ 5,900	Total	\$ -

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 EQUIPMENT PURCHASE - 20-03-49500

DEPARTMENT: Sewer Capital Reserve			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 35,715	\$ 7,500	Wireless Headsets - Construction Communications (see also 20-02-49500 - 7,500)	\$ -
	1,000	Vanguard Disinfectant (Will need in FY 2021)	-
		Sewer Camera Replacement (keeping the truck - put new equipment in) (FY 2020 Decision Package - PUB 20.04)	190,000
		Jet-Vac Truck Replacement (VIN 2FZAATDC85AU85039)	350,000
		Total	\$ 540,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MAINTENANCE - EQUIPMENT - 20-04-41100

DEPARTMENT: Sewer Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 9,752	\$ 9,500	As Needed for Repair of Sewer Vehicles and Equipment Includes all standard service costs and major repairs	\$ 13,500
		Diagnostic Tools (01-52-41100 and 20-04-41100)	2,000
\$ 9,752	\$ 9,500	Total	\$ 15,500

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MAINTENANCE - SOFTWARE - 20-04-41103

DEPARTMENT: Sewer Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 3,880	\$ 4,196	Enterprise Share of Financial System	\$ 4,469
\$ 3,880	\$ 4,196	Total	\$ 4,469

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MAINTENANCE - GROUNDS - 20-04-41300

DEPARTMENT: Sewer Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ -	\$ 2,267	As needed Seal Coating landscaping etc. Contracted Lawn Mowing	\$ - 2,500
		Total	
\$ -	\$ 2,267		\$ 2,500

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MAINTENANCE - UTILITY SYSTEM - 20-04-41400

DEPARTMENT: Sewer Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 11,434	\$ 30,000	General Utility System Maintenance As Needed	\$ 25,000
		Total	
\$ 11,434	\$ 30,000		\$ 25,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MAINTENANCE - COMMUNICATIONS - 20-04-42700

DEPARTMENT: Sewer Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 6,629	\$ -	Nextel	\$ -
	480	Verizon	500
	30	machine -to-machine	40
		Other	
	6,089	Neptune Monthly Hosting Fee split with 20-04-42700 (Hosting fee is \$1,100 / month)	6,600
		Neptune Annual Maintenance split with 20-00-42700 (Gateways and Portable Collector)	1,650
		Total	\$ 8,790

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 INSURANCE - GENERAL- 20-04-43300

DEPARTMENT: Sewer Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 4,623	\$ 4,901	General Insurance	\$ 5,101
		<i>* CY 2020 Renewal Assumes a 5.5% Increase - But Actual Loss Experience will Contribute to Actual Increase</i>	
		Total	\$ 5,101

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 INSURANCE - LIABILITY - 20-04-43301

DEPARTMENT: Sewer Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 2,084	\$ 2,209	Liability Insurance * CY 2020 Renewal Assumes a 5.5% Increase - But Actual Loss Experience will Contribute to Actual Increase	\$ 2,330
\$ 2,084	\$ 2,209	Total	\$ 2,330

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 INSURANCE - WORKERS COMP- 20-04-43302

DEPARTMENT: Sewer Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 17,895		Sewer Operations Share CY 2020 (May through December 2019) (January - April 2020) Assumes a 20% increase at 01/01/2020 but actual experience will vary this figure	\$ 21,744
	\$ 13,559	CY 2019 Renewal (May through December 2018)	
	10,871	(January - April 2019) Assumes a 8% Increase - But Actual Loss Experience will Contribute to Actual Increase	13,046
		(See also General Fund - 01-70-43302)	
\$ 17,895	\$ 24,430	Total	\$ 34,790

DEPARTMENT: Sewer Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 12,389	\$ 14,389	Phone Costs - SCADA System FY2020 - Verizon	\$ 4,500
Total			\$ 4,500
\$ 12,389	\$ 14,389		

DEPARTMENT: Sewer Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 21,352	\$ 21,339	Electricity Costs for Pumping Station	\$ 25,500
Total			\$ 25,500
\$ 21,352	\$ 21,339		

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 POSTAGE - 20-04-44600

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 PRINTING/PUBLISHING - 20-04-44700

DEPARTMENT: Sewer Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 6,805		General Mail Cost for Utility Bills <i>(Note: Eliminated late notice turn off green hangers mailing turn off notice in 2015)</i>	\$ -
	\$ 6,450	Bills	6,500
	792	Late Notices	800
	560	Annual Lock Box Fee (fee split 50/50 with 20-00-44600) (2019 Total annual fee - \$1,150)	575
		Total	\$ 7,875

DEPARTMENT: Sewer Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 7,027	\$ 6,455	Utility Bill and Late Notice Processing <i>(Third Millennium)</i>	\$ 6,600
		Total	\$ 6,600

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 AUDIT EXPENSE - 20-04-45200

DEPARTMENT: Sewer Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 2,091	\$ 2,142	Enterprise Share of Annual Audit	\$ 2,191
		Cost also allocated to	
		01-00-45200 \$16,328	
		20-04-45200 \$2,191	
		73-00-45200 \$670	
		74-00-45200 \$670	
\$ 2,091	\$ 2,142	Total	\$ 2,191

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 ENGINEERING - 20-04-45300

DEPARTMENT: Sewer Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ -	\$ -	As Needed For General Engineering Requests	\$ 2,500
\$ -	\$ -	Total	\$ 2,500

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 OTHER PROFESSIONAL SERVICES - 20-04-45400

DEPARTMENT: Sewer Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 2,280	\$ 78	CDL Reimbursements	\$ 100
		GIS Database development & utility atlas conversion (see also 01-52-45400 - 450 & 20-00-045400 - 525)	525
		GIS Database Support (see also 01-52-45400 - 1,800 & 20-00-045400 - 2,100)	2,100
		EMRP Asset Valuation Consultation Services (See also 20-00-45400 - \$5,000)	5,000
		Total	\$ 7,725

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 J.U.L.I.E. - 20-04-45401

DEPARTMENT: Sewer Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 879	\$ 1,200	J.U.L.I.E. Locates (25% share)	\$ 1,200
		Locate Flags	1,100
		Total	\$ 2,300

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 NAPERVILLE SEWERAGE TREATMENT - 20-04-45420

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 DUES, SUBSCRIPTIONS & BOOKS - 20-04-46900

DEPARTMENT: Sewer Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 992,573	\$ 953,605	Naperville Commodity Charges	\$ 973,089
	(2,494)	True-up costs (Historical only - coming year cannot be determined at time of budget preparation)	
		Capital improvements at Naperville Treatment Plant of \$10 Million	
		Naperville renewal process for NPDS permit for treatment plant was summer of 2016 Permit will require phosphate removal at the plant estimated cost of 40 - 50 million dollars Naperville will notify Warrenville when they have the permit and all variables are known regarding treatment	
\$ 992,573	\$ 951,111	Total	\$ 973,089

DEPARTMENT: Sewer Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 1,323	\$ 1,625	APWA Dues (1/2 Utility Supervisor, 1/4 PWMA and 1/4 DPWD)	\$ 300
		Dues Salt Creek Workgroup	1,400
		Professional Engineer Registration - DPWD Every other year (next year is FY2020) (Shared with 01-52-46900 and 20-04-46900)	15
\$ 1,323	\$ 1,625	Total	\$ 1,715

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 OFFICE SUPPLIES - 20-04-47100

DEPARTMENT: Sewer Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 52	-	As Needed	\$ -
Total			\$ -

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 OTHER SUPPLIES - 20-04-47200

DEPARTMENT: Sewer Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 654	\$ 550	As Needed Hardware, Coffee, paper supplies	\$ 550
Total			\$ 550

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 SMALL TOOLS - 20-04-47220

DEPARTMENT: Sewer Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 439	\$ 708	As Needed	\$ 1,000
Total			\$ 1,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 UNIFORMS - 20-04-47300

DEPARTMENT: Sewer Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 1,859	\$ 2,000	Per Union Contract	\$ 2,500
Total			\$ 2,500

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 GAS/OIL EXPENSE - 20-04-47600

DEPARTMENT: Sewer Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 5,149	\$ 6,098	Fuel and Oil Cost for Vehicles and Equipment Fuel Costs Fluctuate with Market	\$ 6,098
Total			
\$ 5,149	\$ 6,098		\$ 6,098

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 ADMINISTRATIVE CHARGES - 20-04-48300

DEPARTMENT: Sewer Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 20,070	\$ 20,070	City Overhead Charge	\$ 20,070
Total			
\$ 20,070	\$ 20,070		\$ 20,070

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 DEPRECIATION CHARGE - 20-04-48410

DEPARTMENT: Sewer Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 148,683	\$ 177,463	Annual Fixed Asset Depreciation	\$ 177,463
Total			\$ 177,463

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MISCELLANEOUS EXPENSE - 20-04-48700

DEPARTMENT: Sewer Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 4	\$ 250	As Needed	\$ 250
Total			\$ 250

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 EQUIPMENT PURCHASE - 20-04-49500

DEPARTMENT: Sewer Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 1,197	\$ -	Unbudgeted for FY 2020	\$ -
Total			\$ -

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 EQUIPMENT- MAINT SUPRVR - 20-04-49503

DEPARTMENT: Sewer Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 1,715	\$ 1,600	Mechanic Tools/Expenses and Online service manuals	\$ 1,500
Total			\$ 1,500

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 METERS - 20-04-49700

DEPARTMENT: Sewer Operations			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 65,769	\$ 154,000	Meter Change-Out Program	\$ 15,000
		5-year MIU Change-Out Program from MTU (FY 2018 Decision Package) <i>Adjusting to a 3-year program, due to existing infrastructure becoming obsolete in 2019</i>	85,000
		Total	\$ 100,000
\$ 65,769	\$ 154,000		\$ 100,000

**City of Warrenville
Water and Sewer Enterprise Fund - Projections**

Revenues	Fiscal Year					
	Actual 2017	Actual 2018	Projected 2019	Projected 2020	Projected 2021	Projected 2022
Tax Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
License, Permit & Fee Revenue	2,991,546	2,983,906	3,088,446	3,325,123	3,657,635	4,023,399
Fine Revenue	29,058	35,458	31,810	32,365	32,365	32,365
Reimbursement Revenue	-	-	-	1,618	1,618	1,618
Rental Revenue	365,473	358,629	371,510	386,370	386,370	386,370
Intrafund Revenue	-	-	-	-	-	-
Interest Revenue	6,018	(30,779)	17,340	6,530	6,530	6,530
Grant Revenue	-	-	-	-	-	-
Miscellaneous Revenue	45,497	510,773	23,556	22,800	22,800	22,800
Total Revenue	\$ 3,437,592	\$ 3,857,987	\$ 3,532,662	\$ 3,774,806	\$ 4,107,318	\$ 4,473,082
Growth from Previous Year	-3.5%	12.2%	-8.4%	6.9%	8.8%	8.9%

Expenses	Fiscal Year					
	Actual 2017	Actual 2018	Projected 2019	Projected 2020	Projected 2021	Projected 2022
Total Salary & Wage Expense	\$ 834,802	\$ 887,358	\$ 960,126	\$ 990,051	\$ 1,044,504	\$ 1,101,952
Total Fringe Benefit Expense	453,953	422,901	402,827	402,653	423,994	446,465
Total Maintenance Expense	166,543	142,559	178,083	185,172	185,172	185,172
Total Supplies and Service Expense	1,782,742	1,909,589	1,844,883	1,934,422	1,860,738	1,860,738
Total Capital Expense	1,309,139	698,165	1,385,352	1,553,956	1,357,893	1,357,893
Total Expenses	\$ 4,547,179	\$ 4,060,572	\$ 4,771,271	\$ 5,066,254	\$ 4,872,300	\$ 4,952,220
Growth from Previous Year	34.2%	-10.7%	17.5%	6.2%	-3.8%	1.6%

Revenues - Expenditures **\$ (1,109,587)** **\$ (202,585)** **\$ (1,238,609)** **\$ (1,291,448)** **\$ (764,982)** **\$ (479,138)**
Net Adj for Net Capitalized Assets (568,128) (1,730,708)

Unrestricted Net Position **\$ 6,814,294** **\$ 4,881,001** **\$ 3,642,392** **\$ 2,350,944** **\$ 1,585,962** **\$ 1,106,824**
**(As adjusted for Net Capitalized Assets)*
UUFEB Expenditure Coverage **150%** **120%** **76%** **46%** **33%** **22%**



TAX INCREMENT FINANCE DISTRICT #3

FUND 73

FUND TYPE: Capital Projects

FUND PURPOSE – To account for the activities associated with improvements within the Tax Increment Financing (TIF) Districts #3

TAX INCREMENT FINANCING DISTRICT No. 3 FUND HIGHLIGHTS

	2019 Budget	2019 Projected	2020 Proposed
Revenue	\$16,052	\$52,960	\$16,052
Expenditures	\$1,008,180	\$239,980	\$1,008,180
Surplus/(Deficit)	(\$992,128)	(\$187,020)	(\$992,128)

The Tax Increment Financing (TIF) District Number 3 Fund is a Capital Projects fund, utilized to account for the incremental property tax revenues received from the City’s designated Old Town Civic Center TIF District (TIF #3), established during calendar year 2013. These funds are restricted for development in the designated TIF district.

Revenue

The TIF fund annually receives incremental property tax revenue, above the frozen property valuation. For FY 2019, the incremental property tax revenue totaled \$52,960. For FY 2020, the incremental revenue is projected at \$61,851.

At the time this document is being written, final 2018 property tax extensions are not yet available, and given the progress being made on the Stafford Place development with in TIF #3, it is likely the incremental revenue will exceed the current projection.

Expenditures

Budgeted expenditures for FY 2020 include legal services for TIF #3 legal matters, potential property acquisition and related environmental remediation consultation services, annual audit expenses, and a prorated share of the Illinois Tax Increment Association (ITIA) membership dues.

Professional Services

FY 2020 budgeted expenditures include costs of environmental consulting and investigation services and legal fees associated with the potential acquisition of the former Citgo gas station property (FY 2019 Decision Package COM 19.03), preliminary and final engineering design of an Illinois Prairie Path trailhead project, off-site environmental investigation and reporting services related to the cleanup of contamination on Civic Center Redevelopment Site #1 (CCRS #1), and TIF development consultation services.

City Projects

The FY 2020 expenditures include \$86,560, for costs associated with the final phase of the Route 56 Streetscape Enhancement project, which is being re-budgeted again from FY 2018 and FY 2019.

This group of expenditures also includes remediation of off-site environmental concerns at the CCRS#1 redevelopment site, and a share of the permitting and construction of wayfinding signage.

Land Purchase

As with the FY2019 Budget, the FY 2020 budget includes funding for the possible acquisition of the former Citgo gas station property at the intersection of Batavia and Warrenville Roads (FY 2019 Decision Package COM 19.03), which did not occur during FY 2018 or FY 2019 as initially planned. Also, included is funding for potential acquisition of open space and trail extension projects along the West Branch of the DuPage River.

Fund Balance

At the end of FY 2016, the TIF #3 fund had an audited deficit fund balance of \$1,354,135. By the end of FY 2017, the audited fund balance deficit rose to a total of \$1,449,920, and by the end of FY 2018, the audited fund balance deficit increased by \$1,888,408, or about 127%, to a new total of \$3,338,328. This significant increase was mostly attributable to the accounting recognition of the \$1,868,291, planned loss on the sale of “land held for resale”, specifically the CCRS#1 site to Airhart Construction as part of the redevelopment agreement with the City.

The City Council has authorized a total of \$2,400,000 in interfund loans to the TIF #3 fund to cover fund expenditures. Given the audited fiscal year-end deficit from the end of FY 2018, as well as the projected deficit balance through the end of FY 2020, it will be necessary for the City Council to authorize additional interfund loans to the TIF#3 fund. Staff will present a request for consideration of additional loans to the City Council as a result of the adoption of the FY 2020 Budget. These inter-fund loans will be repaid at a future date when sufficient incremental TIF property tax revenue has been generated.

CITY OF WARRENVILLE, ILLINOIS

Tax Increment Finance Fund Activity -TIF #3

FY 2020

Projected Beginning Fund Balance	\$ (3,525,348)
Revenues	
Property Taxes	\$ 61,851
Sales and Use Taxes	-
Amusement Taxes	-
Consumption Taxes	-
Income Taxes	-
Hotel-Motel Taxes	-
Motor Fuel Taxes	-
Connection Fees	-
Administrative Charges	-
Consumption Fees	-
Franchise Fees	-
Licensing Fees	-
Interest Income	-
Financing Proceeds	-
Misc. Revenues	-
Grant Revenue	-
Rental Income	-
Reimbursement Revenues	-
Fine Revenue	-
Transfers In	-
	<hr/>
Total FY 2020 Revenue	\$ 61,851
Expenses/Expenditures	
Personnel	\$ -
Capital	534,060
Supplies and Services	359,535
Maintenance	-
	<hr/>
Total FY 2020 Expenses/Expenditures	\$ 893,595
Variance - Add to/(Use of) Fund Balance	\$ (831,744)
End Fund Balance	\$ (4,357,092)
Percent Change	23.59%

OLD TOWN/CIVIC CENTER TIF 3 FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected Year-End 2019	Budget 2020	19-20 Growth
73-00-30100	Revenue	PROPERTY TAX-TIF #3	3,633	4,489	15,722	16,052	52,960	61,851	16.79%
73-00-37700	Revenue	INTEREST INCOME	346	248	(1,390)	-			
Totals			3,979	4,737	14,332	16,052	52,960	61,851	16.79%

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected Year-End 2019	Budget 2020	19-20 Growth
73-00-45100	Administration	LEGAL	5,891	27,279	28,144	15,000	5,000	20,000	300.00%
73-00-45200	Administration	AUDIT EXPENSE	300	310	317	655	655	1,010	54.20%
73-00-45400	Administration	OTHER PROFESSIONAL SERVICES	71,751	34,592	3,663	300,200	22,000	338,200	1437.27%
73-00-46900	Administration	DUES, SUBSCRIPTIONS., BOOKS	650	650	325	325	325	325	0.00%
73-00-48735	Streets	CITY PROJECTS	72,343	35,691	-	300,000	210,000	144,060	-31.40%
73-00-49200	Administration	LAND PURCHASE	747	2,000	2,000	392,000	2,000	390,000	19400.00%
73-00-49476	Streets	ROAD PROJECTS							
Totals			151,682	100,522	34,449	1,008,180	239,980	893,595	272.36%

Fund Total Rev	3,979	4,737	14,332	16,052	52,960
Fund Total Exp	151,682	100,522	34,449	1,008,180	239,980
<i>Variance</i>	(147,703)	(95,785)	(20,117)	(992,128)	(187,020)
Unassigned Fund Balance @ 4/30	(1,354,135)	(1,449,920)	(3,338,328)	(4,330,456)	(3,525,348)
		(1)			

(1) Fund balance adjusted for accounting recognition of \$1,868,291 Loss on Sale of Land held for resale

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 OTHER PROFESSIONAL SERVICES - 73-00-45400

DEPARTMENT: Administration - TIF #3			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 3,663	-	TIF Development Consultation Services (Rebudget in FY 2020)	\$ 5,000
	12,000	CCRS #1 off site environmental investigation, and reporting	
		IEPA services expenses/invoices (Rebudget in FY 2020)	8,200
	10,000	Prairie Path Trailhead Project Preliminary Design Documents (FY 2018 Decision Package - Rebudget remaining expenses in FY 2020)	50,000
		Final Design Documents (FY 2020 Decision Package - COM 20.03)	60,000
		Citgo Property Environmental Consulting and Investigation (FY 2019 Decision Package - Rebudget in FY 2020)	215,000
\$ 3,663	\$ 22,000	Total	\$ 338,200

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 DUES, SUBSCRIPTIONS & BOOKS - 73-00-46900

DEPARTMENT: Administration - TIF #3			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 325	\$ 325	ITIA Membership Dues (Split with TIF #4)	\$ 325
\$ 325	\$ 325	Total	\$ 325

CITY OF WARRENVILLE
FISCAL YEAR 2020
CITY PROJECTS - 73-00-48735

DEPARTMENT: Administration - TIF #3				
PROGRAM: On-Going				
2018 Actual	2019 Estimated	Description of Cost	2020 Budget	
\$ -	\$ 210,000	Final Phase Route 56 Streetscape Enhancements (FY 2018 - Decision Package rebudget remaining expenses in FY 2020)	\$ 86,560	
		CCRS #1 Off-Site Remediation Project (FY 2020 Decision Package - COM 20.02)	50,000	
		Rt 56 Wayfinding Sign Permitting and Construction (FY 2020 - Decision Package - COM 20.04)	7,500	
		Total	\$ 144,060	

CITY OF WARRENVILLE
FISCAL YEAR 2020
LAND PURCHASE - 73-00-49200

DEPARTMENT: Administration - TIF #3				
PROGRAM: On-Going				
2018 Actual	2019 Estimated	Description of Cost	2020 Budget	
\$ -	-	Land or Easement Acquisition for Trails and Open Space Along the River (rebudgeted from prior years - previously budgeted in Special Projects Fund)		\$ 50,000
1,000	1,000	Aletto Property Option Agreement (FY 17 Pmt 1 of 3) (FY 18 Pmt 2 of 3) (FY 19 Pmt 3 of 3)		
1,000	1,000	First Right-of-Refusal Agreement (FY 17 Pmt 1 of 3) (FY 18 Pmt 2 of 3) (FY 19 Pmt 3 of 3)		
		Citigo Property Land Purchase (FY 2019 Decision Package Rebudgeted in FY 2020) (See Also line items 73-00-45100 and 73-00-45400)		340,000
		Total	\$ 2,000	\$ 390,000



TAX INCREMENT FINANCE DISTRICT #4

FUND 74

FUND TYPE: Capital Projects

FUND PURPOSE – To account for the activities associated with improvements within the Tax Increment Financing (TIF) Districts #4

TAX INCREMENT FINANCING DISTRICT No. 4 FUND HIGHLIGHTS

	2019 Budget	2019 Projected	2020 Proposed
Revenue	\$0	\$92,283	\$97,118
Expenditures	\$1,717,885	\$902,480	\$1,918,297
Surplus/(Deficit)	(\$1,717,885)	(\$880,197)	(\$1,821,179)

The TIF District Number 4 (TIF #4) fund is a Capital Projects fund, utilized to account for the incremental property tax revenues received from the City’s designated Southwest/Route 59 Corridor TIF district established during calendar year 2016. These funds are restricted for TIF-related expenditures within the designated area.

Revenue

The TIF fund annually receives incremental property tax revenue above the frozen valuation. For FY 2018, TIF #4 received \$47,712 in incremental property tax revenue. During FY 2019, the fund received just short of \$92,300 in incremental property tax revenue. For FY2020 the projected incremental property tax revenue will total \$97,118.

At the time this document is being written, final 2018 property tax extensions are not yet available, but it is likely the incremental revenue will exceed the current projection, but to what extent is not yet certain.

Expenditures

Budgeted expenditures for FY 2020 total \$1,918,297, and include legal services for TIF #4 redevelopment negotiations, general TIF legal assistance, a prorated share of the Illinois Tax Increment Association (ITIA) membership dues, prorated fees associated with the annual audit, and consultation services for development and wetland assistance.

Engineering Services

The FY 2020 budgeted expenditures include final engineering for the extension of Barkley Avenue (north of Rt. 56), a pro-rated share to Update the Interceptor Capacity Analysis (FY 2019 Decision Package PUB 19.06), completion of the engineering for the upsizing of the Landon Avenue sanitary sewer main, and engineering for a new Southwest District Water Tower.

City Projects

\$106,000 has been budgeted for the completion of the Landon Avenue sanitary sewer main construction, \$15,000 has been budgeted as a share of the permitting and construction of wayfinding signage (FY 2020 Decision Package COM 20.04), \$875,462 for Barkley Ave off-site improvements and water extensions.

Fund Balance

At the end of FY 2017, the audited fund-balance deficit was \$152,674. At the end of FY 2018, the audited fund-balance deficit increased to a total of \$408,105. It is projected that at the end of FY 2019, the fund-balance deficit will be \$1,218,302, and by the end of FY 2020, the deficit will increase to \$3,039,481.

To date, the City Council has authorized interfund loans totaling \$1,900,000 (Ordinance O2017-32) to the TIF #4 fund to cover TIF #4 expenditures. These inter-fund loans will be repaid at a future date when sufficient incremental TIF property tax revenue is generated. Given, the projected deficit by the end of FY 2020, the City Council will need to authorize additional interfund loans to the TIF#4 fund, to cover the planned expenditures through FY 2020.

CITY OF WARRENVILLE, ILLINOIS

Tax Increment Finance Fund Activity-TIF #4

FY 2020

Projected Beginning Fund Balance	\$ (1,218,302)
Revenues	
Property Taxes	\$ 97,118
Sales and Use Taxes	-
Amusement Taxes	-
Consumption Taxes	-
Income Taxes	-
Hotel-Motel Taxes	-
Motor Fuel Taxes	-
Connection Fees	-
Administrative Charges	-
Consumption Fees	-
Franchise Fees	-
Licensing Fees	-
Interest Income	-
Financing Proceeds	-
Misc. Revenues	-
Grant Revenue	-
Rental Income	-
Reimbursement Revenues	-
Fine Revenue	-
Transfers In	-
Total FY 2020 Revenue	\$ 97,118
Expenses/Expenditures	
Personnel	\$ -
Capital	1,471,462
Supplies and Services	446,835
Maintenance	-
Total FY 2020 Expenses/Expenditures	\$ 1,918,297
Variance - Add to/(Use of) Fund Balance	\$ (1,821,179)
End Fund Balance	\$ (3,039,481)
Percent Change	149.49%

SOUTHWEST/ROUTE 59 CORRIDOR TIF 4 FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected Year-End 2019	Budget 2020	19-20 Growth
74-00-30100	Revenue	PROPERTY TAX-TIF #4			47,712		92,283	97,118	5.24%
74-00-37700	Revenue	INTEREST INCOME							
74-00-38600	Revenue	TRANSFERS IN							
74-00-39900	Revenue	MISCELLANEOUS		7,500					
Totals			-	-	55,212	-	92,283	97,118	5.24%

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected Year-End 2019	Budget 2020	19-20 Growth
74-00-44700	Administration	PRINTING/PUBLISHING		4,093	1,391		1,500	1,500	
74-00-45100	Administration	LEGAL		44,354	12,010	17,000	26,000	51,000	
74-00-45200	Administration	AUDIT EXPENSE					655	1,010	
74-00-45300	Streets	ENGINEERING		6,453	17,967	161,000	99,000	373,000	
74-00-45400	Administration	OTHER PROFESSIONAL SERVICES		13,569	27,175	127,500	20,000	20,000	0.00%
74-00-46900	Administration	DUES, SUBSCRIPTIONS,, BOOKS			325	325	325	325	0.00%
74-00-48600	Finance	TRANSFERS OUT		62,112					
74-00-48735	Streets	CITY PROJECTS				1,162,060	755,000	1,231,462	
74-00-49200	Administration	LAND PURCHASE		22,093	251,775	250,000		240,000	
74-00-49476	Streets	ROAD PROJECTS							
Totals			-	152,674	310,643	1,717,885	902,480	1,918,297	112.56%
Fund Total Rev			-	-	55,212	-	92,283	97,118	5.24%
Fund Total Exp			-	152,674	310,643	1,717,885	902,480	1,918,297	112.56%
<i>Variance</i>			-	(152,674)	(255,431)	(1,717,885)	(810,197)	(1,821,179)	
Unassigned Fund Balance @ 4/30			-	(152,674)	(408,105)	(2,125,990)	(1,218,302)	(3,039,481)	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 PRINTING/PUBLISHING - 74-00-44700

DEPARTMENT: Administration - TIF #4			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 1,391	\$ 1,500	Publication of legal notices	\$ 1,500
Total			\$ 1,500

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 LEGAL - 74-00-45100

DEPARTMENT: Administration - TIF #4			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 12,010	\$ 20,000	Redevelopment/TIF Agreement Negotiations these expenses will be reimbursed by private developers	\$ 20,000
	6,000	General TIF Legal Assistance	6,000
		Southwest District Water Tower Well #13, and Iron Filtration Legal Fees	25,000
Total			\$ 51,000

CITY OF WARRENVILLE
FISCAL YEAR 2020
ENGINEERING - 74-00-45300

DEPARTMENT: Administration - TIF#4			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 17,967	\$ 26,000	Construction of Sanitary Sewer Extension Engineering (FY 2018 Decision Package)	\$ -
	3,000	Traffic Engineering Assistance	
	14,000	Barkley Avenue north of Route 56 Final Engineering (FY 2017 Decision Package -rebudgeted in FY 2020) Actual expense will be tied to implementation of Two Brothers Corporate Campus Project	35,000
	56,000	Update Interceptor Capacity Analysis (FY 2019 Decision Package - PUB 19.06) (See also 20-03-45300)	
		Landon Avenue Sewer Main Upsizing (FY 2018 Decision Package Rebudget remaining expenses in FY 2020)	24,000
		Southwest District Water Tower Well #13, and Iron Filtration (FY 2019 Decision Package - PUB 19.03)	314,000
\$ 17,967	\$ 99,000	Total	\$ 373,000

CITY OF WARRENVILLE
FISCAL YEAR 2020
OTHER PROFESSIONAL SERVICES - 74-00-45400

DEPARTMENT: Administration			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 27,175	\$ 20,000	Development Consultation Services for Redevelopment Agreement Negotiations - these expenses offset by TIF assistance application fees paid by developers	\$ 15,000
	-	Wetland Consultant Assistance (Rebudget in FY 2020)	5,000
\$ 27,175	\$ 20,000	Total	\$ 20,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 CITY PROJECTS - 74-00-48735

DEPARTMENT: Administration			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ -	\$ 410,000	Construction of Sanitary Sewer Extension (FY 2018 Decision Package)	\$ -
	20,000	Final Phase Route 56 Streetscape Enhancements (FY 2018 Decision Package - Rebudget remaining expenses in FY 2020)	
	325,000	Landon Avenue Sewer Main Upsizing (FY 2018 Decision Package Rebudget remaining expenses in FY 2020)	106,000
		Rt 56 Wayfinding Sign Permitting and Construction (FY 2020 - Decision Package - COM 20.04)	15,000
		<u>Lexington Homes</u>	
		Barkley Ave North - Off-site improvements	657,786
		Barkley Ave - Water extensions (north portion)	110,161
		Barkley Ave - Water extensions (south portion)	107,515
		Southwest District Water Tower Well #13, and Iron Filtration Construction of Well and Iron Filtration	235,000
\$ -	\$ 755,000	Total	\$ 1,231,462

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 LAND PURCHASE - 74-00-49200

DEPARTMENT: Administration			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 251,775	\$ -	Not budgeted for FY 2020	\$ -
		Property Acquisition for Sanitary Sewer Holding Tank (FY 2019 Decision Package - PUB 19.05) (See also 20-03-49200) (Hold until FY 2021)	
		Southwest District Water Tower Well #13, and Iron Filtration Property Acquisition	240,000
\$ 251,775	\$ -	Total	\$ 240,000

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POLICE PENSION

FUND 05

FUND TYPE: Fiduciary

FUND PURPOSE – To account for the accumulation of resources to be used for future disability or retirement annuity payments to sworn police department personnel. Resources are contributed by employees at rates fixed by law and by the City at amounts determined by an independent actuary from a specific property tax levy.

CITY OF WARRENVILLE, ILLINOIS

Police Pension Fund Activity

FY 2020

Projected Beginning Fund Balance	\$ 22,241,319
Revenues	
Property Taxes	\$ -
Sales and Use Taxes	-
Amusement Taxes	-
Consumption Taxes	-
Income Taxes	-
Hotel-Motel Taxes	-
Motor Fuel Taxes	-
Connection Fees	-
Administrative Charges	-
Consumption Fees	-
Franchise Fees	-
Licensing Fees	-
Interest Income	1,000,000
Financing Proceeds	-
Misc. Revenues	1,536,846
Grant Revenue	-
Rental Income	-
Reimbursement Revenues	-
Fine Revenue	-
Transfers In	-
Total FY 2020 Revenue	\$ 2,536,846
Expenses/Expenditures	
Personnel (Pension payments)	\$ 1,018,077
Capital	-
Supplies and Services	67,795
Maintenance	-
Total FY 2020 Expenses/Expenditures	\$ 1,085,872
Variance - Add to/(Use of) Fund Balance	\$ 1,450,974
Projected Ending Fund Balance	\$ 23,692,293
Percent Change	6.52%

POLICE PENSION FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected Year-End 2019	Budget 2020	19-20 Growth
05-00-31900	Revenue	MEMBER CONTRIBUTIONS	264,105	273,581	285,759	302,473	298,461	314,160	5.26%
05-00-31901	Revenue	CITY CONTRIBUTION	1,004,900	1,173,896	1,132,335	1,138,055	1,111,469	1,222,686	10.01%
05-00-37700	Revenue	INVESTMENT INCOME	(49,051)	1,491,258	1,260,787	1,750,000	1,225,000	1,000,000	-18.37%
Totals			1,219,954	2,938,735	2,678,881	3,190,528	2,634,930	2,536,846	-3.72%

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected Year-End 2019	Budget 2020	19-20 Growth
05-00-44400	Pension Admin.	TRAVEL & MEETINGS	5,297	4,041	2,832	5,000	3,558	5,000	40.53%
05-00-45100	Pension Admin.	LEGAL EXPENSE	7,043	4,400	6,600	4,600	6,850	7,000	2.19%
05-00-45400	Pension Admin.	OTHER PROFESSIONAL SERVICES	37,521	50,117	53,857	55,719	54,378	55,000	1.14%
05-00-46900	Pension Admin.	DUES, SUBSCRIPTIONS & BOOKS	1,345	795	795	795	795	795	0.00%
05-00-47400	Pension Admin.	PENSION REFUNDS	139,984						
05-00-47500	Pension Admin.	PENSION PAYMENTS	697,077	836,095	961,986	995,914	995,914	1,018,077	2.23%
Totals			888,267	895,448	1,026,070	1,062,028	1,061,495	1,085,872	2.30%
Fund Total Rev			1,219,954	2,938,735	2,678,881	3,190,528	2,634,930	2,536,846	-3.72%
Fund Total Exp			888,267	895,448	1,026,070	1,062,028	1,061,495	1,085,872	2.30%
Variance			331,687	2,043,287	1,652,811	2,128,500	1,573,435	1,450,974	
Net Position @ April 30			16,971,786	19,015,073	20,667,884	22,796,384	22,241,319	23,692,293	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 OTHER PROFESSIONAL SERVICES - 05-00-45400

DEPARTMENT: FIS				
PROGRAM: On-Going				
2018	2019	Description of	2020	
Actual	Estimated	Cost	Budget	
\$ 37,521	\$ 54,378		\$ 55,000	
		Actuary Services Tax Levy Actuarial Valuation GASB 67/68 Actuarial Valuation		
		Minute Taker		
		Banking & Investment Services		
		Compliance Fee - State of Illinois		
		Municipal Compliance Report Preparation		
		Accounting Services (Lauterbach and Amen)		
		Inc. Municipal Compliance Report Preparation		
\$ 37,521	\$ 54,378	Total	\$ 55,000	

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 DUES, SUBSCRIPTIONS & BOOKS - 05-00-46900

DEPARTMENT: FIS				
PROGRAM: On-Going				
2018	2019	Description of	2020	
Actual	Estimated	Cost	Budget	
\$ 795	\$ 795	IPPPA Dues	\$ 795	
\$ 795	\$ 795	Total	\$ 795	



SEIZED ASSETS FUND

FUND 60

FUND TYPE: Special Revenue

FUND PURPOSE – To account for the monetary and physical assets seized during drug-related arrests. This fund is statutorily required for this purpose.

CITY OF WARRENVILLE, ILLINOIS

Seized Assets Activity

FY 2020

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Projected Beginning Fund Balance	<u>\$ 203,310</u>
Revenues	
Property Taxes	\$ -
Sales and Use Taxes	-
Amusement Taxes	-
Consumption Taxes	-
Income Taxes	-
Hotel-Motel Taxes	-
Motor Fuel Taxes	-
Connection Fees	-
Administrative Charges	-
Consumption Fees	-
Franchise Fees	-
Licensing Fees	-
Interest Income	40
Financing Proceeds	-
Misc. Revenues	6,934
Grant Revenue	-
Rental Income	-
Reimbursement Revenues	-
Fine Revenue	6,000
Transfers In	-
	<hr/>
Total FY 2020 Revenue	<u>\$ 12,974</u>
Expenses/Expenditures	
Personnel	\$ -
Capital	-
Supplies and Services	10,360
Maintenance	-
	<hr/>
Total FY 2020 Expenses/Expenditures	<u>\$ 10,360</u>
Variance - Add to/(Use of) Fund Balance	\$ 2,614
Projectd Ending Fund Balance	<u><u>\$ 205,924</u></u>
Percent Change	1.29%

SEIZED ASSETS FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected Year-End 2019	Budget 2020	19-20 Growth
60-00-34310	Revenue	DRUG FINES	285	50	2,104				
60-00-34400	Revenue	FEDERAL FORFEITURE							
60-00-34401	Revenue	STATE FORFEITURE	1,009	454	1,974	2,070			
60-00-34404	Revenue	DUITC	6,209	1,435	1,871	2,500	1,117	1,000	-10.47%
60-00-34405	Revenue	COURT SUPERVISION FEE	14,439	11,647	9,689	13,730	7,975	5,000	-37.30%
60-00-37700	Revenue	INTEREST INCOME	40	40	42	50	42	40	-4.76%
60-00-39920	Revenue	SALE OF SURPLUS PROPERTY	6,410	43,894	3,767	3,500	10,626	6,934	-34.74%
Totals			28,392	57,520	19,447	21,850	19,760	12,974	-34.34%
Acct #	Cost Center	Description	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Projected Year-End 2019	Budget 2020	19-20 Growth
60-00-48600	Police	TRANSFERS OUT	8,160	8,160	8,160	8,160	8,160	8,160	0.00%
60-00-48700	Police	MISCELLANEOUS	401	1,124	437	3,500	1,242	2,200	77.13%
60-00-49500	Police	EQUIPMENT PURCHASE							
Totals			8,561	9,284	8,597	11,660	9,402	10,360	10.19%
Fund Total Rev			28,392	57,520	19,447	21,850	19,760	12,974	-34.34%
Fund Total Exp			8,561	9,284	8,597	11,660	9,402	10,360	10.19%
Variance			19,831	48,236	10,850	10,190	10,358	2,614	
Restricted Fund Balance @ 4/30			133,866	182,102	192,952	203,142	203,310	205,924	

Seized Assets Fund Line Items
Fiscal Year 2020

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 TRANSFER OUT - 60-00-48600

DEPARTMENT: POLICE			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 5,000	\$ 5,000	Transfers to General Fund Reimbursement for Police Vehicle Maintenance (Annually)	\$ 5,000
660	660	Transfers to General Fund Reimbursement for Radar Re-certification Costs (Annually)	660
2,500	2,500	Transfers to General Fund Directed patrols	2,500
\$ 8,160	\$ 8,160	Total	\$ 8,160

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 MISCELLANEOUS EXPENSE - 60-00-48700

DEPARTMENT: POLICE			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ -	-	Undercover Transactions (Only if needed)	\$ 1,000
\$ -	\$ -	Total	\$ 1,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 DRUG EXPENSES - 60-00-48750

DEPARTMENT: POLICE			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 66	\$ -	Undercover Transactions	\$ -
Total			\$ -

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 STATE FORFEITURE EXPENSES - 60-00-48770

DEPARTMENT: POLICE			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ -	\$ -	State Forfeit Assets	\$ -
Total			\$ -

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 DUI EXPENSES - 60-00-48780

DEPARTMENT: POLICE			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 50	\$ 1,242	DUI Expenses	\$ 1,000
Total			\$ 1,000

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 COURT SUPERVISION EXPENSES - 60-00-48790

DEPARTMENT: POLICE			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ 321	\$ -	Court Supervision Expenses	\$ 200
Total			\$ 200

CITY OF WARRENVILLE
 FISCAL YEAR 2020
 EQUIPMENT PURCHASE 60-00-49500

DEPARTMENT: POLICE			
PROGRAM: On-Going			
2018 Actual	2019 Estimated	Description of Cost	2020 Budget
\$ -	\$ -	P.O.P. Vehicle Replacement (Vehicle outside of CMRP - Unbudgeted for FY 2020)	\$ -
\$ -	\$ -	Total	\$ -

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DECISION PACKAGES

The following, present requests made by City staff and individual elected officials for funding consideration. These requests are made for all personnel, programming, equipment, one-time funding requests generally exceeding \$25,000, and significant modifications to existing programs or services.

The requesting party is required to answer a series of questions, and provide specific details, which allow the City Administrator the ability to review the merits of the request. Meetings with department heads, or elected official, who initiated the idea, are held with the City Administrator to discuss the request and determine if it can be recommended or if additional information is needed.

It is from the responses listed on the Decision Package sheets, the meetings with applicable personnel, and a review of the status of available funding from which the City Administrator's recommendation to fund a request, or not, is made.

Whether or not the item is recommended for inclusion in the budget – the City Council makes the final determination on all decision packages. It is with this in mind that these packages are presented, in effect to “call out” certain expenses within the budget.

A spreadsheet lists the individual requests, which summarizes all the requests that follow. Because the requests vary in detail, questions should be directed to the City Administrator.

**CITY OF WARRENVILLE
DECISION PACKAGES
SUBMISSIONS SUMMARY
FISCAL YEAR 2020**

<u>ADMINISTRATION</u> ITEM REQUESTED	DECISION PKG REF #	PG REF.	FUNDING RECOMMENDED	
			YES	NO
Audio-Visual Equipment Upgrade	<i>ADM 20.01</i>	<i>305</i>	X	
Citywide Services and Staffing Study	<i>ADM 20.02</i>	<i>307</i>	X	
Citywide Facilities and Space Needs Study	<i>ADM 20.03</i>	<i>309</i>	X	
Temporary Contractual Support Service	<i>ADM 20.04</i>	<i>311</i>	X	
 <u>COMMUNITY DEVELOPMENT</u> ITEM REQUESTED				
Zoning Review Consultant Services	<i>COM 20.01</i>	<i>313</i>	X	
CCRS#1 Off site Remediation Project	<i>COM 20.02</i>	<i>315</i>	X	
Prairie Path Trail head Project Final Design	<i>COM 20.03</i>	<i>317</i>	X	
Wayfinding Signage	<i>COM 20.04</i>	<i>319</i>	X	
Mack Road Multi-use Trail and Bridge Replacement Project - Phase II Final Engineering	<i>COM 20.05</i>	<i>321</i>	X	
 <u>PUBLIC WORKS</u> ITEM REQUESTED				
Tree Inventory and Management Plan	<i>PUB 20.01</i>	<i>323</i>	X	
Pavement Condition Survey Data	<i>PUB 20.02</i>	<i>325</i>	X	
Landon Avenue Water Main Extension Design and Construction	<i>PUB 20.03</i>	<i>327</i>	X	
Sewer Camera Replacement	<i>PUB 20.04</i>	<i>327</i>	X	

**CITY OF WARRENVILLE
 DECISION PACKAGES
 RECOMMENDED FOR FUNDING
 SUMMARY - BY SUBMITTING DEPARTMENT
 FISCAL YEAR 2020**

<u>ADMINISTRATION</u>	DECISION				
ITEM REQUESTED	PKG REF #	COST	ACCOUNT #	ALLOCATION	AMOUNT
Audio-Visual Equipment Upgrade	<i>ADM 20.01</i>	\$ 150,000	01-70-41100	100.0%	\$ 150,000
Citywide Services and Staffing Study	<i>ADM 20.02</i>	30,000	01-70-45400.	100.0%	30,000
Citywide Facilities and Space Needs Study	<i>ADM 20.03</i>	50,000	01-70-45400	100.0%	50,000
Temporary Contractual Support Service	<i>ADM 20.04</i>	28,000	01-50-45400	100.0%	28,000

Department Subtotal \$ 258,000

<u>COMMUNITY DEVELOPMENT</u>					
ITEM REQUESTED		COST	ACCOUNT #	ALLOCATION	AMOUNT
Zoning Review Consultant Services	<i>COM 20.01</i>	\$ 26,000	01-53-45400	100.0%	\$ 26,000
CCRS#1 Off site Remediation Project	<i>COM 20.02</i>	50,000	73-00-45400	100.0%	50,000
Prairie Path Trail head Project Final Design	<i>COM 20.03</i>	60,000	73-00-45400	100.0%	60,000
Wayfinding Signage	<i>COM 20.04</i>	30,000	01-52-41200	25.0%	7,500
			73-00-48735	25.0%	7,500
			74-00-48735	50.0%	15,000
Mack Road Multi-use Trail and Bridge Replacement Project - Phase II Final Engineering	<i>COM 20.05</i>	105,000	01-52-45300	100.0%	105,000

Department Subtotal \$ 271,000

<u>PUBLIC WORKS</u>					
ITEM REQUESTED		COST	ACCOUNT #	ALLOCATION	AMOUNT
Tree Inventory and Management Plan	<i>PUB 20.01</i>	\$ 40,000	01-52-45400	100.0%	\$ 40,000
Pavement Condition Survey Data	<i>PUB 20.02</i>	25,000	02-00-45300	100.0%	25,000
Landon Avenue Water Main Extension Design and Construction	<i>PUB 20.03</i>	450,000	20-02-45300	16.7%	74,970
			20-02-49422	83.3%	375,030
Sewer Camera Replacement	<i>PUB 20.04</i>	190,000	20-03-49500	100.0%	190,000

Department Subtotal \$ 705,000

Total Decision Packages Recommended for Funding \$ 1,234,000

**CITY OF WARRENVILLE
DECISION PACKAGES
RECOMMENDED FOR FUNDING
SUMMARY - BY FUND
FISCAL YEAR 2020**

GENERAL FUND - (01)

ITEM REQUESTED	DECISION PKG REF #	COST	ACCOUNT #	ALLOCATION	AMOUNT
Tree Inventory and Management Plan	PUB 20.01	\$ 40,000	01-52-45400	100.0%	40,000
Wayfinding Signage	COM 20.04	30,000	01-52-41200	25.0%	7,500
Mack Road Multi-use Trail and Bridge Replacement Project - Phase II Final Engineering	COM 20.05	105,000	01-52-45300	100.0%	105,000
Zoning Review Consultant Services	COM 20.01	26,000	01-53-45400	100.0%	26,000
Audio-Visual Equipment Upgrade	ADM 20.01	150,000	01-70-41100	100.0%	150,000
Citywide Services and Staffing Study	ADM 20.02	30,000	01-70-45400.	100.0%	30,000
Citywide Facilities and Space Needs Study	ADM 20.03	50,000	01-70-45400	100.0%	50,000
Temporary Contractual Support Service	ADM 20.04	28,000	01-50-45400	100.0%	28,000
				Fund Subtotal	\$ 408,500

CAPITAL MAINTENANCE AND REPLACEMENT

ITEM REQUESTED	COST	ACCOUNT #	ALLOCATION	AMOUNT	
Pavement Condition Survey Data	PUB 20.02	\$ 25,000	02-00-45300	100.0%	25,000
				Fund Subtotal	\$ 25,000

WATER AND SEWER FUND

ITEM REQUESTED	COST	ACCOUNT #	ALLOCATION	AMOUNT	
Landon Avenue Water Main Extension Design and Construction	PUB 20.03	\$ 450,000	20-02-45300 20-02-49422	16.7% 83.3%	74,970 375,030
Sewer Camera Replacement	PUB 20.04	190,000	20-03-49500	100.0%	190,000
				Fund Subtotal	\$ 640,000

TIF #3 - (73)

ITEM REQUESTED	COST	ACCOUNT #	ALLOCATION	AMOUNT	
CCRS#1 Off site Remediation Project	COM 20.02	\$ 50,000	73-00-45400	100.0%	50,000
Prairie Path Trail head Project Final Design	COM 20.03	60,000	73-00-45400	100.0%	60,000
Wayfinding Signage	COM 20.04	30,000	73-00-48735	25.0%	7,500
				Fund Subtotal	\$ 117,500

TIF #4 - (74)

ITEM REQUESTED	COST	ACCOUNT #	ALLOCATION	AMOUNT	
Wayfinding Signage	COM 20.04	\$ 30,000	74-00-48735	50.0%	15,000
				Fund Subtotal	\$ 15,000

Total Decision Packages Recommended for Funding \$ 1,234,000

**CITY OF WARRENVILLE
2020
DECISION PACKAGE**

ADM 20.01

Title of Request : Audio Visual Equipment Upgrade

Department: Administration

Division: _____

Prepared by: Cristina White

Request Type : Project

Request Frequency: On-Going

Total 2020 Request (\$): 150,000
 On-going Costs (\$): 8,000
 On-going Costs Period: indefinite

Total Estimated Revenue/Savings (\$): _____
 If Cost Increase over Prior FY, enter (\$): _____

Savings Period	

JUSTIFICATION

Complete the following questions that are applicable to your request

1. **Describe the organizational need/benefit of this request:**
 Several components of the Audio Visual system that the City uses to record and transmit public meetings are at or near end of life. In FY19, the Leightronix server crashed suddenly and it took several months to get the City back up and running. Given the reactive and rushed nature of that project, it took even longer to work out all of the kinks with the new system. The upgrades proposed would not only replace the obsolete equipment but would also upgrade the sound and broadcasting equipment.

2. **Describe the anticipated outcomes should this request be funded:**
 The upgrades would provide better visual and audio quality for the recordings on YouTube and would reduce the likelihood of unexpected system component failures.

3. **Describe the impact of not funding this request:**
 At a minimum, the City needs to replace the obsolete equipment that is at or near end of life, which includes the cameras, some of the sound equipment, and the projector. If no upgrades are completed, there is high probability that additional equipment failures will occur in the upcoming fiscal year that will impede the ability to record and/or transmit the public meetings.

4. **Describe the on-going costs associated with this request:**
 The ongoing costs will cover the maintenance agreement with a vendor to complete an annual cleaning and system evaluation, as well as troubleshoot issues that may come up.

5. **Identify the relation to specific adopted plans and/or City Council priorities:**
 The City's strategic plan states that fiscal conservatism is an ongoing goal and principle of City operations. It costs the City more to react in an emergency to equipment failure, then it does to proactively address equipment upgrades.

6. **Identify the analysis done to determine the need and cost effectiveness of the request:**
 Staff has received quotes from the current AV consultant and discussed potential upgrades with the IT consultants.

7. **Does the request involve new technology or automation?**

If yes, explain how.
 All of the upgrades would include the most up to date AV technology and software available.

8. **Is the program/project fully or partially funded by a grant?**

If yes, provide the following information:

Grant Funding Source:

When will Funds be Available?

Type of fund(s) or in-kind services used for match:

9. **If request results in revenue or on-going savings:**

Describe revenue source -

Describe savings and account # -

BUDGET IMPACT

a	Total Cost or (Total Savings)	\$	150,000
b	Grant Funding Amount		
c	Grant Match Amount		

FUND NAME	FUND	DEPT	ACCT #	LINE ITEM TITLE	PCT	2020 Amount \$	On-Going Amount \$
General	01	70	41100	Maintenance Equipment	100%	150,000	

CITY ADMINISTRATOR'S NOTES:

City Administrator Use:	
Recommended:	X
Not Recommended:	
Other:	

**CITY OF WARRENVILLE
2020
DECISION PACKAGE**

ADM 20.02

Title of Request : Citywide Services and Staffing Study

Department: Administration

Division: _____

Prepared by: Cristina White

Request Type : Project

Request Frequency: One-Time

			Savings Period
Total 2020 Request (\$):	30,000	Total Estimated Revenue/Savings (\$):	-
On-going Costs (\$):	-	If Cost Increase over Prior FY, enter (\$):	-
On-going Costs Period:	NA		

JUSTIFICATION

Complete the following questions that are applicable to your request

1. **Describe the organizational need/benefit of this request:**
As the community grows and evolves, so do the community's service expectations and, consequently, the City's staffing needs. Completing a services and staffing study will help document the current level of service the City is providing, determine the levels of service the City Council and the community desires, assist the City to prepare for the likely population and business growth, and assess the current and future staffing levels needed to perform the desired services.

2. **Describe the anticipated outcomes should this request be funded:**
The City would issue a Request for Proposals and Qualifications, to ultimately hire a qualified consultant to complete the study. At the end of the project, the City will receive a final report with recommendations based on the input of staff, the City Council, and community stakeholders. With that information, the City will better equipped to plan for future programs, operations, and staffing levels across all City departments.

3. **Describe the impact of not funding this request:**
Decisions about the City's current and future service and staffing levels would be made in a piecemeal manner, which is less efficient and cost-effective than a comprehensive and coordinated study. One key benefit of the study and the resulting report is the ability to plan, budget, and phase in any recommended new services, changes in service leaves, and the hiring of any new personnel needed to provide such services.

4. **Describe the on-going costs associated with this request:**
There are no on-going costs associated with the study itself. There will likely be costs associated with implementing the findings, which cannot be determined until the study is completed.

5. **Identify the relation to specific adopted plans and/or City Council priorities:**
The 2015 Strategic Plan states the City's commitment to fiscal conservatism. Data is needed to make informed decisions about service levels and staffing, which are significant drivers of cost. The study is a logical step to address the specific economic development outcomes related to the City's 2015 Economic Development Plan and the TIF #4 Plan. Additionally, the Council has provided direction for high quality, cost-effective City Services.

6. **Identify the analysis done to determine the need and cost effectiveness of the request:**

Staff contacted a consultant that has completed this type of work for municipal clients to get an estimate of what a study might cost based on the study's overall goals, purpose, and scope.

7. **Does the request involve new technology or automation?**
If yes, explain how.

No

8. **Is the program/project fully or partially funded by a grant?**
If yes, provide the following information:

No

Grant Funding Source:

When will Funds be Available?

Type of fund(s) or in-kind services used for match:

9. **If request results in revenue or on-going savings:**

Describe revenue source -

Describe savings and account # -

BUDGET IMPACT

a	Total Cost or (Total Savings)	\$	30,000
b	Grant Funding Amount		
c	Grant Match Amount		

FUND NAME	FUND	DEPT	ACCT #	LINE ITEM TITLE	PCT	2020 Amount \$	On-Going Amount \$
General	01	70	45400	Other Professional Services	100%	30,000	-

CITY ADMINISTRATOR'S NOTES:

City Administrator Use:	
Recommended:	X
Not Recommended:	
Other:	

**CITY OF WARRENVILLE
2020
DECISION PACKAGE**

ADM 20.03

Title of Request : Citywide Facilities and Space Needs Study

Department: Administration

Division: _____

Prepared by: Cristina White

Request Type : Project

Request Frequency: One-Time

			Savings Period
Total 2020 Request (\$):	50,000	Total Estimated Revenue/Savings (\$):	-
On-going Costs (\$):	-	If Cost Increase over Prior FY, enter (\$):	-
On-going Costs Period:	NA		

JUSTIFICATION

Complete the following questions that are applicable to your request

1. **Describe the organizational need/benefit of this request:**
 After the completion of the services and staffing study, staff is recommending a facilities and space-needs study to assess and provide recommendations for the unique needs of each of the City's three main buildings: City Hall, Police Station, and Public Works Garage. Specifically, the Police Department has space limitations to meet their current and future operations. City Hall has plenty of overall space, but the layout of the building does not provide for additional usable work space without some remodeling or reconfiguration. The Public Works Garage is heavily utilized, and needs to be reviewed to determine if the existing space can be reconfigured or if additional space within the building should be reconfigured for more efficient utilization.

2. **Describe the anticipated outcomes should this request be funded:**
 The City would issue a Request for Proposals and Qualifications to ultimately hire a consultant to complete the study. At the end of the project, the City will receive a final report with recommendations based on the consultant's expertise, relevant data from the services and staffing study, as well as input from staff and the City Council. The resulting space needs and facilities study report and recommendations will enable the City to plan for additions or reconfiguration of the space at each building to meet current and future needs.

3. **Describe the impact of not funding this request:**
 Decisions about the City's facilities and space needs within those facilities would be made in a piecemeal manner without the benefit of expert analysis and recommendations. Such decisions would likely be more costly and inefficient because they would be made absent the comprehensive study.

4. **Describe the on-going costs associated with this request:**
 There are no on-going costs associated with the study itself. There will likely be costs associated with implementing the recommendations but those are unknown at this time.

5. **Identify the relation to specific adopted plans and/or City Council priorities:**
 The facilities and space needs study is a result of the outcomes of the City's 2015 Strategic Plan, 2015 Economic Development Plan, and the TIF #3 and TIF #4 plans. New commercial and residential growth will impact the services, service levels, and staffing provided by the City. Consequently, the facilities should be reviewed to ensure they are able to house any new equipment and staff that may be necessary in the future.

6. Identify the analysis done to determine the need and cost effectiveness of the request:
 Research on what some other communities have paid for this type of project.

7. Does the request involve new technology or automation?
 If yes, explain how.

8. Is the program/project fully or partially funded by a grant?
 If yes, provide the following information:

Grant Funding Source:

When will Funds be Available?

Type of fund(s) or in-kind services used for match:

9. If request results in revenue or on-going savings:

Describe revenue source -

Describe savings and account # -

BUDGET IMPACT

a	Total Cost or (Total Savings)	\$	50,000
b	Grant Funding Amount		
c	Grant Match Amount		

FUND NAME	FUND	DEPT	ACCT #	LINE ITEM TITLE	PCT	2020 Amount \$	On-Going Amount \$
General	01	70	45400	Other Professional Services	100%	50,000	-

CITY ADMINISTRATOR'S NOTES:

City Administrator Use:	
Recommended:	X
Not Recommended:	
Other:	

**CITY OF WARRENVILLE
2020
DECISION PACKAGE**

ADM 20.04

Title of Request : Temporary, Contractual Support Services

Department: Administration

Division: _____

Prepared by: Cristina White, Assistant City Administrator

Request Type : Personnel

Request Frequency: One-Time

		Savings Period	
Total 2020 Request (\$):	28,000	Total Estimated Revenue/Savings (\$):	
On-going Costs (\$):	-	If Cost Increase over Prior FY, enter (\$):	
On-going Costs Period:			

JUSTIFICATION

Complete the following questions that are applicable to your request

1. Describe the organizational need/benefit of this request:

The temporary part-time position would provide necessary support to integrate the City's electronic records system with the Enterprise Resource Planning (ERP) system. The Administration department plays a very large and active role in the ERP implementation (known as D365 and Mazik City). A significant component of the overall project is the integration of the ERP with the City's current electronic document management system, Laserfiche. The integration requires re-organization and clean-up of the current file structure and stored documents, establishment of new workflows and templates, scanning of paper files into electronic format, and organizing a file inventory. This work is detailed and very time-consuming, and cannot be accomplished by the existing staff in the time frame that will be required to go live with the ERP.

Because of the extraordinary time commitment for existing staff and their work on the ERP, this temporary position will also assist with other tasks as needed. Examples include drafting and posting communications to the City's media platforms, performing research projects, drafting responses to resident questions, and supporting staff with event and meeting preparation.

2. Describe the anticipated outcomes should this request be funded:

The most critical outcome would be the successful and timely integration of Laserfiche, enabling full use of the ERP system functionality. Outcome details include: i) Organization of over 900 electronic personnel file folders and sub-folders, and over 90 Risk Management folders and subfolders to ensure documents are correctly labeled and stored; ii) Creation of workflows, file structure, and templates for accounts payable, accounts receivable, and applicable payroll files, including scanning and sorting older invoices; iii) assisting Community Development create workflows, file structure, and templates for property files that will become accessible via Mazik City; and iv) assisting the Executive Assistant/Deputy Clerk with the bi-annual records cleanup day to properly prepare and label paper files for destruction once converted.

3. Describe the impact of not funding this request:

The ability to use some of the key features of the ERP related to the integration with Laserfiche will be significantly delayed, with full integration delayed up to three years longer, and done only on a piecemeal basis as time allows. During the interim, system errors would be generated when D365 attempts to recall files with missing or inaccurate fields.

4. Describe the on-going costs associated with this request:

Not applicable.

5. Identify the relation to specific adopted plans and/or City Council priorities:

The City Council has approved the ERP project and endorsed it as a priority in the FY 19 Citywide Work Plan.

6. **Identify the analysis done to determine the need and cost effectiveness of the request:**

The ERP implementation has been ongoing for almost 11 months and the project timeline has been extended with D365 go-live scheduled for October 1, 2019, and MazikCity go-live in February/March 2020. At this point in the project, staff now has a better understanding of the time commitment, additional tasks, workflows, and the impacts on other projects and work load as a result.

7. **Does the request involve new technology or automation?**
If yes, explain how.

No

8. **Is the program/project fully or partially funded by a grant?**
If yes, provide the following information:

No

Grant Funding Source:

When will Funds be Available?

Type of fund(s) or in-kind services used for match:

9. **If request results in revenue or on-going savings:**

Describe revenue source -

Describe savings and account # -

BUDGET IMPACT

a	Total Cost or (Total Savings)	\$	28,000
b	Grant Funding Amount		
c	Grant Match Amount		

FUND NAME	FUND	DEPT	ACCT #	LINE ITEM TITLE	PCT	2020 Amount \$	On-Going Amount \$
General	01	50	45400	Other Professional Services	100%	28,000	-

CITY ADMINISTRATOR'S NOTES:

City Administrator Use:	
Recommended:	X
Not Recommended:	
Other:	

**CITY OF WARRENVILLE
2020
DECISION PACKAGE**

COM 20.01

Title of Request : Zoning Review Consultant Services

Department: Community Development

Division: Planning/Zoning

Prepared by: Community and Economic Dev. Director Mentzer

Request Type : Other

Request Frequency: One-Time

Total 2020 Request (\$):	26,000
On-going Costs (\$):	
On-going Costs Period:	

	Savings Period
Total Estimated Revenue/Savings (\$):	
If Cost Increase over Prior FY, enter (\$):	

JUSTIFICATION

Complete the following questions that are applicable to your request

1. Describe the organizational need/benefit of this request:

The Community Development Department is projecting there will be a large volume of complex private development new development proposals and permit applications submitted for City review and processing FY 2020. In addition, the Department is committed to either coordinating, or being involved in, a relatively large number of special, and often complex, special City projects and initiatives FY 2020. Without additional human resources during the permit application and construction season, the Community Development Department will not be able to effectively and efficiently process private permit applications and advance important City projects and initiatives.

2. Describe the anticipated outcomes should this request be funded:

Engage the services of a consultant with experience interpreting and administering municipal zoning and sign regulations for approximately 16 hours per week during the permit application and project construction season. The consultant would have office hours in City Hall and perform zoning and sign ordinance reviews, complete zoning certifications, and assist in the processing of simple development applications.

3. Describe the impact of not funding this request:

Permit processing times would be extended and important City projects/initiatives would be delayed.

4. Describe the on-going costs associated with this request:

None.

5. Identify the relation to specific adopted plans and/or City Council priorities:

Extended permit and development application processing periods would be inconsistent with the City's economic development goals. Not being able to advance certain City projects and initiatives would also have a negative impact on the City's economic development goals.

6. Identify the analysis done to determine the need and cost effectiveness of the request:

By engaging a consultant, the City would be better equipped to efficiently respond to what is anticipated to be a "spike" in private development and City project activity without having to hire an additional employee and pay standard and customary employee benefits.

7. Does the request involve new technology or automation?
If yes, explain how.

No

8. Is the program/project fully or partially funded by a grant?
If yes, provide the following information:

No

Grant Funding Source:

When will Funds be Available?

Type of fund(s) or in-kind services used for match:

9. If request results in revenue or on-going savings:

Describe revenue source -

Describe savings and account # - Reduced personnel and payroll costs.

BUDGET IMPACT

a	Total Cost or (Total Savings)	\$	26,000
b	Grant Funding Amount		
c	Grant Match Amount		

FUND NAME	FUND	DEPT	ACCT #	LINE ITEM TITLE	PCT	2020 Amount \$	On-Going Amount \$
General	01	53	45400	Other Professional Services	100%	26,000	

CITY ADMINISTRATOR'S NOTES:

City Administrator Use:	
Recommended:	X
Not Recommended:	
Other:	

**CITY OF WARRENVILLE
2020
DECISION PACKAGE**

COM 20.02

Title of Request : CCRS#1 Offsite Remediation Project

Department: Community Development

Division: Economic Development

Prepared by: Community and Economic Dev. Director Mentzer

Request Type :

Request Frequency:

Total 2020 Request (\$):
 On-going Costs (\$):
 On-going Costs Period:

Total Estimated Revenue/Savings (\$):
 If Cost Increase over Prior FY, enter (\$):

Savings Period	
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

JUSTIFICATION

Complete the following questions that are applicable to your request

1. **Describe the organizational need/benefit of this request:**
 When the City implemented the environmental clean up project on CCRS #1, an area of subsurface contamination was left in place due to its location adjacent to an off-site detached garage and concerns regarding the structural integrity of the garage. In FY 2019, additional subsurface investigation activities confirmed this contamination remains. This request would allow the City to remediate the remaining subsurface contamination per the previous commitments made to the underlying property owner and properly closeout the IEPA, CCRS #1, environmental clean-up project.

2. **Describe the anticipated outcomes should this request be funded:**
 Remediate the remaining subsurface contamination from CCRS #1 to residential clean-up standards and properly close-out the IEPA, CCRS #1, environmental clean-up project.

3. **Describe the impact of not funding this request:**
 The City would not satisfy the clean-up commitments it previously made to the affected property owner or properly close out the IEPA, CCRS #1, environmental clean-up project.

4. **Describe the on-going costs associated with this request:**
 None

5. **Identify the relation to specific adopted plans and/or City Council priorities:**
 Remediation of the subsurface contamination from CCRS #1 is contemplated in the TIF #3 redevelopment plan.

6. **Identify the analysis done to determine the need and cost effectiveness of the request:**

Additional subsurface site investigation testing was performed in FY 2019.

7. **Does the request involve new technology or automation?**

No

If yes, explain how.

8. **Is the program/project fully or partially funded by a grant?**

No

If yes, provide the following information:

Grant Funding Source:

When will Funds be Available?

Type of fund(s) or in-kind services used for match:

9. **If request results in revenue or on-going savings:**

Describe revenue source -

Describe savings and account # -

BUDGET IMPACT

a	Total Cost or (Total Savings)	\$	50,000
b	Grant Funding Amount		
c	Grant Match Amount		

FUND NAME	FUND	DEPT	ACCT #	LINE ITEM TITLE	PCT	2020 Amount \$	On-Going Amount \$
TIF #3	73	00	45400	Other Professional Services	100%	50,000	

CITY ADMINISTRATOR'S NOTES:

City Administrator Use:	
Recommended:	X
Not Recommended:	
Other:	

**CITY OF WARRENVILLE
2020
DECISION PACKAGE**

COM 20.03

Title of Request : Prairie Path Trail Head Project Final Design Phase

Department: Community Development

Division: Planning

Prepared by: Community and Economic Dev. Dir. Mentzer

Request Type :

Request Frequency:

Total 2020 Request (\$):
 On-going Costs (\$):
 On-going Costs Period:

Total Estimated Revenue/Savings (\$):
 If Cost Increase over Prior FY, enter (\$):

Savings Period	
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

JUSTIFICATION

Complete the following questions that are applicable to your request

1. Describe the organizational need/benefit of this request:

Construction of this project would allow for the existing "temporary" portable bathroom located along the section of the Illinois Prairie Path in front of City Hall to be replaced with a high quality, permeant structure. The project includes other amenities that would be consistent with the enhancement upgrades recommended in the Old Town/Civic Center Subarea Plan, the Old Town/Civic Center (TIF#3) Redevelopment Plan, and supported by both DuPage County DOT and the Illinois Prairie Path Association.

2. Describe the anticipated outcomes should this request be funded:

Preparation of final design documents for this project. These documents would allow the City to complete the IDOT review and approval processes required to bid this project and access the approximately \$378,000 in Federal Surface Transportation Funding that has been allocated to this project. The decision package funding proposal includes funding that would allow for a unique architectural design for the shelter should the City ultimately decide such a design is preferred at this location.

3. Describe the impact of not funding this request:

The proposed Illinois Prairie Path Trailhead Project would not move forward to implementation and the City would lose the \$378,000 STP funding.

4. Describe the on-going costs associated with this request:

To be determined in conjunction with the preparation of the final design documents for the project.

5. Identify the relation to specific adopted plans and/or City Council priorities:

The design of this project is listed as a Tier 2 initiative in the City's draft FY 2020 work program.

6. Identify the analysis done to determine the need and cost effectiveness of the request:
 Not applicable.

7. Does the request involve new technology or automation?
 If yes, explain how.

8. Is the program/project fully or partially funded by a grant?
 If yes, provide the following information:

Grant Funding Source: Federal Surface Transportation Program

When will Funds be Available? For construction and construction engineering costs.

Type of fund(s) or in-kind services used for match:

9. If request results in revenue or on-going savings:

Describe revenue source -

Describe savings and account # -

BUDGET IMPACT

a	Total Cost or (Total Savings)	\$	60,000
b	Grant Funding Amount		
c	Grant Match Amount		

FUND NAME	FUND	DEPT	ACCT #	LINE ITEM TITLE	PCT	2020 Amount \$	On-Going Amount \$
TIF #3	73	00	45400	Other Professional Services	100%	60,000	

CITY ADMINISTRATOR'S NOTES:

City Administrator Use:	
Recommended:	X
Not Recommended:	
Other:	

**CITY OF WARRENVILLE
2020
DECISION PACKAGE**

COM 20.04

Title of Request : Wayfinding Signage - (follow-on effort from Rt. 56 streetscape project)

Department: Community Development

Division: Economic Development

Prepared by: Senior Civil Engineer Hocking

Request Type : Project

Request Frequency: One-Time

Total 2020 Request (\$): 30,000
 On-going Costs (\$):
 On-going Costs Period:

	Savings Period
Total Estimated Revenue/Savings (\$):	
If Cost Increase over Prior FY, enter (\$):	

JUSTIFICATION

Complete the following questions that are applicable to your request

1. **Describe the organizational need/benefit of this request:**
 When the Route 56 Streetscape project bid results were submitted, the lowest bid was higher than the City's budget for the project. The bid price of the wayfinding signs were also higher than the engineer's estimate, so it was decided to remove the wayfinding signs from the Route 56 Streetscape project with the intention to construct these signs at a later date with a different contract. This request would allow the City to install the signs according to the design plans and Streetscape Workgroup recommendation.

2. **Describe the anticipated outcomes should this request be funded:**
 Provide wayfinding signage along the Route 56 corridor to identify locations around the City including the City Hall, Library, Recreation Center, Police Station, and Parks.

3. **Describe the impact of not funding this request:**
 The City would not follow through on the recommendations of the Streetscape Workgroup and overall goals of the project to provide wayfinding signage along the Route 56 corridor.

4. **Describe the on-going costs associated with this request:**
 Signs may need to be replaced on an as-needed basis depending on sign conditions on or after about 20 years.

5. **Identify the relation to specific adopted plans and/or City Council priorities:**
 The Wayfinding Signs were originally included as part of the Route 56 Streetscape project.

6. **Identify the analysis done to determine the need and cost effectiveness of the request:**

The City's consultant estimated the costs for the wayfinding signs.

7. **Does the request involve new technology or automation?**
If yes, explain how.

No

8. **Is the program/project fully or partially funded by a grant?**
If yes, provide the following information:

No

Grant Funding Source:

When will Funds be Available?

Type of fund(s) or in-kind services used for match:

9. **If request results in revenue or on-going savings:**

Describe revenue source -

Describe savings and account # -

BUDGET IMPACT

a	Total Cost or (Total Savings)	\$	30,000
b	Grant Funding Amount		
c	Grant Match Amount		

FUND NAME	FUND	DEPT	ACCT #	LINE ITEM TITLE	PCT	2020 Amount \$	On-Going Amount \$
General	01	52	41200	Maintenance - Streets	25%	7,500	
TIF #3	73	00	48735	City Projects	25%	7,500	
TIF #4	74	00	48735	City Projects	50%	15,000	

CITY ADMINISTRATOR'S NOTES:

City Administrator Use:	
Recommended:	X
Not Recommended:	
Other:	

**CITY OF WARRENVILLE
2020
DECISION PACKAGE**

COM 20.05

Title of Request : Mack Road Multi-Use Trail and Bridge Replacement Project - Phase II Final Engineering

Department: Community Development

Division: Engineering

Prepared by: Senior Civil Engineer Hocking

Request Type : Project

Request Frequency: One-Time

Total 2020 Request (\$): 105,000
 On-going Costs (\$):
 On-going Costs Period:

Total Estimated Revenue/Savings (\$):
 If Cost Increase over Prior FY, enter (\$):

Savings Period	

JUSTIFICATION

Complete the following questions that are applicable to your request

1. Describe the organizational need/benefit of this request:

There are currently no pedestrian or bicycle facilities along Mack Road, between Route 59 and the existing Forest Preserve District trails at McKee Marsh, and the existing traffic signals at Route 59 and Mack Road do not include any pedestrian signals. City staff has received periodic requests to upgrade the traffic signals at Route 59 to add pedestrian signals. IDOT has indicated this will not be allowed because there is not a trail or sidewalk east of the intersection. The Mack Road bridge over the West Branch of the DuPage River is in need of replacement based on this past year's bridge inspection report. This request represents a revision to the FY18 Mack Road Multi-Use Trail Project Decision Package and incorporates the design and permitting work associated with the replacement of the bridge.

2. Describe the anticipated outcomes should this request be funded:

Construction of this project will include upgrades to the traffic signals at Route 59 and Mack Road, an off-street, multi-use, trail along Mack Road, and the construction of a new bridge over the West Branch DuPage River. These planned infrastructure improvements will provide a means for pedestrians and bicyclists from the west side of Route 59 to safely access to the regional trail system in the Blackwell/McKee Marsh Forest Preserves.

3. Describe the impact of not funding this request:

Pedestrians and bicyclists at the Route 59/Mack Road intersection will not have protected, off-street, connectivity to the regional trail system. Traffic signals at the Route 59/Mack Road Intersection will not be upgraded with pedestrian signals and pedestrian crossings will not be provided. Per the recently approved Intergovernmental Agreement, the Forest Preserve District is obligated to cooperate with the City to allow the path on their property where necessary and provide the local funding for the design, permitting and construction (including construction observation) of the section of path from the east side of the Mack Road bridge to the McKee Marsh parking lot.

4. Describe the on-going costs associated with this request:

Future, follow up local costs for Phase III Construction Engineering and project construction are estimated at ~\$80,000 and ~\$800,000 respectively. Approved for STP grant of \$564,000 for a total construction cost of \$751,000 (75/25) for the path portion of the project and STP-Bridge grant for 80/20 cost split of the bridge replacement for all phases. The Forest Preserve District would be responsible for design, permitting and construction (including construction observation) costs for the proposed improvements located east of the Mack Road bridge. CMRP costs are estimated to increase \$3,600 per year once this project is constructed.

5. Identify the relation to specific adopted plans and/or City Council priorities:

This project is identified in the City's Bikeway Implementation Plan, adopted by City Council November 15, 2010.

6. Identify the analysis done to determine the need and cost effectiveness of the request:

The consultant who prepared the Bikeway Implementation Plan also developed conceptual design and cost estimates for these improvements. City staff utilized that information to secure a Surface Transportation Program funding commitment for the pedestrian and trail improvements in 2015 and STP-Bridge Program funding commitment in 2018. The Phase I preliminary engineering consultant has provided the estimated Phase II final engineering cost information.

7. Does the request involve new technology or automation? No

If yes, explain how.

8. Is the program/project fully or partially funded by a grant? Yes

If yes, provide the following information:

Grant Funding Source: \$564,000 Federal Surface Transportation Program (STP) funding commitment
\$24,000 Federal STP-Bridge funding commitment for Phase I and future phases TBD.

When will Funds be Available? Funds will be available for construction and construction engineering for the path portion under the STP program and for all phases of the bridge replacement under the STP-Bridge funding program

Type of fund(s) or in-kind services used for match: The local share of 25% for the path portion will be shared with the Forest Preserve District in a 70% (City) / 30% (District) split. The local share of 20% of the bridge reconstruction will be fully paid for by the City.

9. If request results in revenue or on-going savings:

Describe revenue source -

Describe savings and account # -

BUDGET IMPACT

a	Total Cost or (Total Savings)	\$ 105,000
b	Grant Funding Amount (Forest Preserve District Share)	53,000
c	Grant Match Amount (City Share)	105,000

FUND NAME	FUND	DEPT	ACCT #	LINE ITEM TITLE	PCT	2020 Amount \$	On-Going Amount \$
General	01	52	45300	Engineering	100%	105,000	

CITY ADMINISTRATOR'S NOTES:

City Administrator Use:	
Recommended:	X
Not Recommended:	
Other:	

**CITY OF WARRENVILLE
2020
DECISION PACKAGE**

PUB 20.01

Title of Request : Tree Inventory and Management Plan

Department: Public Works

Division: _____

Prepared by: Phil Kuchler - Deputy Public Works Director

Request Type : New Program

Request Frequency: On-Going

		Savings Period
Total 2020 Request (\$):	40,000	Total Estimated Revenue/Savings (\$):
On-going Costs (\$):		If Cost Increase over Prior FY, enter (\$):
On-going Costs Period:		

JUSTIFICATION

Complete the following questions that are applicable to your request

1. **Describe the organizational need/benefit of this request:**
 City-owned trees are similar to other City assets such as sewer, water or street lights. An inventory of the City's trees will help the City understand the diversity of its trees, and develop a proactive management plan to maintain the trees through their lifespans.

2. **Describe the anticipated outcomes should this request be funded:**
 City staff will have an inventory of the City-owned trees in the Geographic Information System (GIS), which will provide locations and details about each tree, such as species, size, and condition.

3. **Describe the impact of not funding this request:**
 City staff will continue to approach management and maintenance of City-owned trees in a reactionary approach.

4. **Describe the on-going costs associated with this request:**
 Providing proactive maintenance of trees will take more staff time and potentially require the services of private contractors more frequently, when staff cannot handle the maintenance tasks. Additionally, the inventory will need to periodically be updated, to keep the information about each tree current.

5. **Identify the relation to specific adopted plans and/or City Council priorities:**
 Strategic Plan Goals 3 (Open Space and Environment) and 4 (City Infrastructure) relate to this request. Trees are not an obvious component of City Infrastructure, however, they are infrastructure to which staff devotes time and effort to manage, maintain, and replace. Additionally, the Climate Action Plan describes actions to promote biodiversity in a changing climate. Understanding the inventory of trees owned and maintained by the City is important, so the City can attempt to maintain a diverse inventory of different species of trees. As disease or bugs that target specific species are introduced to the region, a diverse inventory will help to minimize the impact to the tree population in Warrenville.

6. **Identify the analysis done to determine the need and cost effectiveness of the request:**

To date, staff is reactive in its approach to maintaining the City's tree population. An inventory with a management plan will help staff make informed recommendations on budgeting for an improved and proactive approach to maintenance in the future.

7. **Does the request involve new technology or automation?**
If yes, explain how.

No

8. **Is the program/project fully or partially funded by a grant?**
If yes, provide the following information:

No

Grant Funding Source:

When will Funds be Available?

Type of fund(s) or in-kind services used for match:

9. **If request results in revenue or on-going savings:**

Describe revenue source -

Describe savings and account # -

BUDGET IMPACT

a	Total Cost or (Total Savings)	\$	40,000
b	Grant Funding Amount		
c	Grant Match Amount		

FUND NAME	FUND	DEPT	ACCT #	LINE ITEM TITLE	PCT	2020 Amount \$	On-Going Amount \$
General	01	52	45400	Other Professional Services	100%	40,000	

CITY ADMINISTRATOR'S NOTES:

City Administrator Use:	
Recommended:	X
Not Recommended:	
Other:	

**CITY OF WARRENVILLE
2020
DECISION PACKAGE**

PUB 20.02

Title of Request : Pavement Condition Survey Data Collection

Department: Public Works

Division: _____

Prepared by: Phil Kuchler - Deputy Public Works Director

Request Type :

Request Frequency:

Total 2020 Request (\$):
 On-going Costs (\$):
 On-going Costs Period:

	Savings Period	
Total Estimated Revenue/Savings (\$):	<input type="text"/>	<input type="text"/>
If Cost Increase over Prior FY, enter (\$):	<input type="text"/>	<input type="text"/>

JUSTIFICATION

Complete the following questions that are applicable to your request

1. **Describe the organizational need/benefit of this request:**
 The City utilizes federal Surface Transportation Program (STP) funds for eligible projects. The STP program is changing and will require applicants to have a formal pavement condition survey of their roads, to qualify for funding. The data will assist staff in ranking the roadways and determining what roadway segments are due for resurfacing or other maintenance.

2. **Describe the anticipated outcomes should this request be funded:**
 The City would have useful data as another tool to evaluate pavement conditions and would meet one of the basic conditions to be eligible for federal STP funding.

3. **Describe the impact of not funding this request:**
 The City would rule out a source of federal funding that is distributed every year, and that the City has utilized on a variety of projects in the last 8 years.

4. **Describe the on-going costs associated with this request:**
 To keep the data current, this analysis would be completed every 4 years, so the plan would be to spend \$25,000 every 4 years.

5. **Identify the relation to specific adopted plans and/or City Council priorities:**
 Goal #2 - Fiscal Conservatism and Goal #4 - City Infrastructure of the City's Strategic Plan are directly related to this proposal. Additionally, the Recommendation #13 of the Public Works Service Levels and Staffing Study specifically identifies utilizing a formal pavement condition assessment and management system.

6. **Identify the analysis done to determine the need and cost effectiveness of the request:**

Since 2014, federal STP fund awards to the City include \$564,000 for the Mack Road Bike Path, \$377,500 for the Illinois Prairie Path Trailhead Project, \$265,195 for the resurfacing of Batavia Road, west of Route 59, and \$525,000 for the Diehl Road Turn Lanes Project. That totals \$1.7 million, which far exceeds spending \$25,000 every 4 years, to be eligible for this funding.

7. **Does the request involve new technology or automation?**
If yes, explain how.

No

8. **Is the program/project fully or partially funded by a grant?**
If yes, provide the following information:

No

Grant Funding Source:

When will Funds be Available?

Type of fund(s) or in-kind services used for match:

9. **If request results in revenue or on-going savings:**

Describe revenue source -

Describe savings and account # -

BUDGET IMPACT

a	Total Cost or (Total Savings)	\$	25,000
b	Grant Funding Amount		
c	Grant Match Amount		

FUND NAME	FUND	DEPT	ACCT #	LINE ITEM TITLE	PCT	2020 Amount \$	On-Going Amount \$
CM&R	02	00	45300	Engineering	100%	25,000	

CITY ADMINISTRATOR'S NOTES:

City Administrator Use:	
Recommended:	X
Not Recommended:	
Other:	

**CITY OF WARRENVILLE
2020
DECISION PACKAGE**

PUB 20.03

Title of Request : Landon Avenue Water Main Extension - Design and Construction

Department: Public Works

Division: _____

Prepared by: Phil Kuchler - Deputy Public Works Director

Request Type : Project

Request Frequency: One-Time

Total 2020 Request (\$):	450,000
On-going Costs (\$):	
On-going Costs Period:	

	Savings Period
Total Estimated Revenue/Savings (\$):	
If Cost Increase over Prior FY, enter (\$):	

JUSTIFICATION

Complete the following questions that are applicable to your request

1. **Describe the organizational need/benefit of this request:**
To complete the looping of the City's water system in the Southwest District which will improve water quality and provide redundancy of service for this area of the community.

2. **Describe the anticipated outcomes should this request be funded:**
The completion of this loop would provide better service to current and future residents and businesses in this area.

3. **Describe the impact of not funding this request:**
If the Everton development moves forward, it would be at the end of a long dead-end water main. Landon Avenue and Route 59 water mains would remain dead ends.

4. **Describe the on-going costs associated with this request:**
The City would own and maintain the water main extension which would add costs to the Enterprise Maintenance and Replacement Plan (EMRP).

5. **Identify the relation to specific adopted plans and/or City Council priorities:**
The City Council adopted the Southwest District Plan and established TIF#4 in 2016. This water main will complete a loop which will provide better service and water quality to the Southwest District and TIF#4.

6. **Identify the analysis done to determine the need and cost effectiveness of the request:**
 The City's Southwest District Utility Capacity Analysis (December 2016) evaluated the appropriate routing and sizing of water main to serve this area. The City will engage an engineering firm to design the specific improvements for this project.

7. **Does the request involve new technology or automation?**
 If yes, explain how.

8. **Is the program/project fully or partially funded by a grant?**
 If yes, provide the following information:

Grant Funding Source:
 When will Funds be Available?
 Type of fund(s) or in-kind services used for match:

9. **If request results in revenue or on-going savings:**
 Describe revenue source -
 Describe savings and account # -

BUDGET IMPACT

a	Total Cost or (Total Savings)	\$	450,000
b	Grant Funding Amount		
c	Grant Match Amount		

FUND NAME	FUND	DEPT	ACCT #	LINE ITEM TITLE	PCT	2020 Amount \$	On-Going Amount \$
Water-Sewer	20	02	45300	Engineering	8.33%	37,485	
Water-Sewer	20	02	45300	Engineering	8.33%	37,485	
Water-Sewer	20	02	49422	Water Main Improvements	83.34%	375,030	

CITY ADMINISTRATOR'S NOTES:

City Administrator Use:

Recommended:	X
Not Recommended:	
Other:	

**CITY OF WARRENVILLE
2020
DECISION PACKAGE**

PUB 20.04

Title of Request : Sewer Camera Replacement

Department: Public Works

Division: Utility Division

Prepared by: Phil Kuchler - Deputy Public Works Director

Request Type : Capital Outlay

Request Frequency: One-Time

		Savings Period
Total 2020 Request (\$):	190,000	Total Estimated Revenue/Savings (\$):
On-going Costs (\$):		If Cost Increase over Prior FY, enter (\$):
On-going Costs Period:		

JUSTIFICATION

Complete the following questions that are applicable to your request

1. **Describe the organizational need/benefit of this request:**
 The City began its Infiltration and Inflow (I&I) Reduction Program in FY 2019. Beginning in FY 2020, the sanitary sewers in each basin will be televised for the next 11 years. The purpose of the televising is to inspect the sanitary sewer mains and services, to identify sources of I&I and determine where repairs and / or replacements are necessary. The City can either hire private firms to perform this work each year, or replace its existing sewer camera with a new camera capable of inspecting not only the mains, but also the services. The existing camera can only televise the mains.

2. **Describe the anticipated outcomes should this request be funded:**
 City staff would televise all of the sanitary sewer mains and services in the City over the next 11 years, saving money by doing the work in-house, instead of hiring private firms to perform this work each year.

3. **Describe the impact of not funding this request:**
 The City will be required to hire private contractors to televise the sanitary sewer mains and services each year for the next 11 years. The private firms would not televise every service, which is an important component of I&I.

4. **Describe the on-going costs associated with this request:**
 The on-going costs relate to maintenance and repairs only. There are no other costs anticipated.

5. **Identify the relation to specific adopted plans and/or City Council priorities:**
 Strategic Plan Goals 2 (Fiscal Conservatism) and 4 (City Infrastructure) relate to this request. Spending money to purchase this camera will save the City money in the long run. Additionally, the City developed an I&I Reduction Program in 2017, and televising the sanitary sewer mains and services is a critical component of this program.

6. Identify the analysis done to determine the need and cost effectiveness of the request:

The City's engineering consultant that prepared the City's I&I Reduction Program estimates that the City would be paying \$589,000 over the next 11 years to televise the sanitary sewers and a small percentage of private service laterals, and classify all of the defects in the various pipes. The estimated net savings for the City to purchase this camera is \$399,000, over the next 11 years. Staff also anticipates televising all of the sanitary sewer services, rather than the small percentage a contractor would. Finally, the existing camera is due for replacement, which would cost \$50,000, if the City preferred to stick with its existing capabilities.

7. Does the request involve new technology or automation?

Yes

If yes, explain how.

The camera that would be purchased has a relatively new capability to launch a second, smaller camera, that can televise the sanitary sewer services. The camera also has software that is compatible with the City's existing GIS software.

8. Is the program/project fully or partially funded by a grant?

No

If yes, provide the following information:

Grant Funding Source:

When will Funds be Available?

Type of fund(s) or in-kind services used for match:

9. If request results in revenue or on-going savings:

Describe revenue source -

Describe savings and account # -

BUDGET IMPACT

a	Total Cost or (Total Savings)	\$	190,000
b	Grant Funding Amount		
c	Grant Match Amount		

FUND NAME	FUND	DEPT	ACCT #	LINE ITEM TITLE	PCT	2020 Amount \$	On-Going Amount \$
Water-Sewer	20	03	49500	Equipment Purchase	100%	190,000	

CITY ADMINISTRATOR'S NOTES:

City Administrator Use:	
Recommended:	X
Not Recommended:	
Other:	

GLOSSARY

Amusement Tax: a locally administered tax on all persons operating amusements within the corporate limits of the City, and upon all persons operating places of amusement or amusement facilities

Balanced Budget: a budget is balanced when planned revenues of existing fund balances equal or exceed planned expenditures, that is, total outlays or disbursements

Budget: a financial plan for a specific period of time, which matches projected revenue and planned expenditures to City services, goals and objectives. The City of Warrenville utilizes a budget covering one fiscal year, May 1 through the following April 30.

Budget Message: provides the City Council and the public with a general summary and overview of the most important aspects of the budget, and the views and recommendations of the City Administrator/Budget Officer

Capital Asset: City infrastructure, equipment, or other item with a life-expectancy generally exceeding three years for vehicles or ten years for infrastructure and a value equal to or greater than \$10,000

Capital Expenditure: any expense which results in the acquisition of capital assets such as equipment, vehicles, or infrastructure

Capital Maintenance and Replacement Plan (CMRP): a multi-year financial plan for the systematic maintenance and replacement of City capital assets, including: equipment, vehicles, and infrastructure

Capitalization: an accounting method used to delay the recognition of expenses by recording the expense as long-term assets

City Code: a collection of City Council approved ordinances which are currently in effect

Consumption Taxes: a tax on the purchase of a good or service, where users are taxed based upon how much they consume rather than how much they add to the economy

Cost Center: any unit of activity, group of employees, or set of programs, etc. (other than specific departments) isolated in order to assign costs more clearly

Electric Utility Tax: a user tax imposed upon the privilege of using or consuming electricity acquired in a purchase at retail and used or consumed within the corporate limits of the City

Enterprise Resource Planning (ERP): a process which manages and integrates the important parts of a business. An ERP management information system integrates areas such as planning, purchasing, inventory, finance and human resources

Expenditure: the outflow of funds paid or to be paid for an asset, good, or service obtained, without regard to when the expense is actually paid

Fiduciary Fund: used to account for assets held on behalf of outside parties, or on behalf of other funds within the government

Fiscal Year: a 12-month period of time to which the budget applies; the fiscal year for the City of Warrenville is May 1st through the following April 30th

Fund: a self-balancing set of accounts, which is an independent fiscal and accounting entity used to record the financial transactions related to the specific purpose for which the fund was established

Fund Balance: the amount of financial resources available for use, defined as the excess of assets over liabilities

General Accepted Accounting Principles (GAAP): uniform minimum standards and guidelines for financial accounting and reporting

Grant: contributions of cash or other assets from another entity, usually governmental, to be used or expended for a specific purpose

Hotel Motel Tax: a tax imposed upon all persons engaged in the business of renting, leasing, or letting rooms in a hotel in the City

Income Tax: tax revenue collected by the State of Illinois on personal income, and distributed to municipalities on a per capita basis (*See Local Government Distributive Fund*)

Interfund Transfers: monies moved from one fund to another; money is transferred to provide funding for the operations of another fund or to reimburse the fund for expenses incurred

Local Government Distributive Fund (LGDF): the State repository of state income tax dollars that each municipality receives based on its population in proportion to the total state population.

Local Motor Fuel Tax: a per gallon tax imposed and collected by each dealer upon the privilege of purchasing motor fuel at retail in the City

Modified Accrual Basis of Accounting: an adaptation of the accrual basis of accounting for governmental fund types – revenues and other funding sources are recognized when they become available to finance expenditures of the current period

Motor Fuel Tax (State Shared): tax revenue collected by the State of Illinois and shared with municipalities on a per capita basis

Natural Gas Use Tax: a tax imposed on the privilege of using or consuming gas that is purchased is a sale at retail in the City

Natural Gas Utility Tax: a tax imposed on all persons engaged in the business of distributing, supplying, furnishing, or selling gas for use or consumption within the corporate limits of the City

Operating Budget: Annual allocation of funds for ongoing programs and services

Ordinance: a formal legislative enactment by the City Council, which is the full force and effect of law within the City boundaries

Personal Property Replacement Tax: revenues collected by the state of Illinois and paid to local governments to replace money that was lost by local governments when their powers to impose personal property taxes on corporations, partnerships, and other business entities were taken away. Corporations, partnerships, trusts, S corporations and public utilities pay these taxes

Property tax: tax assessed on real estate, which is based on the value of the property (including the land) owned

Reserves: the amount of financial resources available for use, defined as the excess of assets over liabilities (*see Fund Balance*)

Revenue: amounts received for taxes, fees, permits, licenses, interest and intergovernmental sources during the given fiscal year

Sales Tax: an occupation tax imposed on a seller's receipts from sales of tangible personal property for use or consumption. Tangible personal property does not include real estate, stocks, bonds, or other "paper" assets representing an interest

Simplified Telecommunications Tax: a tax on the act or privilege of originating or receiving telecommunications in the City, typically for cellular and land lines phones and data transmission

Tax Increment Financing (TIF): is a public financing method that is used as a subsidy for redevelopment, infrastructure, and other community-improvement projects

Traffic Impact Fee Credit: a fee charged by the County to developers at the time of building permit issuance to account for the impacts the additional traffic generated by the new development will have on the County roadway infrastructure

Road and Bridge Property Tax: a component of property tax revenue which is utilized to provide support funding for road and bridge work

User Fees: payment of a fee or direct receipt of a public service by benefitting from the service for a specific purpose and is, therefore, not available for general

Use Tax: taxes that are imposed on amounts paid by purchasers of goods from outside the state, for use within the state