



FY 2021 BUDGET

*Preserving our History,
while Creating a Vision for our Future*





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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 set 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 2021 Budget Message from the City Administrator, which among other things, discusses the fiscal challenges facing the City as the budget was developed and the actions 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 2021 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 2021 Financial Activity Summary for all Funds, and FY 2021 Snapshot.

Budgets by Fund

The Financial Activity Summary table found on page 43 provides an overview of estimated FY 2021 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 (for example: Other Professional Services).

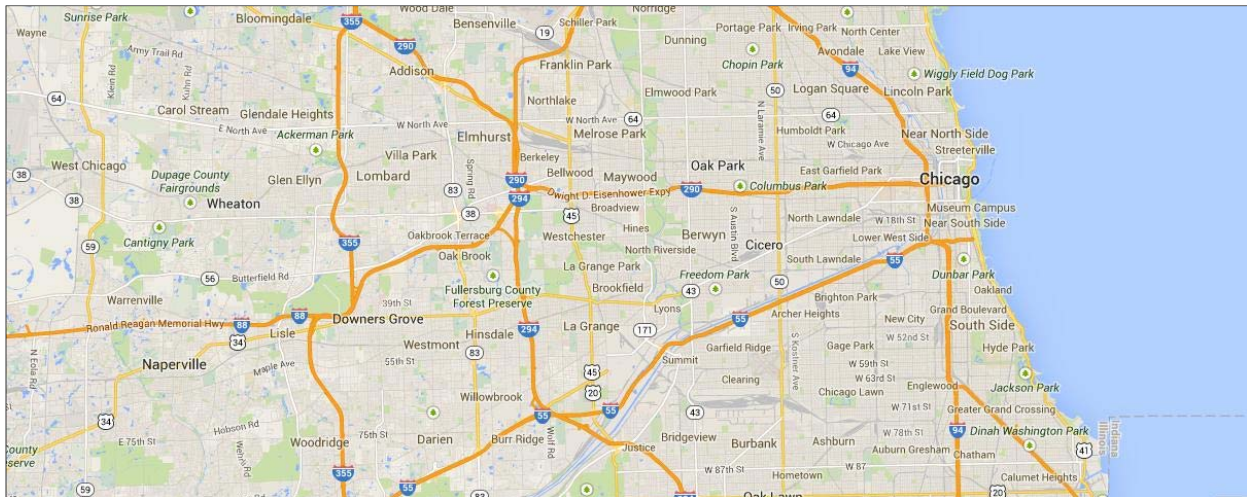
Decision Packages

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. Based on the 2010 U.S. Census, the median age of residents is 36.6 years old with a median home value of \$245,100. Warrenville is 5.6 square miles with 42% residential land, 14% commercial/industrial land, 12% open space, 8% undeveloped area, 4% institutional, and 20% transportation and 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 Warrenville 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 Warrenville 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**

**FRED BEVIER
ALDERMAN WARD 1**

**WILLIAM WEIDNER
ALDERMAN WARD 2**

**ROBERT WILSON
ALDERMAN WARD 2**

**KATHRYN DAVOLOS
ALDERMAN WARD 3**

**JEFFREY KRISCHEL
ALDERMAN WARD 3**

**CLARE BARRY
ALDERMAN WARD 4**

**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**

**ELROD, FRIEDMAN, LLP
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 Warrenville 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 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 tenets.
- 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 Warrenville.
- 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 Warrenville 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 tenets 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

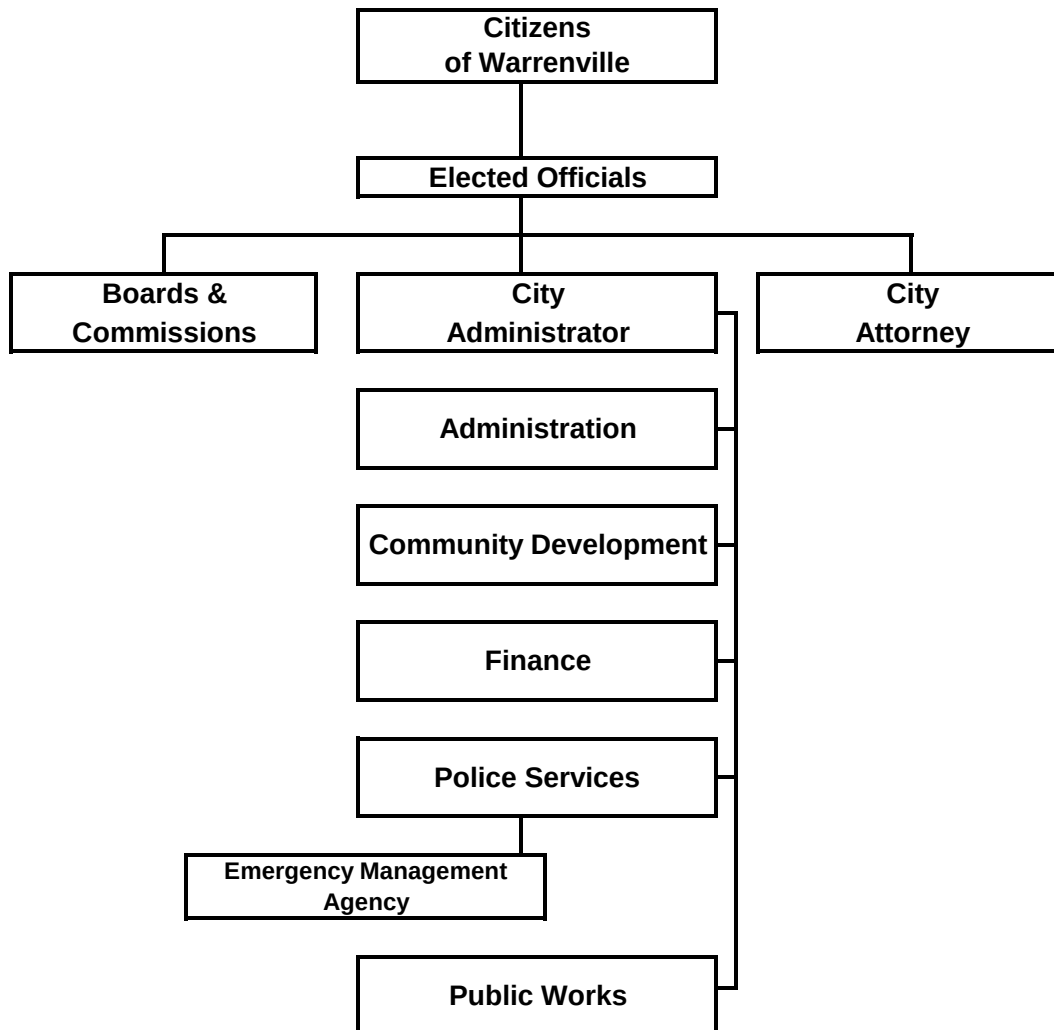
Goal #6: Create a culture that is inclusive of all residents of the community, with specific emphasis on outreach to the Latino/Hispanic residents to be included in City events and programs and represented on City boards and commissions.

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 2021



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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 16% of budgeted expenditures for FY 2021.

Approximately 25% of FY 2021 capital expenditures are accounted for in the Water and Sewer Enterprise Fund. While, the Capital Maintenance and Replace Fund accounts for 56%, TIF-related expenditures are 15%, and the remaining 4% 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 2017	Actual 2018	Actual 2019	Projected 2020	Budget 2021	20-21 Growth
General	55,396	111,324	95,146	46,556	124,058	166.47%
Capital Maintenance	2,027,862	1,937,654	1,107,534	1,584,886	2,251,290	42.05%
Motor Fuel	-	-	-	800,000	-	
Hotel Tax	23,354	75,716	33,642	36,500	25,500	-30.14%
Enterprise	1,309,139	698,165	859,465	1,360,778	978,656	-28.08%
Special Projects	(524)	-	-	-	-	
TIF 3	37,691	2,000	204,948	127,650	330,500	158.91%
TIF 4	22,093	251,775	245,490	921,000	270,000	-70.68%
Totals	\$ 3,475,011	\$ 3,076,634	\$ 2,546,225	\$ 4,877,370	\$ 3,980,004	-18.40%

The General Fund is the main operating fund for the City. For FY 2021, it includes the minor capital purchases, such as: chairs and a standing-work station in Administration, scanning equipment and credit card scanning terminals in Finance (for use with the new ERP), pole-mounted speed displays with traffic analyst, handheld and in-car radar units, and small equipment in the Police Department, barricades and small equipment in Public Works, a large format desktop scanner, shelving and chairs, and a metal detector in Community Department.

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 2021, the City will utilize the fund for the following equipment purchase expenditures, which can be found on page 179:

- 1) Replacement of one Police vehicles (Explorer) - \$33,159

Note: originally four Police vehicles were to be replaced during FY 2021, per the CMRP, but staff evaluation of those vehicle determined that only one Ford Explorer, met the criteria established for determining replacement and the other three vehicles will not be replaced during FY 2021. Those vehicles will be re-evaluated during the FY 2022 budget cycle.

- 2) City Hall pool car (Ford Fusion) (a lease option is also being considered) - \$26,500
- 3) Street sweeper replacement – \$240,000
- 4) Backhoe excavator – \$110,000
- 5) Dump/Snow plow truck – \$40,000
- 6) Replacements of council chamber audience chairs and staff table – \$6,000
- 7) High speed garage doors – Public Works garage (Decision Package) - \$130,000

The fund will also be used for the following roadway and infrastructure expenditures, details of which can be found on pages 176-178:

- 1) Road program – \$1,507,231
- 2) Curbs and sidewalk repairs on Stafford Place – \$57,900
- 3) Replace Cerny Park storm water lift station controls – \$25,000
- 4) Crack filling, patching, sidewalk repair, storm inlet repairs – \$120,500

The Water and Sewer Enterprise Fund includes the following planned major capital expenditures, in addition to other smaller capital expenditures for FY 2021:

- 1) Watermain improvements project final payouts – \$84,000 (see page 235)
Including: these costs are for final project payouts due to the State of Illinois once the projects have been closed-out by the State, hydrant installations, and extension project completion costs
- 2) Filter Controls (Well #9) – \$26,000 (see page 236)
For the purchase of a replacement jet-van truck
- 3) I/I Reduction Program Basin 1 Phase 3 – \$327,900 (see page 238)
- 4) Abandon Well #8 – \$45,000 (see page 236)

- 5) Building improvements – Furnace replacements, lock replacements
and camera installations – \$19,000 (see page 233)

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

- 1) Hotel Tax Fund – \$12,000 (see page 201)
Design and purchase of signage for public art
- 2) TIF #3 – \$330,500 (see pages 262-264)
Including: remediation and demolition on City owned property
- 3) TIF #4 – \$250,000 (see page 273)
Land acquisition for Southwest District Water tower site

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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FY 2021 BUDGET MESSAGE

Preserving our History, while Creating a Vision for our Future...

Mayor and Aldermen: The Fiscal Year (FY) 2021 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 under construction in the City, many of which 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 underway along the Route 59 corridor and in Cantera. These developments will add to the City's vitality, long-term fiscal stability, diversity of housing options, and community's culture.

The Budget is a reflection of the City's existing plans and future goals, including 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.

Beginning in FY 2019, the City embarked on a major undertaking to implement operating software (Enterprise Resource Planning system, or ERP) necessary to modernize all of the city operations and departments with an efficient and comprehensive system, and to replace the existing outdated and antiquated financial software. The implementation of the ERP continues to be a very large undertaking. Unfortunately, the project is taking far longer than planned, and it will continue through FY 2020 and into the first half of FY 2021.

The dynamic and numerous economic development projects, along with the ERP implementation, are highly positive changes for the community overall, and will continue to consume a large amount of available staff time across all departments. In order to ensure that the City's resources are strategically focused on the City Council's highest priorities, City staff annually produce work plans for the coming fiscal year, both at the departmental and citywide levels. 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 2021 Budget is balanced. However, balancing the General Fund for FY 2021 was a greater challenge than for recent fiscal year budgets due to the slow return on the very large investments the General Fund has made over many years to support TIF projects. That noted, FY 2021 should prove to be an exciting time with continued progress on the strategic plan and very large private investment in the community, all of which are the results of the 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 2020 accomplishments.



*FY 2021 Budget Message
(REVISED 3/09/2020)*

CITYWIDE FY 2020 ACCOMPLISHMENT HIGHLIGHTS

ECONOMIC DEVELOPMENT

- Renovation and Re-occupancy of Former Navistar Office Building
 - *Strategic Plan Goal #1 Economic Development*
- Private Development Projects Under Construction
 - *Strategic Plan Goal #1 Economic Development*
 - Stafford Place (Old Town Civic Center TIF #3)
 - River West Apartments (Cantera)
 - Vanguard Apartments (Cantera)
 - Lexington Trace Townhomes (Southwest/Route 59 Corridor TIF #4)
 - Everton Townhomes and Apartments (Southwest/Route 59 Corridor TIF #4)
- Projects Expected to Begin Construction in FY 2020
 - *Strategic Plan Goal #1 Economic Development*
 - Culvers Restaurant – groundbreaking spring 2020 (TIF #4)
 - Thorntons Gas Station – groundbreaking spring 2020 (TIF #4)
 - Warrenville Horizon senior living complex – groundbreaking spring 2020 (TIF #3)
- Cannabis Zoning – to attract one new business under the 2019 state recreational cannabis law
 - *Strategic Plan Goal #1 Economic Development*
- Diehl Road Turn Lane Improvements (supports existing businesses)
 - *Strategic Plan Goal #1 Economic Development*
- Off-site City Sewer and Water Improvements (for Southwest District/TIF #4 Development)
 - *Strategic Plan Goal #1 Economic Development*
- Citgo Property – potential acquisition (future mixed use development and open space)
 - *Strategic Plan Goal #1 Economic Development*

CAPITAL IMPROVEMENTS & INFRASTRUCTURE ENHANCEMENTS

- Road Projects
 - *Strategic Plan Goal #4 City Infrastructure*
 - 2019 Road Program Construction
 - 2020 Road Program Bid Documents and Letting
 - Warrenville Road Reconstruction
 - Diehl Road Turn Lanes Construction (City-initiated project on county roadway)
- Conversion of Utility Atlas to GIS
 - *Strategic Plan Goal #4 City Infrastructure*



FY 2020 Accomplishments (continued)

- Water, Sanitary and Storm Sewer Projects
 - *Strategic Plan Goal #4 City Infrastructure*
 - Private Drainage Assistance Project
 - Virginia Storm Sewer Upgrade Construction (FY 2019 Decision Package)
 - Fox Hollow Lift Station Rehabilitation
 - Infiltration and Inflow (I/I) Reduction Program, Basins 1 & 2
 - Completed Water Main Loop Between Everton and Landon Avenue
 - Completed Citywide Replacement of Water Meter Transmitter Units (FY 2018 Decision Package)
- Replace and Upgrade HVAC at Police Department (FY 2020 Decision Package)
 - *Strategic Plan Goal #4 City Infrastructure*
- Pavement Condition Survey Data Collection (FY 2020 Decision Package)
 - *Strategic Plan Goal #4 City Infrastructure*
- Developed and Adopted Complete Streets Policy (enhances community walkability)
 - *Strategic Plan Goal #4 City Infrastructure*

ENVIRONMENTAL AND GREEN INITIATIVES

- LED Street Light Retrofits
 - *Strategic Plan Goal #3 Open Space and Environment*
 - 82 Cantera Streetlights
 - 240 Decorative Streetlights
- Streamlined Solar Energy Permitting
 - *Strategic Plan Goal #3 Open Space and Environment*
- Tree Inventory and Management Plan (FY 2020 Decision Package)
 - *Strategic Plan Goal #3 Open Space and Environment*

COMMUNITY ENHANCEMENTS

- Aesthetic and other Improvements to Parks, Trails, and Open Spaces
 - *Strategic Plan Goal #3 Open Space and Environment*
 - Raised and Realigned the Illinois Prairie Path
- Program and Customer Service Related
 - *Strategic Plan Goal #1 Economic Development*
 - Electronic Building Permit Applications (easier access for building permits)



FY 2020 Accomplishments (continued)

- *Strategic Plan Goals #5 Public Safety and #6 Diversity*
 - Ride DuPage (expanded transportation access to 24 hours per day, seven days a week)
- *Strategic Plan Goal #6 Diversity*
 - Website Redesign (improved accessibility and language options)

CITY SERVICES, PERSONNEL, AND FINANCES

Enhancing Service Delivery

- Technology improvements for more efficient service delivery
 - *Strategic Plan Goal #2 Fiscal Conservatism*
 - ERP Implementation Across all Departments
 - Began Collective Bargaining Negotiations with Patrol Officers, Sergeants, and Public Works Laborers
 - Website Redesign
 - City Phone System
- Cost-savings measures
 - *Strategic Plan Goal #2 Fiscal Conservatism*
 - Health and Wellness Fair
 - Dependent Verification
 - Public Art
 - 2019 IPRF Highly Enhanced Loss Prevention (HELP) Program
- 2020 Census support – ensuring all Warrenville residents are counted (Increases per capita state revenue)
 - *Strategic Plan Goal #2 Fiscal Conservatism*
 - Established and Coordinated efforts of local Complete Count Committee
- Obtained CDBG Grant for Summerlakes Square Courts infrastructure improvements
 - *Strategic Plan Goals #2 Fiscal Conservatism and #4 City Infrastructure*

Public Safety

- Formation of the DuPage Metropolitan Emergency Response and Investigations Team (DuPage MERIT)
 - *Strategic Plan Goal #5 Public Safety*
- Administration and Records Management
 - *Strategic Plan Goal #5 Public Safety*
 - Continual Updates to Police Department webpages
 - Implemented New Countywide Records Management System in Police Department
 - Completed mandatory expungement of cannabis records



FY 2020 Accomplishments (continued)

- Expanded the use of Speed Awareness Monitoring Devices
 - *Strategic Plan Goal #5 Public Safety*

Awards and Recognitions

- Recognized as the 2019 Safest City to live in Illinois by *patch.com*
 - *Strategic Plan Goal #5 Public Safety*
- Recognized in 2020 as the 14th Safest City in Illinois by *alarms.org*
 - *Strategic Plan Goal #5 Public Safety*
- Bicycle Friendly designation was retained
 - *Strategic Plan Goal #3 Open Space and Environment*
- Achieved Gold designation in the US Department of Energy's SolSmart Program
 - *Strategic Plan Goal #3 Open Space and Environment*
- Received top honors in America in Bloom National Award Program for towns with populations between 14,000 and 17,000
 - *Strategic Plan Goal #3 Open Space and Environment*
- The City's Fiscal Year 2019 Comprehensive Annual Financial Report (CAFR) received the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting. This was the 26th consecutive time this award was achieved.
 - *Strategic Plan Goal #2 Fiscal Conservatism*
- The FY 2020 CAFR met the requirements and was submitted for the prestigious GFOA award
 - *Strategic Plan Goal #2 Fiscal Conservatism*
- The 2019 National Night Out Against Crime again recognized the City of Warrenville for outstanding participation 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 2021 goals.

CITYWIDE FY 2021 GOALS

City Staff is guided by the priorities, goals, and objectives of the City Council's Strategic Plan and other City Council-adopted plans. Staff continuously looks for opportunities to seek grants, which would continue progress on other existing plans. During FY 2021, 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 2021 Budget book.



FY 2021 Goals (continued)

ECONOMIC DEVELOPMENT

- **New Development** Projected for FY 2021
(\$50 Million in Construction Value)
 - *Strategic Plan Goal #1 Economic Development*
 - New Hotel (Cantera)
 - High Point Flex Business Project (Southwest/Route 59 Corridor TIF #4)
 - Speedway Redevelopment (Route 59 and Batavia Road)
 - Riverview West – Townhome Component (Cantera)
- New Building Inspector/Code Enforcement Officer (FY 2021 Decision Package)
 - *Strategic Plan Goal #1 Economic Development*
- **Preparing for Tomorrow**
 - *Strategic Plan Goals #1 Economic Development and #3 Open Space and Environment*
 - Former Citgo Property (Old Town Civic Center TIF #3)
 - *Strategic Plan Goal #1 Economic Development*
 - City-Owned Property at the northeast corner of Routes 59 and 56 (Southwest/Route 59 Corridor TIF #4)

CAPITAL IMPROVEMENTS & INFRASTRUCTURE ENHANCEMENTS

- Road Projects
 - *Strategic Plan Goal #4 City Infrastructure*
 - 2020 Road Program Construction
 - 2021 Road Program Bid Documents
 - Batavia Road (west of Route 59) Bid Documents
 - Develop Alternatives – Eastside Streets Pavement Rehabilitation (FY 2021 Decision Package)
 - Address Rigi Road and Barclay Drive Private Street Maintenance Issues
 - Develop Complete Streets Implementation Plan
- Water, Sanitary and Storm Sewer Projects
 - *Strategic Plan Goal #4 City Infrastructure*
 - Private Drainage Assistance Project
 - Continue Infiltration and Inflow (I / I) Reduction Program, Basins 1, 2 & 3
 - Property Acquisition and Design – Southwest District Well and Water Tower
 - West Street Water Tower Interior Rehabilitation
 - Water System Risk and Resilience Assessment (FY 2021 Decision Package)
 - Update Emergency Response Plan (FY 2021 Decision Package)
- Trail enhancements and development projects
 - *Strategic Plan Goals #3 Open Space and Environment and #4 City Infrastructure*
 - Mack Road Trail Design and Bridge Replacement Project Planning



FY 2021 Goals (continued)

- Illinois Prairie Path (IPP) Trailhead Project Design
 - Warrenville Grove Trail Connection Planning
 - Trail Connection Between Fox Hollow and Maple Hill Planning
- Long-Range Capital Planning and Financing
 - *Strategic Plan Goals #2 Fiscal Conservatism and #4 City Infrastructure*
 - Reassess Capital Maintenance and Replacement Plan (CMRP)
 - Continue to evaluate and update Enterprise Maintenance Replacement Plan (EMRP)
- City Facilities
 - *Strategic Plan Goal #4 City Infrastructure*
 - Install High Speed Garage Doors at Public Works (FY 2021 Decision Package)

ENVIRONMENTAL AND GREEN INITIATIVES

- Evaluate Smaller Scale Solar Project at Well #9
 - *Strategic Plan Goals #3 Open Space and Environment and #4 City Infrastructure*
- Mack Road Path and Bridge Replacement Project
 - *Strategic Plan Goals #3 Open Space and Environment and #4 City Infrastructure*
 - Complete Preliminary Engineering
 - Begin Final Engineering

COMMUNITY ENHANCEMENTS

- Detention Pond Inventory and Assessment (FY 2021 Decision Package)
 - *Strategic Plan Goals #3 Open Space and Environment and #4 City Infrastructure*
- Rental/Crime Free Housing Program
 - *Strategic Plan Goal #5 Public Safety*
- “Homes for a Changing Region” Study (preserving and enhancing housing quality and affordability)
 - *Strategic Plan Goals #1 Economic Development and #6 Diversity*

CITY SERVICES, PERSONNEL, AND FINANCES

- Complete implementation and roll out of ERP and *Mazik City*
- Virtual Local Area Network (VLAN) Replacement
- Security Information and Event Monitoring (SIEM)
- Computer Replacement Program



FY 2021 Goals (continued)

- Personnel Activities
 - Collective Bargaining Negotiations with Patrol Officers, Sergeants, and Public Works Laborers
 - Fill EMA Coordinator Position in Police Dept (FY 2021 Decision Package)
 - Personnel and Safety Policies
 - Employee Safety Training and Initiatives
- Administer and evaluate the Ride DuPage Pilot Program
- Continue Exploring Feasibility of Electronic Agenda Packets

Public Safety

➤ Strategic Plan Goal #5 Public Safety

The Police Department experienced some turnover during FY 2020 due to a number of reasons. Once the Police Department is again at full staffing, it will continue to build on successes of its public safety programs. Examples of such programs include: the Traffic Safety Enforcement Unit, Traffic Safety Initiatives, Bike Patrol Unit, National Night Out event, unused prescription collection program, annual Shredding Day, Illegal Fireworks Education and Enforcement, Comprehensive Accident Reduction Effort (CARE) program, CUSD 200 School Safety Task Force (including ALICE Training), and Problem-Oriented Policing (POP) Unit.

Intergovernmental Cooperation, Projects, and Plans

➤ Strategic Plan Goal #2 Fiscal Conservatism

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.

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, Forest Preserve District of DuPage County, Winfield Township, City of West Chicago, City of Aurora, and City of Naperville. It also has formal relationships with, and actively participates in, several intergovernmental 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 intergovernmental agreements with Fermilab for its potable water supply and sanitary sewage transmission and the Forest Preserve District of DuPage County to supply water to its maintenance facility on Mack Road.

While there are many exciting initiatives planned for FY 2021, there will also be some concerns and challenges. These are reviewed in the next section.

CONCERNS AND CHALLENGES

Fiscal Challenges

FY 2021, will be leaner than the City has experienced in recent years, specifically for the General Fund. In large part, the tight fiscal condition is directly related to the significant investments, in the form of interfund loans and direct spending, made over many years in both the Old Town/Civic



Concerns and Challenges (continued)

Center (TIF District #3) and the Southwest/Route 59 Corridor (TIF District #4). While significant development is occurring in both areas, it will take several years to repay the loans to the General Fund, and realize the return on investment intended. Additionally, staff is projecting very little growth in the existing revenues for the current FY 2020 through the end of FY 2021.

The above factors have caused a decrease in the General Fund balance below the 25% of annual expenses threshold established by the City Council. The percentage of the General Fund balance is the primary indication of the need to be even more fiscally conservative during FY 2021, and likely FY 2022 as well, to enable revenues to catch up and to allow time for the TIF loan payback. While staff does not anticipate the need to reduce service levels or increase revenues collected through taxes, staff recommends delaying new discretionary projects and spending during FY 2021, as they would further impact the General Fund balance. As the budget is a forecast, continued monitoring of revenue fluctuations and spending throughout FY 2021 will provide the City with a better projection of FY 2022.

Fiscal Counterbalances

Despite the concerns listed above, the City remains in a good fiscal position overall. As long as the City does not overspend during FY 2021 and FY 2022, projections are for a positive fiscal picture beginning in FY 2023. The following are some of the reasons for such optimism in the fiscal projections over the next five years:

- City staff is very conservative in projecting revenues, therefore, the actual revenues received in FY 2021 and FY 2022 may exceed those projections, thereby ending the year in a slightly better fiscal position than projected.
- Staff has implemented several options to address the FY 2021 General Fund deficit and lower reserves, which the City Council approved on March 2, 2020. These remedies will mitigate the short-term deficit situation and restore the reserves during the lean fiscal years. Additionally, staff will work with a consultant to improve future budgeting methodology and forecasting of annual revenues and expenses.
- New residents who will be occupying the newly constructed residential units in FY 2021 will increase sales, amusement, food and beverage, gasoline, utility, and other tax revenues, along with increased water and sewer user charges. These revenues will benefit all of the City's operating, capital, and enterprise funds.
- Many new residents will be counted in the 2020 Census from the new residential units, which were constructed and occupied since the 2010 census, such as: Herrick Woods, Maple Terrace, Stafford Place, and some even from the Lexington Trace and Everton Townhomes developments. Additionally, the City has fewer vacant housing units than was the case during the 2010 US Census as the Great Recession was still impacting foreclosures and depressing the housing resale market. These new residents will provide additional revenues from state shared per capita revenues after the 2020 Census population figures are certified sometime mid-calendar year 2021 (FY 2022).

Concerns and Challenges (continued)

- New private investment and developments in both TIF Districts #3 and #4, and investment in Cantera will provide new revenues, which will provide an increasing amount of General Fund revenue and also repay the interfund loans, from the General Fund to the TIF District funds, which will quickly return the general reserves to a level above the 25% minimum threshold.

Internal Challenges: Limited Resources and Volume of Work

There are many exciting private developments and other projects underway in Warrenville – with more coming. They include complex 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. The results of those long-term plans are finally coming to fruition and proving to be very positive for the long-term growth, fiscal health, and sustainability of the community. That noted, the complexity and volume of these changes will continue to challenge the limited staffing resources through FY 2021.

As a result of this volume of projects and initiatives, steps were taken during FY 2020, and are ongoing, to handle the increased work volume over the next few fiscal years:

- *Staffing support:* Additional contractual services were brought in where necessary to assist. Others will be brought onboard during the end of FY 2020 and in FY 2021.
- *Citywide Work Plan:* Staff continued the use of a citywide work plan to ensure City's resources are strategically focused on the City Council's highest priorities and the Strategic Plan and provided the Council with regular updates on the progress on the departmental work plans throughout the fiscal year.

Challenges

- Recruiting and Hiring
 - Turnover created a number of vacancies that needed to be filled during FY 2020
 - Due to the continuing strong economy, there are fewer qualified applicants available and a very competitive market place favoring the applicants.
- Increasing Demands for Technology
 - The City continues to be challenged 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 Complex Projects
 - The many projects are positive for the City overall, but they continue to place a strain on the limited personnel resources, as noted above.

State of Illinois Fiscal Challenges

The State of Illinois is in slightly better fiscal condition than in recent years. The adoption of a state budget and state tax increases have reduced the state's fiscal problems. Those positive steps aside, the state still faces serious fiscal problems with both its operating costs and growing debt and the increasing unfunded state pension liabilities.



Concerns and Challenges (continued)

There seemed to be positive news over the past year, because the State government had indicated a willingness to address its fiscal problems without reducing revenues long-shared with local governments. However, during the February 19, 2020, state of the state address, the Governor proposed a budget that would continue up to 10% reduction in the Local Government Distributive Fund (LGDF) revenues. The LGDF revenues comprise a material amount of City revenue.

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	\$1,359,403	\$406,513	\$333,554
2020 (Projected)	\$1,409,265	\$442,161	\$469,755*
2021 (Budgeted)	\$1,319,147	\$466,470	\$548,201*

* Includes the addition of the State of Illinois implemented Transportation Renewal Fund (TRF) capital funding which is provided on a per-capita basis

As noted above, the growing City population will bring additional per capita state dollars. However, the majority of the new residential units will not be occupied until after the 2020 census. Therefore, the additional population will not be officially counted until the City is able to conduct a special census count, once the US Census Bureau authorizes such special counts. It is projected that will be possible in 2023, with the resulting revenue increases in FY 2024.

Municipal Public Safety Pensions

Local municipal public safety (Police and Fire) pensions are mandated with benefit levels set by the State legislature. During fall 2019, the legislature did pass measures that will help to get the local pensions on more solid fiscal footing. The new legislation requires all municipal public safety pension funds to be pooled under one investment agency. The pooled investment of the hundreds of local pension funds is projected to provide greater investment returns, thereby reducing the long-term pension liabilities to each participating community. This legislation was a positive first step to address municipal public safety pension funding problems in Illinois.

Background:

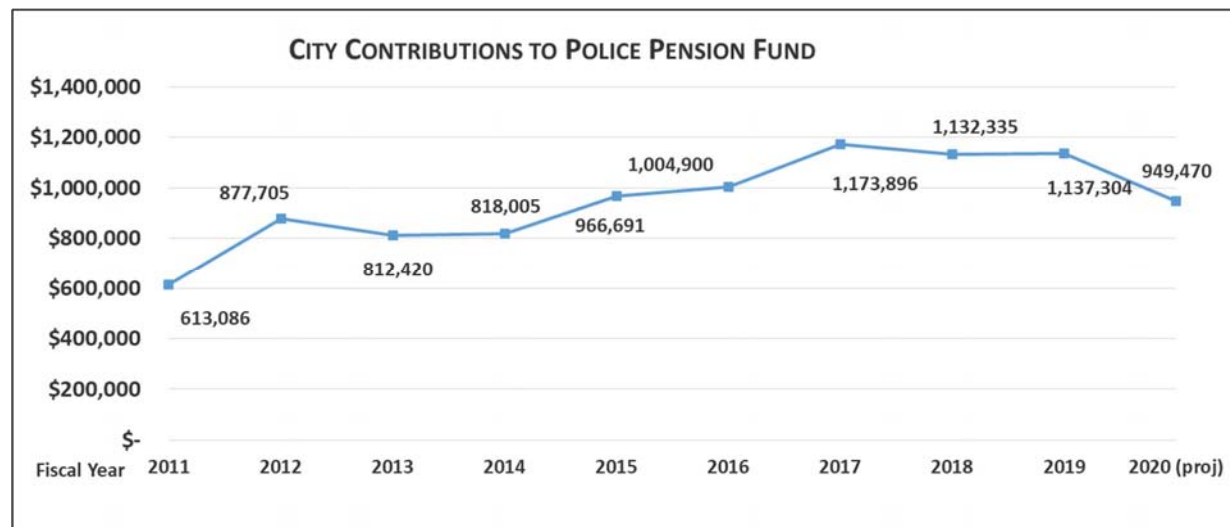
Unlike the State pension systems, local Police and Fire pensions are paid for by the local pension fund members (at a fixed rate), and by the municipal employer, which is liable for 100% of the remainder of necessary funding. While the local governments must pay for these large and growing costs, the State of Illinois determines the rules and benefits for local public safety pensions.



Concerns and Challenges (continued)

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.



INCREASING COSTS OF POLICE PENSION FUND CONTRIBUTIONS				
Fiscal Year	Sworn Police Officer Contributions	Annual Required City Contribution	Actual City Contribution	Percent Funded
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	\$1,004,200	62.22
2017	\$273,581	\$859,923	\$1,176,004	66.85
2018	\$285,759	\$926,044	\$1,132,232	72.04
2019	\$298,461	\$887,304	\$1,137,304	72.49
2020 Projected	\$286,627	\$972,868	\$949,470	Not Yet Available

Concerns and Challenges (continued)

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 continue to work with state legislators for structural changes to the local public safety pension systems, because they still are not sustainable in their current form.

The City Council has approved additional police pension funding during the past eight years, thereby contributing \$1,794,415 more than the minimum actuarial amount required by state law. The Warrenville police pension fund was 72.49% funded as of April 2019, and is progressing to the 90% funded level by the year 2041, in accordance with the statutory requirements.

To complete the big picture context for FY 2021 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 24, 2020, ILCMA Financial Forecast Forum. The following are key points from his presentation about the national economy:

- Nationally, 2019 was a solid year, with economic growth above long-run trend. The U.S. economic recovery is more than 10 years old, which is the longest recovery in U.S. history.
- The pace of U.S. economic growth has been slowing due to several factors.
- Uncertainty has slowed business investment due to international and national events such as trade issues, Brexit, U.S. election year, and slowing economic growth globally.
- The U.S. population is aging, with more baby boomers retiring and U.S. birth rates dropping.
- Modest Growth is projected for 2020 at 2.0% to 2.2%.

Illinois and Chicago

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

- On balance, 2018 and 2019 were good years:
 - Personal income grew faster than much of the region
 - Investment in Chicago continued to surge
 - *US News* ranked Chicago as a top nine metro area (MSA) for high-paying jobs
 - 2019 saw 1.8 million square feet of net office absorption in Chicago; the best since 2007
- However, the usual factors seem to be slowing potential due to demographics and population loss, and fiscal imbalance. Population loss is particularly acute in small and mid-sized industrial cities.

Economic Outlook/Trends (continued)

- The Illinois economy overall is dampened by two factors:
 - Twin deficits – general operating and pensions – \$6.5 billion in unpaid bills and a 38% funded pension (\$140 billion liability).
 - The inability to devise a binding plan to return to long-term fiscal solvency.

REGIONAL ECONOMY

DuPage County Economic Indicators

The following economic information is from *Choose DuPage 2019 Economic Indicators Report*:

- Closing out the year, DuPage County again had the lowest unemployment rate in the region at 2.5%; lower than both the State of Illinois (3.8%) and United States (3.5%).
- DuPage County's top job opportunities in 2019 were reported to be in retail sales, customer service, front-line supervisors and food preparation workers; while the fastest-growing industries (by employment) continue to be in healthcare and social assistance, and professional, scientific, and technical services.
- Office vacancy rates fell only slightly to 13.9% in 2019 from 14.2% at the end of 2018; Industrial vacancy rates rose to 5.6% by the end of 2019 after falling in 2018.

GLOBAL ECONOMIC IMPACTS

As the FY 2021 Budget was being prepared, there were growing economic concerns on a global scale due to the economic impacts of the novel Coronavirus (COVID-19). Beginning in China at the end of 2019, COVID-19 was having a major dampening effect on the first quarter 2020 GDP of many countries, and was predicted to have economic impacts in the United States as well. While the full effects were not be known at the time of this revision in early March, staff will continue to monitor revenues during FY 2021 and provide bi-monthly financial updates to the Council.

WARRENVILLE ECONOMY

Residential Construction

As of late February 2020, a number of private developments were currently under construction, and others are planning to commence construction during 2020.

➤ Strategic Plan Goals #1 Economic Development

- The Renovation and Re-occupancy of Former Navistar Office Building
- Private New Development Projects Under Construction
 - Stafford Place (Old Town Civic Center TIF #3)
 - River West Apartments (Cantera)
 - Vanguard Apartments (Cantera)
 - Lexington Trace Townhomes (Southwest/Route 59 Corridor TIF #4)
 - Everton Townhomes and Apartments (Southwest/Route 59 Corridor TIF #4)

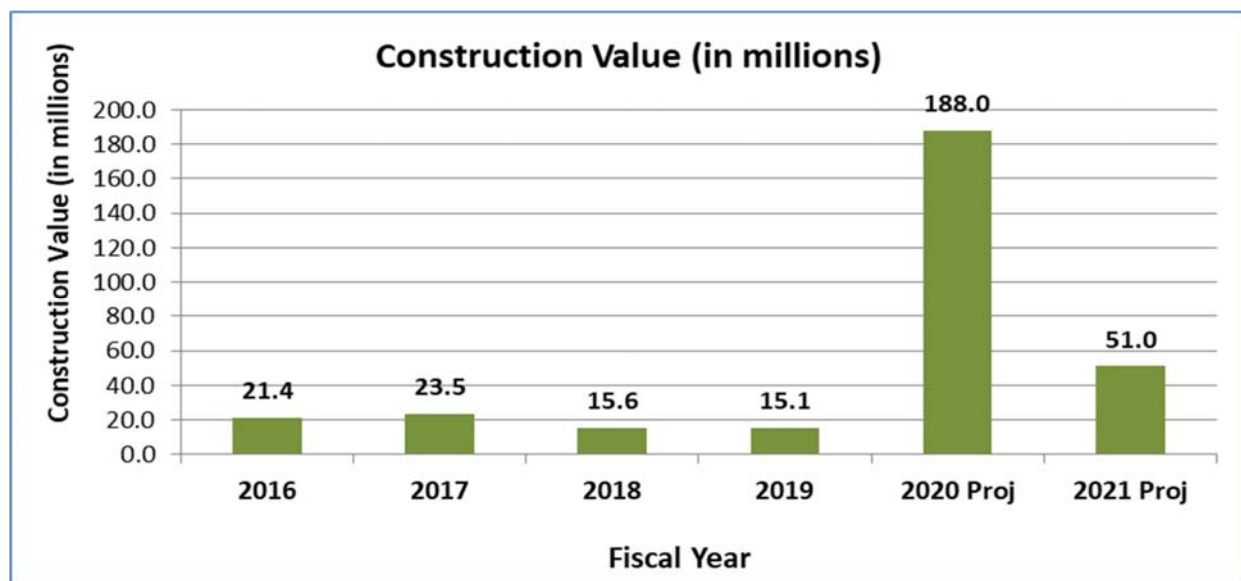
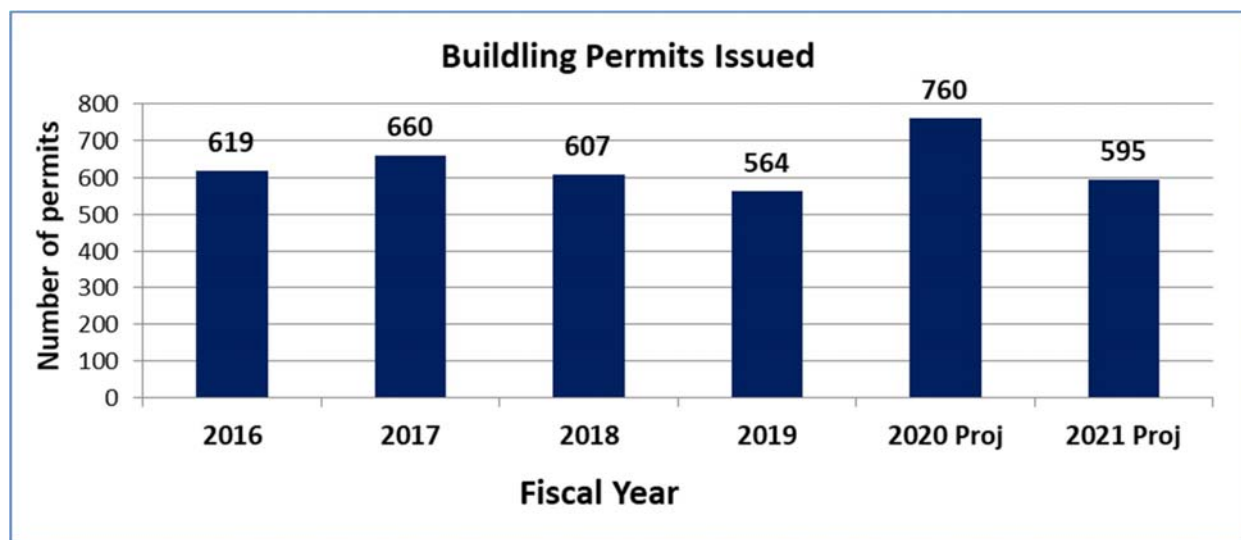


Economic Outlook/Trends (continued)

- Projects Expected to Begin Construction in calendar year 2020
 - o Culvers Restaurant – groundbreaking spring 2020 (TIF #4)
 - o Thorntons Gas Station – groundbreaking spring 2020 (TIF #4)
 - o Warrenville Horizon senior living complex – groundbreaking spring 2020 (TIF #3)

Warrenville Building Permits

As of January 31, 2020, 627 building permits have been issued during the fiscal year-to-date. This is an increase of 187 permits issued (42.5%) from the same period in FY 2019. As of April 30, 2019, 564 building permits were issued for all of FY 2019.



FINANCIAL OUTLOOK

Revenues

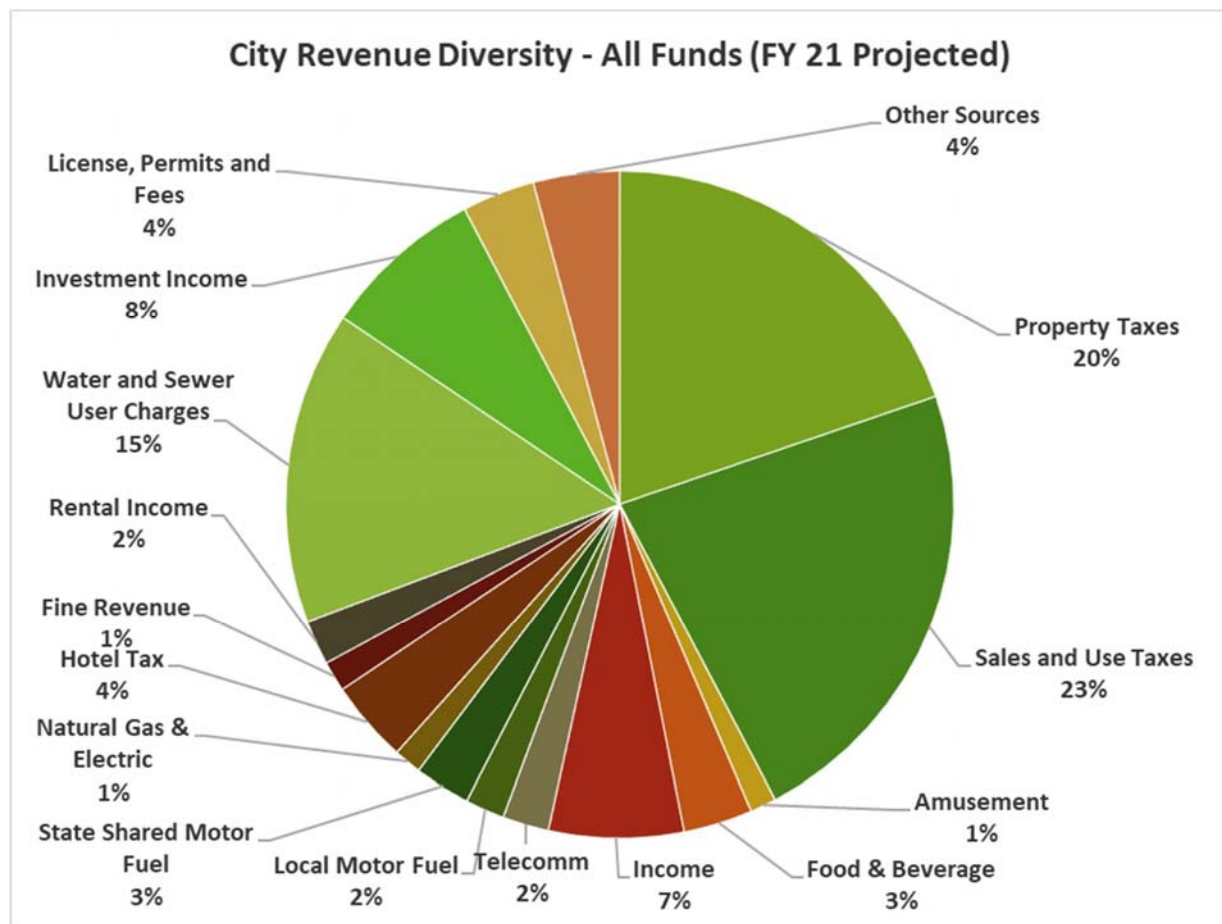
➤ Strategic Plan Goal #2 Fiscal Conservatism

The City continues to experience fiscal strength through its strong and 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. 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 healthy mix of diverse revenues is a result of many years of planning and quality development that greatly reduces the City's reliance on property tax revenue.

While FY 2021 and FY 2022 are projected to be lean years in terms of revenue growth and requiring controlled spending, the longer-term fiscal projections are positive. Additionally, City taxpayers will note the City portion of their property tax bill remains less than 10% of their overall tax bill.

The following chart illustrates the diversity of major revenue sources across all funds for FY 2021.



Financial Outlook (continued)

Expenses

➤ Strategic Plan Goal #2 Fiscal Conservatism

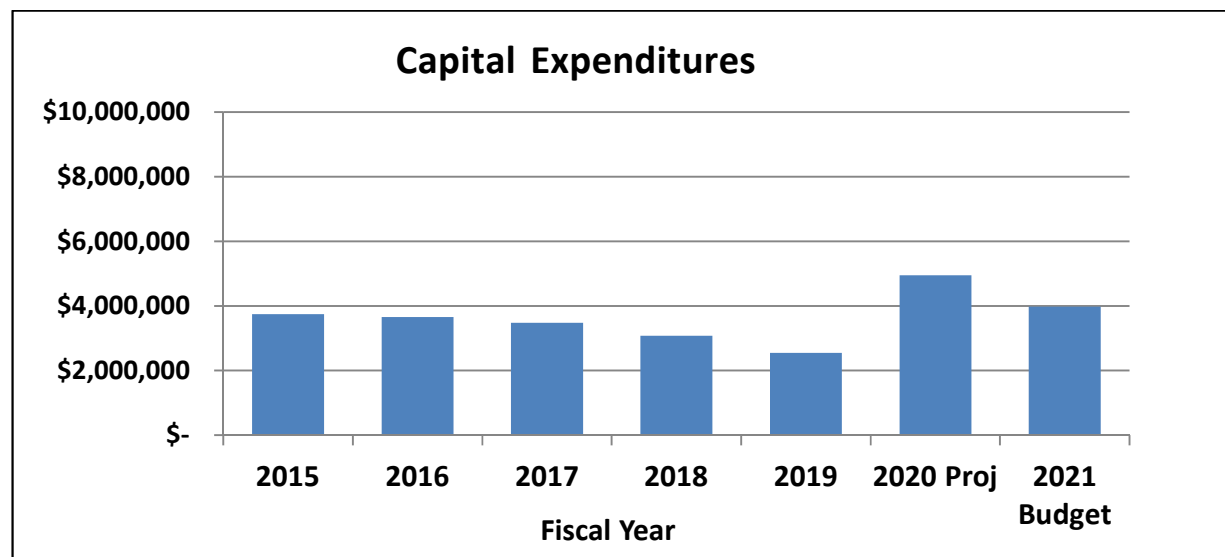
The City's operational expenses are largely related to personnel costs, which is typical for public and private service-based organizations. During FY 2021, City personnel-related costs will make up 78% of the operating expenses in the General Fund, and 14% of the operating expenses in the Water and Sewer Enterprise Fund.

The City will undertake a number of capital projects in FY 2021 (the 2020 construction season). Sufficient funding is available for all projects, through the Capital Maintenance and Replacement Fund, and Water and Sewer Enterprise Fund. The graph below illustrates the cost for capital projects relative to previous years.

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. Over a number of years, these projects are largely responsible for the deficit in the FY 2021 proposed budget and lower general fund reserves.

While the FY 2021 deficit is a concern for the short term, it can be resolved by controlling expenditures for FY 2021 and FY 2022, while the new developments in both TIF Districts and other parts of the community begin to repay the interfund loans to rebuild the General Fund reserves and provide new revenues for operating and capital funds.



Water and Sewer Rates

Water operations and maintenance are primarily supported through the rates charged to water users. For FY 2021, staff is proposing a water rate increase of ten percent (10%), from a current rate of \$1.62 to \$1.78 per 1,000 gallons of water used. Additionally, the bi-monthly base charge of \$10.54, would increase to \$11.59.



Financial Outlook (continued)

For FY 2021, the water rate increase is due to increasing operating costs, long-term investment in a new well and water tower, and to appropriately fund the long-term system maintenance and replacement costs identified by the Enterprise Maintenance and Replacement Plan (EMRP).

Sewer Operations and Maintenance are primarily supported through the rates charged to sewer system users. The proposed FY 2021 Budget includes a ten percent (10%) rate increase from the current \$3.28 to \$3.61 per 1,000 gallons of water used. In addition, the bi-monthly base charge of \$25.27 would increase to \$27.80.

The proposed FY 2021 sewer rate increase will continue the process of funding an ongoing, storm water infiltration and inflow analysis and reduction program, as required by the intergovernmental agreement with the City of Naperville for wastewater treatment services. While this program could ultimately lead to operating cost reductions for wastewater treatment, it will increase costs in the short-term. The rate increase will also help the City to appropriately fund the long-term system maintenance and replacement costs identified by the EMRP.

During FY 2021, the EMRP work group will continue its work 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

➤ Strategic Plan Goals #2 Fiscal Conservatism and #4 City Infrastructure

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:

- Established General Fund balance policy to maintain reserves at a level of 25% of annual expenditures. These reserves are intended to provide emergency funding, to allow ample time for City officials to make informed decisions to reduce expenditures and services, without drastic cuts in services or excessive tax increases, if large revenue reductions occur. 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.

Despite a drop in the general fund balance reserves below the 25% threshold during FY 2021, staff will preset several options for City Council consideration to reestablish those minimum reserves during the lean years of FY 2021 and FY 2022.

- 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 2021, 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.



Financial Outlook (continued)

- The 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. Similar to the CMRP, during FY 2021 there will be continued work to address long-term rate setting goals and projections which the original plan did not fully encompass.

BUDGET REVIEW AND ADOPTION

The proposed FY 2021 Budget revenues and expenses will be discussed and reviewed during the regular meetings of the City Council and its Committees of the Whole during March and April. Further, there is a City Council budget workshop meeting scheduled for Saturday, March 14, 2020. By statute, the City council is required to adopt an annual Budget before the start of the new fiscal year, which begins on May 1. Adoption of the FY 2021 Budget and the related ordinance is scheduled for the City Council meeting on April 20, 2020.

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 fiscal snapshot, along with an explanation of the City's 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 Council'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 2021 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, creating graphs, writing verbiage to provide context to explain the City's finances, performing data analysis, assembling the documents, and composing narratives to aid in the user's understanding of the data presented. The Finance Director, the Finance Department staff, along with the Administration



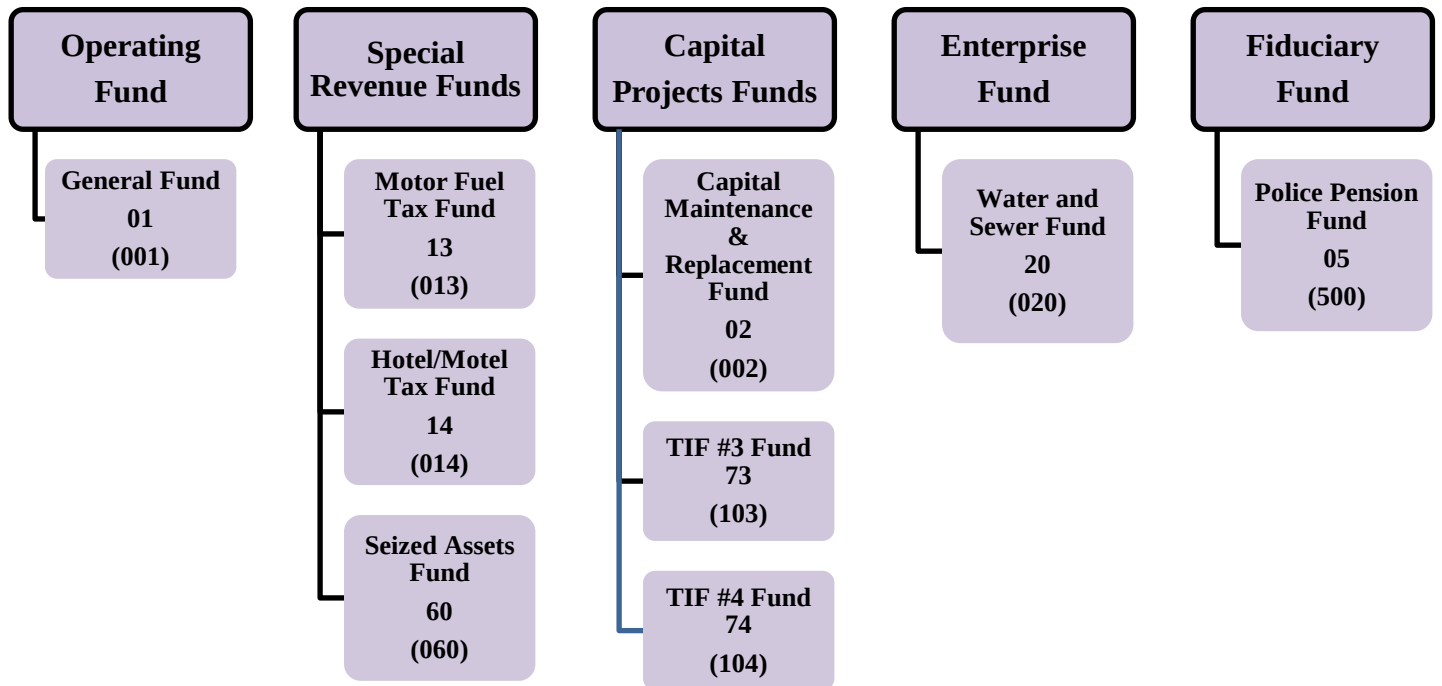
staff, and the City's other senior staff put forth a large amount of time and energy in the preparation of this budget and to ensure the accuracy of the data included within it.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "John M. Coakley".

John M. Coakley
City Administrator/Budget Officer

FUND STRUCTURE



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Fiscal Year 2021
Financial Activity Summary
All Funds

Revenue

	Actual 2017	Actual 2018	Actual 2019	Projected 2020	Budget 2021	Percent of Total
Tax Revenue	\$ 12,712,573	\$ 13,004,849	\$ 12,697,681	\$ 13,141,344	\$ 13,538,624	61.92%
License, Permit & Fee Revenue	3,438,906	3,531,234	3,692,867	5,291,768	3,787,801	17.32%
Administrative Charges & Reimbursements	1,460	163	1,000	-	2,100	0.01%
Penalties, Fines & Forfeiture Revenue	294,440	309,638	458,564	301,535	297,594	1.36%
Rental Revenue	396,576	392,483	406,546	422,008	438,448	2.01%
Transfers & Interfund Revenue	525,723	400,198	408,765	402,638	608,100	2.78%
Grant Revenue	48,717	23,808	142,394	19,437	51,470	0.24%
Miscellaneous Revenue	1,767,536	2,204,081	2,002,727	1,693,152	1,554,582	7.11%
Interest Revenue	1,507,121	1,206,094	1,811,103	1,640,403	1,587,486	7.26%
Totals	\$ 20,693,052	\$ 21,072,548	\$ 21,621,647	\$ 22,912,285	\$ 21,866,205	88.51%
Net (Use)/Add of Fund Bal./Retained Earnings	\$ (3,119,337)	\$ 1,367,958	\$ 402,394	\$ (1,189,626)	\$ (2,838,590)	11.49%
Total Resources	\$ 23,812,389	\$ 19,704,590	\$ 21,219,253	\$ 24,101,911	\$ 24,704,795	100.00%

Expenditure/Expense

	Actual 2017	Actual 2018	Actual 2019	Projected 2020	Budget 2021	Percent of Total
Capital	\$ 3,475,011	\$ 3,076,634	\$ 2,546,225	\$ 4,866,157	\$ 3,392,252	13.73%
Personnel	10,405,615	10,913,630	11,564,886	11,487,933	12,450,304	50.40%
Supplies and Services	8,715,011	4,688,453	5,437,748	6,054,676	6,420,666	25.99%
Maintenance	1,216,752	1,025,873	1,670,394	1,693,145	2,441,573	9.88%
	\$ 23,812,389	\$ 19,704,590	\$ 21,219,253	\$ 24,101,911	\$ 24,704,795	100.00%

City of Warrenville
Fiscal Year 2021 Snapshot

General	Actual 2017	Actual 2018	Actual 2019	Projected 2020	Budget 2021	% Change '19 Actual to Projected '20	% Change Projected '20 to Budget '21
Beginning Unassigned Balance	\$ 6,947,628	\$ 7,239,645	\$ 9,343,946	\$ 4,125,857	\$ 4,034,838	-55.84%	-2.21%
Revenues	10,968,569	11,276,550	11,731,227	13,041,716	12,042,974	11.17%	-7.66%
Expenses	10,660,307	11,452,237	12,796,895	13,392,690	14,214,916	4.66%	6.14%
Add to/(Use of) Fund Balance	308,262	(175,687)	(1,065,668)	(350,974)	(2,171,942)		518.83%
Total Fund Balance	13,703,577	13,527,890	12,462,222	12,111,248	9,939,306	-2.82%	-17.93%
Non-spendable Fund Balance	2,319,140	39,152	4,516,407	4,654,631	5,212,554	3.06%	11.99%
Assigned Fund Balance	4,144,792	4,144,792	3,819,958	3,421,779		-10.42%	-13.22%
Ending Unassigned Fund Balance	\$ 7,239,645	\$ 9,343,946	\$ 4,125,857	\$ 4,034,838	\$ 4,726,752	-2.21%	17.15%
	(1)	(2)					
Capital Maintenance							
Beginning Balance	\$ 1,772,095	\$ 1,247,506	\$ 1,117,685	\$ 1,759,107	\$ 1,719,369	57.39%	-2.26%
Revenue	1,867,285	1,913,861	1,863,326	1,742,561	1,733,031	-6.48%	-0.55%
Expenses	2,391,874	2,043,682	1,221,904	1,782,299	2,159,738	45.86%	21.18%
Add to/(Use of) Fund Balance	(524,589)	(129,821)	641,422	(39,738)	(426,707)		
Ending Assigned Fund Balance	\$ 1,247,506	\$ 1,117,685	\$ 1,759,107	\$ 1,719,369	\$ 1,292,662	-2.26%	-24.82%
Police Pension							
Beginning Balance	\$16,971,786	\$19,015,073	\$ 20,667,884	\$22,350,872	\$ 24,092,309	8.14%	7.79%
Additions	2,938,735	2,678,881	2,757,383	2,825,643	2,702,849	2.48%	-4.35%
Deductions	895,448	1,026,070	1,074,395	1,084,206	1,109,699	0.91%	2.35%
Add to/(Use of) Fund Balance	2,043,287	1,652,811	1,682,988	1,741,437	1,593,150		
Ending Net Position	\$19,015,073	\$20,667,884	\$ 22,350,872	\$24,092,309	\$ 25,685,459	7.79%	6.61%
Motor Fuel							
Beginning Balance	\$ 521,982	\$ 664,917	\$ 838,559	\$ 939,287	\$ 357,330	12.01%	-61.96%
Revenue	336,052	344,577	354,087	480,655	561,651	35.74%	16.85%
Expenses	193,117	170,935	253,359	1,062,612	309,750	319.41%	-70.85%
Add to/(Use of) Fund Balance	142,935	173,642	100,728	(581,957)	251,901		
Ending Restricted Fund Balance	\$ 664,917	\$ 838,559	\$ 939,287	\$ 357,330	\$ 609,231	-61.96%	70.50%
Hotel							
Beginning Balance	\$ 680,480	\$ 898,392	\$ 1,212,688	\$ 1,511,198	\$ 1,060,495	24.62%	-29.82%
Revenue	923,303	911,701	873,446	826,380	808,300	-5.39%	-2.19%
Expenses	705,391	597,405	574,936	603,296	830,907	4.93%	37.73%
Add to/(Use of) Fund Balance	217,912	314,296	298,510	223,084	(22,607)		
Total Fund Balance	898,392	1,212,688	1,511,198	1,734,282	1,711,675	14.76%	-1.30%
Non-spendable Fund Balance				673,787	875,462		29.93%
Ending Committed Fund Balance	\$ 898,392	\$ 1,212,688	\$ 1,511,198	\$ 1,060,495	\$ 836,213	-29.82%	-21.15%
Water/Sewer							
Beginning Unrestricted Position	\$ 8,492,009	\$ 6,814,294	\$ 4,881,001	\$ 3,980,197	\$ 2,602,789	-18.46%	-34.61%
Revenue	3,437,592	3,857,987	3,857,106	3,761,380	3,646,573	-2.48%	-3.05%
Expenses	4,547,179	4,060,572	4,424,640	4,940,788	5,151,775	11.67%	4.27%
Add to/(Use) of Net Assets	(1,109,587)	(202,585)	(567,534)	(1,179,408)	(1,505,202)		
Total Net Position	22,369,763	22,048,855	21,481,321	20,301,913	18,796,711	-5.49%	-7.41%
Non-spendable				198,000	198,000		
Investment in Capital Assets	15,555,469	17,167,854	17,501,124	17,501,124	17,501,124	0.00%	0.00%
Ending Unrestricted Net Assets	\$ 6,814,294	\$ 4,881,001	\$ 3,980,197	\$ 2,602,789	\$ 1,097,587	-34.61%	-57.83%

- (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 2021 Snapshot

	Actual 2017	Actual 2018	Actual 2019	Projected 2020	Budget 2021	% Change '19 Actual to Projected '20	% Change Projected '20 to Budget '21
Special Projects Fund							
Beginning Balance	\$ 3,997,086	\$ -		\$ -	\$ -	0.00%	0.00%
Revenue	159,507	-		-	-	0.00%	0.00%
Expenses	4,156,593	-		-	-	0.00%	0.00%
Add to/(Use of) Fund Balance	(3,997,086)	-	-	-	-		
Ending Assigned Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	0.00%

(1)

Seized Assets

Beginning Balance	\$ 133,866	\$ 182,102	\$ 192,952	\$ 207,599	\$ 215,540	7.59%	3.83%
Revenue	57,520	19,447	23,806	18,514	13,100	-22.23%	-29.24%
Expenses	9,284	8,597	9,159	10,573	12,360	15.44%	16.90%
Add to/(Use of) Fund Balance	48,236	10,850	14,647	7,941	740		
Ending Restricted Fund Balance	\$ 182,102	\$ 192,952	\$ 207,599	\$ 215,540	\$ 216,280	3.83%	0.34%

TIF 3

Beginning Balance	\$ (1,354,135)	\$ (1,449,920)	\$ (3,338,328)	\$ (3,503,991)	\$ (3,604,250)	4.96%	2.86%
Revenue	4,737	14,332	52,960	99,226	157,727	87.36%	58.96%
Expenses	100,522	34,449	218,623	199,485	421,975	-8.75%	111.53%
Add to/(Use of) Fund Balance	(95,785)	(20,117)	(165,663)	(100,259)	(264,248)		
Ending Unassigned Fund Balance	\$ (1,449,920)	\$ (3,338,328)	\$ (3,503,991)	\$ (3,604,250)	\$ (3,868,498)	2.86%	7.33%

(2)

TIF 4

Beginning Balance	\$ -	\$ (152,674)	\$ (408,105)	\$ (945,141)	\$ (1,854,893)	131.59%	96.26%
Revenue	-	55,212	108,306	116,210	200,000	7.30%	72.10%
Expenses	152,674	310,643	645,342	1,025,962	493,675	58.98%	-51.88%
Add to/(Use of) Fund Balance	(152,674)	(255,431)	(537,036)	(909,752)	(293,675)		
Ending Unassigned Fund Balance	\$ (152,674)	\$ (408,105)	\$ (945,141)	\$ (1,854,893)	\$ (2,148,568)	354.51%	15.83%

SUMMARY

All Funds Beginning Balances	\$ 38,162,797	\$ 34,459,335	\$ 34,508,282	\$ 30,424,985	\$ 28,623,527	-11.85%	-5.92%
Revenue	20,693,300	21,072,548	21,621,647	22,912,285	21,866,205	5.97%	-4.57%
Expenses	23,812,389	19,704,590	21,219,253	24,101,911	24,704,795	13.59%	2.50%
Add to/(Use of) Fund Balance	(3,119,089)	1,367,958	402,394	(1,189,626)	(2,838,590)		

Ending Balances

Non-spendable	2,319,140	39,152	4,516,407	5,526,418	6,286,016	22.36%	13.74%
Assigned	5,392,298	5,262,477	5,579,065	5,141,148	4,262,191	-7.85%	-17.10%
Restricted	847,019	1,031,511	1,146,886	572,870	825,511	-50.05%	44.10%
Committed	898,392	1,212,688	1,511,198	1,060,495	836,213	-29.82%	-21.15%
Unassigned	5,637,051	5,597,513	(323,275)	(1,424,305)	(1,290,314)	340.59%	-9.41%
Enterprise Unrestricted	6,814,294	4,881,001	3,980,197	2,602,789	1,097,587	-34.61%	-57.83%
Enterprise Capital Assets	15,555,469	17,167,854	17,501,124	17,501,124	17,501,124	0.00%	0.00%
Police Pension Net Position	19,015,073	20,667,884	22,350,872	24,092,309	25,685,459	7.79%	6.61%
Net Ending Fund Balances	\$ 56,478,736	\$ 55,860,080	\$ 56,262,474	\$ 55,072,848	\$ 55,203,787	-1.41%	0.24%

CITY OF WARRENVILLE, ILLINOIS

Transfer Matrix
FY 2021

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	222,000	300,000					522,000
	Water & Sewer	20	40,140						40,140
	Seized Assets	60	8,160						8,160
SubTotals			270,300	337,000	-	-	-	-	\$ 607,300

EXPLANATION CHART

FUND NAME FUND #			TO						
FROM	General	01	CMRP	02	\$ 37,000	Capital subsidy			
	Hotel Tax	14	General	01	\$ 22,000	Staff time costs incurred during special events funded through Hotel Tax grants .			
	Hotel Tax	14	General	01	\$ 200,000	Funding subsidy			
	Hotel Tax	14	CMRP	02	\$ 300,000	Capital subsidy			
	Water & Sewer	20	General	01	\$ 40,140	For Administrative Charges.			
	Seized Assets	60	General	01	\$ 8,160	To Cover Allowable Enforcement Activity expenditures			



GENERAL

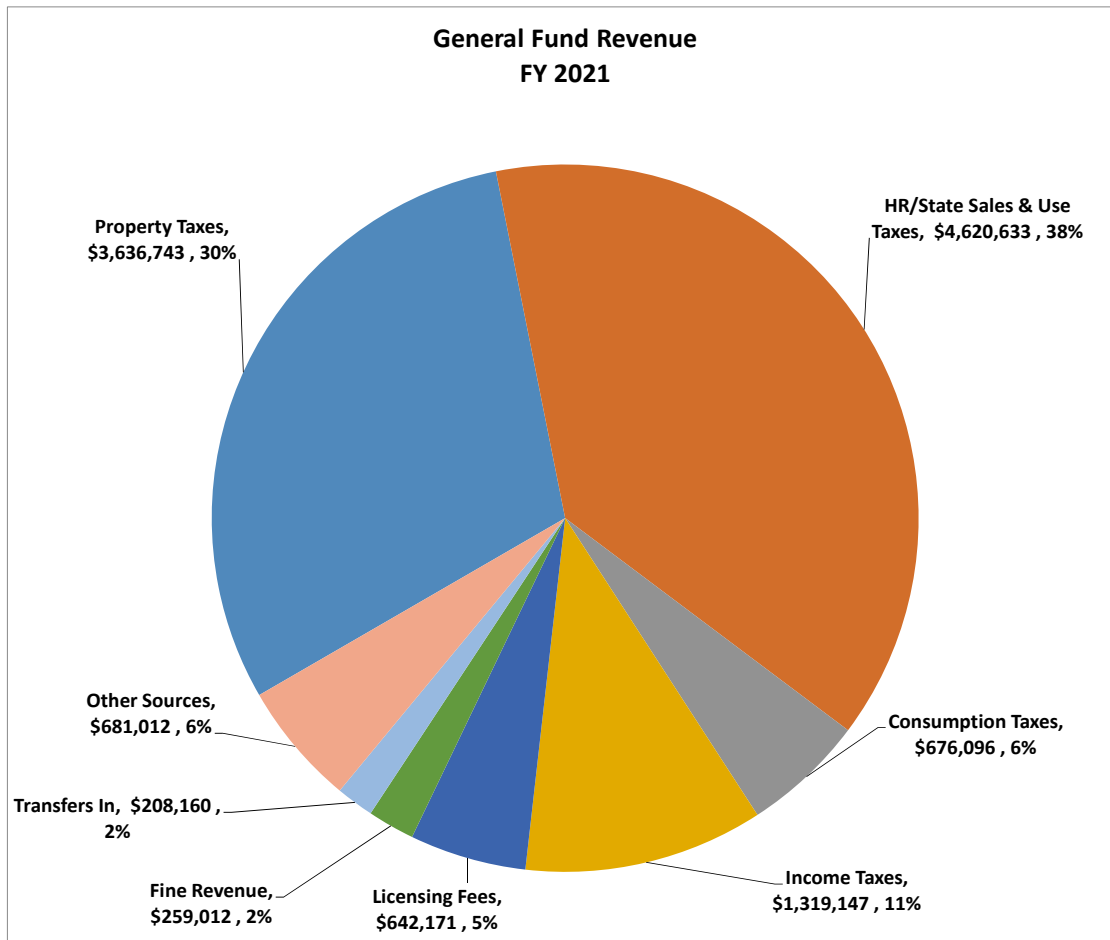
FUND 01

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

	2020 Budget	2020 Projected	2021 Budget
Revenue	\$11,684,631	\$13,041,716	\$12,042,974
Expenditures	\$15,008,952	\$13,392,690	\$14,214,916
Surplus/(Deficit)	(\$3,324,321)	(\$350,974)	(\$2,171,942)



Revenue Sources

General Fund revenue for FY 2021 is projected at \$12,042,974, a decrease of approximately 7.6% from the FY 2020 projected total revenue of \$13,041,716.

Property Tax revenue for FY 2021 is projected at \$3,636,743, an increase of an approximately 3.8% over the projected FY 2020 total of \$3,503,016. 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 2019 property tax levy, which will be collected during FY 2021.

State Shared Sales Tax revenue for FY 2020, is projected to total \$2,171,430, an increase of 2% from the FY 2019 total actual revenue of \$2,128,301. FY 2021 revenue from this source is projected to also increase by an additional 2%, to a fiscal year total of \$2,214,859, this revenue source makes up approximately 18.6% of all General Fund revenue.

Home Rule Sales Tax revenue for FY 2020 is projected to total \$1,794,706, an increase of 8.5% over the FY 2019 total actual revenue of \$1,652,599. FY 2021 revenue from this source is projected to increase 4.5%, with a projected fiscal year total of \$1,875,468, which is approximately 15.7% of all General Fund revenue.

Use Tax revenue, which is distributed by the State on a per capita basis, is projected at \$33.65 per capita for a fiscal year total of \$442,161 for FY 2020. FY 2021 use tax revenue is projected at \$35.50 per capita for a fiscal year total of \$466,470, representing an increase of 5.4% over the FY 2020 projected figure. The figures included in this budget are calculated taken from estimates provided by the Illinois Municipal League in February 2020.

Food and Beverage Tax revenue for FY 2020 is projected to total \$676,096, an increase of 1.8% over the FY 2019 fiscal year figure of \$664,142. For FY 2021, this source is projected to remain flat. During the course of the fiscal year, there was a maximum of 55 remitters at one point. However, by the end of the fiscal year, it is anticipated that there will be 51 remitters of this local tax. At least one additional restaurant is anticipated to open in the coming year, but potential revenue from that source has not been factored in at this point due to the uncertainty of the actual opening date of that restaurant. Food and Beverage Tax provides approximately 5.8% of all budgeted General Fund revenue for FY 2021.

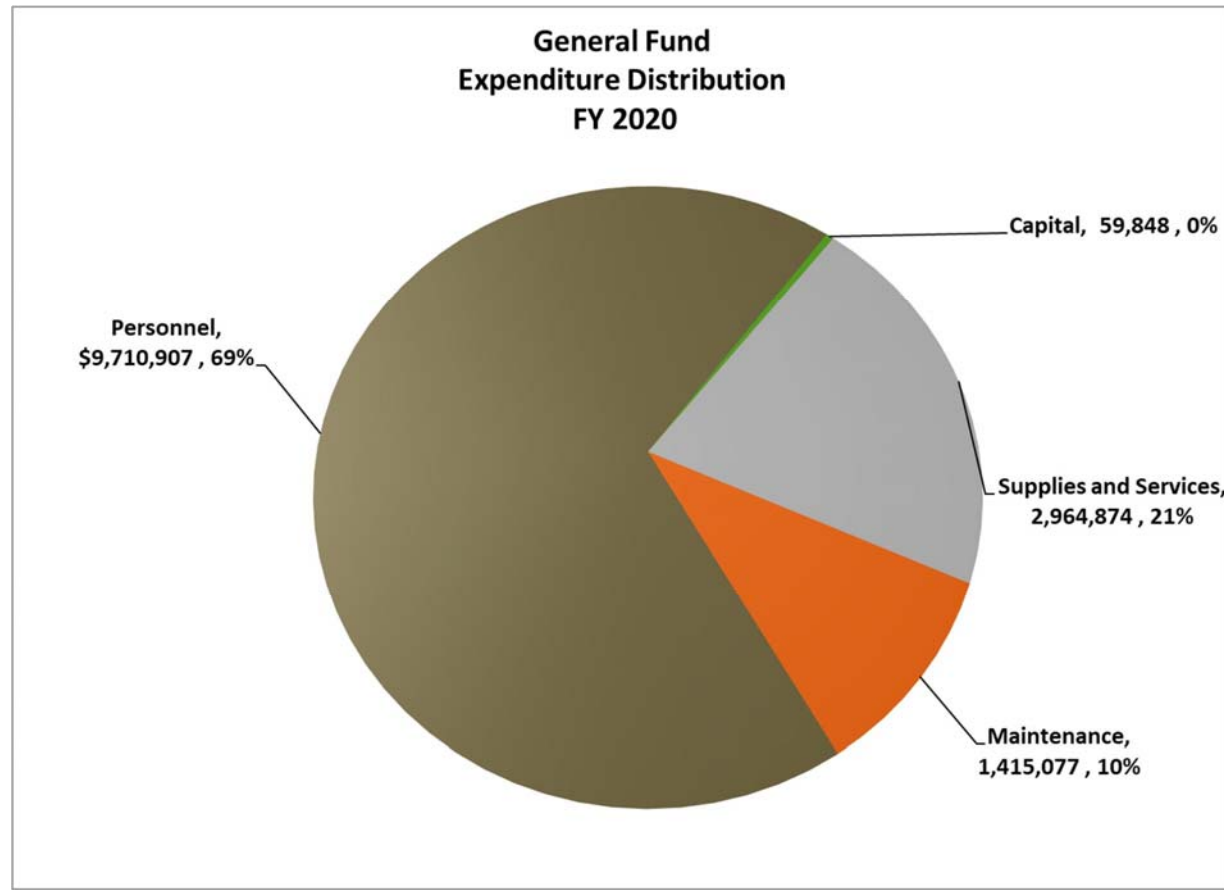
State-Shared Income Tax, also known as the Local Government Distributive Fund (LGDF), is distributed on a per capita basis and is projected to total \$1,409,265 for FY 2021. This figure represents a budgetary increase over the FY 2019 actual figure of \$46,862, or \$3.56 additional per capita. The Illinois Municipal League (IML) projected this revenue to decrease to a per capita figure of \$105.00 for FY 2020, which would have provided total revenue of \$1,379,700. However, following the Governor's State FY 2021 Budget proposal in mid-February 2020, in which the LGDF distributions would be cut by an additional five –percent of the base, if a proposed graduated State income tax structure did not receive voter approval, the per-capita figure has been revised to \$99.47, which would affect ten of the twelve months of the fiscal year, making the revised FY 2021 revenue from this State shared revenue source a projected total of \$1,319,147.

Building permit related (building, electrical, and plumbing permits, as well as stormwater management fees, etc.) revenue for FY 2020, is projected to exceed budget by 56%, with total projected combined revenue of \$1,941,964, compared to a combined budget figure of \$1,086,026. This increase in building-related revenue is the result of permits for the residential redevelopment projects, which are adding single-family homes, townhomes, and multiunit higher-end apartment developments in various areas of the community.

Finally, beginning with FY 2021, a transfer-in of \$200,000 will be made from the Hotel Tax Fund to provide additional funding support for the General Fund. This transfer will be considered going forward during the annual budget process, to determine if the transfer will be needed during the fiscal year in question

Expenditures

The 2021 Budget projects total General Fund expenditures of \$14,214,916, representing an increase of \$822,226, or approximately 6% over the total FY 2020 projected year-end expenditures of \$13,392,690.



Personnel costs have historically made up approximately 75% of total General Fund expenditures. For FY 2021, that percentage is approximately 69%. The FY 2021 Budget includes one new full-time staff position has been proposed with the addition a Building Inspector/Code Enforcement Officer in the Community Development Department, as well as one part-time temporary Engineering Stormwater Intern. The Police Department also has requested a part-time position for an Emergency Management Agency (EMA) Coordinator, following the prior effort to have those duties handled by existing Police Department staff, which did not work out as planned. Proposed General Fund personnel expenditures total \$9,960,907. Also in this category of expenditures are additional City transfers to the Police Pension Fund, over and above the actuarially determined pension levy contribution amount. By the conclusion of FY 2020, the City will have made

cumulative additional Police Pension Fund contributions of just over \$2,044,000, and by the end of FY 2021, that total would reach \$2,294,475, since 2012.

Supplies and Services expenditures make up 21% of all proposed FY 2021 General Fund expenditures at a total budgeted cost of \$2,960,874. This expenditure category includes the cost of legal services, general liability insurance and workers compensation premiums, engineering services, contractual temporary staffing during the implementation of a new enterprise resource planning (ERP) system, as well as the cost of the ERP implementation.

Maintenance expenditures, totaling \$1,415,077, make up another 10% of all budgeted General Fund expenditures for FY 2021. This category of expenditures includes: building maintenance, equipment and vehicle maintenance, information technology (IT) systems, and computer and systems maintenance.

Capital expenditures total \$124,058, and make up about 1% of all budgeted expenditures for FY 2021. These expenditures are made up of various smaller equipment purchases across a number of departments including: small desktop scanner(s) and credit card acceptance terminal replacements for use with the new ERP, handheld and in-car radar units, pole mounted speed display units with traffic analyst and first aid kits, even traffic counters and personal protection equipment (PPE) kits in the Police Department, and small equipment and traffic barricades in Public Works.

Fund Balance

The following paragraphs 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 expenditure coverage. The non-spendable balance was comprised of \$2,200,000 in land-held for resale and \$119,323 in prepaid expenditures.

At the end of FY 2017, the total fund balance reached \$13,703,577, consisting of non-spendable balances totaling \$2,319,140 (land held for re-sale and prepaid and expenses) and an unassigned fund balance was \$7,239,645, or 68% annual expenditure coverage. 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, assigned fund balance of \$4,144,792, and an unassigned fund balance of \$9,343,946, or 82% expenditure coverage. However, it is important to note here, that in retrospect, this breakdown did not provide a clear enough picture of the long-term nature of interfund loans made to the two TIF districts, which will be addressed in the next section.

At the end of FY 2019, the total fund balance was \$12,462,222, and was made up of non-spendable balances totaling \$4,516,407. This non-spendable component included \$88,9710 in pre-paid

expenses and \$4,427,497 in interfund advances to other funds, in this case the two TIF districts, in the form of interfund advances (loans). The inclusion of these interfund loans in the non-spendable fund balance was an accounting change, put in place to more formally recognize the longer-term nature of the General Fund loans to the two TIF districts, thereby making that part of the fund balance unavailable for expending on other City projects. This accounting change was not in place until completion of the FY 2019 annual audit in mid FY 2020, and was not reflected in the FY 2020 Budget document. The final component is the “assigned” fund balance, or that part of fund balance designated by the intent to utilize it for one-time projects and expenditures. This portion of fund balance ended the year at a total of \$3,819,958.

By the end of FY 2020, the total fund balance is projected at \$11,111,248, with non-spendable balances projected at \$4,739,631, which includes fiscal year-end projected advances (loans) to TIF #3 and TIF #4 totaling \$4,650,721. The Assigned fund balance at the end of FY 2020 would total \$3,421,779, following the assignment of \$398,179 in fiscal year one-time project expenses against this balance. The projected fiscal year-end Unassigned balance would be \$3,949,838, or 29% expenditure coverage, 4% above the minimum required coverage of 25% (i.e. the General Fund balance reserves).

By the end of FY 2021, the total fund balance is projected to be \$9,939,306,306, with non-spendable balances projected at \$5,389,754, which includes the cumulative fiscal year-end projected advances (loans) to TIF #3 and TIF #4 totaling \$5,300,844. That portion of the total fund balance designated as Assigned fund balance in previous years, will be re-designated as Unassigned Fund Balance, at the end of FY 2021. That Assigned Balance figure is estimated at a year-end total of \$2,989,529, following the assignment of \$432,250 in fiscal year one-time project expenses against this balance. The fiscal year-end Unassigned balance would be \$4,549,552, or 32% expenditure coverage, 7% in excess of the minimum required coverage of 25%. This re-designation is the result of City staff recommendations to the City Council to address fund balance issues. Lower than anticipated General Fund balance reserves will continue to be an issue for the General Fund until the two City TIF districts generate sufficient incremental property tax revenue to begin repaying the large advances (loans) back to the General Fund. Based upon current projections will begin in FY 2023.

CITY OF WARRENVILLE, ILLINOIS

General Fund Activity

FY 2021

Projected Beginning Unassigned Fund Balance	\$ 3,949,838
Revenues	
Property Taxes	\$ 3,636,743
Sales and Use Taxes	4,620,633
Amusement Taxes	-
Consumption Taxes	676,096
Income Taxes	1,319,147
Hotel-Motel Taxes	-
Motor Fuel Taxes	-
Connection Fees	-
Administrative Charges	40,940
Consumption Fees	-
Franchise Fees	210,246
Licensing Fees	642,171
Interest Income	150,000
Financing Proceeds	-
Misc. Revenues	169,733
Grant Revenue	51,470
Rental Income	36,623
Reimbursement Revenues	22,000
Fine Revenue	259,012
Transfers In	208,160
Total FY 2021 Revenue	\$ 12,042,974
Expenses/Expenditures	
Personnel	\$ 9,710,907
Capital	124,058
Supplies and Services	2,964,874
Maintenance	1,415,077
Total FY 2021 Expenses/Expenditures	\$ 14,214,916
Total Variance - Add to/(Use of) Fund Balance	\$ (2,171,942)
Breakdown:	
Add to/(Use of) Assigned Fund Balance	\$ (432,250)
Add to/(Use of) Unassigned Fund Balance *	\$ 1,249,837
<i>Includes redesignation of \$2,989,529 in Assigned Fund Balance for FY 21</i>	
(Increase)/Decrease Unspendable Balance	\$ (650,123)
Projected Ending Unassigned Fund Balance	\$ 4,549,552
Percent Change	15.18%

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected 2020	Budget 2021	20-21 Growth
01-00-30100	Revenue	PROPERTY TAX - GENERAL CORP	1,309,365	1,303,029	1,339,667	1,295,120	1,284,778	1,307,187	1.74%
01-00-30102	Revenue	PROPERTY TAX-POLICE PROTECTION	353,722	352,143	362,182	370,947	367,794	374,209	1.74%
01-00-30103	Revenue	PROPERTY TAXES-SOCIAL SECURITY	272,227	271,012	278,738	285,948	283,477	288,421	1.74%
01-00-30105	Revenue	PROPERTY TX - POLICE PENSION	823,895	882,334	861,844	982,640	949,065	1,038,677	9.44%
01-00-30106	Revenue	PROPERTY TAX - IMRF	180,329	179,277	184,134	189,158	187,650	190,923	1.74%
01-00-30108	Revenue	PROPERTY TAX- AUDIT	15,605	15,782	16,486	17,196	17,014	17,310	1.74%
01-00-30110	Revenue	PROP TAX - NON CURRENT	4	281	1,139	-	-	-	-
01-00-30111	Revenue	PROPERTY TAX - TORT & LIAB	93,880	93,461	96,379	98,755	97,828	99,534	1.74%
01-00-30114	Revenue	PROPERTY TAX-WORKERS COMP	60,192	59,924	61,632	63,380	62,800	63,895	1.74%
01-00-30116	Revenue	PROPERTY TAX - CROSSING GUARDS	36,413	36,497	37,791	38,814	38,531	39,203	1.74%
01-00-30162	Revenue	PROPERTY TAX - ROAD & BRIDGE	155,311	154,864	159,279	163,610	162,130	164,958	1.74%
01-00-30163	Revenue	PROP TX - TWSHP RD & BR	48,047	55,551	55,975	51,604	51,949	52,426	0.92%
01-00-30164	Revenue	PROP TX - NON CRRNT / RD & BR	-	7	4	1	-	-	-
01-00-30200	Revenue	PERSONAL PROPERTY RPLCMNT TAX	39,110	31,878	32,901	38,169	39,481	40,310	2.10%
01-00-30262	Revenue	PPRT - TWSHP RD & BR	8,575	6,580	5,855	8,723	8,800	8,985	2.10%
01-00-30700	Revenue	SALES TAX	2,271,249	2,287,992	2,128,301	2,181,940	2,171,430	2,214,859	2.00%
01-00-30701	Revenue	HOME RULE SALES TAX	1,750,424	1,814,647	1,652,599	1,661,911	1,794,706	1,875,468	4.50%
01-00-30702	Revenue	SALES USE TAX	323,412	347,483	406,513	430,335	442,161	466,470	5.50%
01-00-30704	Revenue	AMUSEMENT TAX	107,432	-	-	-	-	-	-
01-00-30706	Revenue	SIMPLIFIED TELECOMM TAX	-	-	-	-	-	-	-
01-00-30708	Revenue	FOOD & BEVERAGE TAX	636,359	687,110	664,142	666,999	676,096	676,096	0.00%
01-00-30709	Revenue	AUTOMOBILE RENTAL TAX	8,373	8,821	10,653	11,264	14,469	14,541	0.50%
01-00-30900	Revenue	STATE INCOME TAX	1,242,056	1,371,776	1,359,403	1,294,290	1,409,265	1,319,147	-6.39%
01-00-32000	Revenue	ACORN VAN PASS	4,380	5,100	3,900	3,728	1,300	-	-100.00%
01-00-32100	Revenue	LIQUOR LICENSE	48,110	58,500	64,885	49,200	59,285	50,835	-14.25%
01-00-32200	Revenue	BUSINESS LICENSES	4,590	4,915	4,730	4,500	4,745	4,745	0.00%
01-00-32400	Revenue	REFUSE COLLECTION LICENSES	5,250	6,000	4,500	4,500	4,500	4,500	0.00%
01-00-32600	Revenue	DOG LICENSES	1,027	977	920	1,148	949	949	0.00%
01-00-32700	Revenue	OTHER BUSINESS LICENSES	24,440	22,745	22,925	24,423	22,350	22,350	0.00%
01-00-32900	Revenue	BUILDING PERMIT FEES	170,945	133,615	116,366	372,483	998,296	215,048	-78.46%
01-00-32901	Revenue	ELECTRIC PERMIT FEES	19,774	14,647	9,142	51,509	71,925	22,709	-68.43%
01-00-32902	Revenue	PLUMBING PERMIT FEES	13,752	11,106	6,548	26,771	100,266	20,405	-79.65%
01-00-32903	Revenue	BUILDING PLAN REVIEW FEES	28,523	12,817	4,785	236,888	326,439	131,435	-59.74%
01-00-32904	Revenue	TRAFFIC IMPACT FEE CREDITS	-	14,379	6,813	-	-	-	-
01-00-33100	Revenue	OTHER PERMITS	16,751	19,223	21,986	15,422	53,110	16,814	-68.34%
01-00-34200	Revenue	OVERWEIGHT PERMIT FEE	6,290	5,715	4,055	6,756	7,280	7,280	0.00%
01-00-34300	Revenue	CIRCUIT CLERK FINES	167,190	167,576	185,345	170,964	134,312	135,655	1.00%
01-00-34500	Revenue	PARKING VIOLATIONS	27,304	24,876	106,816	101,030	45,140	45,591	1.00%
01-00-34550	Revenue	POLICE-MV COMPLIANCE FINE	-	3,995	55,825	61,618	24,918	25,167	1.00%
01-00-34700	Revenue	OTHER FINES	1,567	2,955	2,512	3,262	1,890	1,909	1.01%
01-00-34800	Revenue	ADMINISTRATIVE TOWING FEES	40,660	48,720	43,180	48,217	46,000	46,460	1.00%
01-00-34850	Revenue	BOOKING FEES	5,930	4,940	5,120	7,239	3,990	4,030	1.00%

General Fund Line Items
Fiscal Year 2021

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected 2020	Budget 2021	20-21 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	200	700	3,400	840	840	800	-4.76%
01-00-35603	Revenue	SALARY REIMB-HTL/MTL TAX GRANTS	11,682	14,198	20,065	13,033	16,498	22,000	33.35%
01-00-35605	Revenue	SALARY REIMB - INTERGOVERNMENTAL	1,460	163	-	-	-	-	-
01-00-36000	Revenue	PRINTING CHARGES	1,797	2,483	3,465	2,500	3,200	3,200	0.00%
01-00-36400	Revenue	RE-INSPECTION FEES	280	210	210	500	500	500	0.00%
01-00-36500	Revenue	ANNEXATION FEES	-	1,500	-	500	500	500	0.00%
01-00-36600	Revenue	SENIOR TAXI COUPONS	15	353	-	-	-	-	-
01-00-36602	Revenue	SITE PLAN REVIEW FEES	10,800	84,960	66,004	2,080	16,640	20,640	24.04%
01-00-36700	Revenue	ENGR RVW & INSPCTN FEES	13,297	41,145	205,167	58,500	240,993	29,500	-87.76%
01-00-36800	Revenue	PUBLIC HEARING FEES	6,388	9,931	9,360	8,160	3,841	3,841	0.00%
01-00-36850	Revenue	RECORDING FEES	971	(460)	(369)	450	6,241	9,120	46.13%
01-00-36900	Revenue	STORMWATER MANAGEMENT FEES	25,700	73,442	134,240	56,000	101,588	48,875	-51.89%
01-00-37000	Revenue	PRELIMINARY CONSULTATIVE FEES	4,050	21,565	8,500	10,000	4,000	11,000	175.00%
01-00-37400	Revenue	NEW ELEVATOR REVIEW & INSPECT	14,457	12,642	14,504	15,000	15,000	15,300	2.00%
01-00-37440	Revenue	VACANT BUILDING REGISTRATION	2,975	1,350	1,675	1,000	800	800	0.00%
01-00-37445	Revenue	CODE ENFORCEMENT ADJUDICATION	345	3,200	750	675	1,825	1,825	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	20,099	22,850	23,764	24,634	24,634	25,619	4.00%
01-00-37700	Revenue	INTEREST INCOME	(571)	(28,848)	259,263	5,957	194,041	150,000	-22.70%
01-00-38000	Revenue	CABLE FRANCHISE FEES	210,394	214,504	213,906	210,150	208,164	210,246	1.00%
01-00-38600	Revenue	TRANSFERS IN	16,429	-	-	-	-	200,000	-
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)	27,441	23,808	141,184	10,000	18,117	50,150	-176.81%
01-00-39311	Revenue	STATE GRANT-TOBACCO COMPLIANCE	2,640	-	1,210	1,320	1,320	1,320	0.00%
01-00-39600	Revenue	PENALTY INCOME	345	180	100	325	100	100	0.00%
01-00-39900	Revenue	MISCELLANEOUS INCOME	50,919	53,835	78,835	30,000	44,663	45,000	0.75%
01-00-39920	Revenue	SALE SURPLUS PROPERTY-M & MGR	729	12,156	106	6,117	1,410	1,000	-29.08%
01-00-39930	Revenue	REIMBURSEMENT - INS/WC/LIAB	60,581	49,194	14,869	32,841	33,266	42,000	26.26%
01-00-39935	Revenue	FALSE ALARM CALLS	8,800	5,300	17,000	8,020	100	100	0.00%
01-00-39940	Revenue	FINGERPRINTING	3,720	3,165	2,600	4,474	2,400	3,550	47.92%
01-00-39951	Revenue	SPECIAL POLICE DETAILS	-	-	1,000	-	-	-	-
01-00-39954	Revenue	REFUSE STICKERS	90,859	70,470	65,145	81,789	75,612	78,183	3.40%
Totals			10,968,569	11,276,550	11,731,227	11,684,631	13,041,716	12,042,974	-7.66%

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected 2020	Budget 2021	20-21 Growth
01-40-40000	Elected Officials	SALARIES-MAYOR & COUNCIL	64,800	65,000	74,800	75,400	75,200	74,800	-0.53%
01-40-40100	Elected Officials	FICA EXPENSE	3,994	4,030	4,638	4,675	4,662	4,638	-0.51%
01-40-40101	Elected Officials	MEDICARE EXPENSE	934	942	1,085	1,094	1,090	1,085	-0.46%
01-40-43700	Elected Officials	NOTARY FEE			64	75	75	-	-100.00%
01-40-44400	Elected Officials	TRAVEL, TRAINING & MEETINGS	2,598	3,328	4,768	7,760	4,600	7,760	68.70%
01-40-44601	Elected Officials	POSTAGE-NEWSLETTER			13,027	13,905	13,252	14,235	7.42%
01-40-44700	Elected Officials	PRINTING/PUBLISHING			1,119	1,290	1,528	1,730	13.22%
01-40-44701	Elected Officials	PRINTING NEWSLETTER			11,949	12,197	10,850	12,000	10.60%
01-40-45400	Elected Officials	OTHER PROFESSIONAL SERVICES	0	1,489	75	1,550	75	75	0.00%
01-40-46800	Elected Officials	CODIFICATION			5,985	8,000	5,500	6,000	9.09%
01-40-46900	Elected Officials	DUES, SUBSCRIPTIONS & BOOKS	3,352	3,654	4,009	4,206	4,339	4,722	8.83%
01-40-47200	Elected Officials	OTHER SUPPLIES	53	501	619	1,000	1,040	600	-42.31%
01-40-48700	Elected Officials	MISCELLANEOUS EXPENSE	3,825			4,600	34	4,000	11664.71%
01-40-48710	Elected Officials	EMPLOYEE & VOLUNTEER APPRECIATION	3,491	4,191	2,626	5,000	3,912	5,000	27.81%
01-40-48711	Elected Officials	COUNCIL SPONSORSHIPS	1,000	500	500	1,000	500	1,000	100.00%
Totals			84,047	83,635	125,264	141,752	126,657	137,645	8.68%

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected 2020	Budget 2021	20-21 Growth
01-41-40000	Clerk	SALARIES-CITY CLERK	10,000	10,000		Consolidated into Elected Officials		Consolidated into Elected Officials	
01-41-40100	Clerk	FICA EXPENSE	620	620					
01-41-40101	Clerk	MEDICARE EXPENSE	145	145					
01-41-41103	Clerk	MAINTENANCE - SOFTWARE	0						
01-41-43400	Clerk	TELEPHONE							
01-41-43700	Clerk	NOTARY FEE		72					
01-41-44400	Clerk	TRAVEL, TRAINING & MEETINGS	2,609	5,085					
01-41-45400	Clerk	OTHER PROFESSIONAL SERVICES	5,954						
01-41-44601	Clerk	POSTAGE - NEWSLETTER	13,620	13,268		Beginning with FY 2019			
01-41-44700	Clerk	PRINTING/PUBLISHING	1,082	2,482					
01-41-44701	Clerk	PRINTING - NEWSLETTER	18,430	16,665					
01-41-45700	Clerk	TRAINING & SEMINARS							
01-41-46800	Clerk	CODIFICATION	1,869	7,191					
01-41-46900	Clerk	DUES, SUBSCRIPTIONS & BOOKS	480	480					
01-41-49500	Clerk	EQUIPMENT PURCHASE	22,452						
Totals			77,261	56,008	-	-	-	-	

GENERAL FUND LINE ITEMS

Budget 2021	20-21 Growth
200,000	-6.14%
12,000	0.00%
10,000	
25,000	-28.57%
247,000	-5.03%

Budget 2021	20-21 Growth
265,344	5.92%
10,500	69.35%
17,102	10.11%
4,000	10.13%
30,699	23.73%
850	6.25%
16,250	10.50%
65	0.00%
4,625	806.86%
16,700	4.78%
20,634	-87.25%
609	0.00%
270	178.35%
200	0.00%
460	0.00%
4,400	192.55%
83,520	3.57%
476,228	-17.58%

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected 2020
01-43-45100	Legal	LEGAL - CORPORATE	132,548	184,072	186,102	177,900	213,088
01-43-45101	Legal	LEGAL - CITY PROSECUTOR	11,540	10,900	10,780	12,000	12,000
01-43-45102	Legal	LEGAL - LITIGATION	-	-	-	10,000	-
01-43-45103	Legal	LEGAL - LABOR RELATIONS	6,137	18,350	16,605	20,000	35,000
Totals			150,225	213,322	213,487	219,900	260,088

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected 2020
01-45-40000	Finance	SALARIES - FINANCE DEPT	232,736	239,623	256,584	254,217	250,521
01-45-40001	Finance	OVERTIME - FINANCE DEPT	130	228	1,004	10,500	6,200
01-45-40100	Finance	FICA EXPENSE	13,476	13,886	14,494	16,412	15,532
01-45-40101	Finance	MEDICARE EXPENSE	3,152	3,248	3,501	3,838	3,632
01-45-40200	Finance	IMRF EXPENSE	26,743	27,112	26,431	25,369	24,811
01-45-40705	Finance	TELECOMMUNICATION TAX REBATES	917	749	759	925	800
01-45-42950	Finance	CREDIT CARD FEES	15,912	17,885	14,221	18,250	14,706
01-45-43700	Finance	NOTARY FEE	-	58	65	120	65
01-45-44400	Finance	TRAVEL, TRAINING & MEETINGS	4,912	1,640	654	5,225	510
01-45-45200	Finance	AUDIT EXPENSE	16,090	16,501	15,906	18,528	15,938
01-45-45400	Finance	OTHER PROFESSIONAL SERVICES	44,550	41,200	145,515	98,550	161,785
01-45-46900	Finance	DUES, SUBSCRIPTIONS & BOOKS	588	609	609	609	609
01-45-47200	Finance	OTHER SUPPLIES	90	89	346	260	97
01-45-48700	Finance	MISCELLANEOUS EXPENSE	14	1,977	79	200	-
01-45-48703	Finance	GFOA REVIEW FEE	435	435	435	435	460
01-45-49500	Finance	EQUIPMENT PURCHASE	847	78	78	4,000	1,504
01-45-49954	Finance	REFUSE STICKERS	109,421	56,520	77,280	90,720	80,640
Totals			470,013	421,760	557,961	548,158	577,810

General Fund Line Items
Fiscal Year 2021

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected 2020	Budget 2021	20-21 Growth
01-50-40000	Administration	SALARIES - ADMINISTRATION	309,210	297,035	312,157	354,107	335,245	372,802	11.20%
01-50-40001	Administration	OVERTIME - ADMINISTRATION	10,820	8,709	7,048	10,000	7,033	10,000	42.19%
01-50-40100	Administration	FICA EXPENSE	17,494	16,609	17,391	22,575	17,447	23,734	36.03%
01-50-40101	Administration	MEDICARE EXPENSE	4,531	4,341	4,519	5,343	4,768	5,551	16.42%
01-50-40200	Administration	IMRF EXPENSE	36,911	38,723	32,642	34,894	33,070	42,602	28.82%
01-50-40500	Administration	COMMITTEES / COMMISSIONS	8,147	10,492	8,031	13,500	11,750	13,950	18.72%
01-50-44400	Administration	TRAVEL, TRAINING & MEETINGS	21,241	10,774	11,181	16,025	11,893	17,295	45.42%
01-50-45400	Administration	OTHER PROFESSIONAL SERVICES	39,229	47,795	13,179	28,000	-	-	
01-50-45490	Administration	EMPLOYEE ASSISTANCE PROGRAM	1,024	1,024	774	-	-	-	
01-50-45710	Administration	EDUCATION REIMBURSEMENT	-	2,638	2,311	3,000	2,000	3,000	50.00%
01-50-46600	Administration	SENIOR SERVICES	12,700	12,700	15,000	15,300	15,000	60,000	300.00%
01-50-46900	Administration	DUES, SUBSCRIPTIONS & BOOKS	15,407	15,858	15,313	23,205	16,088	18,805	16.89%
01-50-47200	Administration	OTHER SUPPLIES	106	-	-	1,000	1,000	2,000	100.00%
01-50-48700	Administration	MISCELLANEOUS EXPENSE	2,858	8,362	2,745	2,000	2,400	2,400	0.00%
01-50-48706	Administration	FLEX SPENDING FEE	4,730	4,726	5,740	-	-	-	
01-50-49200	Administration	LAND PURCHASE - INTEREST EXPENSE	5,100	-	-	-	-	-	
01-50-49500	Administration	EQUIPMENT PURCHASE	395	11,439	375	895	1,150	6,500	465.22%
Totals			489,903	491,225	448,406	529,844	458,844	578,639	26.11%

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected 2020	Budget 2021	20-21 Growth
01-51-40000	Police	SALARIES - POLICE SWORN	2,931,895	3,099,561	3,182,751	3,403,657	3,232,866	3,446,161	6.60%
01-51-40001	Police	OVERTIME - POLICE	278,065	247,036	257,784	250,000	382,688	325,000	-15.07%
01-51-40004	Police	SALARIES-CROSSING GUARDS	34,660	42,772	43,922	50,692	44,116	47,924	8.63%
01-51-40005	Police	POLICE-NON-SWORN	406,935	423,546	416,083	449,355	446,904	466,901	4.47%
01-51-40006	Police	UNEMPLOYMENT INSURANCE	4,335						
01-51-40100	Police	FICA EXPENSE	210,333	223,713	230,426	257,530	240,597	265,731	10.45%
01-51-40101	Police	MEDICARE EXPENSE	49,872	52,794	54,462	60,229	56,965	62,147	9.10%
01-51-40200	Police	IMRF EXPENSE	47,470	48,811	44,116	44,261	44,764	53,770	20.12%
01-51-40401	Police	CITY CONTR. TO POLICE PENSION	1,073,895	1,132,335	1,111,844	1,222,868	949,470	1,038,677	9.40%
01-51-41100	Police	MAINTENANCE - EQUIPMENT	27,211	23,126	22,903	34,043	22,087	34,043	54.13%
01-51-41110	Police	MAINTENANCE - AUTOS	53,695	50,392	82,369	54,250	35,406	51,720	46.08%
01-51-42700	Police	MAINTENANCE - COMMUNICATIONS	-	11,596	-			-	
01-51-42800	Police	COMMUNICATIONS SERVICES	322,624	344,795	373,356	394,681	396,776	397,475	0.18%
01-51-42900	Police	ANIMAL CONTROL	1,237	1,257	3,412	4,300	4,300	1,500	-65.12%
01-51-43400	Police	TELEPHONE	25,743	28,970	19,416	30,322	23,197	23,197	0.00%
01-51-43700	Police	NOTARY FEE	360	241	241	192	162	162	0.00%
01-51-44300	Police	RENT EXPENSE	1,727	3,751	2,154	5,235	3,408	3,459	1.50%
01-51-44400	Police	TRAVEL, TRAINING & MEETINGS	25,379	31,388	26,669	28,405	28,405	41,720	46.88%
01-51-44700	Police	PRINTING/PUBLISHING	1,850	2,285	2,427	8,000	8,000	8,000	0.00%
01-51-44850	Police	ADMINISTRATIVE TOWING EXPENSE	3,245	3,647	4,565	6,000	6,000	6,000	0.00%
01-51-45400	Police	OTHER PROFESSIONAL SERVICES	11,740	14,311	35,387	27,865	27,865	24,165	-13.28%
01-51-45402	Police	PROFESSIONAL ADJUDICATION SVCS	2,620	3,152	3,253	3,200	3,200	3,200	0.00%
01-51-45710	Police	EDUCATION REIMBURSEMENT	-	8,574	12,231	6,000	6,000	8,280	38.00%
01-51-46900	Police	DUES, SUBSCRIPTIONS & BOOKS	29,533	27,531	41,869	56,253	56,523	72,523	28.31%
01-51-47200	Police	OTHER SUPPLIES	8,590	8,518	5,995	16,900	16,900	17,500	3.55%
01-51-47210	Police	AMMUNITION & SUPPLIES	11,743	12,345	32,295	10,280	10,280	8,880	-13.62%
01-51-47300	Police	UNIFORMS	41,857	29,349	29,879	45,685	45,685	58,631	28.34%
01-51-47304	Police	UNIFORMS-CROSSING GUARDS	-	850	442	150	150	500	233.33%
01-51-47600	Police	GAS/OIL EXPENSE	57,509	62,544	58,481	63,634	63,634	61,405	-3.50%
01-51-48401	Police	COLLECTION AGENCY FEES	-	-		375	-	375	
01-51-48700	Police	MISCELLANEOUS EXPENSE	253	927	339	2,000	500	1,000	100.00%
01-51-48701	Police	INVESTIGATIONS	962	1,018	915	1,000	1,000	1,500	50.00%
01-51-48702	Police	PUBLIC RELATIONS	4,792	5,562	7,100	10,875	10,875	10,125	-6.90%
01-51-49500	Police	EQUIPMENT PURCHASE	256	60,466	58,013	4,002	4,002	24,948	523.39%
01-51-49503	Police	EQUIPMENT-MAINTENANCE SUPRV	2,453	3,357	5,117	3,000	2,000	2,000	0.00%
Totals			5,672,839	6,010,520	6,170,216	6,555,239	6,174,725	6,568,619	6.38%

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected 2020	Budget 2021	20-21 Growth
01-52-40000	Streets	SALARIES - STREETS	498,359	546,582	563,822	579,587	571,729	671,484	17.45%
01-52-40001	Streets	OVERTIME - STREETS	79,199	100,767	114,679	90,000	71,876	90,000	25.22%
01-52-40100	Streets	FICA EXPENSE	33,962	38,420	40,229	41,514	40,523	47,212	16.51%
01-52-40101	Streets	MEDICARE EXPENSE	7,943	8,986	9,409	9,709	9,477	11,042	16.51%
01-52-40200	Streets	IMRF EXPENSE	66,040	73,128	68,961	64,169	57,528	84,746	47.31%
01-52-41100	Streets	MAINTENANCE - EQUIPMENT	48,017	73,184	67,046	62,000	80,000	70,000	-12.50%
01-52-41200	Streets	MAINTENANCE - STREETS	21,773	79,357	360,650	507,500	412,809	196,062	-52.51%
01-52-41300	Streets	MAINTENANCE - GROUNDS	18,621	7,102	11,858	62,000	15,104	157,100	940.12%
01-52-41315	Streets	MAINTENANCE-TREES	30,760	17,185	22,670	25,000	18,000	25,000	38.89%
01-52-41316	Streets	MAINTENANCE - STREAMS	-	-	-	4,000	-	4,000	0.00%
01-52-42600	Streets	GARBAGE REMOVAL	1,431	1,578	1,717	1,500	1,500	1,500	0.00%
01-52-43800	Streets	UTILITIES	23,216	24,271	26,213	25,000	21,947	23,703	8.00%
01-52-44000	Streets	MAINTENANCE - STREET LIGHTS	47,441	24,682	36,342	50,000	45,000	50,000	11.11%
01-52-44300	Streets	RENT EXPENSE	2,777	2,800	4,651	5,100	5,300	7,750	46.23%
01-52-44400	Streets	TRAVEL, TRAINING & MEETINGS	2,624	5,689	5,164	12,450	9,000	8,600	-4.44%
01-52-45300	Streets	ENGINEERING		111,123	147,141	339,440	162,215	148,200	-8.64%
01-52-45400	Streets	OTHER PROFESSIONAL SERVICES	66,929	95,824	71,634	155,450	121,473	1,000	-99.18%
01-52-45401	Streets	J.U.L.I.E.	1,849	2,617	3,019	6,200	4,200	6,200	47.62%
01-52-46900	Streets	DUES, SUBSCRIPTIONS & BOOKS	259	475	494	600	700	610	-12.86%
01-52-47200	Streets	OTHER SUPPLIES	1,676	1,873	2,819	1,725	1,725	1,725	0.00%
01-52-47220	Streets	SMALL TOOLS	1,219	1,868	2,018	2,000	2,000	3,000	50.00%
01-52-47300	Streets	UNIFORMS	4,674	3,600	4,834	5,500	5,000	6,400	28.00%
01-52-47600	Streets	GAS/OIL EXPENSE	21,572	27,863	26,613	27,500	24,641	26,612	8.00%
01-52-48700	Streets	MISCELLANEOUS EXPENSE	5,749	30,375	26,277	99,000	99,000	143,000	44.44%
01-52-49500	Streets	EQUIPMENT PURCHASE	10,465	14,416	12,583	5,000	5,000	9,000	80.00%
01-52-49503	Streets	EQUIPMENT-MAINTENANCE SUPVR	1,714	4,239	7,030	2,000	1,200	20,000	1566.67%
Totals			998,269	1,298,004	1,637,873	2,183,944	1,786,947	1,813,946	1.51%

General Fund Line Items
Fiscal Year 2021

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected 2020	Budget 2021	20-21 Growth
01-53-40000	Community Dev	SALARIES - COMMUNITY DVLPMT	625,460	626,090	728,245	770,460	709,370	841,928	18.69%
01-53-40001	Community Dev	OVERTIME - COMMUNITY DVLPMT	2,099	1,132	1,745	6,303	1,745	7,500	329.80%
01-53-40003	Community Dev	SALARIES - PLAN COMMISSION	2,059	3,090	2,430	3,500	3,150	2,790	-11.43%
01-53-40100	Community Dev	FICA EXPENSE	36,280	36,902	41,464	48,159	44,284	52,664	18.92%
01-53-40101	Community Dev	MEDICARE EXPENSE	8,843	8,836	10,165	11,263	10,357	12,317	18.92%
01-53-40200	Community Dev	IMRF EXPENSE	67,839	68,792	72,304	69,498	67,028	91,849	37.03%
01-53-41110	Community Dev	MAINTENANCE - AUTOS	200	538	1,822	3,000	2,450	3,000	22.45%
01-53-43700	Community Dev	NOTARY FEE	54	10	59	-	-	-	
01-53-44400	Community Dev	TRAVEL, TRAINING & MEETINGS	8,483	8,665	7,707	33,100	28,250	28,150	-0.35%
01-53-44700	Community Dev	PRINTING / PUBLISHING	1,674	613	401	2,500	2,200	2,500	13.64%
01-53-45210	Community Dev	COMPUTER SOFTWARE	2,940	3,120	-	-	-	-	
01-53-45300	Community Dev	ENGINEERING	14,548	87,912	132,363	125,000	225,000	110,000	-51.11%
01-53-45400	Community Dev	OTHER PROFESSIONAL SERVICES	40,223	7,872	16,813	96,100	73,600	66,600	-9.51%
01-53-45404	Community Dev	BLDG PERMIT REVIEW & INSPECT	12,510	13,320	5,200	21,000	14,500	19,000	31.03%
01-53-45405	Community Dev	ELEVATOR INSPECTIONS	9,914	8,406	9,250	17,500	12,100	10,700	-11.57%
01-53-45406	Community Dev	LANDSCAPE REVIEW & INSPECTIONS	399	1,087	2,465	4,500	4,100	7,000	70.73%
01-53-45701	Community Dev	TRAINING - PLAN COMMISSION	480	-	-	750	700	1,200	71.43%
01-53-45710	Community Dev	EDUCATION REIMBURSEMENT	-	-	-	-	-	12,000	
01-53-45900	Community Dev	STORMWATER MANAGEMENT	(1,500)	-	-	-	-	-	
01-53-46000	Community Dev	PRELIMINARY CONSULT	-	-	-	1,500	1,500	1,500	0.00%
01-53-46900	Community Dev	DUES, SUBSCRIPTIONS & BOOKS	4,552	5,615	1,866	6,410	5,145	8,620	67.54%
01-53-47200	Community Dev	OTHER SUPPLIES	205	83	553	1,000	400	900	125.00%
01-53-47300	Community Dev	UNIFORMS	757	885	106	600	600	600	0.00%
01-53-48700	Community Dev	MISCELLANEOUS EXPENSE	78	2,093	1,491	3,100	2,150	2,150	0.00%
01-53-49200	Community Dev	LAND PURCHASE	5,907	1,393	-	-	-	-	
01-53-49500	Community Dev	EQUIPMENT PURCHASE	2,870	765	6,006	1,000	19,900	6,500	-67.34%
Totals			846,874	887,219	1,042,455	1,226,243	1,228,529	1,289,468	4.96%

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected 2020	Budget 2021	20-21 Growth
01-54-40000	EMA	SALARIES - E.M.A.	6,000	6,000	5,100	2,400	2,400	26,400	1000.00%
01-54-40100	EMA	FICA EXPENSE	372	372	316	149	149	1,637	998.66%
01-54-40101	EMA	MEDICARE EXPENSE	87	87	74	35	35	383	994.29%
01-54-41100	EMA	MAINTENANCE - EQUIPMENT	1,613	756	3,643	1,401	2,025	1,809	-10.67%
01-54-41110	EMA	MAINTENANCE - AUTO	2,154	653	6,218	6,000	400	3,500	775.00%
01-54-42700	EMA	MAINTENANCE - COMMUNICATIONS	-	410	-	1,750	1,750	1,750	0.00%
01-54-43400	EMA	TELEPHONE	1,097	1,112	667	1,350	1,153	1,350	17.09%
01-54-44400	EMA	TRAVEL, TRAINING & MEETINGS	626	232		4,500	4,500	4,500	0.00%
01-54-46900	EMA	DUES, SUBSCRIPTIONS & BOOKS	-	-		100	-	100	
01-54-47200	EMA	OTHER SUPPLIES	420	1,122	487	3,500	946	3,500	269.98%
01-54-47300	EMA	UNIFORMS	1,180	994	-	2,000	2,000	1,500	-25.00%
01-54-47600	EMA	GAS / OIL EXPENSE	444	243	266	1,200	436	750	72.02%
01-54-48700	EMA	MISCELLANEOUS EXPENSE	50	-	-	6,500	6,500	1,500	-76.92%
01-54-49500	EMA	EQUIPMENT PURCHASE	802	3,216	-	8,500	8,500	500	-94.12%
Totals			14,845	15,197	16,771	39,385	30,794	49,179	59.70%

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected 2020	Budget 2021	20-21 Growth
01-55-44400	Police Comm.	TRAVEL, TRAINING & MEETINGS	-	866		2,800	2,800	2,800	0.00%
01-55-44700	Police Comm.	PRINTING / PUBLISHING	348	4,044		-	5,000	-	0.00%
01-55-45100	Police Comm.	LEGAL SERVICES		-		500	500	500	0.00%
01-55-45400	Police Comm.	OTHER PROFESSIONAL SERVICES				-			0.00%
01-55-45800	Police Comm.	TESTING	9,315	13,341	3,449	8,750	8,750	21,050	140.57%
01-55-46900	Police Comm.	DUES, SUBSCRIPTIONS & BOOKS	375	375	375	730	730	730	0.00%
Totals			10,038	18,626	3,824	12,780	17,780	25,080	41.06%

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected 2020	Budget 2021	20-21 Growth
01-60-40000	Muni Van	SALARIES - MUNICIPAL VAN	28,874	29,823	29,748	29,694	19,943	Service Ended April 2020	
01-60-40100	Muni Van	FICA EXPENSE	1,790	1,849	1,844	1,841	1,236		
01-60-40101	Muni Van	MEDICARE EXPENSE	419	432	431	431	290		
01-60-41110	Muni Van	MAINTENANCE - AUTO	333	465	223	400	2,500		
01-60-44300	Muni Van	RENT EXPENSE	8,376	8,221	8,072	8,085	8,820		
01-60-44700	Muni Van	PRINTING/PUBLISHING		-		500			
01-60-47200	Muni Van	OTHER SUPPLIES		-		100			
01-60-47600	Muni Van	GAS/OIL EXPENSE	2,261	2,607	2,157	3,000			
01-60-48700	Muni Van	MISCELLANEOUS EXPENSE		-		35,100	347		
Totals			42,053	43,397	42,475	79,151	33,136		

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected 2020	Budget 2021	20-21 Growth
01-62-40000	Streets R&B	SALARIES-ROAD & BRIDGE	64,555	63,766	68,343	70,540	16,955	Consolidated into Streets Above (01-52-)	
01-62-40001	Streets R&B	OVERTIME-ROAD & BRIDGE	1,040	783	798	1,800	163		
01-62-40100	Streets R&B	FICA EXPENSE	3,847	3,423	3,965	4,485	965		
01-62-40101	Streets R&B	MEDICARE EXPENSE	900	800	927	1,049	226		
01-62-40200	Streets R&B	IMRF EXPENSE	7,533	6,864	6,942	6,933	1,179		
01-62-44500	Streets R&B	CAPITAL FUND SUBSIDY	37,000	37,000	37,000	37,000	37,000		
Totals			114,875	112,636	117,975	121,807	56,488	-	

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected 2020	Budget 2021	20-21 Growth
01-63-41000	Parks & Rec	MAINTENANCE - BUILDING	6,877	7,288	3,936	8,500	4,000	5,100	27.50%
01-63-41100	Parks & Rec	MAINTENANCE-EQUIPMENT	2,407	2,227	2,159	20,500	3,000	19,000	533.33%
01-63-41300	Parks & Rec	MAINTENANCE GROUNDS	22,127	15,216	21,275	25,000	18,000	18,000	0.00%
01-63-41315	Parks & Rec	MAINTENANCE-TREES	-	3,255	-	1,000	-	1,000	
01-63-43800	Parks & Rec	UTILITIES	2,334	3,000	2,684	3,000	2,750	3,000	9.09%
01-63-45400	Parks & Rec	OTHER PROFESSIONAL SERVICES		2,550	7,930	10,500	10,525	8,000	-23.99%
01-63-46700	Parks & Rec	VETERANS MEMORIAL	1,073	3,765	3,695	5,000	2,000	5,000	150.00%
01-63-48700	Parks & Rec	MISCELLANEOUS EXPENSE	688	202	507	750	-	750	
01-63-48800	Parks & Rec	ALBRIGHT STUDIO EXPENSES	9,468	5,315	8,008	15,310	22,751	55,460	143.77%
01-63-49500	Parks & Rec	EQUIPMENT PURCHASE	1,070	3,310	12,378	2,500	2,500		-100.00%
Totals			46,044	46,128	62,572	92,060	65,526	115,310	75.98%

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected 2020	Budget 2021	20-21 Growth
01-65-40000	Bldgs & Grnds	SALARIES - BUILDINGS & GROUNDS	71,580	79,432	80,700	89,476	74,695	91,980	23.14%
01-65-40001	Bldgs & Grnds	OVERTIME - BUILDINGS & GROUNDS	1,618	2,848	2,991	2,700	2,449	2,700	10.25%
01-65-40100	Bldgs & Grnds	FICA EXPENSE	4,415	4,966	5,063	5,715	4,970	5,870	18.11%
01-65-40101	Bldgs & Grnds	MEDICARE EXPENSE	1,032	1,161	1,184	1,337	1,119	1,373	22.70%
01-65-40200	Bldgs & Grnds	IMRF EXPENSE	7,821	8,080	7,541	7,221	7,176	8,664	20.74%
01-65-41000	Bldgs & Grnds	MAINTENANCE - BUILDINGS	97,581	131,674	135,315	171,775	134,966	155,975	15.57%
01-65-41110	Bldgs & Grnds	MAINTENANCE - AUTO	189	-	150	150	150	150	0.00%
01-65-44400	Bldgs & Grnds	TRAVEL, TRAINING & MEETINGS	-	-	800	1,000	1,000	1,000	0.00%
01-65-46900	Bldgs & Grnds	DUES & SUBSCRIPTIONS	34	310	197	300	300	300	0.00%
01-65-47200	Bldgs & Grnds	OTHER SUPPLIES	3,483	7,936	3,871	4,000	4,000	4,000	0.00%
01-65-47300	Bldgs & Grnds	UNIFORMS	736	898	900	900	900	900	0.00%
01-65-47600	Bldgs & Grnds	GAS/OIL EXPENSE	600	811	423	900	500	750	50.00%
01-65-49300	Bldgs & Grnds	BUILDING IMPROVEMENTS							
01-65-49500	Bldgs & Grnds	EQUIPMENT PURCHASE		7,566		-			
Totals			189,089	245,682	239,135	285,474	232,225	273,662	17.84%

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected 2020	Budget 2021	20-21 Growth
01-70-40400	Central Sves	EMPLOYEE INSURANCE	866,323	906,913	1,005,533	1,039,275	988,992	1,083,344	9.54%
01-70-40403	Central Sves	INSURANCE OPT-OUT PAYMENTS	11,320	10,242	3,110	5,833	4,640	5,856	26.21%
01-70-41100	Central Sves	MAINTENANCE - EQUIPMENT	179,443	171,391	243,057	492,562	201,612	221,792	10.01%
01-70-41103	Central Sves	MAINTENANCE - SOFTWARE	60,542	73,292	166,500	180,028	118,202	314,616	166.17%
01-70-43301	Central Sves	INSURANCE - LIABILITY	88,540	101,578	106,225	111,537	108,581	112,381	3.50%
01-70-43302	Central Sves	INSURANCE - WORKERS COMP	146,691	143,184	164,893	227,072	208,587	315,172	51.10%
01-70-43303	Central Sves	INSURANCE - EE LIFE	2,293	2,395	2,456	2,520	2,450	2,587	5.59%
01-70-43400	Central Sves	TELEPHONE	73,564	71,823	79,165	73,111	71,008	49,300	-30.57%
01-70-44300	Central Sves	RENT EXPENSE	688	717	717	717	717	717	0.00%
01-70-44600	Central Sves	POSTAGE	6,959	7,823	11,890	8,882	13,456	14,000	4.04%
01-70-44700	Central Sves	PRINTING/PUBLISHING	2,726	1,853	1,411	5,500	2,597	3,500	34.77%
01-70-45400	Central Sves	OTHER PROFESSIONAL SERVICES		-	314,828	811,178	604,384	430,165	-28.83%
01-70-47100	Central Sves	OFFICE SUPPLIES	14,843	17,667	18,696	15,000	17,915	18,500	3.27%
01-70-49500	Central Sves	EQUIPMENT PURCHASE						64,210	
Totals			1,453,932	1,508,878	2,118,481	2,973,215	2,343,141	2,636,140	12.50%
Fund Total Rev			10,968,569	11,276,550	11,731,227	11,684,631	13,041,716	12,042,974	-7.66%
Fund Total Exp			10,660,307	11,452,237	12,796,895	15,008,952	13,392,690	14,214,916	6.14%
Fiscal Year Variance			308,262	(175,687)	(1,065,668)	(3,324,321)	(350,974)	(2,171,942)	
Total Fund Balance - Fiscal Year End			13,703,577	13,527,890	12,462,222		12,111,248	9,939,306	
Non-Spendable Fund Balance			2,319,140	39,152	4,516,407		4,739,631	5,389,754	
Assigned Fund Balance-Fiscal Year End (1)			4,144,792	4,144,792	3,819,958		3,421,779	-	
Unassigned Fund Balance @ 4/30			7,239,645	9,343,946	4,125,857		3,949,838	4,549,552	

Note: (1)

Assigned Fund Balance resulting from closure of Special Projects Fund into the General Fund at the end of FY 2017 Beginning at the end of FY 21 the Assigned Fund Balance has be redesignated as Unassigned Fund Balance and therefore available for unrestricted use..

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GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected 2020	Budget 2021	20-21 Growth
01-40-40000	Elected Officials	SALARIES-MAYOR & COUNCIL	64,800	65,000	74,800	75,400	75,200	74,800	-0.53%
01-40-40100	Elected Officials	FICA EXPENSE	3,994	4,030	4,638	4,675	4,662	4,638	-0.51%
01-40-40101	Elected Officials	MEDICARE EXPENSE	934	942	1,085	1,094	1,090	1,085	-0.46%
01-40-43700	Elected Officials	NOTARY FEE			64	75	75	-	-100.00%
01-40-44400	Elected Officials	TRAVEL, TRAINING & MEETINGS	2,598	3,328	4,768	7,760	4,600	7,760	68.70%
01-40-44601	Elected Officials	POSTAGE-NEWSLETTER			13,027	13,905	13,252	14,235	7.42%
01-40-44700	Elected Officials	PRINTING/PUBLISHING			1,119	1,290	1,528	1,730	13.22%
01-40-44701	Elected Officials	PRINTING NEWSLETTER			11,949	12,197	10,850	12,000	10.60%
01-40-45400	Elected Officials	OTHER PROFESSIONAL SERVICES	0	1,489	75	1,550	75	75	0.00%
01-40-46800	Elected Officials	CODIFICATION			5,985	8,000	5,500	6,000	9.09%
01-40-46900	Elected Officials	DUES, SUBSCRIPTIONS & BOOKS	3,352	3,654	4,009	4,206	4,339	4,722	8.83%
01-40-47200	Elected Officials	OTHER SUPPLIES	53	501	619	1,000	1,040	600	-42.31%
01-40-48700	Elected Officials	MISCELLANEOUS EXPENSE	3,825			4,600	34	4,000	11664.71%
01-40-48710	Elected Officials	EMPLOYEE & VOLUNTEER APPRECIATION	3,491	4,191	2,626	5,000	3,912	5,000	27.81%
01-40-48711	Elected Officials	COUNCIL SPONSORSHIPS	1,000	500	500	1,000	500	1,000	100.00%
Totals			84,047	83,635	125,264	141,752	126,657	137,645	8.68%

CITY OF WARRENVILLE
FISCAL YEAR 2021
NOTARY FEE - 01-40-43700
(ACCOUNT NUMBER IN D365 001-200-201-43700)

DEPARTMENT: ELECTED OFFICIALS				
PROGRAM: On-Going				
2019	2020	Description of Cost	2021	
Actual	Estimated		Budget	Budget
\$ 64		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>		
\$ 64	\$ 75	Total	\$ -	-

CITY OF WARRENVILLE
FISCAL YEAR 2021
TRAVEL, TRAINING & MEETINGS - 01-40-44400
(ACCOUNT NUMBER IN D365 001-200-201-44400)

DEPARTMENT: ELECTED OFFICIALS				
PROGRAM: On-Going				
2019	2020	Description of Cost	2021	
Actual	Estimated		Budget	Budget
\$ 4,768	\$ 4,600	Various Conferences, Training, Meetings, etc. (i.e. IML Conference, DMMC Meetings) Mayor and City Council	\$ 4,000	4,000
		<i>(The following expenditures were Budgeted in 01-41-43700 prior to FY 2019)</i>		
		Clerks Office Related		300
		Municipal Clerks of DuPage County (MCDC) Meetings (Bi-monthly - Clerk and Deputy Clerk)		
		Municipal Clerks of IL (MCI) Quarterly District Mtgs (Overnight and mileage) (Clerk and Deputy Clerk)		750
		Northern Illinois Municipal Clerks (NIMCA) (Bi-monthly Meeting Attendance) (Overnight and mileage) (Clerk Only)		600
		Municipal Clerks of Illinois (MCI) Annual Certification Seminar Springfield - October (Overnight and mileage) (Clerk and Deputy Clerk)		1,500
		Illinois Municipal League (IML) Annual Conference Chicago - September (Clerk and Deputy Clerk)		610
\$ 4,768	\$ 4,600	Total	\$ 7,760	7,760

CITY OF WARRENVILLE
FISCAL YEAR 2021
POSTAGE - NEWSLETTER - 01-40-44601
(ACCOUNT NUMBER IN D365 001-200-201-44601)

DEPARTMENT: ELECTED OFFICIALS				
PROGRAM: On-Going				
2019	2020	Description of Cost	2021	
Actual	Estimated		Budget	
\$ 13,027	\$ 13,017	Hometown Happenings 12 Monthly Mailings	\$ 14,000	
	235	Annual Permit Renewal - Postmaster	235	
		(Budgeted in 01-41-44601 prior to FY 2019)		
\$ 13,027	\$ 13,252	Total	\$ 14,235	

CITY OF WARRENVILLE
FISCAL YEAR 2021
PRINTING/PUBLISHING - 01-40-44700
(ACCOUNT NUMBER IN D365 001-200-201-44700)

DEPARTMENT: ELECTED OFFICIALS				
PROGRAM: On-Going				
2019	2020	Description of Cost	2021	
Actual	Estimated		Budget	
\$ 1,119	\$ 500	Required Publication of Public Notices Including Bids	\$ 600	
	258	Tax Levy Notification (Daily Herald)	285	
	770	Treasurer's Report (Daily Herald)	845	
		(Budgeted in 01-41-44700 prior to FY 2019)		
\$ 1,119	\$ 1,528	Total	\$ 1,730	

CITY OF WARRENVILLE
FISCAL YEAR 2021
CODIFICATION - 01-40-46800
(ACCOUNT NUMBER IN D365 001-200-201-46800)

DEPARTMENT: ELECTED OFFICIALS				
PROGRAM: On-Going				
2019	2020	Description of Cost	2021	
Actual	Estimated		Budget	
\$ 5,985	\$ 5,000	Quarterly Code Revision/Supplements	\$ 5,500	
	500	Sterling Codifiers annual hosting fee	500	
		(Budgeted in 01-41-43700 prior to FY 2019)		
\$ 5,985	\$ 5,500	Total	\$ 6,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
DUES, SUBSCRIPTIONS & BOOKS - 01-40-46900
(ACCOUNT NUMBER IN D365 001-200-201-46900)

DEPARTMENT: ELECTED OFFICIALS				
PROGRAM: On-Going				
2019	2020	Description of Cost	2021	
Actual	Estimated		Budget	
\$ 4,009	\$ 433	Daily Herald	\$ 477	
	645	Western DuPage Chamber of Commerce	710	
	1,250	Illinois Municipal League Membership	1,375	
	25	Illinois Prairie Path Membership (TAC)	25	
	-	Active Transportation Alliance (BPAC)	-	
	592	Metropolitan Mayors Caucus	650	
	499	Chicago Metropolitan Planning Council	550	
	50	Arbor Day Foundation (EAC)	50	
	250	The Conservation Foundation	250	
		(The following expenditures were Budgeted in 01-41-46900 prior to FY 2019)		
	80	Municipal Clerks of DuPage County (Clerk and Deputy Clerk)	100	
	55	NIMCA Northern Illinois Municipal Clerks (Clerk Only)	55	
	130	Municipal Clerks of Illinois (Clerk and Deputy Clerk)	130	
	330	IIMC International Institute of Municipal Clerks (Clerk and Deputy Clerk)	350	
\$ 4,009	\$ 4,339	Total	\$ 4,722	

CITY OF WARRENVILLE
FISCAL YEAR 2021
COUNCIL SPONSORSHIPS - 01-40-48711
(ACCOUNT NUMBER IN D365 001-200-201-48711)

DEPARTMENT: ELECTED OFFICIALS				
PROGRAM: On-Going				
2019	2020	Description of Cost	2021 Budget	
Actual	Estimated			
\$ 500				
	\$ 500	Council Sponsorships Operation Safe Celebration	\$ 500 500	
\$ 500	\$ 500	Total	\$ 1,000	

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected 2020	Budget 2021	20-21 Growth
01-43-45100	Legal	LEGAL - CORPORATE	132,548	184,072	186,102	177,900	213,088	200,000	-6.14%
01-43-45101	Legal	LEGAL - CITY PROSECUTOR	11,540	10,900	10,780	12,000	12,000	12,000	0.00%
01-43-45102	Legal	LEGAL - LITIGATION	-	-	-	10,000	-	10,000	-28.57%
01-43-45103	Legal	LEGAL - LABOR RELATIONS	6,137	18,350	16,605	20,000	35,000	25,000	-28.57%
Totals			150,225	213,322	213,487	219,900	260,088	247,000	-5.03%

CITY OF WARRENVILLE
FISCAL YEAR 2021
LEGAL - CORPORATE - 01-43-45100
(ACCOUNT NUMBER IN D365 001-250-251-45100)

DEPARTMENT: Legal				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 186,102	\$ 162,000	Monthly Legal Services (City Attorney on \$13,500/mo. Retainer-FY 20) Shared with Water and Sewer Fund 20-00-45100 - \$4,250 20-04-45100 - \$4,250	\$ 162,000	
		*potential retainer increase for FY 2021 (TBD)		
		<u>Non-Retainer Legal Expenses</u>	28,000	
	15,448	Cannabis Code Amendments		
	2,813	Everton Development		
	3,484	Horizon Senior Living Community		
	2,100	Warren Tavern Lease		
	6,510	Riverview West		
	315	Plum Path Park		
	1,701	Lexington Trace		
	3,437	Little Friends		
	280	Speedway Special Use		
	15,000	Additional @ 01/02/20 Category TBD		
		Economic Development related Legal Fees (generally offset by fees paid)	10,000	
\$ 186,102	\$ 213,088	Total	\$ 200,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
LEGAL - CITY PROSECUTOR - 01-43-45101
(ACCOUNT NUMBER IN D365 001-250-251-45101)

DEPARTMENT: Legal				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 10,780	\$ 12,000	Fees for City Prosecutor	\$ 12,000	
\$ 10,780	\$ 12,000	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:
 - o In person with cash, check, or credit card
 - o By regular mail
 - o Via direct debit through the Auto Pay program
 - o 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 2017	Actual 2018	Actual 2019	Budget 2020	Projected 2020	Budget 2021	20-21 Growth
01-45-40000	Finance	SALARIES - FINANCE DEPT	232,736	239,623	256,584	254,217	250,521	265,344	5.92%
01-45-40001	Finance	OVERTIME - FINANCE DEPT	130	228	1,004	10,500	6,200	10,500	69.35%
01-45-40100	Finance	FICA EXPENSE	13,476	13,886	14,494	16,412	15,532	17,102	10.11%
01-45-40101	Finance	MEDICARE EXPENSE	3,152	3,248	3,501	3,838	3,632	4,000	10.13%
01-45-40200	Finance	IMRF EXPENSE	26,743	27,112	26,431	25,369	24,811	30,699	23.73%
01-45-40705	Finance	TELECOMMUNICATION TAX REBATES	917	749	759	925	800	850	6.25%
01-45-42950	Finance	CREDIT CARD FEES	15,912	17,885	14,221	18,250	14,706	16,250	10.50%
01-45-43700	Finance	NOTARY FEE	-	58	65	120	65	65	0.00%
01-45-44400	Finance	TRAVEL, TRAINING & MEETINGS	4,912	1,640	654	5,225	510	4,625	806.86%
01-45-45200	Finance	AUDIT EXPENSE	16,090	16,501	15,906	18,528	15,938	16,700	4.78%
01-45-45400	Finance	OTHER PROFESSIONAL SERVICES	44,550	41,200	145,515	98,550	161,785	20,634	-87.25%
01-45-46900	Finance	DUES, SUBSCRIPTIONS & BOOKS	588	609	609	609	609	609	0.00%
01-45-47200	Finance	OTHER SUPPLIES	90	89	346	260	97	270	178.35%
01-45-48700	Finance	MISCELLANEOUS EXPENSE	14	1,977	79	200	-	200	0.00%
01-45-48703	Finance	GFOA REVIEW FEE	435	435	435	435	460	460	0.00%
01-45-49500	Finance	EQUIPMENT PURCHASE	847	78	78	4,000	1,504	4,400	192.55%
01-45-49954	Finance	REFUSE STICKERS	109,421	56,520	77,280	90,720	80,640	83,520	3.57%
Totals			470,013	421,760	557,961	548,158	577,810	476,228	-17.58%

CITY OF WARRENVILLE
FISCAL YEAR 2021
TELECOMMUNICATIONS TAX REBATE - 01-45-40705
(ACCOUNT NUMBER IN D365 001-400-401-40705)

DEPARTMENT: Finance				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 425	\$ 450	Senior Citizens Telecommunication Telecommunication Tax Rebates	\$ 450	
334	350	Local Government Telecommunication Tax Rebates	400	
\$ 759	\$ 800	Total	\$ 850	

CITY OF WARRENVILLE
FISCAL YEAR 2021
CREDIT CARD FEES - 01-45-42950
(ACCOUNT NUMBER IN D365 001-400-401-42950)

DEPARTMENT: Finance				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 14,221	\$ 14,706	Credit Card Processing Fees	\$ 16,250	
\$ 14,221	\$ 14,706	Total	\$ 16,250	

CITY OF WARRENVILLE
FISCAL YEAR 2021
NOTARY FEE - 01-45-43700
(ACCOUNT NUMBER IN D365 001-400-401-43700)

DEPARTMENT: Finance				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 65	\$ -	Accounting Clerk I Herrera (Renewed FY 2019) (Expires 06/26/2023) (Budget Again in FY 2024) UB Clerk-Gasparas (Expires 12/09/2021) (Budget Again in FY 2022) Accounting Clerk II - AP Weiersheuser (Expires 04/30/2020) (Budget Again in FY 2020) Accounting Clerk II - AP New Employee	65	
\$ 65	\$ 65	Total	\$ 65	

CITY OF WARRENVILLE
FISCAL YEAR 2021
TRAVEL, TRAINING & MEETINGS - 01-45-44400
(ACCOUNT NUMBER IN D365 001-400-401-44400)

DEPARTMENT: Finance				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 405	425	Director Conferences & Training (including State and National Conference Expenses) Daily Bank Deposit Mileage Reimbursement	\$ 2,000	
-		Senior Accountant (including State and National Conference Expenses)	425	
249	85	Technical Training Topical Training Seminars IGFOA Luncheons, Staff Training	1,600	
\$ 654	\$ 510	Total	\$ 4,625	

CITY OF WARRENVILLE
FISCAL YEAR 2021
AUDIT EXPENSE - 01-45-45200
(ACCOUNT NUMBER IN D365 001-400-401-45200)

DEPARTMENT: Finance				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
		Annual Audit Fees Lauterbach & Amen (beginning with FY 2020 Audit conducted summer of 2020) (Cost not including Single Audit or TIF fees) Total Cost FY 2020 - \$21,500 FY 2021 - \$22,000 FY 2022 - \$22,500 FY 2023 - \$23,000 FY 2024 - \$23,500 FY 2020 Audit Cost also allocated to: 20-00-45200 (020-700-704-5200) - \$2,500 20-04-45200 (020-700-706-5200) - \$2,500 73-00-45200 (103-100-150-45200) - \$1,000 74-00-45200 (104-100-150-45200) - \$1,000 <u>Single Audit - (only if required)</u> FY 2020 - \$2,200 FY 2021 - \$2,250 FY 2022 - \$2,300 FY 2023 - \$2,350 FY 2024 - \$2,400	\$ 14,500 2,200	
\$ 15,906	\$ 15,938	Lauterbach & Amen (began with FY 2015 Audit conducted summer of 2015) FY 2015 - \$20,300 FY 2016 - \$20,810 FY 2017 - \$21,320 FY 2018 - \$21,830 FY 2019 - \$22,050	Total \$ 16,700	
\$ 15,906	\$ 15,938			

CITY OF WARRENVILLE
FISCAL YEAR 2021
OTHER PROFESSIONAL SERVICES - 01-45-45400
(ACCOUNT NUMBER IN D365 001-400-401-45400)

DEPARTMENT: Finance				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 2,600	850	GASB 74/75 OPEB Actuarial Valuation (<i>Early Implementation FY 2018</i>) for FY 2018 - \$2,600 for FY 2019 - \$850 for FY 2020 - \$2,700 for FY 2021 - \$860	2,700	
3,615	18,655	<u>Enterprise Resource Planning (ERP) related</u> Part-time Administrative Staffing (FY 2019 Decision Package - FIN 19.03) (for ERP Implementation backfilling)	11,760	
134,400	136,400	Contractual Project Management Services for ERP implementation	-	
4,900	5,880	Open Gov (On-line financial graphical transparency presentation)	6,174	
\$ 145,515	\$ 161,785	Total	\$ 20,634	

CITY OF WARRENVILLE
FISCAL YEAR 2021
DUES, SUBSCRIPTIONS & BOOKS 01-45-46900
(ACCOUNT NUMBER IN D365 001-400-401-46900)

DEPARTMENT: Finance				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 190	\$ 190	GFOA Membership Director - Expires 09/30	\$ 190	
200	200	IGFOA Membership (Director - 200)	200	
100	100	(Senior Accountant - 100) (between late December and early February)	100	
119	119	Books and Publications: Crain's	119	
\$ 609	\$ 609	Total	\$ 609	

CITY OF WARRENVILLE
FISCAL YEAR 2021
OTHER SUPPLIES - 01-45-47200
(ACCOUNT NUMBER IN D365 001-400-401-47200)

DEPARTMENT: Finance				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 264		Handicapped Placards (Ordered for CY 2020, CY 2021, CY 2022) (Budget again in FY 21 - Order in 01/2022 (FY 2022) CY 2023 and CY 2024 at least)	\$ 165	
82	97	Dog Tags	105	
\$ 346	\$ 97	Total	\$ 270	

CITY OF WARRENVILLE
FISCAL YEAR 2021
EQUIPMENT PURCHASE - 01-45-49500
(ACCOUNT NUMBER IN D365 001-400-401-49500)

DEPARTMENT: Finance				
PROGRAM: On-Going				
2019	2020	Description of Cost	2021	
Actual	Estimated		Budget	
\$ 78		Heavy duty scanner for AP Clerk to scanning invoices into D365/Laserfische (Cost estimate based upon Epson Workforce DS7000 Document Scanner)	\$ 4,000	
	400	Credit Card Terminals (x 2)- compatible with D365		400
	1,104	MICR Printer (for printing checks from D365)		
\$ 78	\$ 1,504	Total	\$ 4,400	

CITY OF WARRENVILLE
FISCAL YEAR 2021
REFUSE STICKERS - 01-45-49954
(ACCOUNT NUMBER IN D365 001-400-401-49954)

DEPARTMENT: Finance				
PROGRAM: On-Going				
2019	2020	Description of Cost	2021	
Actual	Estimated		Budget	
\$ 77,280	\$ 80,640	Purchase of Refuse Stickers for Re-sale to Residents - Per Contract		
		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 (Based upon sale of estimated 16K stickers)	\$ 83,520	
\$ 77,280	\$ 80,640	Total	\$ 83,520	

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 2017	Actual 2018	Actual 2019	Budget 2020	Projected 2020	Budget 2021	20-21 Growth
01-50-40000	Administration	SALARIES - ADMINISTRATION	309,210	297,035	312,157	354,107	335,245	372,802	11.20%
01-50-40001	Administration	OVERTIME - ADMINISTRATION	10,820	8,709	7,048	10,000	7,033	10,000	42.19%
01-50-40100	Administration	FICA EXPENSE	17,494	16,609	17,391	22,575	17,447	23,734	36.03%
01-50-40101	Administration	MEDICARE EXPENSE	4,531	4,341	4,519	5,343	4,768	5,551	16.42%
01-50-40200	Administration	IMRF EXPENSE	36,911	38,723	32,642	34,894	33,070	42,602	28.82%
01-50-40500	Administration	COMMITTEES / COMMISSIONS	8,147	10,492	8,031	13,500	11,750	13,950	18.72%
01-50-44400	Administration	TRAVEL, TRAINING & MEETINGS	21,241	10,774	11,181	16,025	11,893	17,295	45.42%
01-50-45400	Administration	OTHER PROFESSIONAL SERVICES	39,229	47,795	13,179	28,000	-	-	
01-50-45490	Administration	EMPLOYEE ASSISTANCE PROGRAM	1,024	1,024	774	-	-	-	
01-50-45710	Administration	EDUCATION REIMBURSEMENT	-	2,638	2,311	3,000	2,000	3,000	50.00%
01-50-46600	Administration	SENIOR SERVICES	12,700	12,700	15,000	15,300	15,000	60,000	300.00%
01-50-46900	Administration	DUES, SUBSCRIPTIONS & BOOKS	15,407	15,858	15,313	23,205	16,088	18,805	16.89%
01-50-47200	Administration	OTHER SUPPLIES	106	-	-	1,000	1,000	2,000	100.00%
01-50-48700	Administration	MISCELLANEOUS EXPENSE	2,858	8,362	2,745	2,000	2,400	2,400	0.00%
01-50-48706	Administration	FLEX SPENDING FEE	4,730	4,726	5,740	-	-	-	
01-50-49200	Administration	LAND PURCHASE - INTEREST EXPENSE	5,100	-	-	-	-	-	
01-50-49500	Administration	EQUIPMENT PURCHASE	395	11,439	375	895	1,150	6,500	465.22%
Totals			489,903	491,225	448,406	529,844	458,844	578,639	26.11%

CITY OF WARRENVILLE
FISCAL YEAR 2021
COMMITTEES AND COMMISSIONS - 01-50-40500
(ACCOUNT NUMBER IN D365 001-300-301-40500)

DEPARTMENT: Administration				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 8,031	\$ 3,750	<u>Safety Committee</u> Annual Safety Awards (75 employees @\$50)	\$ 3,750	
	2,300	<u>Warrenville Environmental Advisory Commission</u> Boxes for Battery Recycling	2,300	
	1,300	Resource Newsletter	1,300	
	100	Tree City USA Conference	100	
	2,500	Arbor Day	2,500	
		Warrenville Bicyclists and Pedestrian Advisory Commission:		
	1,800	Bike Rodeo Supplies	2,000	
	-	National Night Out Supplies	800	
	-	Printing	-	
	-	Educational Materials on Bike Safety (New)	800	
	-	Ride Illinois Bike Summit Registration (New)	400	
\$ 8,031	\$ 11,750	Total	\$ 13,950	

CITY OF WARRENVILLE
FISCAL YEAR 2021
TRAVEL, TRAINING & MEETINGS - 01-50-44400
(ACCOUNT NUMBER IN D365 001-300-301-44400)

DEPARTMENT: Administration				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 11,181	\$ 4,200	City Administrator Auto Allowance Personal Auto to conduct City business (\$350/mo x 12-Months)	\$ 4,200	
	1,600	<u>ICMA</u> Annual ICMA Conference	2,200	
	-	<u>ILCMA</u> Summer ILCMA Conference	400	
	-	Winter ILCMA Conference	400	
	350	<u>IPELRA</u> Employment Law Seminar (x 2)	700	
	978	Annual Conference (x 2)	2,200	
	1,800	<u>NPELRA</u> Annual Conference	1,800	
	50	<u>IAMMA</u> IAMMA Luncheons	100	
	50	Metro Manager Luncheons	100	
	420	<u>DMMC</u> Meetings	450	
	450	Legislative Drive Down	450	
	375	<u>ITIA</u> Conference	375	
	120	Legacy Project Conference	120	
	-	Chamber Meetings and Events	300	
	500	Other Professional Training	1,000	
	1,000	Staff Professional Development Leadership Training/Coaching	2,500	
\$ 11,181	\$ 11,893	Total	\$ 17,295	

CITY OF WARRENVILLE
FISCAL YEAR 2021
OTHER PROFESSIONAL SERVICES - 01-50-45400
(ACCOUNT NUMBER IN D365 001-300-301-45400)

DEPARTMENT: Administration				
PROGRAM: On-Going				
2019	2020	Description of Cost	2021	
Actual	Estimated		Budget	
\$ 13,179		Pre-employment Testing Expenses (Moved to Central Services 01-70-45400 beginning FY 2020)	-	-
\$	-	Temporary Contractual Support Services Continuation of FY 2020 Decision Package - ADM 20.04		
\$ 13,179	\$	Total	\$	-

CITY OF WARRENVILLE
FISCAL YEAR 2021
EMPLOYEE ASSISTANCE PROGRAM - 01-50-45490
(ACCOUNT NUMBER IN D365 001-300-301-45490)

DEPARTMENT: Administration				
PROGRAM: On-Going				
2019	2020	Description of Cost	2021	
Actual	Estimated		Budget	
\$ 774	\$ -	Annual EAP Contract Est @ \$13.65 per Employee x 75 EE's (Moved to Central Services 01-70-45400 beginning FY 2020)	\$	-
\$ 774	\$	Total	\$	-

CITY OF WARRENVILLE
FISCAL YEAR 2021
SENIOR SERVICES - 01-50-46600
(ACCOUNT NUMBER IN D365 001-300-301-46600)

DEPARTMENT: Administration				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 15,000	\$ 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)		
		Ride DuPage Rider Services City Contribution	45,000	
\$ 15,000	\$ 15,000	Total	\$ 60,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
DUES, SUBSCRIPTIONS, & BOOKS - 01-50-46900
(ACCOUNT NUMBER IN D365 001-300-301-46900)

DEPARTMENT: Administration				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 15,313				
	\$ 240	<u>Illinois City/County Management Assoc</u> Legacy Project/IAMMA	\$ 240	
	380	Metro Managers	380	
	1,739	<u>ICMA</u> City Administrator	2,600	
	856	Assistant City Administrator		
	75	<u>NPELRA/IPELRA</u>	400	
	11,668	DuPage Mayors and Managers Conference (DMMC)	11,800	
	385	Public Risk Management Association		
	96	<u>Chicago Tribune</u>	100	
	209	<u>Society for Human Resource Management (SHRM)</u>	500	
	390	<u>Public Salary (CityTech)</u>	450	
		<u>Conservation Foundation</u> Membership	250	
	50	<u>Chicago Wilderness</u> Membership	85	
		Miscellaneous Books & Dues	500	
		HR Source (HR and Labor relations Resource)	1,500	
\$ 15,313	\$ 16,088	Total	\$ 18,805	

CITY OF WARRENVILLE
FISCAL YEAR 2021
OTHER SUPPLIES - 01-50-47200
(ACCOUNT NUMBER IN D365 001-300-301-47200)

DEPARTMENT: Administration				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ -	\$ 1,000	Anniversary Gifts - to employees	\$ 2,000	
\$ -	\$ 1,000	Total	\$ 2,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
EQUIPMENT PURCHASE - 01-50-49500
(ACCOUNT NUMBER IN D365 001-300-301-49500)

DEPARTMENT: Administration				
PROGRAM: On-Going				
2019	2020	Description of Cost	2021 Budget	
Actual	Estimated			
\$ 375	\$ 500	Miscellaneous (Replace AV Room chairs and Staff Table Chairs)	\$ 6,000	
	650	Varidesk	500	
\$ 375	\$ 1,150	Total	\$ 6,500	

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 2017	Actual 2018	Actual 2019	Budget 2020	Projected 2020	Budget 2021	20-21 Growth
01-51-40000	Police	SALARIES - POLICE SWORN	2,931,895	3,099,561	3,182,751	3,403,657	3,232,866	3,446,161	6.60%
01-51-40001	Police	OVERTIME - POLICE	278,065	247,036	257,784	250,000	382,688	325,000	-15.07%
01-51-40004	Police	SALARIES-CROSSING GUARDS	34,660	42,772	43,922	50,692	44,116	47,924	8.63%
01-51-40005	Police	POLICE-NON-SWORN	406,935	423,546	416,083	449,355	446,904	466,901	4.47%
01-51-40006	Police	UNEMPLOYMENT INSURANCE	4,335						
01-51-40100	Police	FICA EXPENSE	210,333	223,713	230,426	257,530	240,597	265,731	10.45%
01-51-40101	Police	MEDICARE EXPENSE	49,872	52,794	54,462	60,229	56,965	62,147	9.10%
01-51-40200	Police	IMRF EXPENSE	47,470	48,811	44,116	44,261	44,764	53,770	20.12%
01-51-40401	Police	CITY CONTR. TO POLICE PENSION	1,073,895	1,132,335	1,111,844	1,222,868	949,470	1,038,677	9.40%
01-51-41100	Police	MAINTENANCE - EQUIPMENT	27,211	23,126	22,903	34,043	22,087	34,043	54.13%
01-51-41110	Police	MAINTENANCE - AUTOS	53,695	50,392	82,369	54,250	35,406	51,720	46.08%
01-51-42700	Police	MAINTENANCE - COMMUNICATIONS	-	11,596	-			-	
01-51-42800	Police	COMMUNICATIONS SERVICES	322,624	344,795	373,356	394,681	396,776	397,475	0.18%
01-51-42900	Police	ANIMAL CONTROL	1,237	1,257	3,412	4,300	4,300	1,500	-65.12%
01-51-43400	Police	TELEPHONE	25,743	28,970	19,416	30,322	23,197	23,197	0.00%
01-51-43700	Police	NOTARY FEE	360	241	241	192	162	162	0.00%
01-51-44300	Police	RENT EXPENSE	1,727	3,751	2,154	5,235	3,408	3,459	1.50%
01-51-44400	Police	TRAVEL, TRAINING & MEETINGS	25,379	31,388	26,669	28,405	28,405	41,720	46.88%
01-51-44700	Police	PRINTING/PUBLISHING	1,850	2,285	2,427	8,000	8,000	8,000	0.00%
01-51-44850	Police	ADMINISTRATIVE TOWING EXPENSE	3,245	3,647	4,565	6,000	6,000	6,000	0.00%
01-51-45400	Police	OTHER PROFESSIONAL SERVICES	11,740	14,311	35,387	27,865	27,865	24,165	-13.28%
01-51-45402	Police	PROFESSIONAL ADJUDICATION SVCS	2,620	3,152	3,253	3,200	3,200	3,200	0.00%
01-51-45710	Police	EDUCATION REIMBURSEMENT	-	8,574	12,231	6,000	6,000	8,280	38.00%
01-51-46900	Police	DUES, SUBSCRIPTIONS & BOOKS	29,533	27,531	41,869	56,253	56,523	72,523	28.31%
01-51-47200	Police	OTHER SUPPLIES	8,590	8,518	5,995	16,900	16,900	17,500	3.55%
01-51-47210	Police	AMMUNITION & SUPPLIES	11,743	12,345	32,295	10,280	10,280	8,880	-13.62%
01-51-47300	Police	UNIFORMS	41,857	29,349	29,879	45,685	45,685	58,631	28.34%
01-51-47304	Police	UNIFORMS-CROSSING GUARDS	-	850	442	150	150	500	233.33%
01-51-47600	Police	GAS/OIL EXPENSE	57,509	62,544	58,481	63,634	63,634	61,405	-3.50%
01-51-48401	Police	COLLECTION AGENCY FEES	-	-		375	-	375	
01-51-48700	Police	MISCELLANEOUS EXPENSE	253	927	339	2,000	500	1,000	100.00%
01-51-48701	Police	INVESTIGATIONS	962	1,018	915	1,000	1,000	1,500	50.00%
01-51-48702	Police	PUBLIC RELATIONS	4,792	5,562	7,100	10,875	10,875	10,125	-6.90%
01-51-49500	Police	EQUIPMENT PURCHASE	256	60,466	58,013	4,002	4,002	24,948	523.39%
01-51-49503	Police	EQUIPMENT-MAINTENANCE SUPRV	2,453	3,357	5,117	3,000	2,000	2,000	0.00%
Totals			5,672,839	6,010,520	6,170,216	6,555,239	6,174,725	6,568,619	6.38%

CITY OF WARRENVILLE
FISCAL YEAR 2021
CITY CONTRIBUTION TO POLICE PENSION - 01-51-40401
(ACCOUNT NUMBER IN D365 001-500-501-40401)

DEPARTMENT: Police				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 861,844	\$ 949,470	City Contribution to Police Pension (Required Contribution via Property Tax Levy - As Actuarially Determined)	\$ 1,038,677	
250,000	250,000	Additional City Contribution toward Unfunded Liability	250,000	
\$ 1,111,844	\$ 1,199,470	Total	\$ 1,288,677	

CITY OF WARRENVILLE
FISCAL YEAR 2021
MAINTENANCE - EQUIPMENT - 01-51-41100
(ACCOUNT NUMBER IN D365 001-500-501-41100)

DEPARTMENT: Police				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 22,903	\$ 22,087	Records and Patrol Departments Maintenance and Supply Contract	\$ 12,000	
		Maintenance of Equipment/Time & Material (i.e. Fire Extinguishers, Radar Units, Dictaphone, Telephone System, Workout Video Surveillance Surveillance Cameras, Miscellaneous)	2,640	
		Car Washes/Detailing	3,600	
		Lexmark "Live-Scan" toner cartridge	543	
		Radar Recertification (Cost reimbursed by Transfer-In from Seized Assets Fund - See Transfer -in Revenue) *moved from 01-51-45400	660	
		IL Dept of Agriculture Traffic Safety Enforcement Unit Scale Certification	1,200	
		Internal Surveillance Equipment Maintenance Agreement - and Monthly Contractual Services Agreement (Including Data Storage & Retrieval) (\$1,100 per month x12)	13,200	
		Bike Unit bikes x2, tune-ups/repairs	200	
\$ 22,903	\$ 22,087	Total	\$ 34,043	

CITY OF WARRENVILLE
FISCAL YEAR 2021
MAINTENANCE - AUTOS - 01-51-41110
(ACCOUNT NUMBER IN D365 001-500-501-41110)

DEPARTMENT: Police				
PROGRAM: On-Going				
2019	2020	Description of Cost	2021	
Actual	Estimated			Budget
\$ 82,369	\$ 35,406	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		15,000
		Purchase of Parts		12,000
		On-site Service Calls (Ultra Strobe: Wiring/Connectors for MDTs, cameras)		1,000
		Squad 217 (Explorer) Equipment removal Equipment installation Equipment New decaling Removal of old decals		8,220
\$ 82,369	\$ 35,406	Total	\$	51,720

CITY OF WARRENVILLE
FISCAL YEAR 2021
COMMUNICATION SERVICES - 01-51-42800
(ACCOUNT NUMBER IN D365 001-500-501-42800)

DEPARTMENT: Police				
PROGRAM: On-Going				
2019	2020	Description of Cost	2021	
Actual	Estimated			Budget
\$ 373,356	\$ 396,776	DU-COMM Contract (FYE 20) x32 @ \$11,756.03 (Includes full-time officers only - part-time officers not included for share calculations by DU-COMM)	\$	379,193
		New Facility - DuComm - City Share of Costs (Started in FY 2020) (FY 21 Yr 2 of 10)		18,282
\$ 373,356	\$ 396,776	Total	\$	397,475

CITY OF WARRENVILLE
FISCAL YEAR 2021
TRAVEL & MEETINGS - 01-51-44400
(ACCOUNT NUMBER IN D365 001-500-501-44400)

DEPARTMENT: Police				
PROGRAM: On-Going				
2019	2020	Description of Cost	2021 Budget	
Actual	Estimated			
\$ 26,669	\$ 28,405	Professional Dinner Functions	\$ 300	
		Lodging Costs for Training	1,000	
		Reimbursement for Meals and Mileage - Training, Conferences, and other Work-related Travel	10,500	
		Illinois Chief of Police Conference (x3)	900	
		Records Training (FOIA/RMS/Other)	800	
		Department Training (All training - condensed)		
		I.T.O.A. - Dues/Training (x2 @ \$750)	1,500	
		Northwestern Univ. Command Staff Course (x2)	8,000	
		IL Law Enforcement Admin Professional's Conference	240	
		SLEA Basic Academy (Police Officer Recruits) (x2 @ \$4,200 ea)	8,400	
		Investigations: I.D.E.O.A. (x2)	550	
		Illinois Homicide Seminar	500	
		One/Two Day Seminars	1,000	
		DuPage Juvenile Officers Assoc (DJOA) Conference (x3 @ \$75)	225	
		IL Assoc of Technical Accident Investigators (IATAI) Conf. (x2 @ \$340)	680	
		Advanced Evidence Technician Course (\$1,375/ea x3)	4,125	
		NEMERT - expenses	3,000	
\$ 26,669	\$ 28,405	Total	\$ 41,720	

CITY OF WARRENVILLE
FISCAL YEAR 2021
PRINTING/PUBLISHING - 01-51-44700
(ACCOUNT NUMBER IN D365 001-500-501-44700)

DEPARTMENT: Police				
PROGRAM: On-Going				
2019	2020	Description of Cost	2021 Budget	
Actual	Estimated			
\$ 2,426	\$ 8,000	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	
\$ 2,426	\$ 8,000	Total	\$ 8,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
OTHER PROFESSIONAL SERVICES - 01-51-45400
(ACCOUNT NUMBER IN D365 001-500-501-45400)

DEPARTMENT: Police			
PROGRAM: On-Going			
2019	2020	Description of Cost	2021 Budget
Actual	Estimated		
\$ 35,387	\$ 27,865	Destruction of Records Testing for Blood-borne Pathogens Hepatitis B Shots Medical Safety Mask Fit Tests, on-line (37 @ \$38/ea.) Off-site Document Shredding Service S.O.S. Title Fees -Seized Vehicles S.O.S. Title and Registration Fees Department Vehicles (Titles x4 @ \$150 ea. / LPN renewal x9 @ \$151) DuPage County CIJIS Monthly Fees (\$250/mo. for 12-months) DUI Testing (Blood Draw) WYFS COMPASS Program Stericycle Medical Recycling service pick-ups (two-week pickup cycle)	\$ 500 500 200 1,406 1,000 2,000 1,959 3,000 250 850 12,500
\$ 35,387	\$ 27,865	Total	\$ 24,165

CITY OF WARRENVILLE
FISCAL YEAR 2021
EDUCATION REIMBURSEMENT - 01-51-45710
(ACCOUNT NUMBER IN D365 001-500-501-45710)

DEPARTMENT: Police				
PROGRAM: On-Going				
2019	2020		Description of Cost	2021 Budget
Actual	Estimated			
\$ 12,231	\$ 6,000		Reimbursement Requests for Personnel Involved in Completion of Various Degrees A. Catt (\$3,000) C. Maxwell (\$5,280)	\$ 8,280
\$ 12,231	\$ 6,000		Total	\$ 8,280

CITY OF WARRENVILLE
FISCAL YEAR 2021
DUES, SUBSCRIPTIONS & BOOKS - 01-51-46900
(ACCOUNT NUMBER IN D365 001-500-501-46900)

DEPARTMENT: Police				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 41,869	\$ 56,523	Illinois Association Chief of Police x3	\$ 525	
		International Association Chief of Police	200	
		DuPage MERIT	4,000	
		DuPage County Children's Advocacy Center	4,000	
		DuPage Senior Management (x2)	250	
		DuPage Cty Chief's 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 (x4 @ \$25)	100	
		IL Law Enforcement Admin Professionals	40	
		NetRMS System (Maintenance current system)	3,175	
		DuJIS (4th installment)	37,000	
		DuPage/Illinois Juvenile Ofcs Assoc. x3 @ \$30	90	
		Lexipol Subscription Annual Update	6,042	
		Update Management Services	3,900	
		IL Law Enforcement Alarm System (ILEAS)	120	
		Court Smart: Legal Updates & Case Law, annual subscription	1,700	
		MDE, Inc Field Training Evaluation web-based program 2-year maintenance	4,925	
\$ 41,869	\$ 56,523	Total	\$ 72,523	

CITY OF WARRENVILLE
FISCAL YEAR 2021
OTHER SUPPLIES - 01-51-47200
(ACCOUNT NUMBER IN D365 001-500-501-47200)

DEPARTMENT: Police				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 5,995	\$ 16,900	Evidence Technician Supplies	\$ 6,000	
		Flares	1,400	
		Miscellaneous Supplies	2,000	
		Office Equipment	3,500	
		Sanitizer Replacements	1,000	
		Digital Media (DVDs/CDs/Flash Drives)	2,000	
		Office Chairs x4 (Sgts/Corporals/Admin)	1,600	
\$ 5,995	\$ 16,900	Total	\$ 17,500	

CITY OF WARRENVILLE
FISCAL YEAR 2021
AMMUNITION & SUPPLIES - 01-51-47210
(ACCOUNT NUMBER IN D365 001-500-501-47210)

DEPARTMENT: Police				
PROGRAM: On-Going				
2019	2020	Description of Cost	2021	
Actual	Estimated		Budget	
\$ 32,295	\$ 10,280	Handgun - Training Rounds	\$ 2,000	
		Duty Rounds	680	
		Taser:		
		Training cartridges (x60)	1,650	
		Taser Batteries XP26 (x5)	650	
		Part Replacements:	850	
		(Weapon Repair / Cleaning Equipment / Target Material / AR-15 parts)		
		Less Than Lethal Shotgun (Bean Bag, 105 rounds)	650	
		3-Volt batteries (Weapon Lights)	200	
		Red Dot Sight Rifle Battery	100	
		Rifle Training Rounds (purchased through SLEA)	2,100	
\$ 32,295	\$ 10,280	Total	\$ 8,880	

CITY OF WARRENVILLE
FISCAL YEAR 2021
UNIFORMS - 01-51-47300
(ACCOUNT NUMBER IN D365 001-500-501-47300)

DEPARTMENT: Police				
PROGRAM: On-Going				
2019	2020	Description of Cost	2021	
Actual	Estimated		Budget	
\$ 29,879	\$ 45,685	Quartermaster Replacement Spring and Fall (including Recruits x2 - full uniforms)	\$ 26,000	
		Footwear Replacement (x29 @ \$200 ea.)	3,750	
		Clothing Allowance (Investigations x4 / POP Ofcs x2)	7,000	
		Replacement Body Armor (Vests) (11 vests @ \$771 ea.)	8,481	
		Explorer Uniforms	1,000	
		Uniform Cleaning Contract	5,000	
		Police Patches	700	
		Bike Unit Uniforms	700	
		SWAT Officer equipment (if applicable)	6,000	
\$ 29,879	\$ 45,685	Total	\$ 58,631	

CITY OF WARRENVILLE
FISCAL YEAR 2021
INVESTIGATIONS - 01-51-48701
(ACCOUNT NUMBER IN D365 001-500-501-48701)

DEPARTMENT: Police				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 915	\$ 1,000	Investigations Costs (Subpoena Fees / Records) Background checks (Massage business licenses/renewals, cleaning personnel, etc.)	\$ 1,000 500	
\$ 915	\$ 1,000	Total	\$ 1,500	

CITY OF WARRENVILLE
FISCAL YEAR 2021
PUBLIC RELATIONS - 01-51-48702
(ACCOUNT NUMBER IN D365 001-500-501-48702)

DEPARTMENT: Police				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 7,100	\$ 10,875	National Night Out Shredding Day Event (Paper and Electronics) Public Relations Materials (Crime prevention / 4th July safety / Distracted Driving) Shop With a Cop	\$ 5,000 2,000 3,000 125	
\$ 7,100	\$ 10,875	Total	\$ 10,125	

CITY OF WARRENVILLE
FISCAL YEAR 2021
EQUIPMENT PURCHASE - 01-51-49500
(ACCOUNT NUMBER IN D365 001-500-501-49500)

DEPARTMENT: Police				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 58,013	\$ 4,002	500 - Intoximeter mouthpieces	\$ 110	
		Replace Break Room television	500	
		In-car Radar Units (x3 @ \$1251 ea)	3,753	
		Handheld Lidar Radars (x2 @ \$2400 ea)	4,800	
		Individual First Aid Kits (IFAK) for squad cards (x13 @ \$55 ea)	715	
		Pole-mounted Speed Display with Traffic Analyst (data capturing, x4)	15,070	
\$ 58,013	\$ 4,002	Total	\$ 24,948	

CITY OF WARRENVILLE
FISCAL YEAR 2021
EQUIPMENT - MAINTENANCE SUPPLY - 01-51-49503
(ACCOUNT NUMBER IN D365 001-500-501-49503)

DEPARTMENT: Police				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 5,117	\$ 2,000	Mechanic Parts/ Supplies	\$ 2,000	
\$ 5,117	\$ 2,000	Total	\$ 2,000	

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

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected 2020	Budget 2021	20-21 Growth
01-52-40000	Streets	SALARIES - STREETS	498,359	546,582	563,822	579,587	571,729	671,484	17.45%
01-52-40001	Streets	OVERTIME - STREETS	79,199	100,767	114,679	90,000	71,876	90,000	25.22%
01-52-40100	Streets	FICA EXPENSE	33,962	38,420	40,229	41,514	40,523	47,212	16.51%
01-52-40101	Streets	MEDICARE EXPENSE	7,943	8,986	9,409	9,709	9,477	11,042	16.51%
01-52-40200	Streets	IMRF EXPENSE	66,040	73,128	68,961	64,169	57,528	84,746	47.31%
01-52-41100	Streets	MAINTENANCE - EQUIPMENT	48,017	73,184	67,046	62,000	80,000	70,000	-12.50%
01-52-41200	Streets	MAINTENANCE - STREETS	21,773	79,357	360,650	507,500	412,809	196,062	-52.51%
01-52-41300	Streets	MAINTENANCE - GROUNDS	18,621	7,102	11,858	62,000	15,104	157,100	940.12%
01-52-41315	Streets	MAINTENANCE-TREES	30,760	17,185	22,670	25,000	18,000	25,000	38.89%
01-52-41316	Streets	MAINTENANCE - STREAMS	-	-	-	4,000	-	4,000	0.00%
01-52-42600	Streets	GARBAGE REMOVAL	1,431	1,578	1,717	1,500	1,500	1,500	0.00%
01-52-43800	Streets	UTILITIES	23,216	24,271	26,213	25,000	21,947	23,703	8.00%
01-52-44000	Streets	MAINTENANCE - STREET LIGHTS	47,441	24,682	36,342	50,000	45,000	50,000	11.11%
01-52-44300	Streets	RENT EXPENSE	2,777	2,800	4,651	5,100	5,300	7,750	46.23%
01-52-44400	Streets	TRAVEL, TRAINING & MEETINGS	2,624	5,689	5,164	12,450	9,000	8,600	-4.44%
01-52-45300	Streets	ENGINEERING		111,123	147,141	339,440	162,215	148,200	-8.64%
01-52-45400	Streets	OTHER PROFESSIONAL SERVICES	66,929	95,824	71,634	155,450	121,473	1,000	-99.18%
01-52-45401	Streets	J.U.L.I.E.	1,849	2,617	3,019	6,200	4,200	6,200	47.62%
01-52-46900	Streets	DUES, SUBSCRIPTIONS & BOOKS	259	475	494	600	700	610	-12.86%
01-52-47200	Streets	OTHER SUPPLIES	1,676	1,873	2,819	1,725	1,725	1,725	0.00%
01-52-47220	Streets	SMALL TOOLS	1,219	1,868	2,018	2,000	2,000	3,000	50.00%
01-52-47300	Streets	UNIFORMS	4,674	3,600	4,834	5,500	5,000	6,400	28.00%
01-52-47600	Streets	GAS/OIL EXPENSE	21,572	27,863	26,613	27,500	24,641	26,612	8.00%
01-52-48700	Streets	MISCELLANEOUS EXPENSE	5,749	30,375	26,277	99,000	99,000	143,000	44.44%
01-52-49500	Streets	EQUIPMENT PURCHASE	10,465	14,416	12,583	5,000	5,000	9,000	80.00%
01-52-49503	Streets	EQUIPMENT-MAINTENANCE SUPVR	1,714	4,239	7,030	2,000	1,200	20,000	1566.67%
Totals			998,269	1,298,004	1,637,873	2,183,944	1,786,947	1,813,946	1.51%

CITY OF WARRENVILLE
FISCAL YEAR 2021
MAINTENANCE - STREETS - 01-52-41200
(ACCOUNT NUMBER IN D365 001-700-701-41200)

DEPARTMENT: Streets					
PROGRAM: On-Going					
2019 Actual	2020 Estimated	Description of Cost	2021 Budget		
\$ 360,651	\$ 25,000	Pothole Repair, Storm Inlet Repair, ROW Repair, Debris Dump Fees	\$	25,000	
-	-	IDOT Route 56 Add-Lanes Construction Project (State billed up to 80% until final invoice issues are resolved)		107,062	
-	-	Final Phase Route 56 Streetscape Enhancements (FY 2018 - Decision Package)		15,000	
		Private Property Drainage Project		35,000	
	40,000	Virginia Storm Sewer Upgrade (FY 2019 - Decision Package - PUB 19.01)		-	
	221,809	Warrenville Road Reconstruction (MFT did not cover all costs)			
	15,000	Rt 56 Wayfinding Sign Permitting and Construction (FY 2020 - Decision Package - COM 20.04)			
	46,000	Diehl Rd Turn Lanes Construction - City Share (STP - 70%, City - 15%, DuDOT - 15%)		14,000	
	65,000	Raise and Realign Prairie Path (Rockwell Street to Batavia Road)			
\$ 360,651	\$ 412,809	Total	\$	196,062	

CITY OF WARRENVILLE
FISCAL YEAR 2021
MAINTENANCE - GROUNDS - 01-52-41300
(ACCOUNT NUMBER IN D365 001-700-701-41300)

DEPARTMENT: Streets				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 11,858	\$ 15,104	Mowing and Landscape Maintenance (City-owned properties and Route 56 corridor) (excludes parks, lift stations and well-houses)	\$ 135,000	
		<u>City-owned Wetland Maintenance & Inspection</u>		
		Williams Road Bridge	7,100	
		Public Works	4,500	
		Meadow Avenue	4,500	
		Home Avenue	3,000	
		Second Street Rain Gardens	3,000	
\$ 11,858	\$ 15,104	Total	\$ 157,100	

CITY OF WARRENVILLE
FISCAL YEAR 2021
MAINTENANCE - TREES - 01-52-41315
(ACCOUNT NUMBER IN D365 001-700-701-41315)

DEPARTMENT: Streets				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 22,670	\$ 18,000	Tree Trimming , Removal, Relocation, and Replacement Throughout the City	\$ 25,000	
		This service is shared with: MFT - 13-00-45410/013-700-709-45410		
\$ 22,670	\$ 18,000	Total	\$ 25,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
GARBAGE REMOVAL - 01-52-42600
(ACCOUNT NUMBER IN D365 001-700-701-42600)

DEPARTMENT: Streets				
PROGRAM: On-Going				
2019	2020		Description of Cost	2021 Budget
Actual	Estimated			
\$ 1,717	\$ 1,500		Porta Potty - Gazebo	\$ 1,500
\$ 1,717	\$ 1,500		Total	\$ 1,500

CITY OF WARRENVILLE
FISCAL YEAR 2021
UTILITIES - 01-52-43800
(ACCOUNT NUMBER IN D365 001-700-701-43800)

DEPARTMENT: Streets				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 26,213	\$ 21,947	Electric and Gas for Cerny Park Lift Station (Storm Water System)	\$ 23,703	
		Natural gas for City Buildings on "Free Therms" per franchise agreement prior to late FY 2016		
\$ 26,213	\$ 21,947	Total	\$ 23,703	

CITY OF WARRENVILLE
FISCAL YEAR 2021
MAINTENANCE - STREETS LIGHTS - 01-52-44000
(ACCOUNT NUMBER IN D365 001-700-701-44000)

DEPARTMENT: Streets				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 36,342	\$ 45,000	Standard Maintenance	\$ 30,000	
		Light pole purchases for Cantera \$5,000 each (This expense is usually reimbursed through insurance claims)	20,000	
\$ 36,342	\$ 45,000	Total	\$ 50,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
RENT EXPENSE - 01-52-44300
(ACCOUNT NUMBER IN D365 001-700-701-44300)

DEPARTMENT: Streets				
PROGRAM: On-Going				
2019	2020	Description of Cost	2021 Budget	
Actual	Estimated			
\$ 4,651	\$ 5,300	Rental of Welding Tanks and Specialized Equipment Rental for additional lift for Holiday Decoration and golf carts for 4th of July <i>(Note: Police Station and Prairie Path Trees require use of a eighty-foot aerial lift)</i>	\$ 1,750	6,000
\$ 4,651	\$ 5,300	Total	\$ 7,750	

CITY OF WARRENVILLE
FISCAL YEAR 2021
TRAVEL, TRAINING & MEETINGS - 01-52-44400
(ACCOUNT NUMBER IN D365 001-700-701-44400)

DEPARTMENT: Streets				
PROGRAM: On-Going				
2019	2020	Description of Cost	2021 Budget	
Actual	Estimated			
\$ 5,164	\$ 9,000	Miscellaneous Meetings and Training (Includes Public Works Onsite Supervisory Training) I-Pass replenishment IPSI - Street Supervisor IAFSM Conference - DPWD (total cost of \$500 shared with: 20-00-44400 - \$125 20-04-44400 - \$125) Monthly APWA Meetings (total cost of \$600 shared with: 20-00-44400 - \$150 20-04-44400 - \$150) Executive Coaching (See also Water and Sewer - 20-00-44400 - \$1,250 and 20-04-44400 - \$1,250) APWA North American Snow Conference (2 Street Division staff) Training for New Superintendent and Crew Leader See also: 20-00-44400/020-700-704-44400 - \$2,000 and 20-04-44400/020-700-706-44400 - \$2,000	\$ 2,000	150
				1,600
				250
				300
				2,500
				1,800
				4,000
\$ 5,164	\$ 9,000	Total	\$ 12,600	

CITY OF WARRENVILLE
FISCAL YEAR 2021
ENGINEERING - 01-52-45300
(ACCOUNT NUMBER IN D365 001-700-701-45300)

DEPARTMENT: Streets				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 147,141	\$ 2,850	Bridge Inspections (Mack Rd - Annual, Williams Rd Calendar Year 2020)	\$ 5,700	
	12,230	Mack Road Path Phase I Preliminary Engineering Path Phase II Final Engineering (70% of \$80,000)	56,000	
	6,000	Mack Road Bridge Phase I Preliminary Engineering (20% of \$30,000) Phase II Final Engineering (20% of \$250,000)	50,000	
	29,639	Soil Borings (FY 2020 Decision Package- COM 20.05)		
	78,996	Warrenville Road Reconstruction RE		
	10,000	Route 56 Streetscape-Construction Engineering	20,000	
		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	
	5,000	Private Property Drainage Assistance	5,000	
	17,500	<u>Diehl Road turn lane improvements</u> Phase II Final Engineering (FY 2018 Decision Package) Phase III Construction Engineering - City Share (Split 50/50 with DuPage County DOT)		
\$ 147,141	\$ 162,215	Total	\$ 148,200	

CITY OF WARRENVILLE
FISCAL YEAR 2021
OTHER PROFESSIONAL SERVICES - 01-52-45400
(ACCOUNT NUMBER IN D365 001-700-701-45400)

DEPARTMENT: Streets				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 71,634	\$ 1,000	NPDES Permit fees Yearly (IEPA)	\$ 1,000	
	73,048	Route 56 Landscape Maintenance Costs (moving to 01-52-41300 for FY 2021)	-	
	3,919	GIS Database development & utility atlas conversion (see also 20-00-45400 & 20-04-045400)	-	
	2,000	GIS Database Support (see also 20-00-45400 & 20-04-045400)	-	
	10,806	Consultant to Facilitate Development of "Complete Streets" Policy	-	
	25,875	Tree Inventory and Development of Management Plan (FY 2020 Decision Package - PUB 20.01)	-	
	4,825	Williams Road Wetland Buffer Landscaping Costs (moving to 01-52-41300 for FY 2021)	-	
\$ 71,634	\$ 121,473	Total	\$ 1,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
OTHER SUPPLIES - 01-52-47200
(ACCOUNT NUMBER IN D365 001-700-701-47200)

DEPARTMENT: Streets				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 2,819	\$ 1,725	Hardware Supplies Coffee, paper towels, etc.	\$ 1,725	
\$ 2,819	\$ 1,725	Total	\$ 1,725	

CITY OF WARRENVILLE
FISCAL YEAR 2021
SMALL TOOLS - 01-52-47220
(ACCOUNT NUMBER IN D365 001-700-701-47220)

DEPARTMENT: Streets				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 2,018	\$ 2,000	Shovels, Wrenches, Diagnostic tools, Pliers, etc.	\$ 3,000	
\$ 2,018	\$ 2,000	Total	\$ 3,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
MISCELLANEOUS EXPENSE - 01-52-48700
(ACCOUNT NUMBER IN D365 001-700-701-48700)

DEPARTMENT: Streets				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 26,277	\$ 99,000	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 Porta-Potty's, Dumpsters, and supplies	6,000	
		River Road Path Design and Construction Costs (Per IGA with DuPage County-2013) (This cost will only be incurred IF the City is required to issue a "check")	72,000	
		Mosquito Larvacide - Catch Basins	5,000	
		Public Works Week Open House	1,000	
		Capital Subsidy to Capital Maintenance and Replacement Fund	37,000	
\$ 26,277	\$ 99,000	Total	\$ 143,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
EQUIPMENT PURCHASE - 01-52-49500
(ACCOUNT NUMBER IN D365 001-700-701-49500)

DEPARTMENT: Streets				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 12,583	\$ 5,000	Small equipment replacement as needed and only if necessary Type III Barricades	\$ 5,000	
\$ 12,583	\$ 5,000	Total	\$ 9,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
EQUIPMENT - MAINTENANCE SUPPLY - 01-52-49503
(ACCOUNT NUMBER IN D365 001-700-701-49503)

DEPARTMENT: Streets				
PROGRAM: On-Going				
2019	2020	Description of		2021
Actual	Estimated	Cost		Budget
\$ 7,030	\$ 1,200	Equipment, As Needed (for new Fleet Management Technician)		\$ 20,000
\$ 7,030	\$ 1,200	Total		\$ 20,000

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 Warrenton 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 2017	Actual 2018	Actual 2019	Budget 2020	Projected 2020	Budget 2021	20-21 Growth
01-53-40000	Community Dev	SALARIES - COMMUNITY DVLPMNT	625,460	626,090	728,245	770,460	709,370	841,928	18.69%
01-53-40001	Community Dev	OVERTIME - COMMUNITY DVLPMNT	2,099	1,132	1,745	6,303	1,745	7,500	329.80%
01-53-40003	Community Dev	SALARIES - PLAN COMMISSION	2,059	3,090	2,430	3,500	3,150	2,790	-11.43%
01-53-40100	Community Dev	FICA EXPENSE	36,280	36,902	41,464	48,159	44,284	52,664	18.92%
01-53-40101	Community Dev	MEDICARE EXPENSE	8,843	8,836	10,165	11,263	10,357	12,317	18.92%
01-53-40200	Community Dev	IMRF EXPENSE	67,839	68,792	72,304	69,498	67,028	91,849	37.03%
01-53-41110	Community Dev	MAINTENANCE - AUTOS	200	538	1,822	3,000	2,450	3,000	22.45%
01-53-43700	Community Dev	NOTARY FEE	54	10	59	-	-	-	-
01-53-44400	Community Dev	TRAVEL, TRAINING & MEETINGS	8,483	8,665	7,707	33,100	28,250	28,150	-0.35%
01-53-44700	Community Dev	PRINTING / PUBLISHING	1,674	613	401	2,500	2,200	2,500	13.64%
01-53-45210	Community Dev	COMPUTER SOFTWARE	2,940	3,120	-	-	-	-	-
01-53-45300	Community Dev	ENGINEERING	14,548	87,912	132,363	125,000	225,000	110,000	-51.11%
01-53-45400	Community Dev	OTHER PROFESSIONAL SERVICES	40,223	7,872	16,813	96,100	73,600	66,600	-9.51%
01-53-45404	Community Dev	BLDG PERMIT REVIEW & INSPECT	12,510	13,320	5,200	21,000	14,500	19,000	31.03%
01-53-45405	Community Dev	ELEVATOR INSPECTIONS	9,914	8,406	9,250	17,500	12,100	10,700	-11.57%
01-53-45406	Community Dev	LANDSCAPE REVIEW & INSPECTIONS	399	1,087	2,465	4,500	4,100	7,000	70.73%
01-53-45701	Community Dev	TRAINING - PLAN COMMISSION	480	-	-	750	700	1,200	71.43%
01-53-45710	Community Dev	EDUCATION REIMBURSEMENT	-	-	-	-	-	12,000	-
01-53-45900	Community Dev	STORMWATER MANAGEMENT	(1,500)	-	-	-	-	-	-
01-53-46000	Community Dev	PRELIMINARY CONSULT	-	-	-	1,500	1,500	1,500	0.00%
01-53-46900	Community Dev	DUES, SUBSCRIPTIONS & BOOKS	4,552	5,615	1,866	6,410	5,145	8,620	67.54%
01-53-47200	Community Dev	OTHER SUPPLIES	205	83	553	1,000	400	900	125.00%
01-53-47300	Community Dev	UNIFORMS	757	885	106	600	600	600	0.00%
01-53-48700	Community Dev	MISCELLANEOUS EXPENSE	78	2,093	1,491	3,100	2,150	2,150	0.00%
01-53-49200	Community Dev	LAND PURCHASE	5,907	1,393	-	-	-	-	-
01-53-49500	Community Dev	EQUIPMENT PURCHASE	2,870	765	6,006	1,000	19,900	6,500	-67.34%
Totals			846,874	887,219	1,042,455	1,226,243	1,228,529	1,289,468	4.96%

CITY OF WARRENVILLE
FISCAL YEAR 2021
MAINTENANCE - AUTOS - 01-53-41110
(ACCOUNT NUMBER IN D365 001-600-601-41110)

DEPARTMENT: Community Development				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 1,822	\$ 2,450	Brakes, minor tune-up, tires, and maintenance on Building Inspector pick-up, repurposed Police Dept. vehicle, and City Hall pool car	\$ 3,000	
\$ 1,822	\$ 2,450	Total	\$ 3,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
NOTARY FEE - 01-53-43700
(ACCOUNT NUMBER IN D365 001-600-601-43700)

DEPARTMENT: Community Development				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 59	-	Administrative Secretary - Lupo (Expires 03/24/2023) (Budget Again in FY 2023)	-	
	-	Administrative Secretary - Swinden (Expires 07/31/2021) (Budget Again in FY 2022)	-	
\$ 59	\$ -	Total	\$ -	

CITY OF WARRENVILLE
FISCAL YEAR 2021
TRAVEL, TRAINING & MEETINGS - 01-53-44400
(ACCOUNT NUMBER IN D365 001-600-601-44400)

DEPARTMENT: Community Development				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 7,707	\$ 2,900	Community Development Director and Senior Planner attendance at American Planning Association conferences/seminars and similar training opportunities	\$ 4,250	
	1,200	Building Inspector and Code Enforcement Officer attendance at in-state training opportunities	1,500	
	450	GIS Technician/Planner attendance at in-state training conferences and seminars	600	
	1,800	Senior Civil Engineer attendance at in-state training (IAFSM Conference, IPSI Training, etc.)	1,800	
	500	Administrative Assistants attendance at in-state training opportunities.	800	
	1,250	Mileage Reimbursement for Dept. Staff who use their own personal vehicles for transportation to and from City inspections and training events.	1,500	
	400	Management Training/Coaching	2,500	
	15,000	Executive Coaching	10,000	
	750	Misc. Professional Development	1,000	
	2,000	Chief Code Official attendance at International Code Council Conference	2,000	
	1,000	GIS Plan implementation/Training	1,000	
	1,000	Civil Engineer training/seminars	1,200	
\$ 7,707	\$ 28,250	Total	\$ 28,150	

CITY OF WARRENVILLE
FISCAL YEAR 2021
PRINTING/PUBLISHING - 01-53-44700
(ACCOUNT NUMBER IN D365 001-600-601-44700)

DEPARTMENT: Community Development				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 401	\$ 1,800	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	
	400	Recording Fees	500	
\$ 401	\$ 2,200	Total	\$ 2,500	

CITY OF WARRENVILLE
FISCAL YEAR 2021
ENGINEERING - 01-53-45300
(ACCOUNT NUMBER IN D365 001-600-601-45300)

DEPARTMENT: Community Development				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 132,363	\$ 225,000	Consulting engineering services <u>Important Notes:</u> Recognizes the large amount of private development improvement and public improvement projects which are underway and scheduled to be advanced in FY 2020 and FY 2021. This will require the continued reliance on outside engineering consultants due to the volume and complexity of engineering reviews and inspections the Community Development Dept. will perform in FY 2020 and anticipates performing in FY 2021 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.	\$ 110,000	
\$ 132,363	\$ 225,000	Total	\$ 110,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
OTHER PROFESSIONAL SERVICES - 01-53-45400
(ACCOUNT NUMBER IN D365 001-600-601-45400)

DEPARTMENT: Community Development				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 16,813	\$ 5,000	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.)	\$ 5,000	
	3,600	Cost associated with the Administrative Law Judge processes code violation tickets in the Adjudication	3,600	
	6,000	GIS Consulting Services	6,000	
	2,000	Right-of-Way/Easement Survey and Plat Legal Assistance	2,000	
	18,500	Building /Code Enforcement Consultant Assistance <i>FY 21 Budget figures anticipate addition of full-time inspector without addition of this position this line item would need to significantly increase</i>	-	
	-	Legal/planning consultant assistance for preparation of Old Town/Civic Center Zoning Overlay District	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 (Rebudget for FY 2021)	7,500	
	12,500	Scanning of historical development related paper files and large format development plans	12,500	
	26,000	Planning/zoning consultant services for zoning review and processing of misc. building and development permit applications (FY 2020 Decision Package) (Allowed for use of outside consultant assistance for 16 hrs./ week during peak permit season to perform zoning reviews on building prmt. and development applications)	-	
	-	Surveying and design - City monument sign replcmnt	10,000	
		Codification of Zoning Ordinance	5,000	
\$ 16,813	\$ 73,600	Total	\$ 66,600	

CITY OF WARRENVILLE
FISCAL YEAR 2021
BUILDING PERMIT REVIEW AND INSPECTION - 01-53-45404
(ACCOUNT NUMBER IN D365 001-600-601-45404)

DEPARTMENT: Community Development				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 5,200	\$ 14,500	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. Note: <i>FY 21 Budget figures anticipate addition of full-time inspector without addition of this position this line item would need to significantly increase</i>	\$ 19,000	
\$ 5,200	\$ 14,500	Total	\$ 19,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
ELEVATOR INSPECTIONS - 01-53-45405
(ACCOUNT NUMBER IN D365 001-600-601-45405)

DEPARTMENT: Community Development				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 9,250	\$ 12,100	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.	\$ 10,700	
\$ 9,250	\$ 12,100	Total	\$ 10,700	

CITY OF WARRENVILLE
FISCAL YEAR 2021
LANDSCAPE REVIEW & INSPECTIONS - 01-53-45406
(ACCOUNT NUMBER IN D365 001-600-601-45406)

DEPARTMENT: Community Development				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 2,465	\$ 4,100	Expenses associated with the use of an outside consultant to perform limited landscape plan reviews, all as-built final landscape installation inspections.	\$ 7,000	
\$ 2,465	\$ 4,100	Total	\$ 7,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
TRAINING - PLAN COMMISSION - 01-53-45701
(ACCOUNT NUMBER IN D365 001-600-601-45701)

DEPARTMENT: Community Development				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ -	\$ 700	City Funded Training Opportunities (Seminars and Books) for PC/ZBA Members.	\$ 1,200	
\$ -	\$ 700	Total	\$ 1,200	

CITY OF WARRENVILLE
FISCAL YEAR 2021
EDUCATION REIMBURSEMENT - 01-53-45710
(ACCOUNT NUMBER IN D365 001-600-601-45710)

DEPARTMENT: Community Development				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ -	\$ -	Year 1 masters program: Planner I/GIS Technician	\$ 12,000	
\$ -	\$ -	Total	\$ 12,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
PRELIMINARY CONSULTATION - 01-53-46000
(ACCOUNT NUMBER IN D365 001-600-601-46000)

DEPARTMENT: Community Development				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ -	\$ 1,500	Consulting Engineering expenses associated with the review of preliminary engineering design drawings for new private development proposals.	\$ 1,500	
\$ -	\$ 1,500	Total	\$ 1,500	

CITY OF WARRENVILLE
FISCAL YEAR 2021
OTHER SUPPLIES - 01-53-47200
(ACCOUNT NUMBER IN D365 001-600-601-47200)

DEPARTMENT: Community Development				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 553	\$ 300	Misc. Office Supplies	\$ 300	
	200	Specialty Printer Cartridges	300	
	200	Specialty Larger Format Printer Paper	300	
\$ 553	\$ 400	Total	\$ 900	

CITY OF WARRENVILLE
FISCAL YEAR 2021
MISCELLANEOUS EXPENSE - 01-53-48700
(ACCOUNT NUMBER IN D365 001-600-601-48700)

DEPARTMENT: Community Development				
PROGRAM: On-Going				
2019	2020		Description of Cost	2021 Budget
Actual	Estimated			
\$ 1,491				
\$	200		Staff and PC/ZBA Nameplates, Mounting and Matting of Large Format Maps such as the Zoning and Land Use Plan Maps.	\$ 200
	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.	1,500
	200		Food & beverage for special meetings	200
	250		Misc. safety and measuring equipment	250
\$ 1,491	\$ 2,150		Total	\$ 2,150

CITY OF WARRENVILLE
FISCAL YEAR 2021
EQUIPMENT PURCHASE - 01-53-49500
(ACCOUNT NUMBER IN D365 001-600-601-49500)

DEPARTMENT: Community Development				
PROGRAM: On-Going				
2019	2020	Description of Cost		2021
Actual	Estimated			Budget
\$ 6,006	\$ 1,000	Misc. file cabinets, desks, shelving, and chairs	\$	1,000
	-	Replacement large format desktop scanner and related setup costs for Admin. Assistant work area		4,700
	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		
		Metal Detector		800
\$ 6,006	\$ 19,900	Total	\$	6,500

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected 2020	Budget 2021	20-21 Growth
01-54-40000	EMA	SALARIES - E.M.A.	6,000	6,000	5,100	2,400	2,400	26,400	1000.00%
01-54-40100	EMA	FICA EXPENSE	372	372	316	149	149	1,637	998.66%
01-54-40101	EMA	MEDICARE EXPENSE	87	87	74	35	35	383	994.29%
01-54-41100	EMA	MAINTENANCE - EQUIPMENT	1,613	756	3,643	1,401	2,025	1,809	-10.67%
01-54-41110	EMA	MAINTENANCE - AUTO	2,154	653	6,218	6,000	400	3,500	775.00%
01-54-42700	EMA	MAINTENANCE - COMMUNICATIONS	-	410	-	1,750	1,750	1,750	0.00%
01-54-43400	EMA	TELEPHONE	1,097	1,112	667	1,350	1,153	1,350	17.09%
01-54-44400	EMA	TRAVEL, TRAINING & MEETINGS	626	232		4,500	4,500	4,500	0.00%
01-54-46900	EMA	DUES, SUBSCRIPTIONS & BOOKS	-	-		100	-	100	
01-54-47200	EMA	OTHER SUPPLIES	420	1,122	487	3,500	946	3,500	269.98%
01-54-47300	EMA	UNIFORMS	1,180	994	-	2,000	2,000	1,500	-25.00%
01-54-47600	EMA	GAS / OIL EXPENSE	444	243	266	1,200	436	750	72.02%
01-54-48700	EMA	MISCELLANEOUS EXPENSE	50	-	-	6,500	6,500	1,500	-76.92%
01-54-49500	EMA	EQUIPMENT PURCHASE	802	3,216	-	8,500	8,500	500	-94.12%
Totals			14,845	15,197	16,771	39,385	30,794	49,179	59.70%

CITY OF WARRENVILLE
FISCAL YEAR 2021
MAINTENANCE - EQUIPMENT - 01-54-41100
(ACCOUNT NUMBER IN D365 001-500-502-41100)

DEPARTMENT: EMERGENCY MANAGEMENT AGENCY (EMA)				
PROGRAM: On-Going				
2019	2020	Description of Cost	2021	
Actual	Estimated		Budget	
\$ 3,642	\$ 1,227	General Maintenance Equipment	\$	1,000
	390	Siren System monitoring fees (Fulton Siren Service) 09/01/17-08/31/2018 09/01/18-08/31/2019		401
	408	Starcom21 Network		408
\$ 3,642	\$ 2,025	Total	\$	1,809

CITY OF WARRENVILLE
FISCAL YEAR 2021
MAINTENANCE - AUTOS - 01-54-41110
(ACCOUNT NUMBER IN D365 001-500-502-41110)

DEPARTMENT: EMERGENCY MANAGEMENT AGENCY (EMA)				
PROGRAM: On-Going				
2019	2020	Description of Cost	2021	
Actual	Estimated		Budget	
\$ 6,218	\$ 400	General Vehicle Maintenance	\$	3,500
\$ 6,218	\$ 400	Total	\$	3,500

CITY OF WARRENVILLE
FISCAL YEAR 2021
TRAVEL, TRAINING & MEETINGS - 01-54-44400
(ACCOUNT NUMBER IN D365 001-500-502-44400)

DEPARTMENT: EMERGENCY MANAGEMENT AGENCY (EMA)				
PROGRAM: On-Going				
2019	2020	Description of Cost	2021	
Actual	Estimated		Budget	
\$ -	\$ 4,500	<u>Member Training</u> Homeland Security Training Illinois EMA Annual Training Summit Illinois Emergency Services Mgmt. Assoc. Conference Formal Traffic Control Training Disaster Preparedness Training	\$ 4,500	
\$ -	\$ 4,500	Total	\$ 4,500	

CITY OF WARRENVILLE
FISCAL YEAR 2021
DUES, SUBSCRIPTIONS & BOOKS - 01-54-46900
(ACCOUNT NUMBER IN D365 001-500-502-46900)

DEPARTMENT: EMERGENCY MANAGEMENT AGENCY (EMA)				
PROGRAM: On-Going				
2019	2020	Description of Cost	2021	
Actual	Estimated		Budget	
\$ -	\$ -	As Needed	\$ 100	
\$ -	\$ -	Total	\$ 100	

CITY OF WARRENVILLE
FISCAL YEAR 2021
OTHER SUPPLIES - 01-54-47200
(ACCOUNT NUMBER IN D365 001-500-502-47200)

DEPARTMENT: EMERGENCY MANAGEMENT AGENCY (EMA)				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 488	\$ 946	Emergency Response Supplies	\$ 1,500	
		Reflective Cones	300	
		Public Training, including Weather Radios, Key chains Magnets for Giveaways	1,500	
		Printed Materials	200	
\$ 488	\$ 946	Total	\$ 3,500	

CITY OF WARRENVILLE
FISCAL YEAR 2021
UNIFORMS - 01-54-47300
(ACCOUNT NUMBER IN D365 001-500-502-47300)

DEPARTMENT: EMERGENCY MANAGEMENT AGENCY (EMA)				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ -	\$ 2,000	Volunteer Uniforms (Including High-visibility Shirts)	\$ 1,500	
\$ -	\$ 2,000	Total	\$ 1,500	

CITY OF WARRENVILLE
FISCAL YEAR 2021
EQUIPMENT PURCHASE - 01-54
(ACCOUNT NUMBER IN D365 001-5-)
AGENCY MANAGEMENT AGENCY (EMA)

DEPARTMENT: EMERGENCY MANAGEMENT AGENCY (EMA)				
PROGRAM: On-Going				
2019	2020	Description of Cost	2021 Budget	
Actual	Estimated			
\$ -	\$ 8,500	Miscellaneous Equipment	\$ 500	
\$ -	\$ 8,500	Total	\$ 500	

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected 2020	Budget 2021	20-21 Growth
01-55-44400	Police Comm.	TRAVEL, TRAINING & MEETINGS	-	866		2,800	2,800	2,800	0.00%
01-55-44700	Police Comm.	PRINTING / PUBLISHING	348	4,044		-	5,000	-	0.00%
01-55-45100	Police Comm.	LEGAL SERVICES		-		500	500	500	0.00%
01-55-45400	Police Comm.	OTHER PROFESSIONAL SERVICES				-			0.00%
01-55-45800	Police Comm.	TESTING	9,315	13,341	3,449	8,750	8,750	21,050	140.57%
01-55-46900	Police Comm.	DUES, SUBSCRIPTIONS & BOOKS	375	375	375	730	730	730	0.00%
Totals			10,038	18,626	3,824	12,780	17,780	25,080	41.06%

CITY OF WARRENVILLE
FISCAL YEAR 2021
PRINTING/PUBLISHING - 01-55-44700

DEPARTMENT: Police Commission				
PROGRAM: On-Going				
2019	2020	Description of Cost		2021 Budget
Actual	Estimated			
\$ -	\$ 5,000	Testing Advertisements (not budgeted for FY 2021)		\$ -
\$ -	\$ 5,000	Total		\$ -

**CITY OF WARRENVILLE
FISCAL YEAR 2021
TESTING - 01-55-45800**

DEPARTMENT: Police Commission				
PROGRAM: On-Going				
2019	2020	Description of Cost		2021 Budget
Actual	Estimated			
\$ 3,449	\$ 8,750	Patrol Officer Exam - FY 20		
		<u>During actual hiring process - Post List</u>		
		Patrol Poly Exam (x20 @ \$250/ea.)		\$ 5,000
		Patrol Psychological Exam (x3 @ \$550/ea.)		1,650
		Patrol Medical Exam (x3 @ \$800/ea.)		2,400
		Police Sergeant Promotional Exam (Fall - CY 2020)		12,000
\$ 3,449	\$ 8,750	Total		\$ 21,050

CITY OF WARRENVILLE
FISCAL YEAR 2021
DUES, SUBSCRIPTIONS & BOOKS - 01-55-46900

DEPARTMENT: Police Commission				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 375	\$ 730	2021 Illinois Police Commission Manuals and Handbooks (x3 @ \$85)	\$ 255	
		Annual Association Dues - IFPCA	375	
		Misc. Training Manuals / Legal Updates	100	
\$ 375	\$ 730	Total	\$ 730	

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected 2020	Budget 2021	20-21 Growth
01-63-41000	Parks & Rec	MAINTENANCE - BUILDING	6,877	7,288	3,936	8,500	4,000	5,100	27.50%
01-63-41100	Parks & Rec	MAINTENANCE-EQUIPMENT	2,407	2,227	2,159	20,500	3,000	19,000	533.33%
01-63-41300	Parks & Rec	MAINTENANCE GROUNDS	22,127	15,216	21,275	25,000	18,000	18,000	0.00%
01-63-41315	Parks & Rec	MAINTENANCE-TREES	-	3,255	-	1,000	-	1,000	
01-63-43800	Parks & Rec	UTILITIES	2,334	3,000	2,684	3,000	2,750	3,000	9.09%
01-63-45400	Parks & Rec	OTHER PROFESSIONAL SERVICES		2,550	7,930	10,500	10,525	8,000	-23.99%
01-63-46700	Parks & Rec	VETERANS MEMORIAL	1,073	3,765	3,695	5,000	2,000	5,000	150.00%
01-63-48700	Parks & Rec	MISCELLANEOUS EXPENSE	688	202	507	750	-	750	
01-63-48800	Parks & Rec	ALBRIGHT STUDIO EXPENSES	9,468	5,315	8,008	15,310	22,751	55,460	143.77%
01-63-49500	Parks & Rec	EQUIPMENT PURCHASE	1,070	3,310	12,378	2,500	2,500		-100.00%
Totals			46,044	46,128	62,572	92,060	65,526	115,310	75.98%

General Fund Line Items
Fiscal Year 2021

CITY OF WARRENVILLE
FISCAL YEAR 2021
MAINTENANCE - EQUIPMENT - 01-63-41100
(ACCOUNT NUMBER IN D365 001-700-702-41100)

DEPARTMENT: Public Works (Parks & Rec)				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 3,936	\$ 4,000	Maintenance and repairs	\$ 1,500	
		Janitorial Service approx. \$300 per month	3,600	
\$ 3,936	\$ 4,000	Total	\$ 5,100	

DEPARTMENT: Public Works (Parks & Rec)				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 2,159	\$ 3,000	Cerny Park		
		Special Events power panel replacement	\$	15,000
		Mulch for playground		1,500
		Repair/Replacement of Cerny Park Playground Equipment - as needed <i>(full replacement design in FY 2021 budget)</i>		2,500
\$ 2,159	\$ 3,000	Total	\$	19,000

CITY OF WARRENVILLE
FISCAL YEAR 2021
MAINTENANCE - GROUNDS - 01-63-41300
(ACCOUNT NUMBER IN D365 001-700-702-41300)

DEPARTMENT: Public Works (Parks & Rec)				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 21,275	\$ 16,000	Portion of Grounds Maintenance Contract	\$ 16,000	
	2,000	Mulch installation cost as needed	2,000	
		Concrete Edging and Flatwork at Cerny Park (delay until design finalized for playground replacement)		
\$ 21,275	\$ 18,000	Total	\$ 18,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
MAINTENANCE - TREES - 01-63-41315
(ACCOUNT NUMBER IN D365 001-700-702-41315)

DEPARTMENT: Public Works (Parks & Rec)				
PROGRAM: On-Going				
2019 Actual	2018 Estimated	Description of Cost	2021 Budget	
\$ -	\$ -	Trimming, Replacement of Trees at All City Parks as needed.	\$ 500	
		Adjusting Mulch around Trees	500	
\$ -	\$ -	Total	\$ 1,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
UTILITIES - 01-63-43800
(ACCOUNT NUMBER IN D365 001-700-702-43800)

DEPARTMENT: Public Works (Parks & Rec)				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 2,684	\$ 2,000	Cost of Electricity at Pavilion Gas heat put in storage room in FY2008 Cost for Street lights in Park	\$ 2,200	
	750	Cost of Natural Gas service at Pavilion	800	
\$ 2,684	\$ 2,750	Total	\$ 3,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
OTHER PROFESSIONAL SERVICES - 01-63-45400
(ACCOUNT NUMBER IN D365 001-700-702-45400)

DEPARTMENT: Public Works (Parks & Rec)				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 7,930	\$ 10,525	Prairie burns and maintenance Assistance with weeding	8,000	
\$ 7,930	\$ 10,525	Total	\$ 8,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
VETERAN'S MEMORIAL - 01-63-46700
(ACCOUNT NUMBER IN D365 001-700-702-46700)

DEPARTMENT: Public Works (Parks & Rec)				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 3,695	\$ 2,000	General Memorial Upkeep Power Washing / Flags/ etc. sealing concrete as needed	\$ 5,000	
\$ 3,695	\$ 2,000	Total	\$ 5,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
MISCELLANEOUS EXPENSE - 01-63-48700
(ACCOUNT NUMBER IN D365 001-700-702-48700)

DEPARTMENT: Public Works (Parks & Rec)				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 507	\$ -	As Needed Flowers, irrigation repair, etc. replacement plaques for memorial trees	\$ 750	
\$ 507	\$ -	Total	\$ 750	

CITY OF WARRENVILLE
FISCAL YEAR 2021
ALBRIGHT STUDIO EXPENSES - 01-63-48800
(ACCOUNT NUMBER IN D365 001-700-702-48800)

DEPARTMENT: Public Works (Parks & Rec)			
PROGRAM: On-Going			
2019 Actual	2020 Estimated	Description of Cost	2021 Budget
\$ 8,008	\$ 780	Cleaning Services	\$ 1,000
	1,500	Supplies and routine Maintenance	1,750
	600	Cost for alarms and TV monitors	1,100
	300	Pest Control (4-Times per year @\$75 ea.)	300
	609	Fire Alarm Testing	500
	150	Fire extinguisher Test	150
	660	Fire Alarm monitoring Radio	660
	8,152	Replace Shutters (last replaced in 1983)	-
	-	Paint Exterior (last painted in 2008)	40,000
	-	Remove and Replace Shingle Roof (Replacement in FY 2022)	
	10,000	Gas for Albright Studio and accessory building (FY 2020 first time charged here)	10,000
Total			\$ 55,460

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected 2020	Budget 2021	20-21 Growth
01-65-40000	Bldgs & Grnds	SALARIES - BUILDINGS & GROUNDS	71,580	79,432	80,700	89,476	74,695	91,980	23.14%
01-65-40001	Bldgs & Grnds	OVERTIME - BUILDINGS & GROUNDS	1,618	2,848	2,991	2,700	2,449	2,700	10.25%
01-65-40100	Bldgs & Grnds	FICA EXPENSE	4,415	4,966	5,063	5,715	4,970	5,870	18.11%
01-65-40101	Bldgs & Grnds	MEDICARE EXPENSE	1,032	1,161	1,184	1,337	1,119	1,373	22.70%
01-65-40200	Bldgs & Grnds	IMRF EXPENSE	7,821	8,080	7,541	7,221	7,176	8,664	20.74%
01-65-41000	Bldgs & Grnds	MAINTENANCE - BUILDINGS	97,581	131,674	135,315	171,775	134,966	155,975	15.57%
01-65-41110	Bldgs & Grnds	MAINTENANCE - AUTO	189	-	150	150	150	150	0.00%
01-65-44400	Bldgs & Grnds	TRAVEL, TRAINING & MEETINGS	-	-	800	1,000	1,000	1,000	0.00%
01-65-46900	Bldgs & Grnds	DUES & SUBSCRIPTIONS	34	310	197	300	300	300	0.00%
01-65-47200	Bldgs & Grnds	OTHER SUPPLIES	3,483	7,936	3,871	4,000	4,000	4,000	0.00%
01-65-47300	Bldgs & Grnds	UNIFORMS	736	898	900	900	900	900	0.00%
01-65-47600	Bldgs & Grnds	GAS/OIL EXPENSE	600	811	423	900	500	750	50.00%
01-65-49300	Bldgs & Grnds	BUILDING IMPROVEMENTS							
01-65-49500	Bldgs & Grnds	EQUIPMENT PURCHASE		7,566		-			
Totals			189,089	245,682	239,135	285,474	232,225	273,662	17.84%

CITY OF WARRENVILLE
FISCAL YEAR 2021
MAINTENANCE - BUILDING - 01-65-41000
(ACCOUNT NUMBER IN D365 001-700-703-41000)

DEPARTMENT: Buildings & Grounds				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 135,315	\$ 35,000	Cleaning Service	\$ 35,000	
	1,650	Carpet Cleaning - Police Dept. (mthly), City Hall (Qtrly)	1,650	
	12,000	Floor Mat Service	15,000	
	1,000	Cleaning of table cloths, etc.	1,000	
	20,000	HVAC Maintenance / Contract and repairs	20,000	
	9,000	Elevator Service - 2 Elevators	9,000	
	3,600	Fire Alarm Service (Fire Suppression System Testing)	3,600	
	1,200	Fire & Panic Alarm Wireless Communication	1,200	
	10,000	Generator Service - Prev. Maint	10,000	
	2,500	Fire Extinguisher Maint. - Pressure Test Older Units	2,500	
	3,000	Sprinkler Testing - Yrly Flushing & Cert Fee	3,000	
	2,000	Yearly Backflow/ Certifications / testing	2,000	
	1,000	Pest Control	1,000	
	5,000	Miscellaneous (i.e. locksmith, Medical Supplies, AED)	5,000	
	500	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	
	1,000	Additional Garage Remotes for Staff Access		
	8,000	Minor Building Repair & Maintenance	8,000	
	525	Co2 Sensor Calibration and testing	525	
	2,500	Roof Repairs and Inspections	2,500	
		Mudjacking or Repair of Sidewalks	2,500	
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CITY OF WARRENVILLE
FISCAL YEAR 2021
MAINTENANCE - BUILDING - 01-65-41000
(ACCOUNT NUMBER IN D365 001-700-703-41000)

DEPARTMENT: Buildings & Grounds				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
		Safety Stairs in Wash Bay	\$ 5,000	
		Addressing Miscellaneous Safety Issues	10,000	
		Analyze and Design solution for Public Work Grage Indoor Air Quality	10,000	
	4,991	Electrician to Improve Lighting in Mechanic's Bays	-	
	3,500	Keyless Security (FY 2018 Decision Package)	-	
\$ 135,315	\$ 134,966	Total	\$ 155,975	

CITY OF WARRENVILLE
FISCAL YEAR 2021
OTHER SUPPLIES - 01-65-47200
(ACCOUNT NUMBER IN D365 001-700-703-47200)

DEPARTMENT: Administration				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 3,871	\$ 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	
\$ 3,871	\$ 4,000	Total	\$ 4,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
UNIFORMS - 01-65-47300
(ACCOUNT NUMBER IN D365 001-700-703-47300)

DEPARTMENT: Buildings & Grounds					
PROGRAM: On-Going					
2019	2020		Description of Cost		2021 Budget
Actual	Estimated				
\$ 900	\$ 900		Uniforms for Building Maintenance Supervisor	\$	900
				Total	\$ 900

CITY OF WARRENVILLE
FISCAL YEAR 2021
GAS/OIL EXPENSE - 01-65-47600
(ACCOUNT NUMBER IN D365 001-700-703-47600)

DEPARTMENT: Buildings & Grounds					
PROGRAM: On-Going					
2019	2020		Description of Cost		2021 Budget
Actual	Estimated				
\$ 423	\$ 500		Gas and Oil For Supervisors Vehicle	\$	750
				Total	\$ 750

CITY OF WARRENVILLE
FISCAL YEAR 2021
EQUIPMENT PURCHASE - 01-65-49500
(ACCOUNT NUMBER IN D365 001-700-703-49500)

DEPARTMENT: Buildings & Grounds

PROGRAM: On-Going				
2019	2020	Description of		2021
Actual	Estimated	Cost		Budget
\$ -		Not Budgeted in FY 21		
\$ -	\$ -	Total		\$ -

GENERAL FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected 2020	Budget 2021	20-21 Growth
01-70-40400	Central Svcs	EMPLOYEE INSURANCE	866,323	906,913	1,005,533	1,039,275	988,992	1,083,344	9.54%
01-70-40403	Central Svcs	INSURANCE OPT-OUT PAYMENTS	11,320	10,242	3,110	5,833	4,640	5,856	26.21%
01-70-41100	Central Svcs	MAINTENANCE - EQUIPMENT	179,443	171,391	243,057	492,562	201,612	221,792	10.01%
01-70-41103	Central Svcs	MAINTENANCE - SOFTWARE	60,542	73,292	166,500	180,028	118,202	314,616	166.17%
01-70-43301	Central Svcs	INSURANCE - LIABILITY	88,540	101,578	106,225	111,537	108,581	112,381	3.50%
01-70-43302	Central Svcs	INSURANCE - WORKERS COMP	146,691	143,184	164,893	227,072	208,587	315,172	51.10%
01-70-43303	Central Svcs	INSURANCE - EE LIFE	2,293	2,395	2,456	2,520	2,450	2,587	5.59%
01-70-43400	Central Svcs	TELEPHONE	73,564	71,823	79,165	73,111	71,008	49,300	-30.57%
01-70-44300	Central Svcs	RENT EXPENSE	688	717	717	717	717	717	0.00%
01-70-44600	Central Svcs	POSTAGE	6,959	7,823	11,890	8,882	13,456	14,000	4.04%
01-70-44700	Central Svcs	PRINTING/PUBLISHING	2,726	1,853	1,411	5,500	2,597	3,500	34.77%
01-70-45210	Central Svcs	COMPUTER SOFTWARE	-	-	-	-	-	64,210	-
01-70-45400	Central Svcs	OTHER PROFESSIONAL SERVICES	-	-	314,828	811,178	604,384	430,165	-28.83%
01-70-47100	Central Svcs	OFFICE SUPPLIES	14,843	17,667	18,696	15,000	17,915	18,500	3.27%
Totals			1,453,932	1,508,878	2,118,481	2,973,215	2,343,141	2,636,140	12.50%

CITY OF WARRENVILLE
FISCAL YEAR 2021
EMPLOYEE INSURANCE - 01-70-40400
(ACCOUNT NUMBER IN D365 001-350-351-40400)

DEPARTMENT: Central Services				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 1,005,533	\$ 988,992	General Fund Share of Group Employee Health Insurance (net of Employee Required Contributions)	\$ 1,083,344	
		(Additional amounts charged to Water and Sewer Fund)		
\$ 1,005,533	\$ 988,992	Total	\$ 1,083,344	

CITY OF WARRENVILLE
FISCAL YEAR 2021
INSURANCE OPT-OUT PAYMENTS - 01-70-40403
(ACCOUNT NUMBER IN D365 001-350-351-40403)

DEPARTMENT: Central Services				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 3,110	\$ 4,640	Employee Insurance Opt-Out Payments Paid by Calendar Year (4 Opt-Outs for CY 2019)	\$ 5,856	
\$ 3,110	\$ 4,640	Total	\$ 5,856	

CITY OF WARRENVILLE
FISCAL YEAR 2021
MAINTENANCE - EQUIPMENT - 01-70-41100
(ACCOUNT NUMBER IN D365 001-350-351-41100)

DEPARTMENT: Central Services				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 243,057	\$ 720	Stafford Copier Maintenance-Biz Hub 808	\$ 720	
	500	Manning Copier Maintenance-Biz Hub 754e	500	
	96,000	Annual Network Maintenance (AIS)	96,000	
	5,000	Additional IT Support during ERP (AIS)	25,000	
	3,000	Miscellaneous (Keyboards, Mice, etc.)	3,000	
	500	Additional Memory	500	
	2,000	General Printers - Replacement	2,000	
	25,000	Annual Computer Replacement (25)	Moved to 49500	
	500	Annual Mobile Device Replacement	Moved to 49500	
	1,320	OCE TDS400 Maintenance Agreement (IPLAN CD)	2,000	
	600	Xerox Phaser Maintenance Agreement (Com Dev)	600	
	16,500	Annual MDT Replacements (3)	Moved to 49500	
	10,000	Annual Squad Car Camera Replacement (2)	Moved to 49500	
		Telephone System Maintenance	5,000	
	8,500	AV Room Maintenance and Support	25,000	
	6,500	City Hall Security Cameras Maintenance	6,500	
	2,500	External Access Point Arbitrator	2,500	
		AV Room equipment maintenance	25,000	
	3,000	Server Maintenance	8,000	
	19,472	Fiber Internet Service - 100 Mbps (annual cost - 5 Year Contract - thru Comcast Business)	19,472	
\$ 243,057	\$ 201,612		\$ 221,792	

CITY OF WARRENVILLE
FISCAL YEAR 2021
MAINTENANCE - SOFTWARE - 01-70-41103
(ACCOUNT NUMBER IN D365 001-350-351-41103)

DEPARTMENT: Central Services				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 166,500	\$ 11,288	MSI/Harris Software Maintenance Agreement (Termination Date Yet to be Determined @ 01/10/20)	\$ 13,609	
	-	D365 Software Maintenance	64,055	
	11,000	CH, PD and PW Lock System Maintenance Agreement	11,000	
	300	SSL Certificate (CivicPlus)	300	
	192	Citrix FileShare	192	
	24,100	Licensing (DNS, VMWare, Web monitoring, SSL, Domain Registration, disaster recovery, and Juniper warranties)	24,100	
	-	Licensing (Continuum monitoring and server licenses) (Part of Server Replacement - reoccurring)	21,528	
	1,200	SPAM Maintenance - Barracuda	1,200	
	10,000	Laserfiche (D365 integration)	26,000	
	708	BEAST Maintenance Software Agreement	743	
	3,600	Pace Scheduler software (Police)	3,600	
	5,700	Arbitrator Software (Squad Cameras)	8,000	
	2,150	Annual ESRI (GIS) Maintenance Agreement	4,000	
	2,500	ArcGIS On-line (5-User License)	2,500	
	2,440	Westlaw (Code Enforcement)	2,440	
	3,564	WebQA Software Maintenance	3,564	
	450	Uniform Criminal Complaint (Yearly)	500	
	500	VPN	500	
	13,000	Mimecast (Email Archiving Software)	13,000	
	6,500	Mimecast Annual Service Cost (recurring)	6,500	
	2,850	LEADS online	3,000	
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CITY OF WARRENVILLE
FISCAL YEAR 2021
MAINTENANCE - SOFTWARE - 01-70-41103
(ACCOUNT NUMBER IN D365 001-350-351-41103)

DEPARTMENT: Central Services			
PROGRAM: On-Going			
2019 Actual	2020 Estimated	Description of Cost	2021 Budget
	1,000	Entersect 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
	2,400	Archive Social - (social media archiving)	2,400
	10,000	Lexipol (PD)	10,000
	-	Managed Security Information and Event Monitoring Year 1 cost (\$4,500 recurring cost - after year 1)	7,500
	-	Virtual Local Area Network (VLAN) Upgrade (FY21 Decision Package - ADM 21.03)	37,600
	-	Office 365 Licensing - (Annual Cost)	27,700
		BlueBeam Licenses (CD)	5,000
\$ 166,500	\$ 118,202	Total	\$ 314,616

CITY OF WARRENVILLE
FISCAL YEAR 2021
INSURANCE - LIABILITY - 01-70-43301
(ACCOUNT NUMBER IN D365 001-350-351-43301)

DEPARTMENT: Central Services			
PROGRAM: On-Going			
2019 Actual	2020 Estimated	Description of Cost	2021 Budget
\$ 58,749	\$ 59,146	Property and Inland Marine * (Shared with Water & Sewer)	\$ 61,216
8,349	8,558	Umbrella (Excess Liability) * (Shared with Water & Sewer)	8,858
4,153	5,035	Cyber Liability *	5,211
6,559	6,793	Fiduciary Liability *	7,031
1,751	1,750	Crime and Public Officials	1,811
24,163	24,743	Auto Liability & Property Damage * (Shared with Water & Sewer)	25,609
2,501	2,556	Boiler and Machinery * (Shared with Water & Sewer)	2,645
		<i>* CY 2021 Renewal Assumes a 3.5% Increase Actual Loss Experience will Contribute to Actual Increase</i>	
\$ 106,225	\$ 108,581	Total	\$ 112,381

CITY OF WARRENVILLE
FISCAL YEAR 2021
INSURANCE - WORKERS COMP - 01-70-43302
(ACCOUNT NUMBER IN D365 001-350-351-43302)

DEPARTMENT: Central Services				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 164,893		<u>General Fund Share</u> <u>CY 2021 Renewal</u> (May through December 2020) (January - April 2021) Assumes a 40% Increase for 01/01/2021 But Actual Loss Experience will Contribute to Actual Increase	\$ 185,395 129,777	
	141,888 92,699	<u>CY 2020 Renewal</u> (May through December 2019) (January - April 2020)		
	(26,000)	IPRF Highly Enhanced Loss Prevention (HELP) Program participation completion rebate (Est. date of rebate - 03/2020)		
		(See also Water & Sewer - 20-00-43302/020-700-704-43302 20-04-43302/020-700-706-43302)		
\$ 164,893	\$ 208,587	Total	\$ 315,172	

CITY OF WARRENVILLE
FISCAL YEAR 2021
INSURANCE - EE LIFE - 01-70-43303
(ACCOUNT NUMBER IN D365 001-350-351-43303)

DEPARTMENT: Central Services				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 2,456	\$ 2,450	Employee Life Insurance (Life .087 and AD&D .02) (\$25K per employee)	\$ 2,587	
\$ 2,456	\$ 2,450	Total	\$ 2,587	

CITY OF WARRENVILLE
FISCAL YEAR 2021
TELEPHONE - 01-70-43400
(ACCOUNT NUMBER IN D365 001-350-351-43400)

DEPARTMENT: Central Services				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 79,165	\$ 1,222	Comcast - Services and IP Addresses at PW	\$ 1,300	
	3,370	Comcast - Services and IP Addresses at PD	3,500	
	13,953	Comcast for Business	26,000	
	35,147	Call-One - Telephone Services	-	
	17,316	Upgrade Cell Phones/New Ancillary Equipment		
		Cell Phone Services	18,500	
\$ 79,165	\$ 71,008	Total	\$ 49,300	

CITY OF WARRENVILLE
FISCAL YEAR 2021
RENT EXPENSE - 01-70-44300
(ACCOUNT NUMBER IN D365 001-350-351-44300)

DEPARTMENT: Central Services				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 717	\$ 717	Pitney Bowes Postage Machine (1st Floor City Hall)	\$ 717	
\$ 717	\$ 717	Total	\$ 717	

CITY OF WARRENVILLE
FISCAL YEAR 2021
POSTAGE - 01-70-44600
(ACCOUNT NUMBER IN D365 001-350-351-44600)

DEPARTMENT: Central Services				
PROGRAM: On-Going				
2019	2020		Description of Cost	2021 Budget
Actual	Estimated			
\$ 11,890	\$ 13,456	City Wide, Less W&S	\$	14,000
		Total	\$	14,000
\$ 11,890	\$ 13,456			

CITY OF WARRENVILLE
FISCAL YEAR 2021
PRINTING / PUBLISHING 01-70-44700
(ACCOUNT NUMBER IN D365 001-350-351-44700)

DEPARTMENT: Central Services				
PROGRAM: On-Going				
2019	2020		Description of Cost	2021 Budget
Actual	Estimated			
\$ 1,411	\$ 2,597	Citywide - Letterhead, Envelopes Business Cards, and Publishing Costs		\$ 3,500
\$ 1,411	\$ 2,597	Total		\$ 3,500

CITY OF WARRENVILLE
FISCAL YEAR 2021
OFFICE SUPPLIES - 01-70-47100
(ACCOUNT NUMBER IN D365 001-350-351-47100)

DEPARTMENT: Central Services				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 18,666	\$ 17,915	General Fund Office Supplies	\$	18,500
\$ 18,666	\$ 17,915	Total	\$	18,500

CITY OF WARRENVILLE
FISCAL YEAR 2021
EQUIPMENT PURCHASE - 01-70-
(ACCOUNT NUMBER IN D365 001-3

DEPARTMENT: Central Services			
PROGRAM: On-Going			
2019 Actual	2020 Estimated	Description of Cost	2021 Budget
		Annual Computer Replacement (25)	25,000
		Annual Mobile Device Replacement	3,000
		Annual MDT Replacements (3)	16,500
		Annual Squad Car Camera Replacement (2)	10,000
		Surface Pro Tablets (x10) - Field Staff	6,000
		Upgrade PD Arbitrator Server	3,710
\$ -	\$ -	Total	\$ 64,210

City of Warrenville

General Fund Projections

Revenues	Fiscal Year	Actual 2017	Actual 2018	Actual 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023
Tax Revenue	\$	9,946,374	\$ 10,174,953	\$ 9,929,523	\$ 10,267,588	\$ 10,462,865	\$ 11,297,379	\$ 11,606,792
License, Permit & Fee Revenue		424,892	547,328	708,248	2,045,573	642,171	433,167	433,167
Fine Revenue		251,796	258,542	415,898	256,450	259,012	259,739	260,473
Reimbursement Revenue		1,460	163	1,000	-	-	-	-
Rental Revenue		31,103	33,854	34,768	35,638	36,623	37,648	38,714
Intrafund Revenue		76,611	63,198	71,765	65,638	271,100	271,100	271,100
Interest Revenue		(571)	(28,848)	259,263	194,041	150,000	150,000	150,000
Grant Revenue		30,081	23,808	142,394	19,437	51,470	51,470	51,470
Miscellaneous Revenue		206,823	203,552	168,368	157,351	169,733	169,733	172,391
Total Revenue	\$	10,968,569	\$ 11,276,550	\$ 11,731,227	\$ 13,041,716	\$ 12,042,974	\$ 12,670,235	\$ 12,984,107
Growth from Previous Year		-1.9%	0.9%	7.0%	15.7%	-7.7%	5.2%	2.5%
Expenses	Fiscal Year	Actual 2017	Actual 2018	Actual 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023
Total Salary & Wage Expense	\$	5,660,094	\$ 5,893,823	\$ 6,150,734	\$ 6,255,248	\$ 6,754,214	\$ 7,091,925	\$ 7,446,521
Total Fringe Benefit Expense		2,620,671	2,747,562	2,825,011	2,636,982	2,956,693	3,104,528	3,259,754
Total Maintenance Expense		685,739	762,464	1,259,391	1,193,579	1,415,077	724,102	796,512
Total Supplies and Service Expense		1,638,407	1,937,064	2,466,613	3,260,325	2,964,874	1,787,136	1,858,621
Total Capital Expense		55,396	111,324	95,146	46,556	124,058	86,496	89,091
Total Expenditures	\$	10,660,307	\$ 11,452,237	\$ 12,796,895	\$ 13,392,690	\$ 14,214,916	\$ 12,794,186	\$ 13,450,499
Growth from Previous Year		-2.2%	5.1%	20.0%	16.9%	6.1%	-10.0%	5.1%
Revenues Greater/(Less Than) - Expenditures	\$	308,262	\$ (175,687)	\$ (1,065,668)	\$ (350,974)	\$ (2,171,942)	\$ (123,951)	\$ (466,393)
Personnel proportion of Total		78%	75%	70%	66%	68%	80%	80%
Total Ending Fund Balance	\$	13,703,577	\$ 13,527,890	\$ 12,462,222 **	\$ 12,111,248	\$ 9,939,306	\$ 9,815,355	\$ 9,348,962
Non-Spendable Fund Balance for PrePays (est)		119,140	39,152	88,910	88,910	88,910	88,910	88,910
Assigned Fund Balance		4,144,792	4,144,792	3,819,958	3,421,779	-	-	-
Non-Spendable Fund Balance		2,200,000	-	4,427,497	4,565,721	5,123,644	5,123,644	5,123,644
Unassigned Ending Fund Balance	\$	7,239,645	\$ 9,343,946	\$ 4,125,857	\$ 4,034,838	\$ 4,726,752	\$ 4,602,801	\$ 4,136,408
UFB Expenditure Coverage		68%	82%	32%	30%	33%	36%	31%

* Fiscal 2017 Total Ending Fund Balance includes the addition of \$4,128,364 from the closure of the Special Projects Fund at the end of Fiscal 2017

** Reflects the "Sale of Land for Resale" during FY 18 and reclassification of "Assigned" Fund Balance to Unassigned Fund Balance at end of FY 2018

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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).

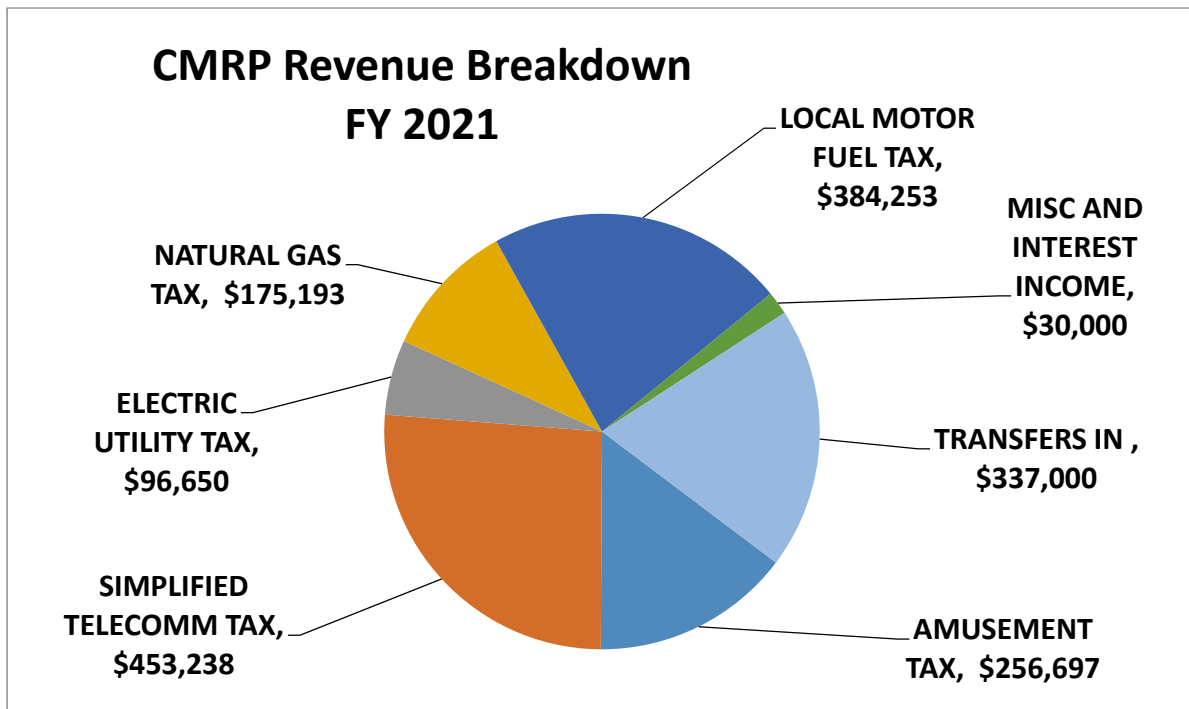
CAPITAL MAINTENANCE AND REPLACEMENT FUND HIGHLIGHTS

	2020 Budget	2020 Projected	2021 Proposed
Revenue	\$1,776,229	\$1,742,561	\$1,733,031
Expenditures	\$2,437,676	\$1,782,299	\$2,159,738
Surplus/(Deficit) ¹	(\$661,447)	(\$39,738)	(\$426,707)

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 2020 adjustments, the CMRP revised annual average expenditures total \$2,291,932.

Revenue Sources



Overall Fund Assessment

CMRP revenues have annually averaged \$1,772,840 since inception of the plan in 2011. However, as noted above, some of the CMRP supporting revenue streams are on the decline, particularly the simplified telecommunications tax, amusement tax, and local motor fuel tax. On the positive side, natural gas use and utility tax revenues continue to outperform the original CMRP assumption of \$138,675 in annual revenue.

The CMRP plan expenditures continue working as initially planned, where some fiscal years expenditures have been below the planned annual average expenditures, while other years, such as FY 2021, budgeted expenditures would be in excess of the planned annual average expenditures. Since inception of the CMRP, annual expenditures have averaged \$1,736,342, or about 24% below the current average annual expenditures of \$2,291,932.

The original assumptions of the CMRP were that plan revenues would cover expenditures, and whenever additional expenditures were added to the plan, additional revenues should be identified to cover those added expenditures. While staff has been diligent in annually reviewing and adjusting the detailed expenditures, revenues have not kept pace with the original plan assumptions and no adjustments have been made to those revenue assumptions.

During FY 2021, the CMRP workgroup (staff and designated elected officials) will work to address the identified CMRP gaps in revenue and other plan tenets, such as the lack of an annual cost escalator to ensure that future values of the infrastructure replacements are properly funded.

Revenue and expenditure breakdowns follow.

Revenue Breakdown

FY 2020 is projected to end the year with total revenue of \$1,742,561. The revenue projected for FY 2021 is \$1,733,031, a decrease of 0.55% from the projected FY 2020 figure.

Amusement Tax revenue for FY 2020 is projected to total \$256,697, a decrease of 15.8% from the FY 2019 figure of \$305,106. For FY 2021, this revenue source is projected with total revenue of \$256,697, representing no increase from the projected 2020 figure. It was noted previously that while FY 2018 and FY 2019 indicated some minor improvement in this revenue stream, such increases are not sustainable, and that proved to be the case, given the FY 2020 projection with an almost 16% decrease, and there is no indication that any significant turnaround is on the horizon for FY 2021. This revenue source is volatile and reliant upon one of the four remitters contributing about 75% of annual revenue for this source.

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 largely been on the decline ever since. FY 2020 is projected flat, with no material change from FY 2019. Revenue for FY 2021 is projected to total \$453,238, a projected decline from the FY 2020 figure of 1%. This revenue source has average fiscal-year-to-fiscal-year decreases of 8.31% 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 2020 with total revenue of \$92,434, a year-to-year decrease of 4.5% from the FY 2019 figure of \$96,833. The original CMRP assumption for this revenue source was \$104,600 annually. However, this revenue stream has had annual realized average revenue of \$97,970, or about 93.6% of that original assumption since the inception of this tax. For FY 2021, this revenue is projected at \$96,650 or 1.3% less than the average annual figure since inception.

The Natural Gas Utility and Use Taxes are projected to end FY 2020 with total revenue of \$165,276, an increase of about 5% from the FY 2019 figure of \$156,743. For FY 2021, this revenue is projected at \$175,193, which is an increase of 6% year-to-year, which has been the average change over the three most recently accounted for fiscal years.

The 4¢ per gallon Local Motor Fuel Tax is projected to end Fiscal Year 2020 with total revenue of \$396,137, a decrease of about 3% from FY 2019, when this revenue stream totaled \$410,151. Revenue for FY 2021 has been projected to total \$384,253, 3% less than the FY 2020 projected total. As was the case with the initial FY 2020 projections, potential new revenue from any new gas stations, which may come online during FY 2021 has not been factored into those projections. There are currently five gas stations in town collecting and remitting this tax, which averages \$79,227 per station per year. This figure is down slightly from the FY 2019 per station average of \$80,100 per year. 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 Tax Fund, which is again included in the FY 2021 proposed budget. The fund also receives Road and Bridge funding from the property tax levy, which is done via a transfer from the General Fund in the amount of \$37,000.

Expenditure Breakdown

For FY 2020 fund expenditures are projected to total \$1,782,299, well below the fund's FY 2019 revised average annual expenditures of \$2,291,932. Budgeted expenditures for FY 2021 are projected at \$2,159,738. If all those expenditures are realized, it would be just the third fiscal year since adoption of the CMRP when the actual expenditures would exceed the plan's average annual expenditures.

The proposed FY 2021 expenditures include the following:

- 1) Replacement of one Police vehicle - \$33,159

Note: originally four Police vehicles were to be replaced during FY 2021, per the CMRP. However, staff re-evaluation of those vehicles and determined that only one Ford Explorer met the criteria established for replacement. The other three vehicles will not be replaced during FY 2021. Those vehicles will be re-evaluated during the FY 2020 budget cycle.

- 2) Street sweeper replacement – \$240,000
- 3) Backhoe excavator replacement – \$110,000
- 4) Snow plow truck replacement – \$40,000
- 5) City Hall pool car replacement (purchase or potential lease of hybrid) – \$26,500
- 6) Replacements of council chamber audience chairs, and staff table – \$6,000
- 7) High-speed replacement garage doors for Public Works garage (**Decision Package PUB 21.01**) – \$130,000
- 8) Road program engineering, bid documents, inspections and construction program – \$1,094,679
- 9) Batavia Road resurfacing design engineering – \$30,000
- 10) Curb and sidewalk repairs on Stafford Place – \$57,900
- 11) Cerny Park storm water lift station controls replacement – \$25,000
- 12) Engineering for east side (north of Galusha) planning and alternatives (**Decision Package PUB 21.02**) – \$30,000
- 13) Citywide crack filling, patching, sidewalk repair, and storm inlet repairs – \$90,500

CITY OF WARRENVILLE, ILLINOIS***Capital Maintenance and Replacement Fund Activity******FY 2021***

Projected Beginning Fund Balance	\$ 1,719,369
Revenues	
Property Taxes	\$ -
Sales and Use Taxes	-
Amusement Taxes	256,697
Consumption Taxes	1,109,334
Income Taxes	-
Hotel-Motel Taxes	-
Motor Fuel Taxes	-
Connection Fees	-
Administrative Charges	-
Consumption Fees	-
Franchise Fees	-
Licensing Fees	-
Interest Income	15,000
Financing Proceeds	-
Misc. Revenues	15,000
Grant Revenue	-
Rental Income	-
Reimbursement Revenues	-
Fine Revenue	-
Transfers In	337,000
Total FY 2021 Revenue	\$ 1,733,031
Expenses/Expenditures	
Personnel	\$ -
Capital	1,738,738
Supplies and Services	133,000
Maintenance	288,000
Total FY 2021 Expenses/Expenditures	\$ 2,159,738
Variance - Add to/(Use of) Fund Balance	\$ (426,707)
Projected Ending Fund Balance	\$ 1,292,662
Percent Change	-24.82%

CAPITAL MAINTENANCE AND REPLACEMENT FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected Year-End 2020	Budget 2021	20-21 Growth
02-00-30704	Revenues	AMUSEMENT TAX	161,149	314,821	305,106	335,750	256,697	256,697	0.00%
02-00-30706	Revenues	SIMPLIFIED TELECOMM TAX	545,466	495,405	457,154	396,841	457,816	453,238	-1.00%
02-00-30710	Revenues	ELECTRIC UTILITY TAX	98,925	95,092	96,833	98,289	92,434	96,650	4.56%
02-00-30711	Revenues	NATURAL GAS TAX	134,921	146,149	156,743	150,749	165,276	175,193	6.00%
02-00-30713	Revenues	LOCAL MOTOR FUEL TAX	564,478	467,052	410,151	436,600	396,137	384,253	-3.00%
02-00-37700	Revenues	INTEREST INCOME	1,501	(2,053)	28,062	1,000	17,201	15,000	-12.80%
02-00-38600	Revenues	TRANSFER IN - HOTEL TAX	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	4,723	-	-	-	
02-00-39920	Revenues	SALE OF SURPLUS PROPERTY	23,845	39,819	39,145	20,000	20,000	15,000	-25.00%
02-00-39931	Revenues	REIMBURSEMENT - POLICE AUTOS			28,409		-	-	
Totals			1,867,285	1,913,861	1,863,326	1,776,229	1,742,561	1,733,031	-0.55%

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected Year-End 2020	Budget 2021	20-21 Growth
02-00-41000	Streets	MAINTENANCE - BUILDINGS	228,326	-	-	452,500	100,000	273,000	173.00%
02-00-41200	Streets	MAINTENANCE-STREETS	11,857	-	16,314	15,000	15,000	15,000	0.00%
02-00-45300	Streets	ENGINEERING	123,829	106,028	98,056	120,000	82,413	133,000	61.38%
02-00-49402	Streets	SIDEWALKS		-		5,500	5,500	5,500	0.00%
02-00-49476	Streets	ROAD PROJECTS	1,695,446	1,355,180	915,682	1,481,610	1,281,407	1,147,579	-10.44%
02-00-49500	Streets/Police	EQUIPMENT PURCHASE	332,416	582,474	191,852	363,066	297,979	585,659	96.54%
Totals			2,391,874	2,043,682	1,221,904	2,437,676	1,782,299	2,159,738	21.18%
Fund Total Rev			1,867,285	1,913,861	1,863,326	1,776,229	1,742,561	1,733,031	-0.55%
Fund Total Exp			2,391,874	2,043,682	1,221,904	2,437,676	1,782,299	2,159,738	21.18%
Variance			(524,589)	(129,821)	641,422	(661,447)	(39,738)	(426,707)	
Assigned Fund Balance @ 04/30			1,247,506	1,117,685	1,759,107	456,238	1,719,369	1,292,662	

Capital Maintenance and Replacement Fund Line Items
Fiscal Year 2021

**CITY OF WARRENVILLE
FISCAL YEAR 2021
MAINTENANCE - BUILDINGS - 02-00-41000
(ACCOUNT NUMBER IN D365 002-100-101-**

[illegible]

CITY OF WARRENVILLE
FISCAL YEAR 2021
MAINTENANCE - STREETS - 02-00-41200
(ACCOUNT NUMBER IN D365 002-100-101-41200)

DEPARTMENT: PUBLIC WORKS				
PROGRAM: On-Going				
2019 Actual	2020 Projected	Description of Cost	2021 Budget	
\$ 16,314	\$ 15,000	Storm Inlet Repair, Street Patching, Curb Repairs	\$ 15,000	
\$ 16,314	\$ 15,000	Total	\$ 15,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
ENGINEERING - 02-00-45300
ACCOUNT NUMBER IN D365 002-100-101-453000

DEPARTMENT: PUBLIC WORKS				
PROGRAM: On-Going				
2019 Actual	2020 Projected	Description of Cost	2021 Budget	
\$ -	\$ -	Unbudgeted for FY 2021	\$ -	-
\$ -	\$ -	Total	\$ -	-

DEPARTMENT: PUBLIC WORKS				
PROGRAM: On-Going				
2019 Actual	2020 Projected	Description of Cost	2021 Budget	
\$ 98,056	\$ 67,438	FY 2020 2019 Road Program Inspections		
	14,975	Pavement Condition Survey Data Collection (FY 2020 Decision Package - PUB 20.02)		
		FY 2021 2020 Road Program Soil Borings	10,000	
		2020 Road Program Inspections	63,000	
		East Side Streets Planning & Alternatives (FY 2021 Decision Package - PUB 21.04)	30,000	
		Batavia Road Resurfacing Design Engineering (FY 2022 Construction)	30,000	
\$ 98,056	\$ 82,413	Total		\$ 133,000

CITY OF WARRENVILLE
FISCAL YEAR 2021
ROAD PROJECTS - 02-00-49476
(ACCOUNT NUMBER IN D365 002-100-101-49476)

DEPARTMENT: PUBLIC WORKS			
PROGRAM: On-Going			
2019 Actual	2020 Projected	Description of Cost	2021 Budget
\$ 915,682	\$ 1,281,407	FY 2020 Road Program FY 2021 Road Program Maple Hill Cedar Court Fairfax Court <u>Juniper Court</u> Laurel Court Mayfair Court Penny Lane Plum Court Princeton Court Redwood Court Spruce Court Willow Court Willow Lane <u>Curb Replacement / Patching / Sidewalk Replacement</u> Ray Street - Intermediate resurfacing Stafford Place Curb & Sidewalk Repairs Fire District Parking Lot Resurfacing (Fire District will reimburse City) Citywide Sidewalk Citywide Patching Replace Cerny Park Stormwater Lift Station Controls	\$ 62,500 1,060,079
\$ 915,682	\$ 1,281,407	Total	\$ 1,147,579

CITY OF WARRENVILLE
FISCAL YEAR 2021
EQUIPMENT PURCHASE 02-00-49500
(ACCOUNT NUMBER IN D365 002-100-101-49500)

DEPARTMENT: PUBLIC WORKS			
PROGRAM: On-Going			
2019 Actual	2020 Projected	Description of Cost	2021 Budget
\$ 191,852		<u>City Hall</u> Replacement of Pool Car - Ford Fusion Purchase/Lease of Hybrid	\$ 26,500
		Replacement Audience Chairs and Staff table	6,000
		<u>Police</u> (#215) Expedition - VIN# 1FMJU....7108	
	37,567		
		(#219) Explorer - VIN# 1FM5K....5891	
	37,567		
		New squad Set-up	
	9,408		
		(#217) Explorer - VIN 1FM5K....71279	33,159
		<u>Public Works</u> (#114) Street Sweeper (JNAP...5011)	240,000
		(#314) Backhoe Excavator (4D95...8705)	110,000
		(#108) 2008 Pickup Truck (1FTW...6613) Replace heavy duty truck with light duty truck with utility body	
	47,229		
		(#102) Dump Snow Plow Truck (2FZH...9564) Transferring Existing Multi-use Body	40,000
	98,786		
	44,800	(#301) 2006 Chipper (4AYS...2694)	
		Replace rusted truck body	
	9,500		
	5,050	Police Department Chair Replacements	
		Public Works Chair Replacements	
	3,072		
	5,000	(#304) Skid Steer Attachment	
		<u>Public Works Department</u> 2 High Speed Garage Doors (FY 2021 - Decision Package - PUB 21.01)	130,000
		Total	\$ 585,659
\$ 191,852	\$ 297,979		

City of Warrenville
Capital Maintenance and Replacement Fund- Projections

Revenues	Fiscal Year	Actual 2018	Actual 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023
Tax Revenue		\$ 1,518,519	\$ 1,425,987	\$ 1,368,360	\$ 1,366,031	\$ 1,424,532	\$ 1,427,326
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		(2,053)	28,062	17,201	15,000	1,000	1,000
Grant Revenue		-	-	-	-	-	-
Miscellaneous Revenue		60,395	72,277	20,000	15,000	10,000	10,000
Total Revenue		\$1,913,861	\$1,863,326	\$1,742,561	\$1,733,031	\$1,772,532	\$1,775,326
Growth from Previous Year		2.5%	-2.6%	-9.0%	-0.5%	2.3%	0.2%
Expenses	Fiscal Year	Actual 2018	Actual 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023
Total Salary & Wage Expense		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Fringe Benefit Expense		-	-	-	-	-	-
Total Maintenance Expense		-	16,314	115,000	288,000	288,000	288,000
Total Supplies and Service Expense		106,028	98,056	82,413	133,000	133,000	133,000
Total Capital Expense		1,937,654	1,107,534	1,584,886	1,738,738	1,870,932	1,870,932
Total Expenses		\$2,043,682	\$1,221,904	\$1,782,299	\$2,159,738	\$2,291,932	\$2,291,932
Growth from Previous Year		-14.6%	-40.2%	-12.8%	21.2%	6.1%	0.0%
Revenues Greater/(Less Than) - Expenditures		\$ (129,821)	\$ 641,422	\$ (39,738)	\$ (426,707)	\$ (519,400)	\$ (516,606)
Assigned Fund Balance		\$ 1,117,685	\$ 1,759,107	\$ 1,719,369	\$ 1,292,662	\$ 773,262	\$ 256,657
Expenditure Coverage		55%	144%	96%	60%	34%	11%



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.

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MOTOR FUEL TAX FUND

HIGHLIGHTS

	2020 Budget	2020 Projected	2021 Proposed
Revenue	\$337,713	\$480,655	\$561,651
Expenditures	\$1,099,950	\$1,062,612	\$309,750
Surplus/(Deficit)	(\$ 762,237)	(\$581,957)	\$251,901

The Motor Fuel Tax Fund is a Special Revenue fund, utilized to account for the maintenance and construction costs of City roads and bridges, as approved by the Illinois Department of Transportation.

Revenue Sources

The City receives a per capita share of Motor Fuel Taxes imposed by the State of Illinois. For FY 2020, it is estimated that Illinois municipalities, including Warrenville, will receive an allocation of \$24.30 per capita, yielding a total of \$319,302, by the fiscal year end. For FY 2021 the per capita figure is projected at \$24.85 per capita, for an increase of 2.3%, and totaling an estimated \$326,529.

During FY 2020, the City also began receiving State-shared Transportation Renewal Fund (TRF) revenue. TRF is funded through the State's newly initiated 19-cent per gallon tax increase on gasoline and diesel fuel, which is shared on a per capita basis with Illinois municipalities. The City first began receiving this revenue source in September 2019, and will receive a total of eight remittances from the State during FY 2020. The per-capita estimate is \$11.45 for FY 2020, which will yield revenue of \$150,453. For FY 2021, the City will receive a full year of remittances, with estimated per-capita revenue of \$16.87, which would total \$221,672 for the year.

The estimates of the municipal share of motor fuel taxes are determined and supplied by the Illinois Municipal League.

The fund also receives revenue from interest income, which for FY 2020 is projected at \$10,900. For FY 2021, the interest earning is projected at \$13,450, which is an increase over FY 2020 because the fund balance will be growing.

Expenditures

Maintenance expenditures

The regular expenditures accounted for in this fund include 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, as well as tree removal, trimming, and replacement throughout the City. Finally, road salt is the largest single budgeted annual maintenance expense. . The projected FY 2020 maintenance

expenses total \$217,612. For FY 2021, that total is projected at \$259,750, due in largest part to projected increases in salt purchases and related costs.

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 projected expenditures will total 45,000, while the FY 2021 Budget includes \$50,000 for street lighting.

Capital Expenditures

For FY 2020, the reconstruction of Warrenville Road with an asphalt surface from a permeable brick pavers, was undertaken at a cost to the fund of \$800,000, utilizing fund balance which were accumulated for this purpose over recent fiscal years. No capital projects are budgeted form the Motor Fuel Tax Fund for FY 2021.

Fund Balance

As planned, the Motor Fuel Tax fund balance continued to grow until FY 2020, when a significant portion of that fund balance was utilized on the aforementioned Warrenville Road reconstruction project. The most recent utilization of a large portion of MFT money occurred in FY 2016 for a different road project..

The fund balance at the end of FY 2020 is projected at \$357,330, and is expected to continue to grow during FY 2021 to a fiscal year-end total of \$609,231. The growth of the fund balance is aided by the new TRF State-shared funding. As planned, the fund balance will be allowed to grow until the next larger capital project is undertaken.

CITY OF WARRENVILLE, ILLINOIS**Motor Fuel Tax Fund Activity****FY 2021**

Projected Beginning Fund Balance	\$ 357,330
Revenues	
Property Taxes	\$ -
Sales and Use Taxes	-
Amusement Taxes	-
Consumption Taxes	-
Income Taxes	-
Hotel-Motel Taxes	-
Motor Fuel Taxes	548,201
Connection Fees	-
Administrative Charges	-
Consumption Fees	-
Franchise Fees	-
Licensing Fees	-
Interest Income	13,450
Financing Proceeds	-
Misc. Revenues	-
Grant Revenue	-
Rental Income	-
Reimbursement Revenues	-
Fine Revenue	-
Transfers In	-
Total FY 2021 Revenue	\$ 561,651
Expenses/Expenditures	
Personnel	\$ -
Capital	-
Supplies and Services	67,500
Maintenance	242,250
Total FY 2021 Expenses/Expenditures	\$ 309,750
Variance - Add to/(Use of) Fund Balance	\$ 251,901
Projected Ending Fund Balance	\$ 609,231
Percent Change	70.50%

MOTOR FUEL TAX FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected Year-End 2020
13-00-31100	Revenue	MOTOR FUEL ALLOTMENT	333,053	335,504	333,554	334,413	469,755
13-00-37700	Revenue	INTEREST INCOME	2,999	9,073	20,533	3,300	10,900
13-00-39309	Revenue	GRANTS				-	-
Totals			336,052	344,577	354,087	337,713	480,655
						561,651	16.85%
							23.39%

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected Year-End 2020
13-00-41200	Streets	MAINTENANCE - STREETS	19,718	7,937	15,038	17,500	15,000
13-00-41201	Streets	MAINTENANCE STREETS-STRIPING	16,951	18,272	18,641	19,500	22,612
13-00-41210	Streets	MAINTENANCE STS-SALT	69,499	79,659	154,491	155,000	155,000
13-00-44000	Streets	MAINTENANCE-STREET LIGHTS	7,563	7,450	5,494	11,200	10,000
13-00-44010	Streets	MAINTENANCE STREET SIGNS	10,556	7,532	4,162	15,250	10,000
13-00-44020	Streets	STREET LIGHTING-COMM ED	59,055	44,190	49,768	64,000	45,000
13-00-45410	Streets	TREE REMOVAL	9,775	5,895	5,765	17,500	5,000
13-00-49476	Streets	ROAD PROJECTS			-	800,000	800,000
Totals			193,117	170,935	253,359	1,099,950	1,062,612
Fund Total Rev			336,052	344,577	354,087	337,713	480,655
Fund Total Exp			193,117	170,935	253,359	1,099,950	1,062,612
Variance			142,935	173,642	100,728	(762,237)	(581,957)
Restricted Fund Balance @ 4/30			664,917	838,559	939,287	76,322	357,330

Budget 2021	20-21 Growth
17,500	16.67%
19,500	-13.76%
180,000	16.13%
10,000	0.00%
15,250	52.50%
50,000	11.11%
17,500	250.00%
-	-100.00%
309,750	-70.85%
561,651	16.85%
309,750	-70.85%
251,901	
609,231	

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected Year-End 2020
13-00-41200	Streets	MAINTENANCE - STREETS	19,718	7,937	15,038	17,500	15,000
13-00-41201	Streets	MAINTENANCE STREETS-STRIPING	16,951	18,272	18,641	19,500	22,612
13-00-41210	Streets	MAINTENANCE STS-SALT	69,499	79,659	154,491	155,000	155,000
13-00-44000	Streets	MAINTENANCE-STREET LIGHTS	7,563	7,450	5,494	11,200	10,000
13-00-44010	Streets	MAINTENANCE STREET SIGNS	10,556	7,532	4,162	15,250	10,000
13-00-44020	Streets	STREET LIGHTING-COMM ED	59,055	44,190	49,768	64,000	45,000
13-00-45410	Streets	TREE REMOVAL	9,775	5,895	5,765	17,500	5,000
13-00-49476	Streets	ROAD PROJECTS			-	800,000	800,000
Totals			193,117	170,935	253,359	1,099,950	1,062,612
Fund Total Rev			336,052	344,577	354,087	337,713	480,655
Fund Total Exp			193,117	170,935	253,359	1,099,950	1,062,612
Variance			142,935	173,642	100,728	(762,237)	(581,957)
Restricted Fund Balance @ 4/30			664,917	838,559	939,287	76,322	357,330

Motor Fuel Tax Fund Line Items
Fiscal Year 2021

CITY OF WARRENVILLE
FISCAL YEAR 2021
MAINTENANCE STREETS/SALT - 13-00-41210
(ACCOUNT NUMBER IN D365 013-700-709-41210)

DEPARTMENT: PUBLIC WORKS			
PROGRAM: On-Going			
2019 Actual	2020 Estimated	Description of Cost	2021 Budget
\$ 154,491	\$ 155,000	Rock Salt and Chloride for De-icing Roads	\$ 180,000
Total			\$ 180,000

CITY OF WARRENVILLE
FISCAL YEAR 2021
MAINTENANCE STREETS LIGHTS - 13-00-44000
(ACCOUNT NUMBER IN D365 013-700-709-44000)

DEPARTMENT: PUBLIC WORKS			
PROGRAM: On-Going			
2019 Actual	2020 Estimated	Description of Cost	2021 Budget
\$ 5,494	\$ 10,000	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	\$ 10,000
Total			\$ 10,000

CITY OF WARRENVILLE
FISCAL YEAR 2021
ROAD PROJECTS - 13-00-49476
(ACCOUNT NUMBER IN D365 013-700-709-49476)

DEPARTMENT: PUBLIC WORKS				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
	\$ 800,000	Warrenville Road Reconstruction (Additional funding in General Fund 01-52-41200)	\$ -	
\$ -	\$ 800,000	Total	\$ -	

City of Warrenville
Motor Fuel Tax Fund - Projections

Revenues	Fiscal Year	Actual	Actual	Projected	Projected	Projected	Projected
		<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Tax Revenue		\$ 335,504	\$ 333,554	\$ 469,755	\$ 548,201	\$ 548,201	\$ 548,201
License, Permit & Fee Revenue		-	-	-	-	-	-
Fine Revenue		-	-	-	-	-	-
Reimbursement Revenue		-	-	-	-	-	-
Rental Revenue		-	-	-	-	-	-
Intrafund Revenue		-	-	-	-	-	-
Interest Revenue		9,073	20,533	10,900	13,450	2,500	2,500
Grant Revenue		-	-	-	-	-	-
Miscellaneous Revenue		-	-	-	-	-	-
Total Revenue		<u>\$ 344,577</u>	<u>\$ 354,087</u>	<u>\$ 480,655</u>	<u>\$ 561,651</u>	<u>\$ 550,701</u>	<u>\$ 550,701</u>
Growth from Previous Year		<u>2.5%</u>	<u>2.8%</u>	<u>39.5%</u>	<u>16.9%</u>	<u>-1.9%</u>	<u>0.0%</u>

Expenses	Fiscal Year	Actual	Projected	Projected	Projected	Projected
		<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Total Salary & Wage Expense		-	-	-	-	-
Total Fringe Benefit Expense		-	-	-	-	-
Total Maintenance Expense		120,850	197,826	212,612	242,250	242,250
Total Supplies and Service Expense		50,085	55,533	50,000	67,500	66,000
Total Capital Expense		-	-	800,000	-	-
Total Expenses		<u>\$ 170,935</u>	<u>\$ 253,359</u>	<u>\$1,062,612</u>	<u>\$ 309,750</u>	<u>\$ 308,250</u>
Growth from Previous Year		<u>-11.5%</u>	<u>48.2%</u>	<u>521.6%</u>	<u>-70.9%</u>	<u>-0.5%</u>

Revenues - Expenditures		\$ 173,642	\$ 100,728	\$ (581,957)	\$ 251,901	\$ 242,451	\$ 242,451
Restricted Fund Balance for Roadways		\$ 838,559	\$ 939,287	\$ 357,330	\$ 609,231	\$ 851,682	\$1,094,133
Expenditure Coverage		491%	371%	34%	197%	276%	355%

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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

	2020 Budget	2020 Projected	2021 Proposed
Revenue	\$887,024	\$826,380	\$808,300
Expenditures	\$621,635	\$603,296	\$830,907
Surplus/(Deficit)	\$265,389	\$223,084	(\$22,607)

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 2020, it is projected that the hotels will remit a total of \$820,075 in Hotel Taxes. That figure represents a decrease of 5% from the FY 2019 total of \$863,374. The remittances have declined year to year since FY 2016, the peak in Hotel Tax remittances, when the figure totaled \$926,657.

For FY 2021, this revenue is projected to decline 2% from the FY 2020 figure, total budgeted revenue of \$803,800. No new Hotel Tax revenue has been factored in for any new hotels that might come online in FY 2021.

Expenditures

Interfund Transfers

The largest expenditure line items in this fund are transfers to other City funds. As has been the case for a number of years, a total of \$300,000 was transferred to the Capital Maintenance and Replacement Fund during FY 2020. The same transfer is budgeted to occur again for FY 2021.

Also, returning to a previous financial practice last done in FY 2016, this fund will transfer \$200,000 to the General Fund to provide funding support for that fund. Going forward, the need for this transfer will be considered annually during the budget process.

Community Events Programming Grants

The next largest expenditures are Hotel Tax grants, which the City Council approves annually for the coming fiscal year. The grants 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 four new events, were approved for FY 2021 funding, which totals \$135,397. This represents an increase in funding for community events of 13.6% over FY 2020.

Apart from the grants, the City funds 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 annually allocates \$6,000 to support the annual Holly Days event. For FY 2021, the City will increase funding to the Warrenville Historical Society in support of the costs associated with the museum curator/director position from \$15,000 to \$20,000.

Beginning with FY 2021, the City will provide direct financial support to the Warren Tavern for capital projects needed to maintain the site in the amount of \$10,000. A longer-term recommendation for an annual figure will be developed during FY 2021.

Promoting Tourism

The FY 2021 expenditures include approximately \$41,000 in funding for the renewal of the City partnership with the DuPage Convention and Visitors Bureau (DCVB) to promote tourism and hotel stays within Warrenville.

\$13,500 has been budgeted for FY 2021 to fund the continued promotion of the City's through its branding program, approved during FY 2018. That proposed funding includes the purchase of promotional items for distribution. Also funded are the maintenance and hosting of the City website, publication of the Tourism and Arts Commission Warrenville visitors guide, and the design and purchase of signage for public art.

Finally, for a number of years, \$30,000 has been annually budgeted for Aesthetic enhancements, including community artwork, landscaping, or other beautification efforts enhancing community pride, and making Warrenville more inviting. A recommendation was adopted by the City Council in February 2020 to change that funding from \$30,000 annually, to \$60,000 bi-annually for even-numbered fiscal years. This change will allow the Tourism and Arts Commission to conduct the planning related activities needed to acquire works of artwork in odd numbered fiscal years, and then complete the actual installation of that artwork project in the even numbered years. According to the new policy, the \$60,000 will first be budgeted in FY 2022.

Fund Balance

The total Hotel Tax fund balance continues to grow, with revenues outpacing expenditures on an annual basis by an average of approximately \$263,451 per year over four most recent completed and projected fiscal years. FY 2020 is projected to end with a positive variance is \$223,084. The total fund balance is projected at \$1,734,282 by the end of FY 2020, and \$1,911,675 by the end of FY 2021.

During FY 2020, the City committed the use of \$875,462 from the Hotel Tax Fund balance to support a redevelopment agreement with the Lexington Trace redevelopment project in TIF #4. FY 2020 will see the use of \$673,787 of that commitment, with the remaining \$201,675 of that

commitment to occur during FY 2021. Therefore, \$673,787 will be classified as “Non-spendable” fund balance for FY 2020. This commitment will be paid back to the Hotel Fund by TIF #4 as the Lexington Trace development generates incremental property tax sufficient to payback this fund. A repayment schedule is being developed for this and other TIF-loan debts to various City funds. The net “Committed” fund balance at the end of FY 2020, is projected at \$1,060,495.

At the end of FY 2021 that figure is projected at \$836,213. “Committed Fund Balance” is defined as that portion of the City net assets that are subject to self-imposed constraints on spending due to formal action on the highest level of decision making authority, the City Council. In this case, the fund is committed to the costs of public relations, community events, civic promotion and tourism related activities.

CITY OF WARRENVILLE, ILLINOIS

*Hotel Tax Fund Activity**FY 2021*

Projected Beginning Fund Balance	\$ 1,060,495
Revenues	
Property Taxes	\$ -
Sales and Use Taxes	-
Amusement Taxes	-
Consumption Taxes	-
Income Taxes	-
Hotel-Motel Taxes	803,800
Motor Fuel Taxes	-
Connection Fees	-
Administrative Charges	-
Consumption Fees	-
Franchise Fees	-
Licensing Fees	-
Interest Income	4,500
Financing Proceeds	-
Misc. Revenues	-
Grant Revenue	-
Rental Income	-
Reimbursement Revenues	-
Fine Revenue	-
Transfers In	-
Total FY 2021 Revenue	\$ 808,300
Expenses/Expenditures	
Personnel	\$ -
Capital	25,500
Supplies and Services	805,407
Maintenance	-
Total FY 2021 Expenses/Expenditures	\$ 830,907
Variance - Add to/(Use of) Fund Balance	\$ (22,607)
Projected Ending Fund Balance	\$ 1,037,888
Percent Change	-2.13%

HOTEL TAX FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected Year-End 2020	Budget 2021	20-21 Growth
14-00-30703	Revenue	HOTEL TAX	923,718	912,439	863,374	886,924	820,205	803,800	-2.00%
14-00-37700	Revenue	INTEREST INCOME	(415)	(738)	10,072	100	6,175	4,500	-27.13%
Totals			923,303	911,701	873,446	887,024	826,380	808,300	-2.19%

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected Year-End 2020	Budget 2021	20-21 Growth
14-00-46401	Finance	CITY WEB PAGE	5,991	6,740	6,762	6,800	6,800	7,500	10.29%
14-00-46810	Council	GRANTS	166,236	166,513	185,743	216,489	213,828	253,397	18.51%
14-00-48600	Council	TRANSFERS OUT	461,682	300,000	300,000	300,000	300,000	500,000	66.67%
14-00-48702	Council	PUB. RELATIONS & PROMOTION	48,128	48,436	48,789	47,846	46,168	44,510	-3.59%
14-00-48735	Council	CITY PROJECTS	23,354	75,716	33,642	50,500	36,500	25,500	-30.14%
Totals			705,391	597,405	574,936	621,635	603,296	830,907	37.73%
Fund Total Rev			923,303	911,701	873,446	887,024	826,380	808,300	-2.19%
Fund Total Exp			705,391	597,405	574,936	621,635	603,296	830,907	37.73%
Variance			217,912	314,296	298,510	265,389	223,084	(22,607)	
Total Fund Balance							1,734,282	1,711,675	
Non-spendable Fund Balance							673,787	875,462	
Committed Fund Balance @ 4/30			898,392	1,212,688	1,511,198	1,776,587	1,060,495	836,213	

Hotel Tax Fund Line Items
Fiscal Year 2021

DEPARTMENT: COUNCIL			
PROGRAM: On-Going			
2019 Actual	2020 Estimated	Description of Cost	2021 Budget
\$ 6,762	\$ 6,800	Webpage Annual Support Maintenance & Hosting	\$ 7,500
Total			\$ 7,500

DEPARTMENT: COUNCIL			
PROGRAM: On-Going			
2019 Actual	2020 Estimated	Description of Cost	2021 Budget
\$ 185,743	\$ -	"Coffee-Con" - Sinnotts	\$ 25,000
	32,500	Beautification Program - Warrenville in Bloom	33,707
	14,079	"Art on Prairie" - Warrenville Park District	17,684
	9,560	"Fall Family Fun Fest" -Warrenville Park District	9,851
	1,275	"Lunchtime Live"-Warrenville Park District	2,480
	678	Summer Tea-Historical Society	1,439
	2,000	Walking Tour-Historical Society	2,681
	1,638	Artist in Residency-Historical Society	1,940
	-	"Events Projecting Art"- Historical Society	3,229
	1,588	"Paint the Ville"- Historical Society	2,321
	225	"Cemetery Walk"- Historical Society	225
	13,198	Concerts in the Commons-Library District	17,723
	10,800	"Summer Musical Theater" - WMC Productions	12,107
	3,140	"Sunday Musical Matinees"- Library District	3,723
	-	"Movies in the Park" - Warrenville Park District	1,287
	1,728	" Pre-History Exhibit" - Historical Society	-
	4,991	"Big Hits Tournament" - WAA (didn't apply - FY21)	-
	15,000	<u>Non-Grant Funding</u> Historical Society Curator/Director	20,000
	13,429	Warren Tavern Preservationists - Capital Maintenance	10,000
	6,000	Holly Days - Warrenville Park District	6,000
	41,000	<u>Automatic Maximum Grants - (Began FY 10)</u> <u>Summer Daze - Warrenville Park District</u> Event Funding - \$30,000 & City support up to \$11K	41,000
	41,000	<u>4th of July - Friends of the 4th</u> Event Funding - \$30,000 & City support up to \$11K	41,000
\$ 185,743	\$ 213,828	Total	\$ 253,397

CITY OF WARRENVILLE
FISCAL YEAR 2021
TRANSFERS OUT - 14-00-48600
(ACCOUNT NUMBER IN D365 014-100-101-48600)

DEPARTMENT: COUNCIL				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 300,000	\$ 300,000	Capital Subsidy To Capital Maintenance and Replacement Fund	\$ 300,000	
		Subsidy To General Fund	200,000	
\$ 300,000	\$ 300,000	Total	\$ 500,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
PUBLIC RELATIONS & PROMOTION - 14-00-48702
(ACCOUNT NUMBER IN D365 014-100-101-48702)

DEPARTMENT: COUNCIL				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 3,167	\$ 3,000	TAC Visitor Guides/PR Ads	\$ 3,500	
45,622	43,168	<u>DCVB Partnership</u> <u>FY 20 Contribution</u> based upon FY 19 Actual revenue Fiscal Year Total Actual = \$863,347 (25% of One-Percentage Point of Tax Revenue)		
		<u>FY 21 Contribution</u> based upon FY 20 Projected revenue @ 01/20/2020 thru 12/2019 Fiscal Year Total Estimated = \$820,205 (25% of One-Percentage Point of Tax Revenue)		41,010
\$ 48,789	\$ 46,168	Total	\$ 44,510	

CITY OF WARRENVILLE
FISCAL YEAR 2021
CITY PROJECTS - 14-00-48735
(ACCOUNT NUMBER IN D365 014-100-101-48735)

DEPARTMENT: COUNCIL			
PROGRAM: On-Going			
2019 Actual	2020 Estimated	Description of Cost	2021 Budget
\$ 33,642			
	\$ 6,000	<u>Branding and Marketing Implementation</u> Branding - Promotional Items (Including branded employee apparel)	\$ 13,500
	30,500	Design and Purchase of Signage for Public Art (Includes consulting and cost of signs) Aesthetic Enhancements (Sculptures, Botanicals, etc.) (Budget Again in FY 2022 - \$60,000)	12,000
			-
\$ 33,642	\$ 36,500	Total	\$ 25,500

City of Warrenville
Hotel Tax Fund - Projections

Revenues	Fiscal Year	Actual	Actual	Projected	Projected	Projected	Projected
		2018	2019	2020	2021	2022	2023
Tax Revenue		\$ 912,439	\$ 863,374	\$ 820,205	\$ 803,800	\$ 803,800	\$ 803,800
License, Permit & Fee Revenue		-	-	-	-	-	-
Fine Revenue		-	-	-	-	-	-
Reimbursement Revenue		-	-	-	-	-	-
Rental Revenue		-	-	-	-	-	-
Intrafund Revenue		-	-	-	-	-	-
Interest Revenue		(738)	10,072	6,175	4,500	4,500	4,500
Grant Revenue		-	-	-	-	-	-
Miscellaneous Revenue		-	-	-	-	-	-
Total Revenue		\$ 911,701	\$ 873,446	\$ 826,380	\$ 808,300	\$ 808,300	\$ 808,300
Growth from Previous Year		-1.3%	-4.2%	-9.4%	-2.2%	0.0%	0.0%

Expenses	Fiscal Year	Actual	Actual	Projected	Projected	Projected	Projected
		2018	2019	2020	2021	2022	2023
Total Salary & Wage Expense		-	-	-	-	-	-
Total Fringe Benefit Expense		-	-	-	-	-	-
Total Maintenance Expense		-	-	-	-	-	-
Total Supplies and Service Expense		521,689	541,294	566,796	805,407	622,000	622,000
Total Capital Expense		75,716	33,642	36,500	25,500	85,500	25,500
Total Expenses		\$ 597,405	\$ 574,936	\$ 603,296	\$ 830,907	\$ 707,500	\$ 647,500
Growth from Previous Year		-15.3%	-3.8%	1.0%	37.7%	-14.9%	-8.5%
Revenues - Expenditures		\$ 314,296	\$ 298,510	\$ 223,084	\$ (22,607)	\$ 100,800	\$ 160,800
Total Fund Balance		\$ 1,212,688	\$ 1,511,198	\$ 1,734,282	\$ 1,711,675	\$ 1,812,475	\$ 1,973,275
Non-spendable Balance				\$ 673,787	\$ 875,462	\$ 875,462	\$ 875,462
Committed Fund Balance		\$ 1,212,688	\$ 1,511,198	\$ 1,060,495	\$ 836,213	\$ 937,013	\$ 1,097,813
Expenditure Coverage		203%	263%	176%	101%	132%	170%



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.

CITY OF WARRENVILLE, ILLINOIS***Water and Sewer Fund Activity******FY 2021***

Projected Beginning Unrestricted Net Assets	<u>\$ 2,602,789</u>
Revenues	
Property Taxes	\$ -
Sales and Use Taxes	-
Amusement Taxes	-
Consumption Taxes	-
Income Taxes	-
Hotel-Motel Taxes	-
Motor Fuel Taxes	-
Connection Fees	40,000
Administrative Charges	2,100
Consumption Fees	3,105,630
Franchise Fees	-
Licensing Fees	-
Interest Income	44,436
Financing Proceeds	-
Misc. Revenues	20,000
Grant Revenue	-
Rental Income	401,825
Reimbursement Revenues	-
Fine Revenue	32,582
Transfers In	-
Total FY 2021 Revenue	<u>\$ 3,646,573</u>
Expenses/Expenditures	
Personnel	\$ 1,697,493
Capital	978,656
Supplies and Services	1,979,380
Maintenance	496,246
Total FY 2021 Expenses/Expenditures	<u>\$ 5,151,775</u>
Variance - Add to/(Use of) Fund Balance	\$ (1,505,202)
(Increase)/Decrease Non-spendable Balance	\$ -
Projected Ending Unrestricted Net Assets	<u>\$ 1,097,587</u>
Percent Change	<u>-57.83%</u>

WATER AND SEWER FUND

HIGHLIGHTS

	2020 Budget	2020 Projected	2021 Proposed
Revenue	\$3,774,806	\$3,761,380	\$3,646,573
Expenditures	\$5,066,254	\$4,940,788	\$5,151,775
Surplus/(Deficit)	(\$1,291,448)	(\$1,179,408)	(\$1,505,202)

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 2021 is \$3,646,573, 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 2020, the projected revenue from water sales is \$975,993, largely unchanged from the FY 2019 figure of \$972,074. Water-sales revenue is a function of actual billed water usage, and fluctuates from year to year based on customer usage, and wetter or dryer years effecting outside water usage. The current water rates are \$1.62 per 1,000 gallons of water used, plus a bi-monthly base charge of \$10.54, for mostly residential customers. Rates for commercial accounts vary based upon meter and service size. The FY 2021 Budget includes a proposed ten percent water rate increase to \$1.78 per 1,000 gallons of water used, and a new bi-monthly base charge of \$11.59. Water sales revenue for FY 2021 is projected to total \$1,073,592.

Water-sales revenue is supplemented by rental income received from cellular communication antennas located on City-owned water towers, with projected cell tower rental income for FY 2020 at \$386,370 and \$401,825 for FY 2021. 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 \$422,995.

Water Capital Reserve revenue has projected water connection fees (tap-on) fee revenue totaling \$225,327 for FY 2020. This higher-than-average revenue for FY 2020 is due in part to revenue recognized from the fees associated with the Lexington Trace development currently under construction in the Southwest District. These fees were “waived” as a part of the redevelopment agreement with Lexington Trace, but are still due to this fund from the TIF District #4 fund through

reimbursement from future TIF incremental revenues. For FY 2021, this revenue source is projected to return to a more normal budget figure of \$20,000. Given other proposed development projects that are in various stages of the City's review and approval process, is it likely that additional tap-on fee revenue will be realized, but at this time, they have not been quantified with enough certainty to include in projected revenue for FY 2021. 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 \$165,267, for FY 2020, and \$20,000 for FY 2021. For the same reason as listed above, the higher-than-average revenue for FY 2020 is due, in part, to revenue received from the fees associated with the Lexington Trace development project currently underway. These sewer tap-on fees were "waived" as a part of the redevelopment agreement with Lexington Trace, but are still due to this fund from the TIF District #4 fund, and will be reimbursed from future TIF incremental revenues. It is also likely that additional sewer tap-on fee revenue will be realized, but at this time have not been quantified with enough certainty to include in projected revenue for FY 2021. Additional revenue is derived from interest income and sewer tap-on surcharge recapture payments.

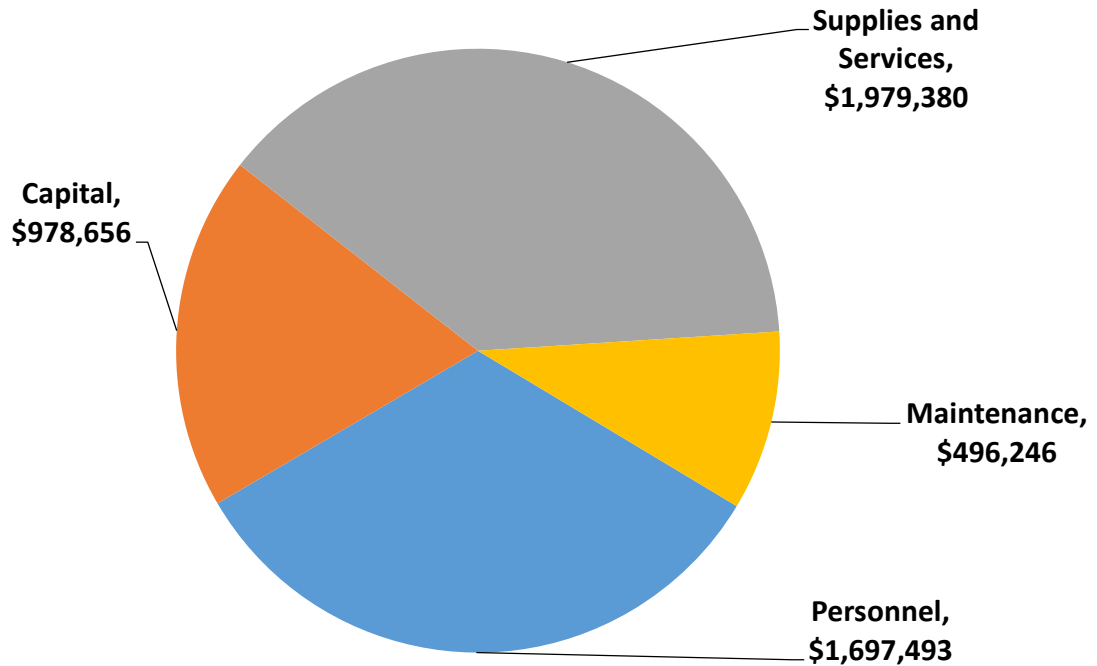
Sewer Operations and Maintenance is the final component of revenue for this fund, and is the result of a rate charged to system users, which is directly tied to water usage meter. For specific instances where a residence is not connected to water, a flat bi-monthly rate is used. The largest component of this revenue comes from sewer-system user fees, which will total an estimated \$1,820,936 for FY 2020. The proposed FY 2021 Budget includes a ten-percent rate increase from the current \$3.27 per 1,000 gallons of water used, plus a bi-monthly base charge of \$25.27, to a rate of \$3.60 per 1,000 gallons of water used, plus a bi-monthly base charge of \$27.80. Sewer sales revenue for FY 2021 is projected to total \$2,003,030.

The proposed sewer rate increase is intended to assist in covering the ongoing costs associated with a storm water infiltration and inflow (I&I) reduction program required by the City's intergovernmental agreement for wastewater treatment with the City of Naperville. While the early stages of this program have been successful in reducing flows to Naperville, this program will continue over the next eleven years. Further, the I&I reduction program will continue in some capacity indefinitely after the initial round of basin analysis and reduction efforts have wrapped up.

Expenditures

Budgeted Water and Sewer Fund expenditures for FY 2021, across all fund categories, are projected to total \$5,151,775 which represents an increase of approximately 4.2% from the projected fiscal-year-end total for FY 2020 of \$4,940,788.

Water & Sewer Fund Expenses/Expenditures FY 2021



Water Operations and Maintenance (O&M) 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 costs associated with operating that system for FY 2021 are projected at \$2,038,702, an increase of approximately 23%, or \$383,789 over FY 2020. Most of this increase is attributable almost entirely to two factors: 1) the interior painting and maintenance of the West Street Water tower – budgeted at \$286,475, and 2) engineering costs associated with an update of the City’s Emergency Response Plan and development of a Risk and Resilience Plan for the overall water system, at a budgeted cost of \$75,000.

Approximately 50% of O&M costs are personnel costs, including wages, benefits, and related employment costs. The remaining 50% is the costs of operating the water system, including water treatment costs and system maintenance costs as noted above.

Water Capital Reserve expenditures are projected at \$231,000, for FY 2021 and include the following: expenditures, and engineering costs where applicable:

- 1) Water main rehabilitation design engineering – \$50,000
- 2) Final payouts on Landon Avenue water main extension – \$23,000

- 3) Abandoning of Well #8 (Country Ridge) – \$45,000
- 4) Filters control replacements for Well #9 (Maecliff) – \$26,000
- 5) Final payout to State of Illinois for the Rt. 56 added lanes construction – \$84,000

Sewer Capital Reserve expenditures for FY 2021 total \$628,800, and include the following expenditures:

- 1) Completion of Interceptor Capacity Analysis – \$6,000
- 2) On-going infiltration flow monitoring – \$16,000
- 3) Final payout to State of Illinois for the Rt. 56 added lanes construction – \$10,750
- 4) I/I Reduction Program, Basin 1 Phase 2 sewer main improvements – \$5,000
- 5) I/I Reduction Program, Basin 1 Phase 3 sewer main improvements – \$327,900
- 6) I/I Reduction Program, Basin 2 Phase 2 engineering – \$170,250
- 7) I/I Reduction Program, Basin 3, Phase 1, – \$61,900
- 8) Manhole grouting, sanitary sewer grouting and lining, and camera truck deflection pulley – \$31,000

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. Budgeted expenditures for FY 2021 total \$2,253,273. Within this account group, personnel costs make up approximately 27% of the total, while costs associated directly with the treatment of wastewater make up approximately 52% of the expenditures at a little over \$1,172,000. 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 21% is the costs of operating the sewer system, including system maintenance and administrative costs, and utilities such as electricity needed to power pumping and lift stations.

Fund Balance (Net position)

At the end of FY 2019, the fund has a Total Net position of \$21,481,321, with Investments in Capital Assets totaling \$17,501,124, and an ending Unrestricted Net Position of \$3,980,197. By the end of FY 2020, the Total Net position is projected to be a little over \$20,300,000, with the final Investment in Capital Assets projected to be unchanged, with a final figure to be assessed during the annual audit process. For FY 2020, the addition of \$198,000, in non-spendable net position (fund balance) will also be recorded, as a result of the aforementioned redevelopment agreement between the City of Warrenville and Lexington Trace, in which tap-on fees were waived, and thus not immediately collected. Those tap-on fees will ultimately be remitted to the Water and Sewer Fund by the TIF #4 fund as the TIF district begins generating sufficient incremental property tax revenue, which are projected to see significant increases beginning in FY 2023. At the end of FY 2020, the Unrestricted Net Position is projected at a little over \$2,600,000,

and just over \$1,000,000 by the end of FY 2021. The reduction of the Unrestricted Net Position magnifies the need for the ongoing work to review and update the *Enterprise Maintenance and Replacement Plan* (EMRP), which is explained in the following section, all the more critical to be completed..

Fund notes

The City's long-term capital plan for Water and Sewer Fund assets, the *Enterprise Maintenance and Replacement Plan* (EMRP), adopted initially in August 2015, needs to be updated and improved, to address the long-term health of the overall fund. The EMRP update is necessary to complete the compilation of a comprehensive inventory of fund assets, their related replacement costs and service lives, and to establish a long-term rate structure for both water and sewer rates. The 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. Rates will very likely need to increase significantly and for a sustained period of time to meet these long-term needs. Additionally, the costs associated with the stormwater inflow and infiltration (I/I) reduction program will continue as the program progresses toward the reduction of total flows from the City of Warrenville to the City of Naperville for treatment. In any given year, analysis in three basins will be being conducted at the same time, in order to work through all of the City's basins in a timely and efficient manner.

WATER and SEWER FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected Year-End 2020
20-00-35100	Water Revenue	WATER SALES	946,478	983,654	972,074	1,003,696	975,993
20-00-35200	Water Revenue	TURN-ON FEES - WATER	2,138	1,750	1,462	2,151	1,480
20-00-35300	Water Revenue	PROCESSING FEE - WATER	7,425	2,150	1,900	7,520	3,075
20-00-37503	Water Revenue	RENTAL-INCOME - CELL TOWERS	365,473	358,629	371,778	386,370	386,370
20-00-37700	Water Revenue	INTEREST INCOME	(5,256)	(16,516)	(6,012)	-	(6,048)
20-00-37900	Water Revenue	METER SALES	7,334	5,511	5,564	5,970	33,608
20-00-39309	Water Revenue	GRANTS	-	-	-	-	-
20-00-39600	Water Revenue	PENALTY INCOME	5,457	8,763	7,788	8,007	6,825
20-00-39900	Water Revenue	MISCELLANEOUS INCOME	2,352	3,560	4,575	1,618	334
20-00-39920	Water Revenue	SALE OF SURPLUS PROPERTY	2,326	4,371	298,286	-	-
Totals			1,333,727	1,351,872	1,657,415	1,415,332	1,401,637

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected Year-End 2020
20-00-40000	WO&M Expense	SALARIES - WATER	441,666	468,266	508,033	524,517	507,052
20-00-40001	WO&M Expense	OVERTIME - WATER	37,151	39,384	38,157	39,000	35,022
20-00-40100	WO&M Expense	FICA EXPENSE	28,171	30,115	32,289	34,938	34,104
20-00-40101	WO&M Expense	MEDICARE EXPENSE	6,962	7,100	7,622	8,170	7,976
20-00-40200	WO&M Expense	IMRF EXPENSE	110,505	57,841	88,811	54,004	82,000
20-00-40400	WO&M Expense	EMPLOYEE INSURANCE	82,542	85,966	93,307	83,103	89,702
20-00-40600	WO&M Expense	ACCRUED SICK / COM TIME EXPENSE	5,090	766	36,584	10,394	37,750
20-00-40601	WO&M Expense	ACCRUED OPEB EXPENSE	1,749	71,688	142,976	9,582	150,000
20-00-41000	WO&M Expense	MAINTENANCE - BUILDING	4,230	11,025	17,822	17,000	12,000
20-00-41001	WO&M Expense	MAINTENANCE - WATER TOWERS	9,045	4,349	-	-	-
20-00-41100	WO&M Expense	MAINTENANCE - EQUIPMENT	17,124	10,048	17,613	22,000	22,640
20-00-41103	WO&M Expense	MAINTENANCE - SOFTWARE	6,546	5,820	11,284	11,703	12,475
20-00-41300	WO&M Expense	MAINTENANCE - GROUNDS	-	-	3,846	-	3,500
20-00-41400	WO&M Expense	MAINTENANCE - UTILITY SYSTEM	89,033	75,085	73,960	80,000	70,000
20-00-42700	WO&M Expense	MAINTENANCE - COMMUNICATIONS	3,331	9,755	8,793	10,050	10,869
20-00-43300	WO&M Expense	INSURANCE - GENERAL	3,176	3,272	3,468	3,659	3,659
20-00-43301	WO&M Expense	INSURANCE - LIABILITY	7,560	7,787	8,254	8,708	8,708
20-00-43302	WO&M Expense	INSURANCE - WORKERS COMP	18,335	17,895	22,428	34,790	29,323
20-00-43400	WO&M Expense	TELEPHONE	17,297	18,378	18,880	6,300	13,400
20-00-43800	WO&M Expense	UTILITIES	79,041	74,967	73,159	69,000	71,000
20-00-44300	WO&M Expense	RENT EXPENSE	6,828	6,345	6,451	6,350	6,350
20-00-44400	WO&M Expense	TRAVEL, TRAINING & MEETINGS	988	2,938	3,323	8,375	6,000

Water and Sewer Fund Line Items
Fiscal Year 2021

WATER and SEWER FUND LINE ITEMS

20-00-44600	WO&M Expense	POSTAGE	7,519	6,815	6,386	7,875	6,600	7,875	19.32%
20-00-44700	WO&M Expense	PRINTING/PUBLISHING	8,283	9,201	7,436	8,100	8,500	8,100	-4.71%
20-00-45010	WO&M Expense	LIENS	115	147	231	160	254	200	-21.26%
20-00-45100	WO&M Expense	LEGAL EXPENSE	-	-	14,310	16,550	10,500	16,250	54.76%
20-00-45200	WO&M Expense	AUDIT EXPENSE	2,050	2,091	2,142	2,191	2,191	2,500	14.10%
20-00-45210	WO&M Expense	COMPUTER SOFTWARE	-	-	-	-	-	81,000	1250.00%
20-00-45300	WO&M Expense	ENGINEERING	5,988	9,025	21,732	6,000	6,000	18,725	-14.89%
20-00-45400	WO&M Expense	OTHER PROFESSIONAL SERVICES	19,386	11,233	16,239	25,225	22,000	2,650	76.67%
20-00-45401	WO&M Expense	J.U.L.I.E.	1,109	1,318	1,649	2,700	1,500	1,175	104.35%
20-00-45710	WO&M Expense	EDUCATION REIMBURSEMENT	48	-	-	-	-	1,000	0.00%
20-00-46900	WO&M Expense	DUES, SUBSCRIPTIONS & BOOKS	478	563	(170)	1,190	575	2,000	100.00%
20-00-47100	WO&M Expense	OFFICE SUPPLIES	78	-	-	250	-	3,450	56.82%
20-00-47200	WO&M Expense	OTHER SUPPLIES	635	1,249	979	1,000	1,000	7,500	0.00%
20-00-47220	WO&M Expense	SMALL TOOLS	52	973	1,299	1,000	1,000	56,000	6.67%
20-00-47300	WO&M Expense	UNIFORMS	3,208	2,791	2,993	3,450	2,200	20,070	0.00%
20-00-47600	WO&M Expense	GAS / OIL EXPENSE	7,236	7,723	7,861	8,340	7,500	196,503	300.00%
20-00-47700	WO&M Expense	CHLORINATION SUPPLIES	40,502	45,660	54,291	56,000	52,500	1,000	850.00%
20-00-48300	WO&M Expense	ADMINISTRATIVE CHARGES	20,070	20,070	20,070	20,070	20,070	3,500	1358.33%
20-00-48410	WO&M Expense	DEPRECIATION EXPENSE	177,463	179,818	196,502	177,463	196,503	15,000	-85.00%
20-00-48700	WO&M Expense	MISCELLANEOUS EXPENSE	49	2,756	4,352	1,000	250	2,038,702	23.19%
20-00-49300	WO&M Expense	BUILDING IMPROVEMENTS	-	745	-	2,000	2,000	Budget 2021	20-21 Growth
20-00-49500	WO&M Expense	EQUIPMENT PURCHASE	4,538	2,711	-	-	-	20,000	-91.12%
20-00-49503	WO&M Expense	EQUIPMENT-MAINTENANCE SUPRV	980	2,215	3,311	2,000	240	22,627	-38.12%
20-00-49700	WO&M Expense	METERS	35,914	65,769	125,159	100,000	100,000	10,000	-2.15%
Totals			1,311,993	1,380,996	1,704,577	1,484,207	1,654,913	52,627	-80.66%

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected Year-End 2020
20-02-35400	Water	WATER CONNECTIONS	45,770	24,000	20,000	80,520	225,327
20-02-37700	Capital	INTEREST INCOME	3,547	(5,836)	71,749	3,500	36,564
20-02-37710	Water	INTEREST INCOME - MUSSLEMAN	2,550	-	-	-	-
20-02-39404	Revenue	RECAPTURE PAYMENTS - WATER	17,545	26,673	8,831	8,800	10,220
Totals			69,412	44,837	100,580	92,820	272,111

WATER and SEWER FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected Year-End 2020	Budget 2021	20-21 Growth
20-02-45300	W. Cap Res. Expense	ENGINEERING	201,551	139,792	9,776	124,970	30,000	50,000	66.67%
20-02-49422	W. Cap Res. Expense	WATER MAIN IMPROVEMENTS	520,223	182,688	143,997	384,030	210,000	110,000	-47.62%
20-02-49495	W. Cap Res. Expense	CAPITAL OPERATING COSTS	5,785	68,489	48,434	45,000	10,000	45,000	350.00%
20-02-49500	W. Cap Res. Expense	EQUIPMENT PURCHASE			30,186	65,000	69,892	26,000	-62.80%
Totals			727,559	390,969	232,393	619,000	319,892	231,000	-27.79%
Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected Year-End 2020	Budget 2021	20-21 Growth
20-03-35400	Sewer Capital Reserve	SEWER CONNECTIONS	46,770	29,000	18,000	65,020	165,267	20,000	-87.90%
20-03-37700	Revenue	INTEREST INCOME	628	(3,448)	41,070	2,200	18,937	11,816	-37.60%
20-03-37710	Sewer Capital Reserve	INTEREST INCOME - MUSSLEMAN	2,550	-					
20-03-39404	Revenue	RECAPTURE PAYMENTS - SEWER	22,522	41,772	11,344	14,000	11,816	10,000	-15.37%
20-03-39927	Capital	DEVELOPER CONTRIBUTIONS		434,397					
Totals			72,470	501,721	70,414	81,220	196,020	41,816	-78.67%
Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected Year-End 2020	Budget 2021	20-21 Growth
20-03-45300	S. Cap Res. Expense	ENGINEERING	139,705	296,645	149,068	236,000	122,200	243,150	98.98%
20-03-48801	S. Cap Res. Expense	OVERHEAD SEWER GRANT	-	-		2,000	-	-	
20-03-49200	S. Cap Res. Expense	LAND PURCHASE				-			
20-03-49401	S. Cap Res. Expense	INFILTRATION ANALYSIS	11,039	-	14,220	16,000	16,000	16,000	0.00%
20-03-49422	S. Cap Res. Expense	SEWER MAIN IMPROVEMENTS	396,975	(70)	221,378	145,000	142,449	368,650	158.79%
20-03-49495	S. Cap Res. Expense	CAPITAL OPERATING COSTS	14,280	47,799	-				
20-03-49500	S. Cap Res. Expense	EQUIPMENT PURCHASED		35,715	7,500	540,000	517,431	1,000	-99.81%
Totals			561,999	380,089	392,166	939,000	798,080	628,800	-21.21%

WATER and SEWER FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Year-End 2020
20-04-35100	Sewer Revenue	SEWER SALES	1,919,149	1,928,430	1,956,142	2,151,235	1,820,936
20-04-35200	Sewer Revenue	TURN-ON FEES - SEWER	2,138	1,750	1,463	2,151	1,524
20-04-35300	Sewer Revenue	PROCESSING FEE - SEWER	7,050	2,150	2,450	2,500	2,500
20-04-37700	Sewer Revenue	INTEREST INCOME	137	(336)	2,690	400	1,555
20-04-37900	Sewer Revenue	METER SALES - SEWER	7,294	5,511	5,564	6,860	16,485
20-04-39600	Sewer Revenue	PENALTY INCOME	23,601	26,695	23,338	24,358	27,180
Totals			1,960,121	1,964,200	1,991,647	2,185,004	1,870,180

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Year-End 2020
20-04-40000	S O&M Expense	SALARIES - SEWER	331,049	353,296	387,327	398,534	384,758
20-04-40001	S O&M Expense	OVERTIME - SEWER	24,936	26,412	25,664	28,000	23,525
20-04-40100	S O&M Expense	FICA EXPENSE	20,912	22,480	24,354	26,445	25,313
20-04-40101	S O&M Expense	MEDICARE EXPENSE	5,174	5,314	5,766	6,185	5,920
20-04-40200	S O&M Expense	IMRF EXPENSE	96,399	43,374	75,193	40,876	69,850
20-04-40400	S O&M Expense	EMPLOYEE INSURANCE	59,779	62,467	69,230	59,376	66,007
20-04-41000	S O&M Expense	MAINTENANCE - BUILDING	2,826	7,236	14,646	3,500	6,000
20-04-41100	S O&M Expense	MAINTENANCE - EQUIPMENT	6,163	9,752	11,571	15,500	11,500
20-04-41103	S O&M Expense	MAINTENANCE - SOFTWARE	4,781	3,880	4,196	4,469	5,240
20-04-41300	S O&M Expense	MAINTENANCE - GROUNDS	-	-	2,713	2,500	3,119
20-04-41400	S O&M Expense	MAINTENANCE - UTILITY SYSTEM	25,162	11,434	33,629	25,000	25,000
20-04-42700	S O&M Expense	MAINTENANCE - COMMUNICATIONS	457	6,629	6,543	8,790	8,130
20-04-43300	S O&M Expense	INSURANCE - GENERAL	4,488	4,623	4,901	5,101	5,101
20-04-43301	S O&M Expense	INSURANCE - LIABILITY	2,023	2,084	2,209	2,330	2,330
20-04-43302	S O&M Expense	INSURANCE - WORKERS COMP	18,335	17,895	22,428	34,790	29,324
20-04-43400	S O&M Expense	TELEPHONE	12,219	12,389	12,587	4,500	13,087
20-04-43800	S O&M Expense	UTILITIES	20,594	21,352	22,587	25,500	25,500
20-04-44300	S O&M Expense	RENT EXPENSE	6,037	6,063	6,134	6,190	6,350
20-04-44400	S O&M Expense	TRAVEL, TRAINING & MEETINGS	717	1,985	2,416	8,325	5,000
20-04-44600	S O&M Expense	POSTAGE	7,519	6,805	6,252	7,875	6,600
20-04-44700	S O&M Expense	PRINTING / PUBLISHING	6,401	7,027	6,613	6,600	6,597
20-04-45010	S O&M Expense	LIENS	115	147	231	160	254
20-04-45100	S O&M Expense	LEGAL SERVICES	-	-	-	4,550	4,250
20-04-45200	S O&M Expense	AUDIT EXPENSE	2,050	2,091	2,142	2,191	2,191
20-04-45300	S O&M Expense	ENGINEERING	-	-	-	2,500	-

WATER and SEWER FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected Year-End 2020	Budget 2021	20-21 Growth
20-04-45400	S O&M Expense	OTHER PROFESSIONAL SERVICE	9,734	2,280	51	7,725	7,500	7,725	3.00%
20-04-45401	S O&M Expense	J.U.L.I.E.	739	879	1,060	2,300	1,500	2,650	76.67%
20-04-45420	S O&M Expense	NAPERVILLE SEWAGE TREATMENT	1,032,071	992,573	992,030	973,089	1,072,677	1,172,931	9.35%
20-04-46900	S O&M Expense	DUES, SUBSCRIPTIONS & BOOKS	1,938	1,323	1,072	1,715	1,600	1,700	6.25%
20-04-47100	S O&M Expense	OFFICE SUPPLIES	-	52	-	-	-	-	-
20-04-47200	S O&M Expense	OTHER SUPPLIES	426	654	747	550	550	550	0.00%
20-04-47220	S O&M Expense	SMALL TOOLS	100	439	771	1,000	1,900	2,000	5.26%
20-04-47300	S O&M Expense	UNIFORMS	2,138	1,859	1,920	2,500	2,500	2,500	0.00%
20-04-47600	S O&M Expense	GAS / OIL EXPENSE	4,824	5,150	5,873	6,098	6,098	6,100	0.03%
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	177,463	179,818	196,503	177,463	196,503	196,503	0.00%
20-04-48700	S O&M Expense	MISCELLANEOUS EXPENSE	49	4	219	250	250	250	0.00%
20-04-49500	S O&M Expense	EQUIPMENT PURCHASE	1,373	1,197	-	-	-	-	-
20-04-49503	S O&M Expense	EQUIPMENT MAINTENANCE SPRVSR	653	1,715	2,272	1,500	240	3,500	1358.33%
20-04-49700	S O&M Expense	METERS	35,914	65,770	123,584	100,000	115,569	15,000	-87.02%
Totals			1,945,628	1,908,518	2,095,504	2,024,047	2,167,903	2,253,273	3.94%

WATER and SEWER FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected Year-End 2020	Budget 2021	20-21 Growth
20-06-37700	Water Capital	INTEREST INCOME	1,123	(2,784)	22,220	255	12,852	7,089	-44.84%
Totals			1,123	(2,784)	22,220	255	12,852	7,089	-44.84%
Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected Year-End 2020	Budget 2021	20-21 Growth
20-07-37700	Sewer Capital	INTEREST INCOME	739	(1,859)	14,830	175	8,580	4,704	-45.17%
Totals			739	(1,859)	14,830	175	8,580	4,704	-45.17%
Fund Total Rev			3,437,592	3,857,987	3,857,106	3,774,806	3,761,380	3,646,573	-3.05%
Fund Total Exp			4,547,179	4,060,572	4,424,640	5,066,254	4,940,788	5,151,775	4.27%
Variance			(1,109,587)	(202,585)	(567,534)	(1,291,448)	(1,179,408)	(1,505,202)	
Total Net Position			22,369,763	22,048,855	21,481,321		20,301,913	18,796,711	
Investment in Capital Assets			15,555,469	17,167,854	17,501,124		17,501,124	17,501,124	
Non-spendable net-position							198,000	198,000	
Unrestricted Net Position @ 4/30			6,814,294	4,881,001	3,980,197	3,589,553	2,602,789	1,097,587	

CITY OF WARRENVILLE
FISCAL YEAR 2021
MAINTENANCE - BUILDING - 20-00-41000
(ACCOUNT NUMBER IN D365 020-700-704-41000)

DEPARTMENT: Water Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 17,822	\$ 12,000	General Upkeep Percentage of cleaning at PW Garage Includes Mat Service and Janitorial Services	\$ 17,000	
\$ 17,822	\$ 12,000	Total	\$ 17,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
MAINTENANCE - WATER TOWERS - 20-00-41001
(ACCOUNT NUMBER IN D365 020-700-704-41001)

DEPARTMENT: Water Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ -	\$ -	West Street Water Tower Wet Interior Painting Repairs (Mud Valve, Safety Cable, Pipe) SCADA Controls Mixing System	\$ 226,725 34,750 15,000 10,000	
		Removal of Bower Ground Storage Tank (Budget in FY 2022 - \$30,000)		
\$ -	\$ -	Total	\$ 286,475	

CITY OF WARRENVILLE
FISCAL YEAR 2021
MAINTENANCE - EQUIPMENT - 20-00-41100
(ACCOUNT NUMBER IN D365 020-700-704-41100)

DEPARTMENT: Water Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 17,613	\$ 22,640	Repair of water vehicles and equipment includes: all standart service costs and major repairs	\$ 22,000	
		Diagnostic Tools (01-52-41100 and 20-04-41100)	2,000	
\$ 17,613	\$ 22,640	Total	\$ 24,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
MAINTENANCE - SOFTWARE - 20-00-41103
(ACCOUNT NUMBER IN D365 020-700-704-41103)

DEPARTMENT: Water Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 11,284	\$ 12,475	Enterprise Share of Financial System Annual Maintenance Agreement (Harris/MSI)	\$ 8,082	
		Waterworth Software Subscription (Analyzing Water Rates)	5,489	
\$ 11,284	\$ 12,475	Total	\$ 13,571	

CITY OF WARRENVILLE
FISCAL YEAR 2021
MAINTENANCE - UTILITY SYSTEM - 20-00-41400
(ACCOUNT NUMBER IN D365 020-700-704-41400)

DEPARTMENT: Water Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 73,960	\$ 70,000	Utility Repairs and General Maintenance	\$ 60,000	
		<i>Ongoing capital expenses removed for O&M Budget</i>		
		<i>Well repair moved to capital expenses, per EMRP</i>		
		Landscape Restoration for Water Main Breaks	10,000	
\$ 73,960	\$ 70,000	Total	\$ 70,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
MAINTENANCE - COMMUNICATIONS - 20-00-42700
(ACCOUNT NUMBER IN D365 020-700-704-42700)

DEPARTMENT: Water Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 8,793	6,089	Neptune Monthly Hosting Fee split with 20-04-42700 (Hosting fee is \$1,100 / month)	\$ 7,500	
	1,650	Neptune Annual Maintenance split with 20-04-42700 (Gateways and Portable Collector)	1,700	
	2,500	Nextel	2,600	
	630	Verizon	650	
\$ 8,793	\$ 10,869	Total	\$ 12,450	

CITY OF WARRENVILLE
FISCAL YEAR 2021
INSURANCE - GENERAL - 20-00-43300
(ACCOUNT NUMBER IN D365 020-700-704-43300)

DEPARTMENT: Water Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 3,468	\$ 3,659	General Insurance * CY 2021 Renewal Assumes a 3.5% Increase - But Actual Loss Experience will Contribute to Actual Increase	\$ 3,787	
\$ 3,468	\$ 3,659	Total	\$ 3,787	

CITY OF WARRENVILLE
FISCAL YEAR 2021
INSURANCE - LIABILITY - 20-00-43301
(ACCOUNT NUMBER IN D365 020-700-704-43301)

DEPARTMENT: Water Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 8,254	\$ 8,708	Liability Insurance * CY 20210 Renewal Assumes a 3.5% Increase - But Actual Loss Experience will Contribute to Actual Increase	\$ 9,013	
\$ 8,254	\$ 8,708	Total	\$ 9,013	

CITY OF WARRENVILLE
FISCAL YEAR 2021
INSURANCE - WORKERS COMP - 20-00-43302
(ACCOUNT NUMBER IN D365 020-700-704-43302)

DEPARTMENT: Water Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 22,428		<u>Water Operations Share</u> <u>CY 2021 Renewal</u> (May through December 2020) (January - April 2021) Assumes a 40% Increase for 01/01/2021 But Actual Loss Experience will Contribute to Actual Increase	\$ 23,174 16,222	
	\$ 17,736 11,587	<u>CY 2020 Renewal</u> (May through December 2019) (January - April 2020)		
		(See also General Fund 01-70-43302/001-350-351-43302)		
\$ 22,428	\$ 29,323	Total	\$ 39,396	

CITY OF WARRENVILLE
FISCAL YEAR 2021
RENT EXPENSE- 20-00-44300
(ACCOUNT NUMBER IN D365 020-700-704-44300)

DEPARTMENT: Water Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 6,451	\$ 5,500	Rent to City (Office/Building Space Usage) (\$11,000 annually) (Split 50%/50% with 20-04-44300/020-700-706-44300)	\$ 5,500	
	850	Airgas - Cylinder rentals	850	
\$ 6,451	\$ 6,350	Total	\$ 6,350	

CITY OF WARRENVILLE
FISCAL YEAR 2021
TRAVEL & MEETINGS - 20-00-44400
(ACCOUNT NUMBER IN D365 020-700-704-44400)

DEPARTMENT: Water Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 3,323	\$ 6,000	Miscellaneous Meetings and Training (Includes Public Works Onsite Supervisory Training)	\$ 1,000	
		1-Pass Expense - 1 per Water Division	50	
		Training - BBP, CPR, ETC CEU Training Classes	350	
		IPSI - Utility Supervisor (total cost of \$1,600 shared with: 20-04-44400/020-700-706-44400 - \$800)	800	
		IAFSM Conference - DPWD (total cost of \$500 shared with: 01-52-44400/001-700-701-44400 - \$250 20-04-44400/020-700-706-44400 - \$125)	125	
		Monthly APWA Meetings (total cost of \$600 shared with: 01-52-44400/001-700-701-44400 - \$300 20-04-44400/020-700-706-44400 - \$150)	150	
		Miscellaneous Technical Training (total cost of \$1,000 shared with: 20-04-44400/020-700-706-44400 - \$500)	500	
		Executive Coaching (See also Water and Sewer - 01-52-44400/001-700-701-44400 - \$2,500 and 20-04-44400/020-700-706-44400 - \$1,250)	1,250	
		Training for New Superintendent and Supervisor (See also 01-52-44400/001-700-701-44400 - \$4,000 and 20-04-44400/020-700-706-44400 - \$2,000)	2,000	
\$ 3,323	\$ 6,000	Total	\$ 6,225	

CITY OF WARRENVILLE
FISCAL YEAR 2021
POSTAGE - 20-00-44600
(ACCOUNT NUMBER IN D365 020-700-704-44600)

DEPARTMENT: Water Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 6,386	\$ 6,600	<u>General Mail Cost for Utility Bills</u> (Note: Eliminated late notice turn off green hangers Mailing turn off notice in 2015)		
		Bills	6,500	
		Late Notices	800	
		Annual Lock Box Fee (fee split 50/50 with 20-04-44600/020-700-706-44600) (Total annual fee - \$1,150)	575	
\$ 6,386	\$ 6,600	Total	\$ 7,875	

CITY OF WARRENVILLE
FISCAL YEAR 2021
PRINTING/PUBLISHING - 20-00-44700
(ACCOUNT NUMBER IN D365 020-700-704-44700)

DEPARTMENT: Water Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 7,436	\$ 8,500	Public Notices, etc. Door Hangers, Boil Order Notices, Etc.	\$ 500	
		Water Quality Report	1,000	
		Utility Bill and Late Notice Processing (Third Millennium)	6,600	
\$ 7,436	\$ 8,500	Total	\$ 8,100	

CITY OF WARRENVILLE
FISCAL YEAR 2021
LEGAL EXPENSE- 20-00-45100
(ACCOUNT NUMBER IN D365 020-700-704-45100)

DEPARTMENT: Water Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 14,311	\$ 10,500	Legal Coverage (If necessary)	\$ 12,000	
		Monthly Legal Services (City Attorney on \$13,500/mo. Retainer) Shared with General Fund and Sewer O&M 01-43-45100/001-250-251-45100 - \$153,900 20-04-45100/020-700-706-45100 - \$4,250	4,250	
\$ 14,311	\$ 10,500	Total	\$ 16,250	

CITY OF WARRENVILLE
FISCAL YEAR 2021
AUDIT EXPENSE - 20-00-45200
(ACCOUNT NUMBER IN D365 020-700-704-45200)

DEPARTMENT: Water Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 2,142	\$ 2,191	Enterprise Share of Annual Audit	\$ 2,500	
		Cost also allocated to		
		01-00-45200/001-400-401-45200 \$16,500		
		20-04-45200/020-700-706-45200 \$2,500		
		73-00-45200/103-100-150-45200 \$350		
		74-00-45200/104-100-150-45200 \$350		
\$ 2,142	\$ 2,191	Total	\$ 2,500	

CITY OF WARRENVILLE
FISCAL YEAR 2021
ENGINEERING - 20-00-45300
(ACCOUNT NUMBER IN D365 020-700-704-45300)

DEPARTMENT: Water Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 21,733	\$ 6,000	As Needed For General Engineering Requests	\$ 6,000	
		Update Emergency Response Plan and Develop Risk and Resilience Plan (FY 2021 Decision Package - PUB 21.06)	75,000	
\$ 21,733	\$ 6,000	Total	\$ 81,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
OTHER PROFESSIONAL SERVICES - 20-00-45400
(ACCOUNT NUMBER IN D365 020-700-704-45400)

DEPARTMENT: Water Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 16,239	\$ 22,000	Standard Water Testing Charges	\$ 9,500	
		City Sample Supplies for Testing	1,500	
		IEPA Required Backflow survey consultant FY2023 - next mailing, every 3 years	-	
		CDL Reimbursements	100	
		GIS Database development & utility atlas conversion (see also 01-52-45400/001-700-701-45400 & 20-04-045400/020-700-706-45400)	525	
		GIS Database Support (see also 01-52-45400/001-700-701-45400 20-04-45400/020-700-706-45400)	2,100	
		EMRP Asset Valuation Consultation Services (See also 20-04-45400/020-700-706-45400)	5,000	
\$ 16,239	\$ 22,000	Total	\$ 18,725	

CITY OF WARRENVILLE
FISCAL YEAR 2021
J.U.L.I.E. - 20-00-45401
(ACCOUNT NUMBER IN D365 020-700-704-45401)

DEPARTMENT: Water Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 1,650	\$ 1,500	J.U.L.I.E. Locates (25% share)	\$ 1,150	
		Locate Flags	1,500	
\$ 1,650	\$ 1,500	Total	\$ 2,650	

CITY OF WARRENVILLE
FISCAL YEAR 2021
DUES, SUBSCRIPTIONS & BOOKS - 20-00-46900
(ACCOUNT NUMBER IN D365 020-700-704-46900)

DEPARTMENT: Water Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ (170)	\$ 575	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 (Budget next in FY 2022) (Shared with 01-52-46900/001-700-701-46900 and 20-04-46900/020-700-706-46900)	-	
\$ (170)	\$ 575	Total	\$ 1,175	

CITY OF WARRENVILLE
FISCAL YEAR 2021
OTHER SUPPLIES - 20-00-47200
(ACCOUNT NUMBER IN D365 020-700-704-47200)

DEPARTMENT: Water Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 979	\$ 1,000	Hardware, parts, paper products coffee supplies	\$ 1,000	
\$ 979	\$ 1,000	Total	\$ 1,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
UNIFORMS - 20-00-47300
(ACCOUNT NUMBER IN D365 020-700-704-47300)

DEPARTMENT: Water Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 2,993	\$ 2,200	Annual Uniform Replacement	\$ 3,450	
\$ 2,993	\$ 2,200	Total	\$ 3,450	

CITY OF WARRENVILLE
FISCAL YEAR 2021
GAS/OIL EXPENSE - 20-00-47600
(ACCOUNT NUMBER IN D365 020-700-704-47600)

DEPARTMENT: Water Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 7,862	\$ 7,500	Fuel and Oil Cost for Vehicles and Equipment Fuel Costs Fluctuate with Market	\$ 7,500	
Total			\$ 7,500	

CITY OF WARRENVILLE
FISCAL YEAR 2021
CHLORINATION SUPPLIES - 20-00-47700
(ACCOUNT NUMBER IN D365 020-700-704-47700)

DEPARTMENT: Water Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 54,291	\$ 52,500	Open Market Trade - Price Could Fluctuate (Sodium Hypochlorite, Fluoride, Ora-Cle, Phosphate) In-pipe Chlorine Analyzer	\$ 52,500	
Total			\$ 52,500	
			\$ 56,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
METERS - 20-00-49700
(ACCOUNT NUMBER IN D365 020-700-704-49700)

DEPARTMENT: Water Operations			
(ACCOUNT NUMBERS IN DOLLARS - 000-100-104-42/100)			
PROGRAM: On-Going			
2019 Actual	2020 Estimated	Description of Cost	2021 Budget
\$ 125,159	\$ 115,569	Meter Change-Out Program	\$ 15,000
\$ 125,159	\$ 115,569	Total	\$ 15,000

CITY OF WARRENVILLE
FISCAL YEAR 2021
ENGINEERING - 20-02-45300
(ACCOUNT NUMBER IN D365 020-700-705-45300)

DEPARTMENT: Water Capital Reserve				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 9,776	\$ 30,000	Landon Avenue Water Extension (Design and RE) (FY 2020 Decision Package - PUB 20.03) (See also 20-02-49422-020-700-705-49422)		
		Design Engineering Water Main Rehabilitation (the deadend cul-de-sacs - i.e. Elmwood, Greenbrook Ct, Ashbury, Arlington)	50,000	
\$ 9,776	\$ 30,000	Total	\$ 50,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
WATER MAIN IMPROVEMENTS - 20-02-49422
(ACCOUNT NUMBER IN D365 020-700-705-49422)

DEPARTMENT: Water Capital Reserve				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 131,126	\$ -	IDOT Route 56 Add-Lanes Construction Project (State billed up to 80% until final invoice issues are resolved)	\$ 84,000	
		New Hydrants FY2020	3,000	
	210,000	Landon Avenue Water Extension (FY 2020 Decision Package - PUB 20.03) (See also 20-02-45300/020-700-705-45300)	23,000	
\$ 131,126	\$ 210,000	Total	\$ 110,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
ENGINEERING - 20-03-45300
(ACCOUNT NUMBER IN D365 020-700-707-45300)

DEPARTMENT: Sewer Capital Reserve				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 149,068	\$ 1,200	FY 2020 Fox Hollow Lift Station Conversion	-	
	55,000	I / I Reduction Program, Basin 1, Phase 2 (West 3 Basin)	5,000	
	51,000	I / I Reduction Program, Basin 2, Phase 1 (West 2 Basin)	-	
		FY 2021 I / I Reduction Program, Basin 2, Phase 2 (West 2 Basin)	170,250	
		I / I Reduction Program, Basin 3, Phase 1 (Central Basin)	61,900	
	15,000	Update Interceptor Capacity Analysis (FY 2019 Decision Package - PUB 19.06) (See also 74-00-45300-104-100-150-45300)	6,000	
\$ 149,068	\$ 122,200	Total	\$ 243,150	

CITY OF WARRENVILLE
FISCAL YEAR 2021
INFILTRATION ANALYSIS - 20-03-49401
(ACCOUNT NUMBER IN D365 020-700-707-49401)

DEPARTMENT: Sewer Capital Reserve				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 14,220	\$ 16,000	Flow Monitoring	\$ 16,000	
\$ 14,220	\$ 16,000	Total	\$ 16,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
SEWER MAIN IMPROVEMENTS - 20-03-49422
(ACCOUNT NUMBER IN D365 020-700-707-49422)

DEPARTMENT: Sewer Capital Reserve				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 221,378	\$ -	IDOT Route 56 Add-Lanes Construction Project (State billed up to 80% until final invoice issues are resolved)	\$ 10,750	
	15,211	Manhole Grouting	15,000	
	3,428	Sanitary Sewer Grouting / Lining	15,000	
	48,753	Construction of Sanitary Sewer Extension (FY 2018 Decision Package)		
	75,057	FY 2020 Fox Hollow Lift Station Conversion	-	
		FY 2021 I / I Reduction Program, Basin 1, Phase 3 (West 3 Basin)	327,900	
\$ 221,378	\$ 142,449	Total	\$ 368,650	

CITY OF WARRENVILLE
FISCAL YEAR 2021
EQUIPMENT PURCHASE - 20-03-49500
(ACCOUNT NUMBER IN D365 020-700-707-49500)

DEPARTMENT: Sewer Capital Reserve				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 7,500	\$ -	Vanguard Disinfectant (Will need in FY 2022)	\$ -	
	182,594	Sewer Camera Replacement (keeping the truck - put new equipment in) (FY 2020 Decision Package - PUB 20.04)	-	
	334,837	Jet-Vac Truck Replacement (VIN 2FZAATDC85AU85039)	-	
		Upper Deflection Pulley (Sewer Camera Truck)	1,000	
\$ 7,500	\$ 517,431	Total	\$ 1,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
MAINTENANCE - BUILDINGS - 20-04-41000
(ACCOUNT NUMBER IN D365 020-700-706-41000)

DEPARTMENT: Sewer Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 14,646	\$ 6,000	General Upkeep Percentage of cleaning at PW Garage Includes Mat Service and Janitorial Services	\$ 6,000	
\$ 14,646	\$ 6,000	Total	\$ 6,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
MAINTENANCE - EQUIPMENT - 20-04-41100
(ACCOUNT NUMBER IN D365 020-700-706-41100)

DEPARTMENT: Sewer Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 11,571	\$ 11,500	As Needed for Repair of Sewer Vehicles and Equipment Includes all standard service costs and major repairs	\$ 13,500	
		Diagnostic Tools (01-52-41100/001-700-701-41100) and 20-04-41100/020-700-706-41100)	2,000	
		Generator Maintenance (Lift stations)	3,000	
\$ 11,571	\$ 11,500	Total	\$ 18,500	

CITY OF WARRENVILLE
FISCAL YEAR 2021
MAINTENANCE - SOFTWARE - 20-04-41103
(ACCOUNT NUMBER IN D365 020-700-706-41103)

DEPARTMENT: Sewer Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 4,196	\$ 5,240	Enterprise Share of Financial System Sewer Camera Software (Update - for new camera system)	\$ 2,500 7,700	
\$ 4,196	\$ 5,240	Total	\$ 10,200	

CITY OF WARRENVILLE
FISCAL YEAR 2021
MAINTENANCE - GROUNDS - 20-04-41300
(ACCOUNT NUMBER IN D365 020-700-706-41300)

DEPARTMENT: Sewer Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 2,713	\$ -	As needed Seal Coating landscaping etc.	\$ -	
	3,119	Contracted Lawn Mowing	6,500	
\$ 2,713	\$ 3,119	Total	\$ 6,500	

CITY OF WARRENVILLE
FISCAL YEAR 2021
MAINTENANCE - UTILITY SYSTEM - 20-04-41400
(ACCOUNT NUMBER IN D365 020-700-706-41400)

DEPARTMENT: Sewer Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 33,629	\$ 25,000	General Utility System Maintenance As Needed	\$ 30,000	
\$ 33,629	\$ 25,000	Total	\$ 30,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
INSURANCE - WORKERS COMP- 20-04-43302
(ACCOUNT NUMBER IN D365 020-700-706-43302)

DEPARTMENT: Sewer Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 22,428		Sewer Operations Share <u>CY 2021 Renewal</u> (May through December 2020) (January - April 2021) Assumes a 40% Increase for 01/01/2021 But Actual Loss Experience will Contribute to Actual Increase	\$	23,174 16,222
	\$ 17,736 11,588	<u>CY 2020 Renewal</u> (May through December 2019) (January - April 2020) <i>(See also General Fund 01-70-43302/001-350-351-43302)</i>		
\$ 22,428	\$ 29,324	Total	\$	39,396

CITY OF WARRENVILLE
FISCAL YEAR 2021
RENT EXPENSE - 20-04-44300
(ACCOUNT NUMBER IN D365 020-700-706-44300)

DEPARTMENT: Sewer Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 6,134	\$ 5,500	Rent to City (Office/Building Space Usage) (\$11,000 annually) (Split 50%/50% with with 20-00-44300)/020-700-704-44300)	\$ 5,500	
	850	Airgas - Cylinder rentals	850	
\$ 6,134	\$ 6,350	Total	\$ 6,350	

CITY OF WARRENVILLE
FISCAL YEAR 2021
TRAVEL & MEETINGS - 20-04-44400
(ACCOUNT NUMBER IN D365 020-700-706-44400)

DEPARTMENT: Sewer Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 2,416	\$ 5,000	Miscellaneous Meetings and Training (Includes Public Works Onsite Supervisory Training) IPSI - Utility Supervisor (total cost of \$1,400 shared with: 20-00-44400/020-700-704-44400 - \$700) IAFSM Conference - DPWD (total cost of \$500 shared with: 01-52-44400/001-700-701-44400 - \$250 20-00-44400/020-700-704-44400 - \$125) Monthly APWA Meetings (total cost of \$600 shared with: 01-52-44400/001-700-701-44400 - \$300 20-00-44400/020-700-701-44400 - \$150)	\$ 500	
		Executive Coaching (See also 01-52-44400/001-700-701-44400 - \$2,500 and 20-00-44400/020-700-704-44400 - \$1,250)	1,250	
		Training for New Superintendent and Supervisor (See also 01-52-44400/001-700-701-44400 - \$4,000 and 20-00-44400/020-700-704-44400 - \$2,000)	2,000	
\$ 2,416	\$ 5,000	Total	\$ 4,825	

CITY OF WARRENVILLE
FISCAL YEAR 2021
POSTAGE - 20-04-44600
(ACCOUNT NUMBER IN D365 020-700-706-44600)

DEPARTMENT: Sewer Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 6,252	\$ 6,600	<u>General Mail Cost for Utility Bills</u> (Note: Eliminated late notice turn off green hangers Mailing turn off notice in 2015)	\$ 6,800	
		Bills	6,500	
		Late Notices	800	
		Annual Lock Box Fee (fee split 50/50 with 20-00-44600/020-700-704-44600) (2019 Total annual fee - \$1,150)	575	
\$ 6,252	\$ 6,600	Total	\$ 14,675	

CITY OF WARRENVILLE
FISCAL YEAR 2021
PRINTING/PUBLISHING - 20-04-44700
(ACCOUNT NUMBER IN D365 020-700-706-44700)

DEPARTMENT: Sewer Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 6,613	\$ 6,597	Utility Bill and Late Notice Processing (Third Millennium)	\$ 6,700	
\$ 6,613	\$ 6,597	Total	\$ 6,700	

CITY OF WARRENVILLE
FISCAL YEAR 2021
AUDIT EXPENSE - 20-04-45200
(ACCOUNT NUMBER IN D365 020-700-706-45200)

DEPARTMENT: Sewer Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 2,142	\$ 2,191	Enterprise Share of Annual Audit Cost also allocated to 01-00-45200/001-400-401-45200 \$16,500 20-00-45200/020-700-704-45200 \$2,500 73-00-45200/103-100-150-45200 \$350 74-00-45200/104-100-150-45200 \$350	\$ 2,500	
\$ 2,142	\$ 2,191	Total	\$ 2,500	

CITY OF WARRENVILLE
FISCAL YEAR 2021
ENGINEERING - 20-04-45300
(ACCOUNT NUMBER IN D365 020-700-706-45300)

DEPARTMENT: Sewer Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ -	\$ -	As Needed For General Engineering Requests	\$ 2,500	
\$ -	\$ -	Total	\$ 2,500	

CITY OF WARRENVILLE
FISCAL YEAR 2021
OTHER PROFESSIONAL SERVICES - 20-04-45400
(ACCOUNT NUMBER IN D365 020-700-706-45400)

DEPARTMENT: Sewer Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 51	\$ 7,500	CDL Reimbursements	\$ 100	
		GIS Database development & utility atlas conversion (see also 01-52-45400/001/700700-701-45400 & 20-04-45400/020-700-706-45400)	525	
		GIS Database Support (see also 01-52-45400/001-700-701-45400 & 20-04-45400/020-700-706-45400)	2,100	
		EMRP Asset Valuation Consultation Services (See also 20-00-45400/020-700-704-45400 - \$5,000)	5,000	
\$ 51	\$ 7,500	Total	\$ 7,725	

CITY OF WARRENVILLE
FISCAL YEAR 2021
J.U.L.I.E. - 20-04-45401
(ACCOUNT NUMBER IN D365 020-700-706-45401)

DEPARTMENT: Sewer Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 1,060	\$ 1,500	J.U.L.I.E. Locates (25% share)	\$ 1,150	
		Locate Flags	1,500	
\$ 1,060	\$ 1,500	Total	\$ 2,650	

CITY OF WARRENVILLE
FISCAL YEAR 2021
DUES, SUBSCRIPTIONS & BOOKS - 20-04-46900
(ACCOUNT NUMBER IN D365 020-700-706-46900)

DEPARTMENT: Sewer Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 1,072	\$ 1,600	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 (Budget next in FY2022) (Shared with 01-52-46900/001-700-701-46900 and 20-00-46900/020-700-704-46900)	-	
\$ 1,072	\$ 1,600	Total	\$ 1,700	

CITY OF WARRENVILLE
FISCAL YEAR 2021
NAPERVILLE SEWERAGE TREATMENT - 20-04-45420
(ACCOUNT NUMBER IN D365 020-700-706-45420)

DEPARTMENT: Sewer Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 992,030	\$ 1,066,301	Naperville Commodity Charges	1,172,931	
	6,376	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		
\$ 992,030	\$ 1,072,677	Total	\$ 1,172,931	

CITY OF WARRENVILLE
FISCAL YEAR 2021
OTHER SUPPLIES - 20-04-47200
(ACCOUNT NUMBER IN D365 020-700-706-47200)

DEPARTMENT: Sewer Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 747	\$ 550	As Needed Hardware, parts, paper products coffee supplies	\$ 550	
\$ 747	\$ 550	Total	\$ 550	

CITY OF WARRENVILLE
FISCAL YEAR 2021
SMALL TOOLS - 20-04-47220
(ACCOUNT NUMBER IN D365 020-700-706-47220)

DEPARTMENT: Sewer Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 771	\$ 1,900	As Needed	\$ 2,000	
\$ 771	\$ 1,900	Total	\$ 2,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
METERS - 20-04-49700

(ACCOUNT NUMBER IN D365 020-700-706-49700)

DEPARTMENT: Sewer Operations				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 123,584	\$ 115,569	Meter Change-Out Program	\$ 15,000	
\$ 123,584	\$ 115,569	Total	\$ 15,000	

City of Warrenville
Water and Sewer Enterprise Fund - Projections

<i>Revenues</i>	<i>Fiscal Year</i>					Projected <u>2020</u>	Projected <u>2021</u>	Projected <u>2022</u>	Projected <u>2023</u>
	Actual <u>2017</u>	Actual <u>2018</u>	Actual <u>2019</u>						
Tax Revenue	\$ -	\$ -	\$ -				\$ -	\$ -	\$ -
License, Permit & Fee Revenue	2,991,546	2,983,906	2,984,619			3,246,195	3,145,630	3,774,756	4,529,707
Fine Revenue	29,058	35,458	31,126			34,005	32,582	35,840	39,424
Reimbursement Revenue	-	-	-			-	2,100	2,100	2,100
Rental Revenue	365,473	358,629	371,778			386,370	401,825	417,898	434,614
Intrafund Revenue	-	-	-			-	-	-	-
Interest Revenue	6,018	(30,779)	146,547			72,440	44,436	44,436	44,436
Grant Revenue	-	-	-			-	-	-	-
Miscellaneous Revenue	45,497	510,773	323,036			22,370	20,000	20,000	20,000
<i>Total Revenue</i>	<u>\$ 3,437,592</u>	<u>\$ 3,857,987</u>	<u>\$ 3,857,106</u>	<u>\$ 3,761,380</u>	<u>\$ 3,646,573</u>	<u>\$ 4,295,030</u>	<u>\$ 5,070,281</u>	<u>\$ 5,070,281</u>	<u>\$ 5,070,281</u>
<i>Growth from Previous Year</i>	<u>-3.5%</u>	<u>12.2%</u>	<u>0.0%</u>	<u>-2.5%</u>	<u>-3.1%</u>	<u>17.8%</u>	<u>18.0%</u>	<u>18.0%</u>	<u>18.0%</u>

<i>Expenses</i>	<i>Fiscal Year</i>					Projected	Projected	Projected
	Actual 2017	Actual 2018	Actual 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	
Total Salary & Wage Expense	\$ 834,802	\$ 887,358	\$ 959,181	\$ 950,357	\$ 1,030,372	\$ 1,081,891	\$ 1,135,985	
Total Fringe Benefit Expense	453,953	422,901	620,988	627,269	667,121	700,477	735,501	
Total Maintenance Expense	166,543	142,559	196,863	171,954	496,246	496,246	496,246	
Total Supplies and Service Expense	1,782,742	1,909,589	1,788,143	1,830,430	1,979,380	1,858,087	1,858,087	
Total Capital Expense	1,309,139	698,165	859,465	1,360,778	978,656	1,000,000	1,000,000	
<i>Total Expenses</i>	<u>\$ 4,547,179</u>	<u>\$ 4,060,572</u>	<u>\$ 4,424,640</u>	<u>\$ 4,940,788</u>	<u>\$ 5,151,775</u>	<u>\$ 5,136,701</u>	<u>\$ 5,225,819</u>	
<i>Growth from Previous Year</i>	<u>34.2%</u>	<u>-10.7%</u>	<u>9.0%</u>	<u>21.7%</u>	<u>4.3%</u>	<u>-0.3%</u>	<u>1.7%</u>	
<i>Revenues - Expenditures</i>	\$ (1,109,587)	\$ (202,585)	\$ (567,534)	\$ (1,179,408)	\$ (1,505,202)	\$ (841,670)	\$ (155,538)	
Net Adj for Net Capitalized Assets	(568,128)	(1,730,708)	(333,270)					
<i>Non-Spendable Fund Balance</i>				\$ 198,000	\$ 198,000	\$ 198,000	\$ 198,000	
<i>Unrestricted Net Position</i>	\$ 6,814,294	\$ 4,881,001	\$ 3,980,197	\$ 2,602,789	\$ 1,097,587	\$ 57,917	\$ (97,621)	
<i>UNFB Expenditure Coverage</i>	150%	120%	90%	53%	21%	1%	-2%	



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

	2020 Budget	2020 Projected	2021 Proposed
Revenue	\$61,851	\$99,226	\$157,727
Expenditures	\$893,595	\$284,485	\$514,175
Surplus/(Deficit)	(\$831,744)	(\$185,259)	(\$356,448)

The Tax Increment Financing (TIF) District #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 by statute for certain types of development-related expenditures in the designated TIF district.

Revenue

The TIF fund annually receives incremental property tax revenue, above the frozen property equalized assessed valuation (EAV). For FY 2020, the incremental property tax revenue is projected to total \$99,226, bringing the total received since inception of the TIF to \$179,824.

For the 2018 levy year, the most recent year available at this time, the TIF #3 EAV totaled \$8,872,905, with a frozen value of \$7,592,799. At the time this document was being written, final 2019 EAV's and property tax extensions were not yet available. However, due to the progress on the Airhart Construction Stafford Place development within TIF #3, the FY 2021 property tax revenue has been projected at \$157,727, an increase over the FY 2020 figure of \$58,501.

In the coming years, a large portion of the TIF #3 incremental revenue will need to be committed to repaying the large loans made to the TIF district from the General Fund to facilitate the aforementioned redevelopment project, and other TIF #3 redevelopment expenses for future redevelopment projects.

Expenditures

Budgeted expenditures for FY 2021 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) annual dues.

Professional Services

FY 2021 budgeted expenditures include costs of environmental consulting and investigation services and legal fees associated with the former Citgo gas station property, final design of the Illinois Prairie Path trailhead project, offsite environmental investigation and reporting services related to the cleanup of contamination adjacent to Civic Center Redevelopment Site #1 (CCRS #1), and TIF development consultation services.

City Projects

The FY 2021 expenditures still include \$86,560, for costs associated with the final phase of the Route 56 Streetscape Enhancement project, which will continue to be re-budgeted until the State invoices the City for those FY 20 and prior expenses.

This group of expenditures also includes remediation of off-site environmental concerns at the CCRS #1 redevelopment site and Citgo property related remediation and demolition costs.

Fund Balance

At the end of FY 2019, the TIF #3 fund had an audited deficit fund balance of \$3,503,991. By the end of FY 2021, fund balance deficit is projected to total \$4,045,698.

Given, that the City Council has authorized interfund loans to the TIF #3 fund to cover fund expenditures up to a maximum of \$4.35 million dollars, it will not be necessary for the City Council to authorize additional loans during FY 2021. The interfund loans will be repaid overtime as sufficient incremental TIF property tax revenue is generated. Based on the Staff began formulating a projected repayment schedule based upon projected incremental property tax revenue to be realized in the coming years.

Finally, at end of FY 2020, additional interfund loans to the TIF will not be feasible because the available fund balances for such loans have been exhausted. Therefore, no new interfund loans will be available until the existing loans are repaid. Until that time, new TIF projects and private redevelopment incentives would require other funding sources, which might include some form of outside borrowing, such as TIF revenue notes or bonds.

CITY OF WARRENVILLE, ILLINOIS***Tax Increment Finance Fund Activity -TIF #3******FY 2021***

Projected Beginning Fund Balance	<u>\$ (3,604,250)</u>
Revenues	
Property Taxes	\$ 157,727
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 2021 Revenue	<u>\$ 157,727</u>
Expenses/Expenditures	
Personnel	\$ -
Capital	255,300
Supplies and Services	166,675
Maintenance	-
Total FY 2021 Expenses/Expenditures	<u>\$ 421,975</u>
Variance - Add to/(Use of) Fund Balance	\$ (264,248)
End Fund Balance	<u>\$ (3,868,498)</u>
Percent Change	<u>7.33%</u>

OLD TOWN/CIVIC CENTER TIF 3 FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected Year-End 2020	Budget 2021	20-21 Growth
73-00-30100	Revenue	PROPERTY TAX-TIF #3	4,489	15,722	52,960	61,851	99,226	157,727	58.96%
73-00-37700	Revenue	INTEREST INCOME	248	(1,390)					
73-00-39925	Revenue	SALE OF LAND							
Totals			4,737	14,332	52,960	61,851	99,226	157,727	58.96%

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected Year-End 2020
73-00-45100	Administration	LEGAL	27,279	28,144	2,133	20,000	20,000
73-00-45200	Administration	AUDIT EXPENSE	310	317	655	1,010	1,010
73-00-45400	Administration	OTHER PROFESSIONAL SERVICES	34,592	3,663	10,562	338,200	135,500
73-00-46900	Administration	DUES, SUBSCRIPTIONS., BOOKS	650	325	325	325	325
73-00-48735	Streets	CITY PROJECTS	35,691	-	202,948	144,060	42,650
73-00-49200	Administration	LAND PURCHASE	2,000	2,000	2,000	390,000	
73-00-49476	Streets	ROAD PROJECTS					
Totals			100,522	34,449	218,623	893,595	199,485
Fund Total Rev			4,737	14,332	52,960	61,851	99,226
Fund Total Exp			100,522	34,449	218,623	893,595	199,485
Variance			(95,785)	(20,117)	(165,663)	(831,744)	(100,259)
Unassigned Fund Balance @ 4/30			(1,449,920)	(3,338,328)	(3,503,991)	(4,335,735)	(3,604,250)

(1) Fund balance adjusted for accounting recognition of \$1,868,291 Loss on Sale of Land held for resale

CITY OF WARRENVILLE
FISCAL YEAR 2021
LEGAL - 73-00-45100
(ACCOUNT NUMBER IN D365 103-100-150-45100)

DEPARTMENT: Administration - TIF #3				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 2,133		Legal Services - General		
	20,000	<u>Citgo Property Legal Services</u> Property Acquisition Related (FY 2019 Decision Package - COM 19.03) (Rebudget in FY 2020)		
		LUST - Remediation related		5,000
		Demolition related		2,000
\$ 2,133	\$ 20,000	Total	\$	7,000

CITY OF WARRENVILLE
FISCAL YEAR 2021
AUDIT EXPENSE - 73-00-45200
(ACCOUNT NUMBER IN D365 103-100-150-45200)

DEPARTMENT: Administration - TIF #3				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 655	\$ 1,010	Share of Annual Audit Expense	\$	1,000
		Annual TIF Compliance Report & Letter (If Necessary)		350
\$ 655	\$ 1,010	Total	\$	1,350

CITY OF WARRENVILLE
FISCAL YEAR 2021
DUES, SUBSCRIPTIONS & BOOKS - 73-00-46900
(ACCOUNT NUMBER IN D365 103-100-150-46900)

DEPARTMENT: Administration - TIF #3					
PROGRAM: On-Going					
	2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$	325	\$ 325	ITIA Membership Dues <i>(Split with TIF #4)</i>	\$	325
				Total	325

CITY OF WARRENVILLE
FISCAL YEAR 2021
CITY PROJECTS - 73-00-48735
(ACCOUNT NUMBER IN D365 103-100-150-48735)

DEPARTMENT: Administration - TIF #3				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 202,948		Final Phase Route 56 Streetscape Enhancements Local cost share reimbursement (FY 2018 - Decision Package rebudget remaining expenses in FY 2021)	86,500	
	35,150	CCRS #1 Off-Site Remediation Project (FY 2020 Decision Package - COM 20.02)		
	7,500	Rt 56 Wayfinding Sign Permitting and Construction (FY 2020 - Decision Package - COM 20.04)		
		<u>Citgo Property Related Demolition/Remediation Costs</u>		
		Underground Storage Tank/ Gas Pump Island Demolition (75% projected to be reimbursed by State LUST program)	80,000	
\$ 202,948	\$ 42,650	Total	\$ 166,500	

CITY OF WARRENVILLE
FISCAL YEAR 2021
LAND PURCHASE - 73-00-49200
(ACCOUNT NUMBER IN D365 103-100-150-49200)

DEPARTMENT: Administration - TIF #3				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
		Unbudgeted for FY 2021	\$	-
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		First Right-of-Refusal Agreement (FY 17 Pmt 1 of 3) (FY 18 Pmt 2 of 3) (FY 19 Pmt 3 of 3)		
		Citgo Property Land Purchase (See also: 73-00-45100/103-100-150-45100 73-00-45400/103-100-150-45400)		88,800
		Total	\$	88,800



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

	2020 Budget	2020 Projected	2021 Proposed
Revenue	\$97,118	\$116,210	\$200,000
Expenditures	\$1,918,297	\$1,025,962	\$493,675
Surplus/(Deficit)	(\$1,821,179)	(\$909,752)	(\$293,675)

The TIF District # 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 equalized assessed valuation (EAV). For FY 2020, TIF #4 received \$116,210, in incremental property tax revenue, bringing the total received since inception of the TIF to \$256,205.

For the 2018 levy year, the most recent year available at this time, the TIF #4 EAV totaled \$9,190,333, with a frozen value of \$7,677,383. At the time this document was being written, final 2019 EAV's and property tax extensions were not yet available. However, with the progress being made on the redevelopments projects within the TIF #4 district, the FY 2021 property tax revenue has been projected at \$200,000, an increase over the FY 2020 figure of \$83,790.

However, as some of the development projects currently underway, such as the Lexington Trace Townhomes and Everton Townhomes and Apartments, begin to enter the property tax rolls, there will be significant increases in TIF #4 incremental property tax revenue, but that will likely not occur until City FY 2023. Those revenues will need to be committed, in largest part, to repay the large interfund loans made to the TIF district from the General Fund and other City funds to facilitate the redevelopment projects.

Expenditures

Budgeted expenditures for FY 2021 total \$493,675, and include legal services for TIF #4 redevelopment negotiations, general TIF legal assistance, and legal fee associated with the potential land acquisition, a prorated share of the Illinois Tax Increment Association (ITIA) membership dues, prorated fees associated with the annual audit, engineering services, and the cost of land acquisition.

Engineering Services

The FY 2021 budgeted expenditures include engineering for a new Southwest District Water Tower and for sanitary sewer system Interceptor Capacity Analysis.

Land purchase

\$250,000 has been budgeted for land acquisition for a site for a new Southwest District Water Tower located near the intersection of Duke Parkway and Route 59, near the site of a proposed Thornton's gas station project.

Fund Balance

At the end of FY 2019, the audited TIF #4 fund-balance deficit was \$945,141. It is projected that at the end of FY 2020, the fund-balance deficit will rise to be \$1,854,893, and will increase further to \$2,148,568, by the end of FY 2021.

Finally, at end of FY 2020, additional interfund loans to the TIF will not be feasible because the available fund balances for such loans have been exhausted. Therefore, no new interfund loans will be available until the existing loans are repaid. Until that time, new TIF projects and private redevelopment incentives would require other funding sources, which might include some form of outside borrowing, such as TIF revenue notes or bonds.

CITY OF WARRENVILLE, ILLINOIS

*Tax Increment Finance Fund Activity-TIF #4**FY 2021*

Projected Beginning Fund Balance	\$ (1,854,893)
Revenues	
Property Taxes	\$ 200,000
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 2021 Revenue	\$ 200,000
Expenses/Expenditures	
Personnel	\$ -
Capital	270,000
Supplies and Services	223,675
Maintenance	-
Total FY 2021 Expenses/Expenditures	\$ 493,675
Variance - Add to/(Use of) Fund Balance	\$ (293,675)
End Fund Balance	\$ (2,148,568)
Percent Change	15.83%

SOUTHWEST/ROUTE 59 CORRIDOR TIF 4 FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected Year-End 2020
74-00-30100	Revenue	PROPERTY TAX-TIF #4		47,712	92,283	97,118	116,210
74-00-37700	Revenue	INTEREST INCOME					
74-00-38600	Revenue	TRANSFERS IN					
74-00-39900	Revenue	MISCELLANEOUS		7,500	16,023		
Totals			-	55,212	108,306	97,118	116,210
						200,000	72.10%

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected Year-End 2020
74-00-44700	Administration	PRINTING/PUBLISHING	4,093	1,391	697	1,500	500
74-00-45100	Administration	LEGAL	44,354	12,010	15,691	51,000	5,000
74-00-45200	Administration	AUDIT EXPENSE			655	1,010	1,350
74-00-45300	Streets	ENGINEERING	6,453	17,967	84,198	373,000	24,000
74-00-45400	Administration	OTHER PROFESSIONAL SERVICES	13,569	27,175	-	20,000	-
74-00-46900	Administration	DUES, SUBSCRIPTIONS., BOOKS		325	325	325	325
74-00-48600	Finance	TRANSFERS OUT	62,112		298,286		-
74-00-48735	Streets	CITY PROJECTS		-	13,837	1,231,462	994,787
74-00-49200	Administration	LAND PURCHASE	22,093	251,775	231,653	240,000	
74-00-49476	Streets	ROAD PROJECTS					
Totals			152,674	310,643	645,342	1,918,297	1,025,962
						493,675	-51.88%
						200,000	72.10%
						493,675	-51.88%
						(293,675)	

Unassigned Fund Balance @ 4/30

(2,148,568)

CITY OF WARRENVILLE
FISCAL YEAR 2021
LEGAL - 74-00-45100
(ACCOUNT NUMBER IN D365 104-100-150-45100)

DEPARTMENT: Administration - TIF #4				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 15,691	\$ 5,000	Redevelopment/TIF Agreement Negotiations these expenses will be reimbursed by private developers	\$ 15,000	
		General TIF Legal Assistance	5,000	
		Southwest District Water Tower Well #13, and Iron Filtration Legal Fee	10,000	
\$ 15,691	\$ 5,000	Total	\$ 30,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
ENGINEERING - 74-00-45300
(ACCOUNT NUMBER IN D365 104-100-150-45300)

DEPARTMENT: Administration - TIF#4				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 84,198		Southwest District Water Tower Well #13, and Iron Filtration	\$ 190,000	
	24,000	Landon Avenue Sewer Main Upsizing (FY 2018 Decision Package Rebudget remaining expenses in FY 2020)		1,000
		Update Interceptor Capacity Analysis (FY 2019 Decision Package - PUB 19.06) <i>(See also 20-03-45300)</i>		
\$ 84,198	\$ 24,000	Total	\$ 191,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
CITY PROJECTS - 74-00-48735
(ACCOUNT NUMBER IN D365 104-100-150-48735)

DEPARTMENT: Administration			
PROGRAM: On-Going			
2019 Actual	2020 Estimated	Description of Cost	2021 Budget
\$ 543,776		Final Phase Route 56 Streetscape Enhancements (FY 2018 Decision Package - Rebudget remaining expenses in FY 2021) Landon Avenue Sewer Main Upsizing (FY 2018 Decision Package Rebudget remaining expenses in FY 2020) Rt 56 Wayfinding Sign Permitting and Construction (FY 2020 - Decision Package - COM 20.04) <u>Lexington Homes</u> Barkley Ave North - Off-site improvements Barkley Ave - Water extensions (north portion) Barkley Ave - Water extensions (south portion)	20,000
\$ 543,776	\$ 921,000	Total	\$ 20,000

(ACCOUNT NUMBER IN D365 104-100-150-49200)

DEPARTMENT: Administration				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ -		Not budgeted for FY 2021 <i>Property Acquisition</i> 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	250,000	
\$ -	\$ -	Total	\$	250,000

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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 2021*

Projected Beginning Fund Balance	\$ 24,092,309
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	1,360,000
Financing Proceeds	-
Misc. Revenues	1,342,849
Grant Revenue	-
Rental Income	-
Reimbursement Revenues	-
Fine Revenue	-
Transfers In	-
Total FY 2021 Revenue	\$ 2,702,849
Expenses/Expenditures	
Personnel (Pension payments)	\$ 1,041,904
Capital	-
Supplies and Services	67,795
Maintenance	-
Total FY 2021 Expenses/Expenditures	\$ 1,109,699
Variance - Add to/(Use of) Fund Balance	\$ 1,593,150
Projected Ending Fund Balance	\$ 25,685,459
Percent Change	6.61%

POLICE PENSION FUND LINE ITEMS

Acct #	Cost Center	Description	Actual				Actual		Budget		Projected Year-End 2020	Budget 2021	20-21 Growth
			2016	2017	2018	2019	2020	2020					
05-00-31900	Revenue	MEMBER CONTRIBUTIONS	264,105	273,581	285,759	298,954	314,160	286,627			304,172	6.12%	
05-00-31901	Revenue	CITY CONTRIBUTION	1,004,900	1,173,896	1,132,335	1,111,844	1,222,686	1,199,470			1,038,677	-13.41%	
05-00-37700	Revenue	INVESTMENT INCOME	(49,051)	1,491,258	1,260,787	1,346,585	1,000,000	1,339,546			1,360,000	1.53%	
Totals			1,219,954	2,938,735	2,678,881	2,757,383	2,536,846	2,825,643			2,702,849	-4.35%	

CITY OF WARRENVILLE
FISCAL YEAR 2021
TRAVEL & MEETINGS - 05-00-44400

DEPARTMENT: FIS				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 3,558	\$ 4,006	Required Training and Travel Expenses Including Annual IPPFA Conference	\$	5,000
\$ 3,558	\$ 4,006	Total	\$	5,000

CITY OF WARRENVILLE
FISCAL YEAR 2021
LEGAL EXPENSE - 05-00-45100

DEPARTMENT: FIS				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 4,200	\$ 6,950	Attorney Charges to Pension Board	\$	7,000
\$ 4,200	\$ 6,950	Total	\$	7,000

CITY OF WARRENVILLE
FISCAL YEAR 2021
OTHER PROFESSIONAL SERVICES - 05-00-45400

DEPARTMENT: FIS				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 56,870	\$ 54,378	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	\$ 55,000	
\$ 56,870	\$ 54,378	Total	\$ 55,000	

CITY OF WARRENVILLE
FISCAL YEAR 2021
DUES, SUBSCRIPTIONS & BOOKS - 05-00-46900

DEPARTMENT: FIS				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 795	\$ 795	IPPEA Dues	\$ 795	
\$ 795	\$ 795	Total	\$ 795	

CITY OF WARRENVILLE
FISCAL YEAR 2021
PENSION PAYMENTS - 05-00-47500

DEPARTMENT: POLICE				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ 995,914	\$ 1,018,077	Annual Pension Payments to Retirees (Includes 14 benefit recipients as of 04/30/2020)	\$ 1,041,904	
\$ 995,914	\$ 1,018,077	TOTAL	\$ 1,041,904	



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 2021***

Projected Beginning Fund Balance	<u>\$ 200,893</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	100
Financing Proceeds	-
Misc. Revenues	7,000
Grant Revenue	-
Rental Income	-
Reimbursement Revenues	-
Fine Revenue	6,000
Transfers In	-
Total FY 2021 Revenue	<u>\$ 13,100</u>
Expenses/Expenditures	
Personnel	\$ -
Capital	-
Supplies and Services	12,360
Maintenance	-
Total FY 2021 Expenses/Expenditures	<u>\$ 12,360</u>
Variance - Add to/(Use of) Fund Balance	\$ 740
Projecetd Ending Fund Balance	<u><u>\$ 201,633</u></u>
Percent Change	0.37%

SEIZED ASSETS FUND LINE ITEMS

Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected Year-End 2020	Budget 2021	20-21 Growth
60-00-34310	Revenue	DRUG FINES	50	2,104	153				
60-00-34400	Revenue	FEDERAL FORFEITURE							-100.00%
60-00-34401	Revenue	STATE FORFEITURE	454	1,974	377				-11.74%
60-00-34404	Revenue	DUITC	1,435	1,871	1,756	1,000		1,000	-23.43%
60-00-34405	Revenue	COURT SUPERVISION FEE	11,647	9,689	9,254	5,000		5,000	0.00%
60-00-37700	Revenue	INTEREST INCOME	40	42	41	40		100	-4.55%
60-00-39920	Revenue	SALE OF SURPLUS PROPERTY	43,894	3,767	12,225	6,934		7,000	
Totals			57,520	19,447	23,806	12,974	18,514	13,100	-29.24%
Acct #	Cost Center	Description	Actual 2017	Actual 2018	Actual 2019	Budget 2020	Projected Year-End 2020	Budget 2021	20-21 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	1,124	437	999	2,200	2,413	4,200	74.06%
60-00-49500	Police	EQUIPMENT PURCHASE							
Totals			9,284	8,597	9,159	10,360	10,573	12,360	16.90%
Fund Total Rev			57,520	19,447	23,806	12,974	18,514	13,100	-29.24%
Fund Total Exp			9,284	8,597	9,159	10,360	10,573	12,360	16.90%
Variance			48,236	10,850	14,647	2,614	7,941	740	
Restricted Fund Balance @ 4/30			182,102	192,952	207,599	195,566	200,893	201,633	

Seized Assets Fund Line Items
Fiscal Year 2021

CITY OF WARRENVILLE
FISCAL YEAR 2021
TRANSFER OUT - 60-00-48600
(ACCOUNT NUMBER IN D365 060-500-503-48600)

DEPARTMENT: POLICE				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 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 2021
MISCELLANEOUS EXPENSE - 60-00-48700
(ACCOUNT NUMBER IN D365 060-500-503-48700)

DEPARTMENT: POLICE				
PROGRAM: On-Going				
2019 Actual	2020 Estimated	Description of Cost	2021 Budget	
\$ (235)	\$ 713	Undercover Transactions (Only if needed)	\$ 2,200	
\$ (235)	\$ 713	Total	\$ 2,200	



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 2021**

<u>ADMINISTRATION</u>	DECISION	PG	FUNDED
<u>ITEM REQUESTED</u>	PKG REF #	REF.	YES NO
Virtual Local Area Network (VLAN) Upgrade	ADM 21.01	291	X

COMMUNITY DEVELOPMENT
ITEM REQUESTED

Engineering/Stormwater Intern	COM 21.01	293	X
Full-time Building Inspector/ Code Enforcement Officer	COM 21.02	295	X

POLICE
ITEM REQUESTED

Emergency Management Agency (EMA) Coordinator	POL 21.01	297	X

PUBLIC WORKS
ITEM REQUESTED

High Speed Public Works Garage Doors	PUB 21.01	299	X
East Side Streets Planning and Alternatives	PUB 21.02	301	X
Water System Risk and Resilience Assessment/ Emergency Response Plan	PUB 21.03	303	X

**CITY OF WARRENVILLE
DECISION PACKAGES
RECOMMENDED FOR FUNDING
SUMMARY - BY SUBMITTING DEPARTMENT
FISCAL YEAR 2021**

<u>ADMINISTRATION (50/350)</u>		DECISION				
<u>ITEM REQUESTED</u>	<u>PKG REF #</u>	<u>COST</u>	<u>ACCOUNT #</u>	<u>ALLOCATION</u>	<u>AMOUNT</u>	
Virtual Local Area Network (VLAN) Upgrade	ADM 21.01	\$ 37,600	01-70-41103 (001-350-351-41103)	100.0%	37,600	
					Department Subtotal	\$ 37,600
<u>COMMUNITY DEVELOPMENT (53/600)</u>		DECISION				
<u>ITEM REQUESTED</u>	<u>PKG REF #</u>	<u>COST</u>	<u>ACCOUNT #</u>	<u>ALLOCATION</u>	<u>AMOUNT</u>	
Engineering/Stormwater Intern	COM 21.01	\$ 7,097	01-53-40XXX (001-600-601-40XXX)	100.0%	\$ 8,052	
Full-time Building Inspector/ Code Enforcement Officer	COM 21.02	105,061	01-53-4XXXX (001-600-601-4XXXX) 01-70-40400 (001-350-351-40400)	78.0% 22.0%	81,739 23,322	
					Department Subtotal	\$ 113,113
<u>POLICE (51/500)</u>		DECISION				
<u>ITEM REQUESTED</u>	<u>PKG REF #</u>	<u>COST</u>	<u>ACCOUNT #</u>	<u>ALLOCATION</u>	<u>AMOUNT</u>	
Emergency Management Agency (EMA) Coordinator	POL 21.01	\$ 25,836	01-54-40XXX (001-500-502-40XXX)	100%	\$ 25,836	
					Department Subtotal	\$ 25,836
<u>PUBLIC WORKS (52/700)</u>		DECISION				
<u>ITEM REQUESTED</u>	<u>PKG REF #</u>	<u>COST</u>	<u>ACCOUNT #</u>	<u>ALLOCATION</u>	<u>AMOUNT</u>	
High Speed Public Works Garage Doors	PUB 21.01	\$ 130,000	02-00-49500 (002-100-101-49500)	100.0%	130,000	
East Side Streets Planning and Alternatives Design and Construction	PUB 21.02	30,000	02-00-45300 (002-100-101-45300)	100.0%	30,000	
Water System Risk and Resilience Assessment/ Emergency Response Plan	PUB 21.03	75,000	20-00-45300 (020-700-704-45300)	100.0%	75,000	
					Department Subtotal	\$ 235,000
					Total Decision Packages Recommended for Funding	\$ 411,549

Note: Where account numbers end in 4xxxx, this is an indication that multiple line items within this department are used to budget the overall expense

**CITY OF WARRENVILLE
DECISION PACKAGES
RECOMMENDED FOR FUNDING
SUMMARY - BY FUND
FISCAL YEAR 2021**

<u>GENERAL FUND - (01/001)</u>					
<u>ITEM REQUESTED</u>	<u>DECISION PKG REF #</u>	<u>COST</u>	<u>ACCOUNT #</u>	<u>ALLOCATION</u>	<u>AMOUNT</u>
Virtual Local Area Network (VLAN) Upgrade	ADM 21.01	\$ 37,600	01-70-41103 (001-350-351-41103)	100.0%	37,600
Engineering/Stormwater Intern	COM 21.01	7,097	01-53-40XXX (001-600-601-40XXX)	100.0%	8,052
Full-time Building Inspector/ Code Enforcement Officer	COM 21.02	105,061	01-53-4XXXX (001-600-601-4XXXX) 01-70-40400 (001-350-351-40400)	78.0% 22.0%	81,739 23,322
Emergency Management Agency (EMA)	POL 21.01	25,836	01-54-40XXX (001-500-502-40XXX)	100.0%	25,836
Fund Subtotal					<u>\$ 176,549</u>

CAPITAL MAINTENANCE AND REPLACEMENT (02/002)

<u>ITEM REQUESTED</u>		<u>COST</u>	<u>ACCOUNT #</u>	<u>ALLOCATION</u>	<u>AMOUNT</u>
High Speed Public Works Garage Doors	PUB 21.01	\$ 130,000	02-00-49500 (002-100-101-49500)	100.0%	\$ 130,000
East Side Streets Planning and Alternatives	PUB 21.02	30,000	02-00-45300 (002-100-101-45300)	100.0%	30,000
Fund Subtotal					<u>\$ 160,000</u>

WATER AND SEWER FUND (20/020)

<u>ITEM REQUESTED</u>		<u>COST</u>	<u>ACCOUNT #</u>	<u>ALLOCATION</u>	<u>AMOUNT</u>
Water System Risk and Resilience Assessment/ Emergency Response Plan	PUB 21.03	\$ 75,000	20-00-45300 (020-700-704-45300)	100.0%	75,000
Fund Subtotal					<u>\$ 75,000</u>

Total Decision Packages Recommended for Funding \$ 411,549

Note: Where account numbers end in 4xxxx, this is an indication that multiple line items within this department are used to budget the overall expense

**CITY OF WARRENVILLE
2021
DECISION PACKAGE**

ADM 21.01

Title of Request : Virtual Local Area Network (VLAN) Upgrade

Department: Administration

Division: IT

Prepared by: Cristina White

Request Type : Project

Request Frequency:

One-Time

Total 2021 Request (\$): 37,600
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:

The City's IT consultant AIS has identified that the City's network is not established effectively to handle the current and future data being transmitted and the number of devices that are connecting at the same time. The recommended solution of upgrading to a Virtual Local Area Network (VLAN) would increase the City's capacity for operation, increase security by limiting access to certain areas of the network, which reduces the risk of the network being compromised, and finally, allows for capacity to grow as the City's technology needs continue to expand.

2. Describe the anticipated outcomes should this request be funded:

Funding this request will ensure the City's network has the capacity to handle the current operational needs as well as add additional security provisions by segregating access to the network by function or sections as appropriate.

3. Describe the impact of not funding this request:

If this request is not funded, AIS can apply a short-term, temporary fix to keep the City functioning in the short-term. However, the City will experience significant lags in network efficiency, which will slow down operations and make it more challenging for staff to function. If the City adds additional staff and/or devices that will be connecting to the network, this will increase the flow of data and the demand on the network, which will further slow down access for all users. This could have a detrimental impact on all departments, but especially the Police Department, which relies heavily on software and applications to support their activities. The City may end up spending more to patch or fix the issues as they arise by delaying this upgrade.

4. Describe the on-going costs associated with this request:

There are no on-going costs associated with this request. Like all technology, there will be maintenance and service needs, but this will fall within the City's IT consulting services contract.

5. Identify the relation to specific adopted plans and/or City Council priorities:

The City's strategic plan, includes a goal for fiscal responsibility. Ensuring the City's network is functioning efficiently and improving security protocols on the network, will reduce the risk of service disruption and data breaches.

6. Identify the analysis done to determine the need and cost effectiveness of the request:
The City's IT consultant conducted a review of the network and provided the attached budget proposal.

7. Does the request involve new technology or automation? No

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)	\$	37,600
b	Grant Funding Amount		
c	Grant Match Amount		

FUND NAME	FUND	DEPT	ACCT #	LINE ITEM TITLE	PCT	2021 Amount \$	On-Going Amount \$
General	01	70	41100	Central Services - Equipment Maintenance	100%	37,600	-
				(D365 Acct # 001-350-351-41100)			

CITY ADMINISTRATOR'S NOTES:

City Administrator Use:	
Recommended:	X
Not Recommended:	
Other:	

**CITY OF WARRENVILLE
2021
DECISION PACKAGE**

COM 21.01

Title of Request : Engineering/Stormwater Intern

Department: Community Development

Division: _____

Prepared by: Kristine Hocking

Request Type : *Personnel*

Request Frequency:

One-Time

Total 2021 Request (\$): 9,472

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:

The Engineering/Stormwater intern will provide valuable assistance to the Community Development Department and Public Works by developing a comprehensive stormwater detention pond database, updating the utility GIS database, and assisting the departments with day-to-day activities.

2. Describe the anticipated outcomes should this request be funded:

The intern would gather private stormwater detention design plans, create a GIS database, inspect the basins and work with Code Enforcement to enforce maintenance under the City Code. This would allow the City to be working with the stormwater basin owners to institute proactive maintenance rather than reactive. The intern's time would also be used to assist in population of the utility GIS database using as-built plans and to support day-to-day engineering and public works operations.

3. Describe the impact of not funding this request:

Existing City staff resources are not sufficient to accomplish this type of database population and detention basin inspection. Without accurate and complete infrastructure data, the Public Works Department's ability to develop and implement efficient maintenance programs, accurately estimate capital improvement expenses, and plan for new infrastructure will continue to be negatively impacted. Without an accurate detention basin database, Community Development will not have a maintenance record of these basins which could lead to deterioration of the basins and create flooding in the future.

4. Describe the on-going costs associated with this request:

Once the infrastructure as-built and stormwater pond data are populated into the GIS database, there will be no on-going costs except that of staff time to update it with any new or modified infrastructure on a regular and ongoing basis. After the stormwater ponds are inspected for the first time, these ponds could be inspected on an interval basis of a three years.

5. Identify the relation to specific adopted plans and/or City Council priorities:

Data collection is required in order to implement Phase II of the City GIS Plan, which includes population with data comprehensive infrastructure database.

6. **Identify the analysis done to determine the need and cost effectiveness of the request:**

Data population does not require professional knowledge or experience. A college student could be quickly trained to use the online GIS portal to enter data. The intern pay rate for this type of work is estimated at \$20.00 per hour, which is significantly less than what a consultant would charge to perform the same work. Staff estimates that it will take approximately 11 weeks to complete the data population and detention basin database creation and inspection.

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)	\$	9,472
b	Grant Funding Amount		
c	Grant Match Amount		

FUND NAME	FUND	DEPT	ACCT #	LINE ITEM TITLE	PCT	2021 Amount \$	On-Going Amount \$
General	01	53	40000	Salaries - Community Development	93%	8,799	
General	01	53	40100	FICA Expense	6%	568	
General	01	53	40101	Medicare Expense	1%	104	

CITY ADMINISTRATOR'S NOTES:

City Administrator Use:

Recommended:	X
Not Recommended:	
Other:	

**CITY OF WARRENVILLE
2021
DECISION PACKAGE**

COM 21.02

Title of Request : Full Time Building Inspector/Code Enforcement Officer

Department: Community Development

Division: Building and Code Enforcement

Prepared by: Ronald Mentzer, Director of Community and Economic Development

Request Type : Personnel

Request Frequency:

On-Going

Total 2021 Request (\$): 105,061

On-going Costs (\$):

On-going Costs Period: annually

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:

This position would allow the City to ensure the proper construction of the large amount of private development and building activity occurring in the community at this time, improve the Community Development Department's ability to efficiently and effectively address property maintenance and code enforcement issues, significantly reduce the need for outside code enforcement/building inspection consulting assistance in FY 2021, improve the City's ability to implement a mandatory rental registration and inspection program, and enhance the department's long-term effectiveness by proactively preparing for anticipated succession in the Building and Code Enforcement Division over the next three years.

2. Describe the anticipated outcomes should this request be funded:

In 2019, the City reviewed and issued more than 720 building permits, which represents an approximate 28% increase from 2018 and was the largest number of permits issued during any year in the history of the City. Not only will many of these permits remain open and require inspections in FY 2021, but staff projections anticipate a very high level of additional permit activity in FY 2021. Due to the high level of building permit and construction activity occurring, the City's sole "in-house" building inspector/code enforcement officer is often challenged in responding to zoning and property maintenance code complaints in a timely and thorough manner. As a result, the City hired an outside consulting firm that provided approximately 267 hours (approx. 2.5 days a week) of property maintenance and zoning code enforcement assistance to the City during the months of July through October 2019 at a total cost of approximately \$18,000. The FY 2021 construction season will require even more resources to perform property maintenance/zoning code enforcement activities and assist in performing the projected high level of building permit related inspections in a timely manner. The addition of a full-time building inspector/code enforcement officer at this time would allow the City to more efficiently and effectively respond to these obligations and would also provide long-term succession planning benefits for the City as the new employee could be trained by the City's two existing City building and code enforcement staff members who have approximately 30 years of combined municipal inspection and code enforcement experience. Finally, the person hired to fill this position would provide continuity in the evaluation, structure, and implementation of a potential new rental registration and inspection program.

3. Describe the impact of not funding this request:

The City will need to significantly increase the amount of funds budgeted for building inspection and code enforcement consulting services. The continued reliance on outside consultants also would not provide any long term succession planning benefits in the Building and Code Enforcement Division.

4. Describe the on-going costs associated with this request:

As a full-time position, the ongoing costs include salary, FICA, Medicare, IMRF Pension, and Health Benefits. There would also be ongoing automobile, training, and uniform related expenses should this position be authorized and filled.

5. Identify the relation to specific adopted plans and/or City Council priorities:

Providing professional and timely building permit application processing and inspection of private construction activities is a core element of effective municipal economic development. Economic Development is Goal #1 in the City's current Strategic Plan. This position would also enhance the City's ability to evaluate, design, and implement the mandatory rental registration and inspection in the foreseeable future in accordance with the first priority objective in the Strategic Plan's Public Safety Goal #5.

6. **Identify the analysis done to determine the need and cost effectiveness of the request:**

In FY 2020, the City addressed code enforcement responsibilities by providing a limited amount of funding for outside code enforcement consulting assistance during the peak code enforcement season at a cost of \$65 per hour. This approach allowed the City to assess how much of the private development and construction proposed in the City approximately one year ago would actually be approved and constructed. Actual permit activity in FY 2020 reflects that most of the proposed projects are now approved and either under construction or planning for a spring of 2020 construction start. Given the high level of development and construction activity now underway, it is becoming increasingly more difficult for the City's single Building Inspector/Code Enforcement Officer to efficiently respond to property maintenance/zoning complaints and fulfill the day to day inspection requests from all of the active projects. This issue is exacerbated when the existing City inspector is sick or on vacation.

As part of the preparation of the proposed FY 21 budget, staff contacted the developers of the larger active projects in the City to obtain their input on permit activity and market support for their projects in FY 2021. All developers contacted provided very positive and optimistic feedback on these items. As a result of this input, staff anticipates a sustained high level of permit and inspection activity throughout FY 2021.

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 -

Projected high level of building permit activity in FY 2021 will result in the collection of a substantial amount of building permit fee revenue.

Describe savings and account # -

Depending on the qualifications of the person hired to fill this position, it is possible that the City may be able to reduce or eliminate existing expenses associated with part-time electrical inspectors.

BUDGET IMPACT

a	Total Cost or (Total Savings)	\$	105,061
b	Grant Funding Amount		
c	Grant Match Amount		

FUND NAME	FUND	DEPT	ACCT #	LINE ITEM TITLE	PCT	2021 Amount \$	On-Going Amount \$
General	01	53	40000	Salaries - Community Development	61%	64,000	67,000
General	01	53	40100	FICA Expense	4%	3,968	
General	01	53	40101	Medicare Expense	1%	928	
General	01	53	40200	IMRF Expense	7%	6,893	
General	01	70	40400	Employee Insurance	22%	23,322	
General	01	53	41110	Maintenance Autos	0%	500	500
General	01	53	44400	Travel, Training & Meetings	1%	1,000	1,000
General	01	53	46900	Dues, Subscriptions and Books	0%	200	200
General	01	53	47300	Uniforms	0%	250	250
General	01	53	49500	Equipment (workstation improvements)	4%	4,000	

CITY ADMINISTRATOR'S NOTES:

City Administrator Use:

Recommended:	X
Not Recommended:	
Other:	

**CITY OF WARRENVILLE
2021
DECISION PACKAGE**

POL 21.01

Title of Request : Emergency Management Agency (EMA) Coordinator

Department: Police

Division: _____

Prepared by: Deputy Chiefs Dawson and Jacobson

Request Type : Personnel

Request Frequency: _____

		Savings Period	
Total 2021 Request (\$):	<u>25,836</u>	Total Estimated Revenue/Savings (\$):	_____
On-going Costs (\$):	<u>25,836</u>	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 police department has been tasked with oversight of the Emergency Management Agency (EMA) and because this is a critical component of the city's emergency operations plan this is a required function which needs to be filled. The EMA Coordinator (C) position previously existed and proved too be to much responsibility to assign to an existing full time position. The position would be responsible for maintaining the city's operations plan and citywide disaster drills. The EMAC would ensure employees were complying with all Incident Command System (ICS) standards through coordination with the DuPage County Homeland Security Agency. The EMA Coordinator would be responsible for responding to the Emergency Operations Center (EOC) and coordinating emergency operation's in the event of a disaster or emergency situation.

2. Describe the anticipated outcomes should this request be funded:

The anticipated outcome if this request were funded, would be to ensure the City personnel meet all ICS training standards. The EMAC would also ensure EMA was fully staffed and trained appropriately.

3. Describe the impact of not funding this request:

The city currently lacks the requirements necessary to be fully prepared for a disaster. Not funding this positon could put the city at risk of not receiving Federal and State assistance should a natural or man-made disaster occur. The police department currently does not have personnel available to oversee EMA, supervise EMA personnel and formally document disaster drills, training and exercises.

4. Describe the on-going costs associated with this request:

The on-going costs associated with this position would be for the annual part time salary and any necessary training courses for the EMA Coordinator. This positon would receive no benefits. If there were to be any cost of living increase it would be approved by the city council.

5. Identify the relation to specific adopted plans and/or City Council priorities:

The position would continue to maintain and update the City's existing Emergency Operations Plan. This makes the position a priority in the event of a disaster.

6. **Identify the analysis done to determine the need and cost effectiveness of the request:**

Following the retirement of the most recent EMA Coordinator, Chet Wiencek the responsibilities of the EMA Coordinator were reassigned to a police officer, however the workload proved to be more extensive than anticipated and the employee wasn't able to effectively perform their regular duties. The information was provided to the City's hired staffing and services consultant. A survey was also completed through the DuPage County Chief's of Police Association to inquire on this type of position. Through the survey's it was determined the salary of \$25.00 an hour was the salary midpoint of the towns who replied to our survey request.

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:**

Not applicable

Describe revenue source -

Describe savings and account # -

BUDGET IMPACT

a	Total Cost or (Total Savings)	\$	25,836
b	Grant Funding Amount		
c	Grant Match Amount		

FUND NAME	FUND	DEPT	ACCT #	LINE ITEM TITLE	PCT	2021 Amount \$	On-Going Amount \$
General	01	54	40000	Salaries - EMA	93%	24,000	
General	01	54	40100	FICA Expense	6%	1,488	
General	01	54	40101	Medicare Expense	1%	348	
				(D365 ACCT # 001-500-502-40XXX)			

CITY ADMINISTRATOR'S NOTES:

City Administrator Use:

Recommended:	X
Not Recommended:	
Other:	

**CITY OF WARRENVILLE
2021
DECISION PACKAGE**

PUB 21.01

Title of Request : High Speed Public Works Garage Doors

Department: Public Works

Division: _____

Prepared by: Philip Kuchler, Deputy Public Works Director

Request Type :

<i>Project</i>

Request Frequency:

<i>One-Time</i>

	Savings Period		
Total 2021 Request (\$):	<table border="1" style="display: inline-table;"><tr><td style="text-align: center;">130,000</td></tr></table>	130,000	Total Estimated Revenue/Savings (\$):
130,000			
On-going Costs (\$):	<table border="1" style="display: inline-table;"><tr><td style="text-align: center;">\$ 500</td></tr></table>	\$ 500	If Cost Increase over Prior FY, enter (\$):
\$ 500			
On-going Costs Period:	<table border="1" style="display: inline-table;"><tr><td style="text-align: center;">Annual</td></tr></table>	Annual	
Annual			

JUSTIFICATION

Complete the following questions that are applicable to your request

1. **Describe the organizational need/benefit of this request:**
High speed roll up garage doors are high performance doors with lower maintenance costs and a longer life cycle, due to a reduced number of high wear parts. They also purport to save 25% in garage heating costs during the winter. The main entry and exit doors to the Public Works garage were not designed for the amount of use they endure. The number of cycles going up and down each day cause wear and tear that requires replacement of components of each door every couple of years. The length of time the doors take to go up and come back down cause loss of heat from the garage during the winter months, which affects the work area of the Fleet Management Technician as well as causing the heat to run more in the garage, to overcome the heat loss. Replacing the doors with high speed doors that are meant for the use at Public Works will provide a better working environment for the Fleet Management Technician and reduce energy use. Additionally, they will not require the same level of frequency of maintenance as the current doors.
2. **Describe the anticipated outcomes should this request be funded:**
The Fleet Management Technician will have a better and more comfortable work environment, as the temperature will be more consistent and controlled more effectively. The heating system will receive less wear and tear and use less energy than it does now. The doors will not need to be repaired nearly as often as they are currently. Since the doors go up at a higher rate of speed, it will be less likely that the doors get hit by a vehicle entering or leaving the garage. While this doesn't happen frequently, it has happened in the past and will be less likely to happen in the future.
3. **Describe the impact of not funding this request:**
Various components of the doors will continue to break down, requiring frequent repairs (every 1-2 years) that have now increased to \$5,000 or more each year. The work environment of the Fleet Management Technician will be less than desirable and difficult to control. The heating system for the garage area will continue to run more, using more energy, with more wear and tear on that system.
4. **Describe the on-going costs associated with this request:**
The doors require minimal maintenance, which is estimated to be \$500 per year, after the warranty is complete.
5. **Identify the relation to specific adopted plans and/or City Council priorities:**
The doors are related to Strategic Plan Goal #4: City Infrastructure.

6. **Identify the analysis done to determine the need and cost effectiveness of the request:**

Staff has researched the doors over several years, and with annual maintenance and repairs of \$3,500 typically, and increasing the \$5,000 to \$10,000 since 2016, on doors that are reaching the end of their useful life. The high speed doors have fewer high wear parts and based on staff's research require far fewer repairs and less maintenance than the existing doors.

The doors are purported to provide a 25% energy savings. Based on gas bills from the winter of 2018-2019, the estimated annual energy savings is \$2,450.

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)	\$	130,000
b	Grant Funding Amount		
c	Grant Match Amount		

FUND NAME	FUND	DEPT	ACCT #	LINE ITEM TITLE	PCT	2021 Amount \$	On-Going Amount \$
CM&R	02	00	49500	Equipment Purchase	100%	130,000	
				(D365 Acct # 002-100-101-49500)			

CITY ADMINISTRATOR'S NOTES:

City Administrator Use:

Recommended:	X
Not Recommended:	
Other:	

**CITY OF WARRENVILLE
2021
DECISION PACKAGE**

PUB 21.02

Title of Request : East Side Streets Pavement Rehabilitation Alternatives

Department: Public Works

Division: Street

Prepared by: Phil Kuchler, Deputy Public Works Director

Request Type : Project

Request Frequency:

One-Time

Total 2021 Request (\$): 30,000
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:

This request involves hiring a consultant to assist staff with the development of pavement rehabilitation alternatives and cost estimate for the East Side streets. The streets on the east side of town, generally north of Warrenville Road and east of Winfield Road, were resurfaced in 2011 and 2012, and are deteriorating quickly. Staff anticipates that the roads will require resurfacing and significant patching or reconstruction, before they are due for resurfacing in the Road Program in 2026 and 2027. The purpose of the study is to evaluate the condition of the roadway, and develop rehabilitation alternatives to address and improve the pavement conditions so they can be resurfaced on a 15-year life cycle, consistent with the standards established for City roads in the Capital Maintenance and Replacement Plan (CMRP).

2. Describe the anticipated outcomes should this request be funded:

Staff will work with a consultant to develop rehabilitation alternatives, including budgetary cost estimates for each alternative. Staff will present the alternatives, with a recommended alternative to City Council, so a decision can be made on a path forward to improve the long-term pavement conditions of the East Side streets.

3. Describe the impact of not funding this request:

The conditions of the roads will continue to deteriorate, requiring more frequent patching and resurfacing than the 15-year life cycle the rest of the roads in the City are on, which is consistent with the life span established in the CMRP. If the roads require more frequent patching and resurfacing, they will use more than their allotted CMRP dollars, and more frequent road projects will be an inconvenience to residents living on those streets.

4. Describe the on-going costs associated with this request:

This is a one-time study and planning effort with no costs in future years. Depending on which direction City Council decides to proceed, there will be CMRP construction and possibly engineering costs for future construction projects.

5. Identify the relation to specific adopted plans and/or City Council priorities:

This relates directly to Strategic Plan Goal #4 - City Infrastructure and also the CMRP adopted by City Council in 2011.

6. **Identify the analysis done to determine the need and cost effectiveness of the request:**

Staff discussed the scope of this study with a consultant, to develop the most cost effective scope of work that will collect enough data and produce accurate planning level cost estimates for each rehabilitation alternative. The cost of this study will help inform staff recommendations and City Council decisions on direction for improving pavement conditions on the East Side.

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	2021 Amount \$	On-Going Amount \$
CM&R	02	00	45300	Engineering	100%	30,000	
				(D365 ACCT # 002-100-101-45300)			

CITY ADMINISTRATOR'S NOTES:

City Administrator Use:

Recommended:	X
Not Recommended:	
Other:	

**CITY OF WARRENVILLE
2021
DECISION PACKAGE**

PUB 21.03

Title of Request : Water System Risk and Resilience Assessment / Emergency Response Plan

Department: Public Works

Division: Utility

Prepared by: Phil Kuchler, Deputy Public Works Director

Request Type : Project

Request Frequency:

One-Time

Total 2021 Request (\$): 75,000
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:

A Water System Risk and Resilience Assessment evaluates the vulnerabilities, threats and consequences of critical assets from potential hazards. The American Water Infrastructure Act of 2018 requires water utilities to complete a Risk and Resilience Assessment no later than June 30, 2021 for a utility of Warrenville's size. The Act gives utilities flexibility in choosing the specific approach and level of detail used to meet the requirements. Staff is proposing to use the standard recommended by the American Water Works Association (AWWA). The Act also requires utilities to update their Emergency Response Plans, based on the results of the assessment. Utilities are to certify completion of the updated Emergency Response Plan within six months of certifying the assessment. This request is made to proactively address a federal requirement of the City operating its water system.

2. Describe the anticipated outcomes should this request be funded:

Staff will work with an engineering consultant to perform a Risk and Resilience Assessment, specifically the standard called Risk Analysis and Management for Critical Asset Protection. The assessment will evaluate the vulnerabilities, threats, and consequences of critical assets from potential hazards. Once the assessment is complete, staff will work with the engineering consultant, to update the City's Emergency Response Plan.

3. Describe the impact of not funding this request:

If the request was not funded this year, the City would not meet the federal American Water Infrastructure Act of 2018 deadline of June 30, 2021. Not performing the assessment and update of the Emergency Response Plan in FY 2021 would place the City in violation of the Act.

4. Describe the on-going costs associated with this request:

The Emergency Response Plan will likely require periodic updates in the future, perhaps every five years. Investing in a quality assessment and update of the plan now will mean tweaking and updating pieces of the plan as the City and its staff continue to evolve. Should additional state or federal regulations be approved in the future, those could cause changes in the Emergency Response Plan, too. It is anticipated that staff will make future updates and changes.

5. Identify the relation to specific adopted plans and/or City Council priorities:

The Risk and Resiliency Assessment and update of the Emergency Response Plan relate directly to Strategic Plan Goal #4: City Infrastructure.

6. **Identify the analysis done to determine the need and cost effectiveness of the request:**
Staff consulted with one of its consulting engineering firms on the scope and requirements associated with performing the assessment, and reviewed the City's Emergency Response Plan for the Water Utility, to estimate the costs for this request.

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)	\$	75,000
b	Grant Funding Amount		
c	Grant Match Amount		

FUND NAME	FUND	DEPT	ACCT #	LINE ITEM TITLE	PCT	2021 Amount \$	On-Going Amount \$
Water-Sewer	20	00	45300	Engineering	100%	75,000	
				(D365 ACCT # 020-700-704-45300)			

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

Assigned Fund Balance: the portion of the City's net assets that are constrained by the government's intent to utilize fund balance for a specific purpose. An example would be the use of General Fund balances designated for one-time projects or purchases.

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

Committed Fund Balance - the portion of the City's net assets that are subject to self-imposed constraints on spending due to formal action of the highest level of decision making authority (the City Council). An example would be the Hotel Tax fund balance committed for tourism related activities

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 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 in 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

Non-spendable Fund Balance – that portion of a the City’s net assets that are not in a spendable form (i.e. land, prepaid items, loans, etc.) or which are legally or contractually required to be maintained intact.

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*)

Restricted Fund Balance - the portion of the City’s net assets that are subject to externally enforceable limitations by law, enabling legislation or limitations imposed by creditors or grantors.

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

Unassigned Fund Balance - the portion of a Governmental Fund's net assets that are available expendable resources; generally, the remaining fund balance

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