



**CITY OF ELMHURST**  
**209 NORTH YORK STREET**  
**ELMHURST, ILLINOIS 60126-2759**  
(630) 530-3000  
www.elmhurst.org

**STEVEN M. MORLEY**  
MAYOR  
**PATTY SPENCER**  
CITY CLERK  
**ELAINE LIBOVICZ**  
CITY TREASURER  
**JAMES A. GRABOWSKI**  
CITY MANAGER

December 17, 2015

To: Mayor Morley and Members of the City Council

From: Marilyn K. Gaston, Director of Finance 

Re: Fiscal Year 2016 Budget Adjustments

Attached please find the fiscal year 2016 budget adjustments for your information and review. The adjustments include the annual reappropriation (carryover) of funds and budget changes per City Council direction. Reappropriations reflect those funds that have been budgeted for spending (appropriations in fiscal year 2015); however, the project or purchase will not be completed until fiscal year 2016. The document also reflects the changes as a result of Council direction at the Committee of the Whole budget meetings in the "Council Recommended Adjustments" column.

The budget adjustments are included in the Budget Ordinance O-95-2015. If you have questions, please contact me at 530-3105 or [marilyn.gaston@elmhurst.org](mailto:marilyn.gaston@elmhurst.org), or Tom Trosien at 530-3106 or [tom.trosein@elmhurst.org](mailto:tom.trosein@elmhurst.org).

BudgetAdjustMemoFY2016

CITY OF ELMHURST, ILLINOIS  
ANNUAL BUDGET  
FOR THE FISCAL YEAR ENDING DECEMBER 31, 2016  
Summary of Proposed Adjustments and Reappropriations/Carryovers

		Original Proposed Budget	Council Recommended Adjustments	Reappropriation (Carryovers)	Revised Budget (See O-95-2015)	
<b><u>Expenditures</u></b>						
<i>Human Services</i>						
Seniors' Tax Subsidy	110-0083-443-60-49	85,000	50,000	-	135,000	Per Council Motion, additional funding for service delivery alternatives.
<i>Visitor and Tourism</i>						
Public Information Program	110-0094-454-60-45	35,000	-	10,000	45,000	Professional services for rebranding of Explore Elmhurst and advertising.
Other Expenses	110-0094-454-60-98	-	50,000	-	50,000	Per Council Motion, funding/assistance for service organization(s).
<i>Interfund Transfers</i>						
Transfer to Stormwater	110-0098-515-98-39	1,000,000	-	1,000,000	2,000,000	Carryover transfer to Stormwater Fund for land acquisition.
<i>Human Resources</i>						
Professional Services	110-2007-413-30-52	114,800	-	30,000	144,800	Performance management project to be completed in 2016.
<i>Information Technology</i>						
Professional Services	110-2008-413-30-52	21,000	-	10,000	31,000	Professional services for VOIP installation to be paid in 2016
Computer Equipment	110-2008-413-80-03	410,000	-	36,000	446,000	Fire MDTs to be received after Dec. 31st.
Computer Software	110-2008-413-80-31	75,000	-	70,000	145,000	Parking Permit, software analysis and document imaging software.
Miscellaneous Equipment	110-2008-413-80-98	95,000	-	465,000	560,000	PW Garage back-up, Audio/Visual (Council Chambers), telephone, wiring, electronic signs, UPS and document imaging to be completed in 2016.
Data Processing	110-1001-411-95-01	69,850	-	23,240	93,090	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-2006-413-95-01	122,250	-	40,670	162,920	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-2007-413-95-01	52,390	-	17,430	69,820	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-3015-414-95-01	34,930	-	11,620	46,550	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-4020-422-95-01	209,560	-	69,720	279,280	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-4025-424-95-01	52,390	-	17,430	69,820	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-5030-421-95-01	454,055	-	151,060	605,115	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-6040-431-95-01	87,320	-	29,050	116,370	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-6045-441-95-01	87,320	-	29,050	116,370	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-7060-451-95-01	104,780	-	34,860	139,640	Additional interdepartmental allocation due to IT carry-overs.
<i>Planning, Zoning &amp; Econ. Dev.</i>						
Professional Services	110-3015-414-30-52	175,000	-	110,000	285,000	Professional services for branding/consulting projects to be paid in 2016.
<i>ESDA</i>						
Other Supplies	110-4022-423-40-98	10,000	-	10,000	20,000	Emergency traffic control supplies to be received in 2016.
<i>Police Department</i>						
Vehicles	110-5030-421-80-06	203,000	-	132,000	335,000	Vehicles (PD-1, 13, 41 and 48) to be received after December 31st.
Building Improvements	110-5030-421-80-23	50,000	-	200,000	250,000	Police Station column repair project to be completed in 2016.

CITY OF ELMHURST, ILLINOIS

ANNUAL BUDGET

FOR THE FISCAL YEAR ENDING DECEMBER 31, 2016

Summary of Proposed Adjustments and Reappropriations/Carryovers

		Original Proposed Budget	Council Recommended Adjustments	Reappropriation (Carryovers)	Revised Budget (See O-95-2015)	
<i>Public Works/Administration - 110-6040</i>						
Engineering	110-6040-431-30-26	95,000	-	40,000	135,000	Engineering for I-294/I-290 project to be completed in 2016.
Vehicles	110-6040-431-80-06	95,000	-	89,000	184,000	Vehicles (E-22, E-31 and E-32) to be received after December 31st.
Building Improvements	110-6040-431-80-23	-	-	902,000	902,000	Phase II/Salt Dome at PW Maintenance Facility to be completed in 2016. (General Fund allocation of project)
<i>Street/Alley Maintenance - 110-6041</i>						
Asphalt Patching	110-6041-432-30-02	95,000	-	12,500	107,500	Asphalt patching to be completed after December 31st.
Street Sealing	110-6041-432-30-74	125,000	-	25,000	150,000	Parking lot seal coating to be completed after December 31st.
Other Services	110-6041-432-30-98	300,000	-	25,000	325,000	Hot crack filling project to be completed in 2016.
Roadway Improvements	110-6041-432-80-15	4,254,900	100,000	1,168,450	5,523,350	Per Council Motion, funding for First St./YMCA parking improvements. First St, S. York St. and resurfacing projects to be completed in 2016.
Land Improvements	110-6041-432-80-22	200,000	-	150,000	350,000	Robert Palmer Dr. Underpass improvements to be completed after Dec. 31st
<i>Snow Removal - 110-6042</i>						
Mobile Equipment	110-6042-433-80-07	-	-	190,000	190,000	Sno-Go (PW-169) to be received after December 31st.
<i>Electrical - 110-6044</i>						
Vehicles	110-6044-435-80-06	-	-	48,000	48,000	Vehicle (PW-105) to be received after December 31st.
<i>Building Maintenance - 110-6046</i>						
Building Mnt. And Repair	110-6046-418-50-01	168,000	-	71,000	239,000	City Hall chairs and carpet and wiring for PW Mnt. Facility server room.
Building Improvements	110-6046-418-80-23	91,250	-	167,000	258,250	City Hall HVAC and PW Facility gutter replacement after December 31, 2015.
<i>Central Equipment Maintenance - 110-6047</i>						
Miscellaneous Equipment	110-6047-512-80-98	40,000	-	30,000	70,000	Generator Monitoring System to be installed after December 31, 2015.
Central Garage Services	110-4020-422-95-03	293,060	-	3,780	296,840	Additional interdepartmental allocation due to garage services carry-overs.
Central Garage Services	110-4022-423-95-03	11,630	-	150	11,780	Additional interdepartmental allocation due to garage services carry-overs.
Central Garage Services	110-5030-421-95-03	527,980	-	6,810	534,790	Additional interdepartmental allocation due to garage services carry-overs.
Central Garage Services	110-6040-431-95-03	116,290	-	1,500	117,790	Additional interdepartmental allocation due to garage services carry-overs.
Central Garage Services	110-6041-432-95-03	611,700	-	7,890	619,590	Additional interdepartmental allocation due to garage services carry-overs.
Central Garage Services	110-6043-434-95-03	274,450	-	3,540	277,990	Additional interdepartmental allocation due to garage services carry-overs.
Central Garage Services	110-6044-435-95-03	116,290	-	1,500	117,790	Additional interdepartmental allocation due to garage services carry-overs.
Total Accounts With Adjustments		10,964,195	200,000	5,440,250	16,604,445	
<b>Total General Fund</b>		<b>61,386,867</b>	<b>200,000</b>	<b>5,440,250</b>	<b>67,027,117</b>	

CITY OF ELMHURST, ILLINOIS  
ANNUAL BUDGET  
FOR THE FISCAL YEAR ENDING DECEMBER 31, 2016  
Summary of Proposed Adjustments and Reappropriations/Carryovers

		Original Proposed Budget	Council Recommended Adjustments	Reappropriation (Carryovers)	Revised Budget (See O-95-2015)	
<b>Capital Improvement Fund - 111</b>						
Transfer To General Fund	111-0098-515-98-01	6,115,750	-	2,493,200	8,608,950	CIF funded projects to be completed after December 31st.
Total Accounts With Adjustments		6,115,750	-	2,493,200	8,608,950	
<b>Total Capital Improvement Fund</b>		<u>8,372,307</u>	<u>-</u>	<u>2,493,200</u>	<u>10,865,507</u>	
<b>Library Working Cash Fund - 213</b>						
Transfer to Operating Fund	213-8073-452-98-03	-	-	1,575,827	1,575,827	Transfer to Library Operating Fund to close out Working Cash Fund in 2016.
Total Accounts With Adjustments		-	-	1,575,827	1,575,827	
<b>Total Library Working Cash Fund</b>		<u>-</u>	<u>-</u>	<u>1,575,827</u>	<u>1,575,827</u>	
<b>Redevelopment Fund - 310</b>						
Developer Incentive	310-0089-461-60-18	35,000	-	20,000	55,000	Retail grant projects to be completed in 2016.
Other Public Improvements	310-0089-461-80-26	25,000	-	100,000	125,000	Addison Ave. project to be completed after December 31st.
Façade Renovation	310-0089-461-80-27	150,000	-	100,000	250,000	Façade renovation projects to be completed after December 31st.
Total Accounts With Adjustments		210,000	-	220,000	430,000	
<b>Total Redevelopment Fund</b>		<u>3,089,075</u>	<u>-</u>	<u>220,000</u>	<u>3,309,075</u>	
<b>Stormwater Fund - 305</b>						
Land Acquisition	305-6041-432-80-04	1,000,000	-	1,000,000	2,000,000	Carryover transfer from General Fund for land acquisition.
Storm Sewers	305-6041-432-80-14	16,970,000	-	2,000,000	18,970,000	Stormwater improvements/engineering to be completed in 2016.
Total Accounts With Adjustments		17,970,000	-	3,000,000	20,970,000	
<b>Total Stormwater Fund</b>		<u>18,349,000</u>	<u>-</u>	<u>3,000,000</u>	<u>21,349,000</u>	
<b>Industrial Development Fund - 320</b>						
Land Improvements	320-0090-462-80-22	675,000	-	2,475,000	3,150,000	Land Improvements/Acquisition to be completed after December 31st.
Total Accounts With Adjustments		675,000	-	2,475,000	3,150,000	
<b>Total Industrial Development Fund</b>		<u>691,000</u>	<u>-</u>	<u>2,475,000</u>	<u>3,166,000</u>	

CITY OF ELMHURST, ILLINOIS

ANNUAL BUDGET

FOR THE FISCAL YEAR ENDING DECEMBER 31, 2016

Summary of Proposed Adjustments and Reappropriations/Carryovers

		Original Proposed Budget	Council Recommended Adjustments	Reappropriation (Carryovers)	Revised Budget (See O-95-2015)	
<b>Municipal Utility Fund - 510</b>						
<i>Water Administration - 510 6050</i>						
Building Improvements	510-6050-501-80-23	24,375	-	137,000	161,375	Phase II/Salt Dome at PW Maintenance Facility to be completed in 2016. (MUF Water allocation of project)
Data Processing	510-6050-501-95-01	192,100	-	63,910	256,010	Additional allocation due to IT carry-overs for capital.
<i>Water Distribution - 510 6052</i>						
Painting	510-6052-501-30-30	-	-	25,000	25,000	Painting to be completed after December 31st.
Watermains	510-6052-501-80-12	1,900,000	-	55,000	1,955,000	Watermain project (2105) to be completed after December 31st.
Vehicles	510-6052-501-80-06	-	-	165,000	165,000	6 Wheel Dump (PW-116) to be received after December 31st.
Central Garage Services	510-6052-501-95-03	188,400	-	2,430	190,830	Additional interdepartmental allocation due to garage services carry-overs.
<i>Wastewater Administration - 510 6055</i>						
Building Improvements	510-6055-502-80-23	24,375	-	137,000	161,375	Phase II/Salt Dome at PW Maintenance Facility to be completed in 2016. (MUF Wastewater allocation of project)
Data Processing	510-6055-502-95-01	192,100	-	63,910	256,010	Additional allocation due to IT carry-overs for capital.
<i>Maintenance of Sanitary Sewers 510-6056</i>						
Manhole & Sewer Cleaning	510-6056-502-30-39	125,000	-	75,000	200,000	2015 cleaning project to be completed after December 31st.
Lift Station/Pumps/Motors	510-6056-502-50-11	65,000	-	24,500	89,500	Grinder exchange to be completed in 2016.
Sanitary Sewers	510-6056-502-80-13	1,500,000	-	100,000	1,600,000	Inspections/data analysis to be completed after December 31st.
San. Sewer Lift Station Imp.	510-6056-502-80-18	756,000	-	947,000	1,703,000	Lift station improvements to be completed after December 31st.
Central Garage Services	510-6056-502-95-03	69,780	-	900	70,680	Additional interdepartmental allocation due to garage services carry-overs.
<i>Wastewater Treatment Plant 510-6057</i>						
Building Mnt. And Repair	510-6057-502-50-01	234,000	-	30,000	264,000	Painting in buildings 4, 6 & 10 to be completed after December 31st.
Equipment	510-6057-502-50-08	176,000	-	16,000	192,000	Painting excess flow screw pump to be completed after December 31st.
WWTP Improvements	510-6057-502-80-20	1,010,000	-	6,620,100	7,630,100	SWWCF force main/tank/lift station, DAFT & aeration system improvements.
Central Garage Services	510-6057-502-95-03	95,360	-	1,230	96,590	Additional interdepartmental allocation due to garage services carry-overs.
Total Accounts With Adjustments		6,552,490	-	8,463,980	15,016,470	
<b>Total Municipal Utility Fund</b>		<b>32,220,725</b>	<b>-</b>	<b>8,463,980</b>	<b>40,684,705</b>	
<b>Parking System Fund - 530</b>						
Parking Improvements	530-0088-503-80-19	-	-	500,000	500,000	Addison Avenue Parking Deck to be completed after December 31st.
Data Processing	530-0088-503-95-01	87,320	-	29,050	116,370	Additional allocation due to IT carry-overs for capital.
Central Garage Services	530-0088-503-95-03	20,930	-	270	21,200	Additional interdepartmental allocation due to garage services carry-overs.
Total Accounts With Adjustments		108,250	-	529,320	637,570	
<b>Total Parking System Fund</b>		<b>2,778,365</b>	<b>-</b>	<b>529,320</b>	<b>3,307,685</b>	

CITY OF ELMHURST, ILLINOIS

ANNUAL BUDGET

FOR THE FISCAL YEAR ENDING DECEMBER 31, 2016

Summary of Proposed Adjustments and Reappropriations/Carryovers

		Original Proposed Budget	Council Recommended Adjustments	Reappropriation (Carryovers)	Revised Budget (See O-95-2015)	
<b>Revenues</b>						
<b>General Fund - 110</b>						
Current Taxes - Corporate	110-0000-311-01-01	5,579,970	-	(788,971)	4,790,999	Adj. based on City Council proposed property tax levy.
Federal Grants	110-0000-322-01-01	1,054,900	-	459,500	1,514,400	Grant funds for First Street improvements to be completed in 2016.
Data Processing	110-0000-381-01-00	1,746,365	-	581,000	2,327,365	Additional allocation due to IT carry-overs for capital.
Central Garage	110-0000-381-03-00	2,335,870	-	30,000	2,365,870	Additional allocation due to garage services carry-overs.
Transfer From CIF (111)	110-0000-391-02-00	6,115,750	-	2,493,200	8,608,950	CIF funded projects to be completed after December 31st.
Total Accounts With Adjustments		16,832,855	-	2,774,729	19,607,584	
<b>Total General Fund</b>		<b>58,994,685</b>	<b>-</b>	<b>2,774,729</b>	<b>61,769,414</b>	
<b>Library Operating Fund - 210</b>						
Transfer from Working Cash	210-0000-391-06-00	-	-	1,575,827	1,575,827	Carryover transfer from General Fund for land acquisition.
<b>Total Library Operating Fund</b>		<b>7,838,675</b>	<b>-</b>	<b>1,575,827</b>	<b>9,414,502</b>	
<b>Stormwater Fund - 305</b>						
Property Taxes-Debt Service	305-0000-311-01-03	314,675	-	(314,675)	-	Adj. based on approval of home rule sales tax to fund storm water imp.
Home Rule Sales Tax	305-0000-312-02-00	-	-	864,330	864,330	Adj. based on approval of home rule sales tax to fund storm water imp.
Transfer from General Fund	305-0000-391-01-00	1,000,000	-	1,000,000	2,000,000	Carryover transfer from General Fund for land acquisition.
Total Accounts With Adjustments		1,314,675	-	1,549,655	2,864,330	
<b>Total Stormwater Fund</b>		<b>16,366,675</b>	<b>-</b>	<b>1,549,655</b>	<b>17,916,330</b>	