



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

November 26, 2014

To: Mayor Morley and Members of the City Council

From: Marilyn K. Gaston, Director of Finance and Administration *MKG*

Re: Fiscal Year 2015 Budget Adjustments

Attached please find the fiscal year 2015 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 2014); however, the project or purchase will not be completed until fiscal year 2015. 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-50-2014. If you have questions, please contact me at 530-3105 or marilyn.gaston@elmhurst.org, or Tom Trosien at 530-3106 or tom.trosein@elmhurst.org.

CITY OF ELMHURST, ILLINOIS
ANNUAL BUDGET
FOR THE FISCAL YEAR ENDING DECEMBER 31, 2015
Summary of Proposed Adjustments and Reappropriations/Carryovers

<u>Expenditures</u>		Original Proposed Budget	Council Recommended Adjustments	Reappropriation (Carryovers)	Revised Budget (See O-50-2014)	
<i>Human Services</i>						
Youth Commission	110-0083-443-60-57	1,000	14,000	-	15,000	Per Council Motion, additional funding for the Youth Commission for job/volunteer fairs, drug abuse prevention programs and service awards.
<i>Contingent</i>						
Contingency	110-0085-417-60-12	50,000	-	90,000	140,000	Special Census services to be completed in 2015 and implementation costs in 2015 for Phase II of the Compensation Study.
<i>Interfund Transfers</i>						
Transfer to Stormwater	110-0098-515-98-39	-	1,000,000	-	1,000,000	Per Council Motion, transfer to Stormwater Fund for land acquisition.
<i>Administration</i>						
Professional Services	110-1001-411-30-52	17,200	-	12,000	29,200	Professional services for strategic planning to be completed in 2015.
<i>Information Technology</i>						
Other Services	110-2008-413-30-98	50,000	-	10,000	60,000	Network services to be paid in 2015
Computer Equipment	110-2008-413-80-03	186,000	-	40,000	226,000	Equipment for PW Facility and Firewalls to be received after Dec. 31st.
Computer Software	110-2008-413-80-31	40,000	-	70,000	110,000	Parking Permit, Website, Auto CAD and document imaging software.
Miscellaneous Equipment	110-2008-413-80-98	570,000	-	245,000	815,000	UPS, scanner, Audio/Visual (Council Chambers), telephone, key card access and document imaging equipment to be received after December 31st.
Data Processing	110-1001-411-95-01	76,670	-	14,600	91,270	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-2006-413-95-01	134,180	-	25,550	159,730	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-2007-413-95-01	57,500	-	10,950	68,450	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-3015-414-95-01	38,340	-	7,300	45,640	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-4020-422-95-01	230,020	-	43,800	273,820	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-4025-424-95-01	57,500	-	10,950	68,450	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-5030-421-95-01	498,370	-	94,900	593,270	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-6040-431-95-01	95,840	-	18,250	114,090	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-6045-441-95-01	95,840	-	18,250	114,090	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-7060-451-95-01	115,010	-	21,900	136,910	Additional interdepartmental allocation due to IT carry-overs.
<i>Planning, Zoning & Econ. Dev.</i>						
Professional Services	110-3015-414-30-52	50,000	150,000	20,000	220,000	Professional services for branding/marketing studies (\$20,000) to be paid in 2015 and Council Motion for Comprehensive Planning funds (\$150,000).
<i>Fire Department</i>						
Vehicles	110-4020-422-80-06	900,000	-	6,000	906,000	Vehicle equipment to be received after December 31st.
<i>Police Department</i>						
Vehicles	110-5030-421-80-06	161,000	-	179,000	340,000	Vehicles (PD-10, 12, 14, 17 and 41) to be received after December 31st.

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		Original Proposed Budget	Council Recommended Adjustments	Reappropriation (Carryovers)	Revised Budget (See O-50-2014)	
<i>Public Works/Administration - 110-6040</i>						
Vehicles	110-6040-431-80-06	148,000	-	27,000	175,000	Vehicle (E-28) to be received after December 31st.
Building Improvements	110-6040-431-80-23	840,000	-	304,000	1,144,000	New generator at PW Maintenance Facility to be installed after Dec. 31st. (General Fund allocation of project)
<i>Street/Alley Maintenance - 110-6041</i>						
Rear Yard Drain Program	110-6041-432-30-55	150,000		20,000	170,000	Rear yard drains to be completed after December 31st.
Sidewalk, Curb & Gutter Repair	110-6041-432-30-70	150,000		75,000	225,000	Sidewalk replacements to be completed after December 31st.
Building Mnt. And Repair	110-6041-432-50-01	18,400	-	35,750	54,150	Electrical svc. disconnects (McKinley Station) to be completed in FY 2015.
Storm Sewers	110-6041-432-80-14	75,000		30,000	105,000	Storm sewer repairs to be completed after December 31st.
Roadway Improvements	110-6041-432-80-15	3,938,900	-	793,500	4,732,400	First St, N.York St. & City Hall parking lot to be completed after Dec. 31st.
<i>Electrical - 110-6044</i>						
Other Services	110-6044-435-30-98	130,000	-	25,000	155,000	New streetlight wiring/rplc to be completed after December 31st.
Vehicles	110-6044-435-80-06	48,000	-	140,000	188,000	Aerial Platform Truck (PW-117) to be received after December 31st.
Miscellaneous Equipment	110-6044-435-80-98	150,000	-	25,000	175,000	New LED streetlights to be completed after December 31st.
<i>Central Equipment Maintenance - 110-6047</i>						
Vehicles	110-6047-512-80-06	-	-	75,000	75,000	F350 Platform Truck (E-16) to be received after December 31st.
Miscellaneous Equipment	110-6047-512-80-98	30,000	-	70,000	100,000	Fuel Island/Canopy project at PW Mnt. Facility to be completed in FY 2015.
Central Garage Services	110-4020-422-95-03	280,370	-	18,270	298,640	Additional interdepartmental allocation due to garage services carry-overs.
Central Garage Services	110-4022-423-95-03	11,130	-	730	11,860	Additional interdepartmental allocation due to garage services carry-overs.
Central Garage Services	110-5030-421-95-03	505,080	-	32,905	537,985	Additional interdepartmental allocation due to garage services carry-overs.
Central Garage Services	110-6040-431-95-03	111,260	-	7,250	118,510	Additional interdepartmental allocation due to garage services carry-overs.
Central Garage Services	110-6041-432-95-03	585,210	-	38,125	623,335	Additional interdepartmental allocation due to garage services carry-overs.
Central Garage Services	110-6043-434-95-03	262,570	-	17,110	279,680	Additional interdepartmental allocation due to garage services carry-overs.
Central Garage Services	110-6044-435-95-03	111,260	-	7,250	118,510	Additional interdepartmental allocation due to garage services carry-overs.
<i>Historical Museum - 110-7060</i>						
Wages - Full Time	110-7060-451-10-01	272,500	(66,000)	-	206,500	Per Council motion, Museum budget reduction.
Wages - Part Time	110-7060-451-10-02	147,700	(22,500)	-	125,200	Per Council motion, Museum budget reduction.
City IMRF	110-7060-451-20-01	42,200	(8,580)	-	33,620	Per Council motion, Museum budget reduction.
City FICA - Social Security	110-7060-451-20-02	26,300	(5,490)	-	20,810	Per Council motion, Museum budget reduction.
City FICA - Medicare	110-7060-451-20-03	6,200	(1,280)	-	4,920	Per Council motion, Museum budget reduction.
Building Repair/Maintenance	110-7060-451-50-01	27,000	(15,000)	12,300	24,300	Per Council motion, Museum budget reduction. Track lights, carpet, gallery wall fabrication & painting to be completed aft. Dec. 31st.
Conf., Seminars and Training	110-7060-451-60-11	4,200	(4,200)	-	-	Per Council motion, Museum budget reduction.
Memberships	110-7060-451-60-37	2,500	(1,200)	-	1,300	Per Council motion, Museum budget reduction.
EHF Supplemental Funds	110-7060-451-60-39	25,500	-	183,000	208,500	EHF funded new exhibit project to be completed in FY 2015.
Personnel Recruitment	110-7060-451-60-42	1,000	(450)	-	550	Per Council motion, Museum budget reduction.
Subscriptions	110-7060-451-60-51	650	(300)	-	350	Per Council motion, Museum budget reduction.
Building Improvements	110-7060-451-80-23	-	-	251,010	251,010	Grant funded Museum HVAC project to be completed in FY 2015.

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Public Benefits - 110-6048						
Land improvements	110-6048-513-80-22	100,000	-	45,000	145,000	Industrial Dr. ditch work to be completed after December 31st.
Street improvements	110-6048-513-80-25	220,000	-	150,000	370,000	IL Prairie Path prelim. engineering to be completed after Dec. 31st.
Total Accounts With Adjustments		11,845,400	1,039,000	3,321,650	16,206,050	
Total General Fund		59,095,892	1,039,000	3,321,650	63,456,542	
Capital Improvement Fund - 111						
Transfer To General Fund	111-0098-515-98-01	7,437,400	-	1,119,650	8,557,050	CIF funded projects to be completed after December 31st.
Total Accounts With Adjustments		7,437,400	-	1,119,650	8,557,050	
Total Capital Improvement Fund		9,297,170	-	1,119,650	10,416,820	
Library Operating Fund - 210						
Building Improvements	210-8070-452-80-23	160,000	-	1,224,000	1,384,000	Second floor renovation project to be completed after December 31st.
Total Accounts With Adjustments		160,000	-	1,224,000	1,384,000	
Total Library Operating Fund		7,872,825	-	1,224,000	9,096,825	
Redevelopment Fund - 310						
Other Public Improvements	310-0089-461-80-26	570,000	-	120,000	690,000	Haven & Addison Ave. projects to be completed after December 31st.
Total Accounts With Adjustments		570,000	-	120,000	690,000	
Total Redevelopment Fund		3,601,365	-	120,000	3,721,365	
Stormwater Fund - 305						
Land Acquisition	305-6041-432-80-04	-	1,000,000	-	1,000,000	Per Council Motion, transfer from General Fund for land acquisition.
Land Improvements	305-6041-432-80-22	6,800,000	-	200,000	7,000,000	Stormwater improvements/engineering to be completed in 2015.
Total Accounts With Adjustments		6,800,000	1,000,000	200,000	8,000,000	
Total Stormwater Fund		6,870,000	1,000,000	200,000	8,070,000	
Industrial Development Fund - 320						
Land Improvements	320-0090-462-80-22	725,000	-	1,750,000	2,475,000	Land Improvements/Acquisition to be completed after December 31st.
Total Accounts With Adjustments		725,000	-	1,750,000	2,475,000	
Total Industrial Development Fund		730,200	-	1,750,000	2,480,200	

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		Original Proposed Budget	Council Recommended Adjustments	Reappropriation (Carryovers)	Revised Budget (See O-50-2014)	
Municipal Utility Fund - 510						
<i>Water Administration - 510 6050</i>						
Building Improvements	510-6050-501-80-23	180,000	-	10,000	190,000	New generator at PW Maintenance Facility to be installed after Dec. 31st. (MUF Water allocation of project)
Data Processing	510-6050-501-95-01	210,850	-	40,150	251,000	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	50,000	Painting to be completed after December 31st.
Watermain Valve Repair	510-6052-501-30-85	75,000	-	75,000	150,000	Valve repairs to be completed after December 31st.
Fire Hydrant Repair	510-6052-501-30-86	75,000	-	75,000	150,000	Hydrant repairs to be completed after December 31st.
Reservoirs	510-6052-501-50-18	47,800	-	73,940	121,740	HVAC improvements to be completed after December 31st.
Vehicles	510-6052-501-80-06	340,000	-	130,000	470,000	Crewcab Van (PW-61) to be received after December 31st.
Central Garage Services	510-6052-501-95-03	180,240	-	11,750	191,990	Additional interdepartmental allocation due to garage services carry-overs.
<i>Wastewater Administration - 510 6055</i>						
Building Improvements	510-6055-502-80-23	180,000	-	10,000	190,000	New generator at PW Maintenance Facility to be installed after Dec. 31st. (MUF Wastewater allocation of project)
Data Processing	510-6055-502-95-01	210,850	-	40,150	251,000	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	-	56,000	181,000	Projects to be completed after December 31st.
Instrumentation	510-6056-502-50-10	14,000	-	60,000	74,000	Remote PLC's to be used with wireless mesh proj. completed after Dec. 31st.
Sanitary Sewers	510-6056-502-80-13	1,500,000	-	800,000	2,300,000	Improvements to be completed after December 31st.
San. Sewer Lift Station Imp.	510-6056-502-80-18	665,000	-	1,535,000	2,200,000	Lift station improvements to be completed after December 31st.
Central Garage Services	510-6056-502-95-03	66,750	-	4,350	71,100	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	150,000	-	30,000	180,000	Painting in buildings 4, 6 & 10 to be completed after December 31st.
Equipment	510-6057-502-50-08	160,000	-	16,000	176,000	Painting excess flow screw pump to be completed after December 31st.
WWTP Improvements	510-6057-502-80-20	4,523,000	-	9,110,000	13,633,000	SWWCF force main/tank/lift station & bar Screen rplc. completed aft. Dec. 31
Central Garage Services	510-6057-502-95-03	91,230	-	5,950	97,180	Additional interdepartmental allocation due to garage services carry-overs.
Total Accounts With Adjustments		8,728,490	-	12,108,290	20,836,780	
Total Municipal Utility Fund		31,663,245	-	12,108,290	43,771,535	
Parking System Fund - 530						
Municipal Parking Deck Maint.	530-0088-503-50-14	170,000	-	80,000	250,000	Parking deck LED lighting to be completed after December 31st.
Parking Improvements	530-0088-503-80-19	4,000,000	-	10,310,000	14,310,000	Addison Avenue Parking Deck to be completed after December 31st.
Data Processing	530-0088-503-95-01	95,840	-	18,250	114,090	Additional allocation due to IT carry-overs for capital.
Central Garage Services	530-0088-503-95-03	20,030	-	1,310	21,340	Additional interdepartmental allocation due to garage services carry-overs.
Total Accounts With Adjustments		4,265,840	-	10,409,560	14,675,400	
Total Parking System Fund		6,490,010	-	10,409,560	16,899,570	

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Revenues						
General Fund - 110						
Federal Grants	110-0000-322-01-01	883,500		585,000	1,468,500	Grant funded City Hall paver lot to be completed after December 31st.
State Grants	110-0000-322-02-00	12,000	-	251,010	263,010	Grant funded Museum HVAC project to be completed in FY 2015.
EHF - Museum Trust Fund	110-0000-371-14-00	63,500	-	183,000	246,500	EHF funded new exhibit project to be completed in FY 2015.
Data Processing	110-0000-381-01-00	1,916,810	-	365,000	2,281,810	Additional allocation due to IT carry-overs for capital.
Central Garage	110-0000-381-03-00	2,235,130		145,000	2,380,130	Additional allocation due to garage services carry-overs.
Transfer From CIF (111)	110-0000-391-02-00	7,437,400	-	1,119,650	8,557,050	CIF funded projects to be completed after December 31st.
Total Accounts With Adjustments		11,664,840	-	2,648,660	13,728,500	
Total General Fund		<u>59,202,617</u>	<u>-</u>	<u>2,648,660</u>	<u>61,851,277</u>	
Stormwater Fund - 305						
Transfer from General Fund	305-0000-391-01-00	-	-	1,000,000	1,000,000	Per Council Motion, transfer from General Fund for land acquisition.
Total Stormwater Fund		<u>6,852,000</u>	<u>-</u>	<u>1,000,000</u>	<u>7,852,000</u>	