



CITY OF ELMHURST
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November 30, 2017

To: Mayor Morley and Members of the City Council

From: Thomas W. Trosien, Director of Finance 

Re: Fiscal Year 2018 Budget Adjustments

Attached please find the fiscal year 2018 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 2017); however, the project or purchase will not be completed until fiscal year 2018. 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-78-2017. If you have questions, please contact me at 530-3105 or tom.trosien@elmhurst.org, or Laurie Hayes at 530-3106 or laurie.hayes@elmhurst.org.

CITY OF ELMHURST, ILLINOIS
ANNUAL BUDGET
FOR THE FISCAL YEAR ENDING DECEMBER 31, 2018
Summary of Proposed Adjustments and Reappropriations/Carryovers

<u>Expenditures</u>		<u>Original 2018 Proposed Budget</u>	<u>Council Recommended Adjustments</u>	<u>Reappropriation (Carryovers)</u>	<u>Revised Budget (See O-78-2017)</u>	
<i>Human Services</i>						
Seniors' Tax Subsidy	110-0083-443-60-49	75,000	-	50,000	125,000	To complete the analysis of alternative senior transportation services.
<i>Visitor and Tourism</i>						
Holiday Decorations	110-0094-454-60-07	42,000	(18,000)	-	24,000	At Committee of the Whole staff confirmed 2018 Proposed Budget Amount should be \$24,000
<i>Interfund Transfers</i>						
Transfer to Stormwater	110-0098-515-98-39	500,000	-	1,300,000	1,800,000	Carryover transfer to Stormwater Fund for land acquisition.
<i>Human Resources</i>						
Professional Services	110-2007-413-30-52	58,000	-	90,000	148,000	\$30k for IT Study ; \$30k for Superior Business Process ; \$30k for Performance Management
<i>Information Technology</i>						
Computer Equipment	110-2008-413-80-03	65,000	-	80,000	145,000	UPS City Hall \$30k; Livescan for PD \$50k
Miscellaneous Equipment	110-2008-413-80-98	85,000	-	200,000	285,000	Electronic Underpass Signs\$150K; AV equipment for Council Chambers and AV room \$50K
Data Processing	110-1001-411-95-01	62,170	-	2,800	64,970	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-2006-413-95-01	108,790	-	4,900	113,690	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-2007-413-95-01	46,620	-	2,100	48,720	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-3015-414-95-01	31,080	-	1,400	32,480	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-4020-422-95-01	186,500	-	8,400	194,900	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-4025-424-95-01	46,620	-	2,100	48,720	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-5030-421-95-01	404,070	-	18,200	422,270	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-6040-431-95-01	77,710	-	3,500	81,210	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-6045-441-95-01	77,710	-	3,500	81,210	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-7060-451-95-01	93,250	-	4,200	97,450	Additional interdepartmental allocation due to IT carry-overs.
<i>Planning, Zoning & Econ. Dev.</i>						
Professional Services	110-3015-414-30-52	180,000	-	96,900	276,900	Planned development contract, nothing paid out at this time.
<i>Fire Department</i>						
Uniforms	110-4020-422-40-62	35,000	-	10,000	45,000	Change in uniform supplier and new members to water rescue and technical rescue
Equipment	110-4020-422-50-08	12,000	-	5,000	17,000	Replacement for remote keltron system in Fire Station 1
Vehicles	110-4020-422-80-06	38,000	-	574,700	612,700	Vehicle F14 on order and scheduled for delivery February/March 2018

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<i>Police Department</i>						
DuComm	110-5030-421-30-18	818,900		38,600	857,500	DuJIS project fee for new computer aided dispatch system not yet billed
Ammunition	110-5030-421-40-01	27,500		8,000	35,500	Ammunition ordered, but not yet received from manufacturer
DUI Tech Fund	110-5030-421-60-75	50,000		14,000	64,000	Replacement of L3 camera server which has been ordered, but not yet received from Dell
Vehicles	110-5030-421-80-06	208,000	-	182,700	390,700	Six Police Vehicles to be delivered between Late Dec-Feb 2018 (PD 6, PD7, PD9, PD15, PD26, PD51)
Building Improvements	110-5030-421-80-23	-	-	660,000	660,000	\$26K Security video camera install; \$16K Admin office cubicle replacement; \$618K HVAC replacement
<i>Public Works/Administration - 110-6040</i>						
Vehicles	110-6040-431-80-06	38,000	-	30,000	68,000	Delivery of vehicle E13 on order
<i>Street/Alley Maintenance - 110-6041</i>						
Concrete Street Patching	110-6041-432-30-11	135,000		108,100	243,100	Project was started in 2017 and suspended due to inclement weather
Pavement Stripping	110-6041-432-30-46	35,000		32,000	67,000	Weather conditions did not allow for completion of project in 2017
Sidewalk, Curb & Gutter Repair	110-6041-432-30-70	170,000	-	20,000	190,000	Funds were not expended in 2017 as weather prevented completing work in 2017
Storm Water Cleaning	110-6041-432-30-84	600,000		30,000	630,000	Work started late in 2017 and will need to be completed in spring of 2018.
Lift Stat., Pumps & Motors	110-6041-432-50-11	297,000		33,000	330,000	CBBEL study for Eldridge pump relocation options ; Repair of Arlington storm reservoir pump #1
Inlet Cleaning	110-6041-432-80-15	6,131,500	-	194,000	6,325,500	Inlet Cleaning deferred due to weather; scheduled for Spring 2018
Land Improvements	110-6041-432-80-22	-	-	70,000	70,000	Palmer Underpass work started late in 2017 and will be completed in spring of 2018.
<i>Forestry- 110-6043</i>						
Landscaping Maintenance	110-6043-434-30-34	225,000		6,000	231,000	Landscaping bed maintenance not completed due to cold temperatures. To be completed in Spring
Vehicles	110-6043-434-80-06	210,000	-	86,400	296,400	Delivery of Vehicle PW45 in January 2018
Mobile Equipment	110-6043-434-80-07	255,000		80,000	335,000	Delivery of Vehicle PW81 in late January, out for bid opening 11/28/2017
<i>Electrical- 110-6044</i>						
Standards	110-6044-435-40-55	90,000		36,400	126,400	Carryover amount to purchase additional light poles for Pole Replacement Project

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<i>Central Equipment Maintenance - 110-6047</i>						
Building	110-6047-512-50-01	10,000		10,000	20,000	Repair and maintenance of mechanics garage. Work has not started.
		-				
Central Garage Services	110-4020-422-95-03	247,290	-	1,260	248,550	Additional interdepartmental allocation due to garage services carry-overs.
Central Garage Services	110-4022-423-95-03	9,810	-	50	9,860	Additional interdepartmental allocation due to garage services carry-overs.
Central Garage Services	110-5030-421-95-03	445,510	-	2,270	447,780	Additional interdepartmental allocation due to garage services carry-overs.
Central Garage Services	110-6040-431-95-03	98,130	-	500	98,630	Additional interdepartmental allocation due to garage services carry-overs.
Central Garage Services	110-6041-432-95-03	516,160	-	2,630	518,790	Additional interdepartmental allocation due to garage services carry-overs.
Central Garage Services	110-6043-434-95-03	231,590	-	1,180	232,770	Additional interdepartmental allocation due to garage services carry-overs.
Central Garage Services	110-6044-435-95-03	98,130	-	500	98,630	Additional interdepartmental allocation due to garage services carry-overs.
<i>Historical Museum</i>						
Building Maint and Repair	110-7060-451-50-01	85,000	-	30,000	115,000	Carryover for back porch repair
Total Accounts With Adjustments		13,257,040	(18,000)	4,135,290	17,374,330	
Total General Fund		<u>65,877,275</u>	<u>(18,000)</u>	<u>4,135,290</u>	<u>69,994,565</u>	
Capital Improvement Fund - 111						
Transfer To General Fund	111-0098-515-98-01	7,302,170	-	1,795,100	9,097,270	CIF funded projects to be completed after December 31st.
Total Accounts With Adjustments		7,302,170	-	1,795,100	9,097,270	
Total Capital Improvement Fund		<u>9,170,559</u>	<u>-</u>	<u>1,795,100</u>	<u>10,965,659</u>	
Redevelopment Fund - 310						
Developer Incentive	310-0089-461-60-18	20,000	-	4,000	24,000	Retail grant projects to be completed in 2018.
Other Expenses	310-0089-461-60-98	1,664,700	-	1,060,400	2,725,100	Other Expenses after December 31st.
Streetscape	310-0089-461-80-24	200,000	-	75,000	275,000	Project to be completed after December 31st.
Other Public Improvements	310-0089-461-80-26	385,000	-	400,000	400,000	RDA Project to be completed after December 31st.
Façade Renovation	310-0089-461-80-27	75,000	-	145,000	220,000	Façade renovation projects to be completed after December 31st.
Total Accounts With Adjustments		2,344,700	-	1,684,400	3,644,100	
Total Redevelopment Fund		<u>4,307,200</u>	<u>-</u>	<u>1,684,400</u>	<u>5,991,600</u>	

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Stormwater Fund - 305						
Land Acquisition	305-6041-432-80-04	500,000	-	1,300,000	1,800,000	Funds not used in 2017, but should be carried over as funds will be needed in 2018
Storm Sewers	305-6041-432-80-14	2,066,000	-	6,450,000	8,516,000	Harrison project \$50k; SESMP Phase I project \$6.4M
Total Accounts With Adjustments		2,566,000	-	7,750,000	10,316,000	
Total Stormwater Fund		3,943,000	-	7,750,000	11,693,000	
Rt 83 Commercial Development						
Other Public Improvements	325-0092-465-80-26	525,000		1,225,000	1,750,000	Other Pubic Improvements to be completed after December 31
Total Rt 83 Commercial Development		530,000	-	1,225,000	1,755,000	
North York Redevelopment- 330						
Professional Services	330-0095-465-30-52	210,000		70,000	280,000	Survey work on sidewalks has begun, however construction did not begin in 2017
Total North York Redevelopment		551,700	-	70,000	621,700	
Church Rd/Lake St Redevelopment-335						
Professional Services	335-0096-465-80-26	1,500,000		250,000	1,750,000	RDA Project to be completed after December 31
Total Chruch Rd/Lake St Redevelopment		1,590,500	-	250,000	1,840,500	
Municipal Utility Fund - 510						
<i>Water Administration - 510 6050</i>						
Data Processing	510-6050-501-95-01	170,960	-	7,700	178,660	Additional allocation due to IT carry-overs for capital.
<i>Water Distribution - 510 6052</i>						
Concrete Street Patching	510-6052-501-30-11	100,000		68,100	168,100	Project was started in 2017 and suspended due to inclement weather.
Watermain Valve Repair	510-6052-501-30-85	20,000		55,000	75,000	Uncompleted project due to emergency Madison watermain repairs. Should be completed in Spring
Cast Iron Pipe & Fittings	510-6052-501-40-07	25,000		5,000	30,000	Water sampling stations ordered, but waiting for delivery in 2018
Elevated tanks	510-6052-501-50-07	500,000		75,000	575,000	During preparations for bidding of west tank, bolts were detrioted, was not budgeted in 2018
Central Garage Services	510-6052-501-95-03	158,970	-	810	159,780	Additional interdepartmental allocation due to garage services carry-overs.
<i>Wastewater Administration - 510 6055</i>						
Data Processing	510-6055-501-95-01	170,960	-	7,700	178,660	Additional allocation due to IT carry-overs for capital.

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<i>Maintenance of Sanitary Sewers 510-6056</i>						
Sewer Repl./Lining	510-6056-502-80-13	2,000,000	-	152,000	2,152,000	\$15k South Elmhurst inspections ; \$24k later rehab design ; \$42k ordinance & program review ; more
San. Sewer Lift Station Imp.	510-6056-502-80-18	2,494,000		95,000	2,589,000	Carry over for the replacement of PLC's in all lift stations.
Central Garage Services	510-6056-502-95-03	58,880	-	300	59,180	Additional interdepartmental allocation due to garage services carry-overs.
<i>Wastewater Treatment Plant 510-6057</i>						
Building	510-6057-502-50-01	930,465	-	48,000	978,465	Landscaping of East side of wet well at Saylor and Jackson- fence
Building Mnt. And Repair	510-6057-502-50-08	99,000	-	20,000	119,000	Maintenance on dissolved oxygen probes and aeration diffuser cleaning. Delayed to timeline ext.
WWTP Improvements	510-6057-502-80-20	9,200,000		370,000	9,570,000	HVAC engineering \$60K; aeration engineering inspections \$115K; landscape & odor control \$150K
Central Garage Services	510-6057-502-95-03	80,470	-	410	80,880	Additional interdepartmental allocation due to garage services carry-overs.
Total Accounts With Adjustments		16,008,705	-	905,020	16,913,725	
Total Municipal Utility Fund		48,646,797	-	905,020	49,551,817	
<u>Parking System Fund - 530</u>						
Municipal Parking Deck Maint.	530-0088-503-50-14	597,000	-	40,000	637,000	Carryover for painting interior walls of Adelaide Parking Deck. Unable to complete.
Data Processing	530-0088-503-95-01	77,710	-	3,500	81,210	Additional allocation due to IT carry-overs for capital.
Central Garage Services	530-0088-503-95-03	17,660	-	90	17,750	Additional interdepartmental allocation due to garage services carry-overs.
Total Accounts With Adjustments		692,370	-	43,590	735,960	
Total Parking System Fund		3,356,400	-	43,590	3,399,990	

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Revenues						
General Fund - 110						
Explore Elmhurst	110-0000-371-45-00	-	3,600	-	3,600	Funds added as a result of current experience
Data Processing	110-0000-381-01-00	1,554,150	-	70,000	1,624,150	Additional allocation due to IT carry-overs.
Central Garage	110-0000-381-03-00	1,972,600	-	10,000	1,982,600	Additional allocation due to garage services carry-overs.
Transfer From CIF (111)		7,302,170	-	1,795,100	9,097,270	CIF funded projects to be completed after December 31st.
Total Accounts With Adjustments		10,828,920	3,600	1,875,100	12,707,620	
Total General Fund		61,884,680	3,600	1,875,100	63,763,380	
Stormwater Fund - 305						
Transfer from General Fund	305-0000-391-01-00	500,000	-	1,300,000	1,800,000	Carryover transfer from General Fund for land acquisition.
Total Accounts With Adjustments		500,000	-	1,300,000	1,800,000	
Total Stormwater Fund		8,879,000	-	1,300,000	10,179,000	