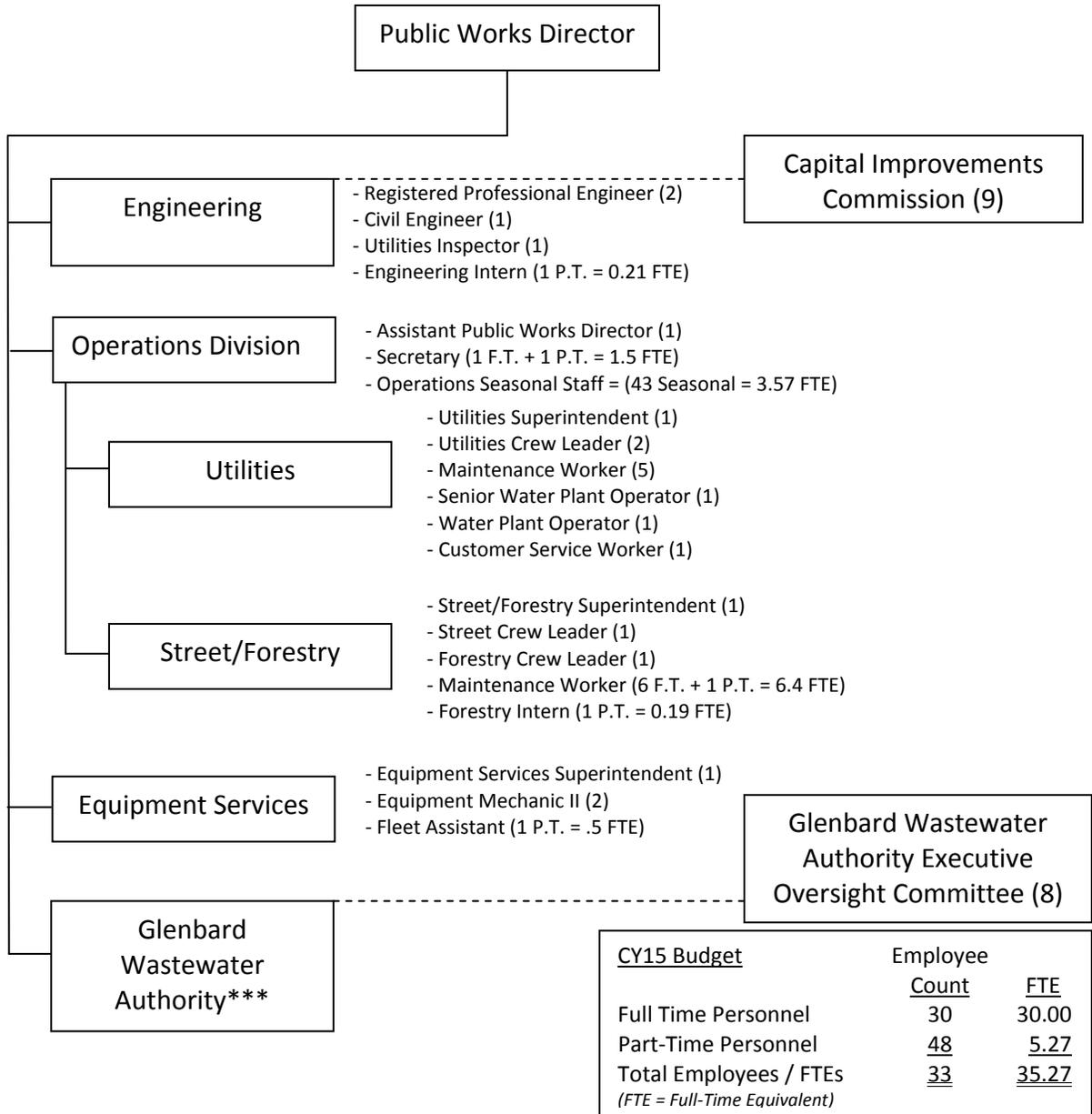


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PUBLIC WORKS DEPARTMENT CALENDAR YEAR 2015



	<u>FY07</u>	<u>FY08</u>	<u>FY09</u>	<u>FY10</u>	<u>FY11</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>SY14</u>	<u>CY15</u>
<u>Budgeted Full-Time Employees</u>										
Administration / Engineering	7	5	7	6	6	6	6	6	6	7
Equipment Services	3	3	3	3	3	3	3	3	3	3
Streets / Forestry *	0	0	0	0	0	0	9	9	9	9
Utilities *	0	0	0	0	0	0	11	11	11	11
Operations *	19	21	19	19	19	19	0	0	0	0
Total FT**	29	29	29	28	28	28	29	29	29	30

* Street/Forestry and Utilities Divisions were combined into one Operations Division based on Public Works Reorganization Plan implemented in FY06/07. In FY12/13, the Utilities and Street/Forestry divisions were restored.

** In FY06, Public Works had a total of 32 FT employees.

*** Separate intergovernmental agreement agency with 16 full-time staff who are not Village employees. Per agreement with the Village of Lombard, the GWA Wastewater Manager reports to the Glen Ellyn Public Works Director.

PUBLIC WORKS DEPARTMENT

Overview

The Public Works Department is responsible for a wide variety of programs that provide the basic services required by Village residents. The department handles the design, and construction of village infrastructure in addition to numerous maintenance activities. The work performed in the department includes the drinking water distribution system, sanitary sewage and storm water collection systems, streets, street signs and pavement markings, traffic signals, street lighting, public sidewalks, Central Business District (CBD) landscaping and parking lots, parkway trees, and snow removal operations. The management, purchase, and maintenance of the entire village fleet of trucks and equipment is conducted by Public Works. As the lead agency, the Public Works Director works closely with the Glenbard Wastewater Authority that is jointly owned and operated by the Villages of Glen Ellyn and Lombard.

A major responsibility of the Public Works Department is development and implementation of the various capital projects to maintain and improve the water, sanitary sewer, storm sewer, street, and sidewalk systems. The water system provides safe water for drinking and water for fire-fighting. The sanitary sewers remove wastes from individual homes and enhanced treatment is provided at the Glenbard Wastewater Authority before discharge to the East Branch DuPage River. The storm sewer system transports rainwater from the village in order to reduce storm water flooding. The streets and sidewalks are constantly evaluated and maintained for safe travel.

The Village of Glen Ellyn has continually updated and expanded these systems over the years. The systems are collectively in good operating condition and provide reliable service for all residents. The systems continue to need significant capital improvements on a yearly basis. This work is reflected in the budget for the Public Works Department. Capital expenditures make up over 50% of the expenditures for the Public Works Department.

The other major responsibility of the Public Works Department is performing maintenance on the village infrastructure. Maintenance is performed and evaluated by the professional men and women that work in the department. Within the Public Works Department are five major Divisions: Administration, Engineering, Street, Forestry, Utilities, and Equipment Services (Fleet). Our Administration Division is the primary interface with the public providing excellent customer service by quickly responding to their needs in many different ways. The Engineering Division oversees our Capital Improvement Program as well as oversight of our Plant Operations that include water distribution and sanitary sewer collection facilities. Engineering provides the technical expertise on both the maintenance and construction associated with streets, water distribution and the storm and sanitary sewer systems. The Street/Forestry Division and Utilities Division are responsible for the daily planning, scheduling, and implementing of the required maintenance in their respective areas of expertise. The Equipment Services Division provides management of over 172 vehicles and numerous pieces of

equipment for the Village (Police, Public Works, Planning and Development, and Facilities Maintenance), Fire Company, and Glenbard Wastewater Authority.

During weather related emergencies caused by snow storms, flooding, or gale force winds the entire department is dedicated to work 24 hours a day indefinitely until the situation is stabilized. The department has proven itself to be very effective helping residents while performing a variety of emergency operations associated with village streets, forestry, and water and sewer systems.

Village assets maintained by the Public Works Department include:

- 86 miles of roadway
- approx. 850 street lights (Village owned)
- approx. 15,500 parkway trees
- approx. 4,000 street and traffic signs
- Downtown benches and trash receptacles
- 70 miles of storm sewer mains
- 4,400 storm sewer inlets, basins and manholes
- 1,265 fire hydrants
- 147 miles of water mains
- approx 8,200 water service valves
- 2 one million gallon ground level water reservoirs
- 2 elevated water storage tanks
- 2 water pressure adjusting stations
- 2 water pumping stations
- 2 stand-by ground water wells
- 85 miles of sanitary sewer mains
- 4 sanitary sewer lift stations
- 2,000 sanitary sewer manholes

GENERAL FUND
PUBLIC WORKS DEPARTMENT
Summary of Public Works activity

Village of Glen Ellyn
Calendar Year 2015 Budget

<u>Fund #</u>	<u>Public Works Department</u>	<u>FY12/13</u>	<u>FY13/14</u>	<u>SY2014</u>	<u>SY2014</u>	<u>Calendar</u>	<u>Calendar</u>	<u>Calendar</u>
	<u>Expenditure totals</u>	<u>Actual</u>	<u>Actual</u>	<u>8 Month</u>	<u>8 Month</u>	<u>Year</u>	<u>Year</u>	<u>Year</u>
				<u>Revised</u>	<u>Estimated</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
				<u>Budget</u>	<u>Actual</u>	<u>Actual</u>	<u>Est. Actual</u>	<u>Budget</u>
100	Admin. & Engineering							
	Operations	\$ 891,196	\$ 637,803	\$ 505,027	\$ 499,327	\$ 713,311	\$ 704,247	\$ 778,000
	Capital	-	-	-	-	-	-	25,000
	Admin. & Engineering Total	891,196	637,803	505,027	499,327	713,311	704,247	803,000
100	PW Operations (Street/Forestry)							
	Operations	\$ 1,799,980	\$ 2,190,903	\$ 1,693,596	\$ 1,674,957	\$ 1,967,908	\$ 2,480,459	\$ 2,342,800
	Capital	17,297	27,384	18,200	19,200	38,766	19,925	20,700
	Street/Forestry Total	1,817,277	2,218,287	1,711,796	1,694,157	2,006,674	2,500,384	2,363,500
	General Fund Total							
	Operations	\$ 2,691,176	\$ 2,828,706	\$ 2,198,623	\$ 2,174,284	\$ 2,681,219	\$ 3,184,706	\$ 3,120,800
	Capital	17,297	27,384	18,200	19,200	38,766	19,925	45,700
	General Fund Total	2,708,473	2,856,090	2,216,823	2,193,484	2,719,985	3,204,631	3,166,500
500	Utilities - Water							
	Operations	\$ 4,769,715	\$ 4,853,575	\$ 3,954,380	\$ 3,896,100	\$ 4,891,300	\$ 5,505,347	\$ 6,363,400
	Capital	806,581	1,333,104	2,533,070	966,000	1,304,755	1,073,566	3,161,200
	Utilities - Water Total	5,576,296	6,186,679	6,487,450	4,862,100	6,196,055	6,578,913	9,524,600
500	Utilities - Sewer							
	Operations	\$ 4,451,136	\$ 4,723,896	\$ 3,504,371	\$ 3,487,085	\$ 4,679,735	\$ 5,078,233	\$ 5,113,052
	Capital	1,094,510	1,003,419	1,792,331	1,138,000	848,629	1,415,869	2,471,200
	Utilities - Sewer Total	5,545,646	5,727,315	5,296,702	4,625,085	5,528,364	6,494,102	7,584,252
	Water/Sanitary Sewer Fund							
	Operations	\$ 9,220,851	\$ 9,577,471	\$ 7,458,751	\$ 7,383,185	\$ 9,571,035	\$10,583,580	\$ 11,476,452
	Capital	1,901,091	2,336,523	4,325,401	2,104,000	2,153,384	2,489,435	5,632,400
	Water/Sanitary Sewer Fund Total	11,121,942	11,913,994	11,784,152	9,487,185	11,724,419	13,073,015	17,108,852
530	Parking Fund							
	Operations	\$ 258,532	\$ 240,971	\$ 181,100	\$ 191,200	\$ 224,533	\$ 265,367	\$ 245,800
	Capital	81,839	497,851	364,399	90,000	356,089	277,986	95,000
	Parking Fund Total	340,371	738,822	545,499	281,200	580,622	543,353	340,800
650	Equipment Services Fund							
	Operations	\$ 916,358	\$ 956,998	\$ 1,219,230	\$ 1,214,030	\$ 933,303	\$ 1,576,964	\$ 1,038,900
	Capital	942,487	524,755	582,200	582,200	772,689	865,247	390,900
	Equipment Services Fund Total	1,858,845	1,481,753	1,801,430	1,796,230	1,705,992	2,442,211	1,429,800
210	Motor Fuel Tax Fund							
	Operations	\$ 616,356	\$ 773,715	\$ 565,500	\$ 421,000	\$ 635,147	\$ 697,431	\$ 718,900
	Capital	-	25,383	519,617	65,500	8,320	82,563	650,000
	Motor Fuel Tax Fund Total	616,356	799,098	1,085,117	486,500	643,467	779,994	1,368,900
400	Capital Projects Fund							
	Operations	\$ 223,608	\$ 115,633	\$ 376,454	\$ 227,250	\$ 113,642	\$ 296,172	\$ 405,000
	Capital	5,574,622	4,025,798	9,681,278	6,021,500	4,560,057	6,676,250	9,332,600
	Capital Projects Fund Total	5,798,230	4,141,431	10,057,732	6,248,750	4,673,699	6,972,422	9,737,600
	Public Works Total							
	Operations	\$ 13,926,881	\$ 14,493,494	\$ 11,999,658	\$ 11,610,949	\$ 14,158,879	\$16,604,220	\$ 17,005,852
	Capital	8,517,336	7,437,694	15,491,095	8,882,400	7,889,305	10,411,406	16,146,600
	Public Works Total	22,444,217	21,931,188	27,490,753	20,493,349	22,048,184	27,015,626	33,152,452

VILLAGE OF GLEN ELLYN
CY 15 ANNUAL BUDGET
PERSONNEL SCHEDULE

PUBLIC WORKS DEPARTMENT

<u>Classification</u>	<u>Status</u>	<u>Salary Range*</u>	<u>FY11/12 Budgeted Employees</u>	<u>FY12/13 Budgeted Employees</u>	<u>FY13/14 Budgeted Employees</u>	<u>SY 14 Budgeted Employees</u>	<u>CY 15 Budgeted Employees</u>
<u>Administration & Engineering Division</u>							
Public Works Director	FT	V	1.00	1.00	1.00	1.00	1.00
Assistant Public Works Director	FT	S	1.00	1.00	1.00	1.00	1.00
Registered Professional Engineer	FT	T	1.00	1.00	1.00	1.00	1.00
Civil Engineer	FT	O	1.00	1.00	1.00	1.00	1.00
Engineer, P.E.	FT	TBD	-	-	-	-	1.00
Utilities Inspector	FT	J	1.00	1.00	1.00	1.00	1.00
Engineering Intern	PT	N/A	0.42	0.42	0.42	0.21	0.21
Administrative Assistant II	FT/PT	F	-	-	1.50	1.50	1.50
Administrative Assistant I	FT/PT	D	1.50	1.50	-	-	-
			<u>6.92</u>	<u>6.92</u>	<u>6.92</u>	<u>6.71</u>	<u>7.71</u>
<u>Operations Division</u>							
Street/Forestry Superintendent	FT	N	-	-	1.00	1.00	1.00
Utilities Superintendent	FT	N	-	-	1.00	1.00	1.00
Sr Water Plant Operator	FT	L	1.00	1.00	1.00	1.00	1.00
Village Forester	PT	L	0.60	0.60	-	-	-
Crew Leader II	FT	J	-	-	1.00	1.00	1.00
Water Plant Operator I	FT	I	-	-	1.00	1.00	1.00
Crew Leader I	FT	I	3.00	3.00	3.00	3.00	3.00
Project Coordinator	FT	G	1.00	1.00	-	-	-
Customer Service Worker	FT	G	1.00	1.00	1.00	1.00	1.00
Maintenance Worker II	FT/PT	F	9.30	9.30	5.40	5.40	5.40
Maintenance Worker I	FT	E	4.00	4.00	6.00	6.00	6.00
Forestry Intern	PT	N/A	0.19	-	-	0.19	0.19
Seasonal Staff	PT	N/A	3.57	3.57	3.57	3.57	3.57
			<u>23.66</u>	<u>23.47</u>	<u>23.97</u>	<u>24.16</u>	<u>24.16</u>
<u>Equipment Services Division</u>							
Equipment Services Superintendent	FT	N	-	-	1.00	1.00	1.00
Equipment Services Supervisor	FT	L	1.00	1.00	-	-	-
Equipment Mechanic II	FT	J	2.00	2.00	2.00	2.00	2.00
Administrative Assistant I /1	PT	E	0.40	0.40	0.40	0.40	0.40
			<u>3.40</u>	<u>3.40</u>	<u>3.40</u>	<u>3.40</u>	<u>3.40</u>
TOTAL EMPLOYEES (Full-time Equivalents)			<u>33.98</u>	<u>33.79</u>	<u>34.29</u>	<u>34.27</u>	<u>35.27</u>
Full-time Number of Positions			28	28	29	29	30
Part-time Number of Positions			48	48	48	48	48

* Information regarding salary ranges can be found in the appendix.
/1 Previously titled Inventory Clerk

ADMINISTRATION / ENGINEERING DIVISION

The Administration and Engineering Division is responsible for the administration of the Public Works department and the Village's public infrastructure capital improvements program. The Division's staffing plan consists of the Public Works Director, Assistant Public Works Director, Professional Engineer, Civil Engineer, Utilities Inspector, and one full-time and one part-time Administrative Assistant.

The Administration staff is the primary interface between Public Works and the public. Staff makes sure work is completed in a safe and timely manner. The administrative assistants are on the front line fielding phone calls from residents and tracking service requests for the operating divisions. This is in addition to work such as coordination of field activities, processing of all personnel paperwork, issuing water meters, scheduling meter readings and other on-site inspections, monitoring the status of tree preservation and other development plans, monitoring tree inventories, processing invoices, completing required reports and handling of all department correspondence, requests for proposals and bid documents. The Public Works Director oversees the Glenbard Wastewater Authority, an intergovernmental agency serving Glen Ellyn and Lombard.

The engineering group is the primary technical resource for the Village in matters of public infrastructure. This group keeps records of public improvements; develops long term capital plans and budgets for water, sewer and street infrastructure; initiates and coordinates infrastructure project design and construction activities; implements various infrastructure maintenance programs; oversees permits issued to utility companies for work in right-of-way; inspects developer roadway and utility improvements in the public right-of-way; and oversees public improvements related to private development projects.

Administration Accomplishments for SY14:

1. Snow removal operations were a significant part of administrative duties during the winter of 2013/14 due to the record breaking cold temperatures and snow fall amounts. Operations responded to 44 snow and ice removal events with 79" of snow, 26 days of sub-zero temperatures and 3,500 tons of bulk road salt. This winter was the third snowiest and fifth coldest Chicago winter on record. Public Works crews performed snow and ice removal on 13 of 14 weekends from December 7, 2013 to March 9, 2014, including Christmas Eve, Christmas Day, New Year's Eve and New Year's Day.
2. Enhanced all data pertaining to Public Works on the new Village website.
3. Implemented the Village's new performance evaluation and year end review process. Public Work's Maintenance employee performance review forms were modified to be more task and equipment operation orientated to improve performance and create more meaningful goals and measurements.
4. Implemented the Village's new budget process transitioning to a calendar year budget and increasing cost centers for better accounting of expenses.

5. During 2014, five new employees were hired to fill open positions.
6. Successfully implemented new web based asset and work management software (OMS) through Cartegraph, Inc. OMS continues Public Works efforts in improving work management and cost accounting as well as adding the following functionality: unlimited licensing, instant availability of all asset modules, GIS integration providing mapping and asset location, customer service apps (phone and computer), tablet capabilities for field work, dashboard data for managers, and intuitive data input and reporting capabilities for employees.
7. Continued the Public Works Quarterly Staff meeting. These meetings are a combination of pertinent training for all employees and discussion of previous quarter accomplishments and the next quarter goals. Published monthly reports focus on updating our team of departmental activities as well as monitoring Key Performance Indicators (KPI) for each Division. A quarterly report is provided to the Village for inclusion on Glen Ellyn's website.

Administration Goals for CY15

1. Enhance customer service, improve work order tracking, and increase productivity on the many core functions Public Works performs. In order to accomplish this goal, we will continue monitoring a work management tool (Cartegraph) that will allow our Team to generate, track, and ultimately share status of work orders with the residents to provide the best in customer service. Future vision of this software package will allow residents to report, submit, and track work orders online and with mobile devices and gain access to status of work orders being performed through an online GIS System. New modules will be added for asset management of water and sewer infrastructures over the next 20 months. All of this will assist Public Works to respond faster to citizen requests and improve solutions to citizens' problems.
2. The Administration staff will continue to evaluate the organizational structure and make necessary changes as needed.
3. Continue to develop Key Performance Indicators (KPI) for the major functions performed by the division.
4. Develop Standard Operating Procedures (SOP) for tasks performed to include safety instructions and methods to produce high performance in all aspects of work.
5. Glen Ellyn Public Works will be an active participant in the DuPage County Municipal Partner Initiative (MPI). MPI allows communities to purchase goods and services in bulk and therefore realize savings due to the economies of scale. Communities must still execute a contract with the responsible low bidder, must allocate staff to oversee the contract and process payouts and provide general contract management. Glen Ellyn plans on being the lead agency for hydrant painting and road resurfacing and will participate in approximately 12 of 20 initiatives (participation is limited by existing

contracts or services not utilized by the Village).

6. Simultaneously reduce costs and improve service in all divisions.
7. Improve the Public Works facility by increasing salt storage capacity and other grounds appearances and functionality. This will include increasing vehicle storage and creating a viable alternative entrance/exit for the Public Works facility utilizing Wilson Ave.
8. Train all new employees on policies and procedures.

Engineering Division Accomplishments for SY 14

1. Technical Resource:

- Provided technical reviews, inputs, special support and/or inspection services for private or institutional development projects including:
 - Amber Ridge Subdivision
 - School District 41 building program to replace portable classrooms
 - Willowbrook Wildlife Center
 - Courtyards of Glen Ellyn (re-start)
 - Autumn Leaves
 - Pet Supplies Plus
 -
 - Fresh Market Development Closeout
 - Enclaves of Glen Oak Subdivision
 - Brookhaven Subdivision
 - Brookshire Subdivision Closeout
 - Annexation matters re. water/sewer service
 - General Assistance to Development teams
 -
- Geographical Information Systems (GIS): Interfaced with GIS Consortium project leader on a regular basis to discuss applications and work status; participated in GIS information sessions; assisting in development of tablet applications for operating divisions; staff achieved GISCI credentials
- Continued imaging and logging of engineering plans and documents; working with consultants to obtain project record drawings in correct formats
- Continued updating of water valve sheets and b-box and sanitary sewer service line cleanout location data bases
- Assisted the Village's Stormwater Engineer and Development Department personnel with various grading and drainage issues associated with single-family home sites and/or redevelopment
- Provided cost estimates and other technical input to the Planning and other Village departments for improvements including extensions of water and sanitary sewer mains and service connections, roadways, parking lots and other types of infrastructure
- Attended scheduled Planning Department Development Committee meetings
- Continued participation in the DuPage County Mayors and Managers Transportation Technical Committee and STP Methodologies Evaluation Task Force
- Continued to provide the Public Works operating divisions with mapping and plan preparation assistance and technical input and advice as requested / needed

- Coordinated the testing and certification of Department spoil materials as required by state legislation on the disposal of clean construction and demolition debris
- Coordinated the JULIE locating program for the Public Works Department
- Continued review of monthly Glenbard Wastewater Authority flow data for unusual activity or trends
- Reviewed utility company permit applications and interfaced with the utilities regarding field issues and undergrounding projects
- Provided monthly reports on construction and engineering projects
- As liaison to the Capital Improvements Commission, continued to provide pre-meeting information packets and other information as needed for the commissioners
- Continued participation in the DuPage County Stormwater Management presentations and ongoing learning seminars
- Staff achieved LEED Green Associate credentials for environmentally sustainable practices
- Assessed approximately one-quarter of the Village's sidewalks for safety issues or other concerns
- Received the Vivian Ball Landscaping Award for the Duane/Glenwood Metra Parking Lot Project

2. Capital Improvements Planning/Future Projects/Funding/Grants:

- Continued making refinements in the long-term capital improvements program for Village roadway / storm sewer rehabilitation, water system improvements, sanitary sewer system upgrades, and parking lot capital needs. Reviewed opportunities and consequences for reductions in capital project funding for the roadway program.
- Continued coordination with the Illinois Department of Transportation for various federal aid projects including the Crescent Boulevard Reconstruction near Glenbard West (planned 2015 construction) and North Park Boulevard LAFO (planned 2016 construction). Working with consultants to close-out the Riford Road Reconstruction (constructed in 2010) and Lambert Road right-turn lane at Roosevelt Road (constructed in 2012) projects.
- Coordination with the Village of Lombard for the design of the Hill Avenue Bridge over the East Branch of the DuPage River.
- Coordinated the submittal of an application (in 2014) for federal funding through the Surface Transportation Program (administered locally by the DuPage Mayors and Managers Conference) for construction of the Taylor Avenue Pedestrian Underpass.
- CMAQ funds for \$190,000, administered through a grant obtained by RTA, were obtained for crosswalk improvements on Route 38 at Nicoll and Lambert and at the intersection of Route 53 and Pershing. Construction is expected to occur in 2015.
- A new DCEO grant for \$45,000 was obtained by the Village for storm sewer improvements; grant agreement executed and reimbursement requests submitted in 2014.

3. In-house Project Coordination, Design and Construction Oversight:

- Village Public Works staff undertook various initiatives in 2014 to procure the best vendor prices for various annual municipal maintenance activities. This effort has included participation in the Municipal Partnering Initiative (MPI), a consortium of DuPage County communities that are jointly bidding out projects. Glen Ellyn has taken the lead on two such MPI projects in 2014: hydrant painting and asphalt roadway patching and resurfacing.

Project	Estimated Glen Ellyn Cost	Status
Asphalt Roadway Crack Sealing	\$45,000 (award amount)	Board award on 6/23/14 to Denler, the second low bidder from MPI process
Asphalt Roadway Skip Patching and Resurfacing	\$70,000 (award amount)	Board award 7/28/14 to Hardin Paving, the low bidder from MPI process
Concrete Patching and Sidewalk Concrete Spot Repairs	\$135,000 (budget)	Pending – 2013 Village contractor (DiNatale) can hold prices that appear to be better than MPI process, but may not have capacity to perform more work
Hydrant Painting	\$18,450 (award amount)	Board award 7/14/14 to DMD Consultants. Work will be underway and completed in September
Pavement Markings	\$75,000 (award amount)	Contract awarded 6/9/14 to Superior Road Striping via Suburban Purchasing Cooperative
Sewer Televising	\$35,000 (budget)	Bids have been received through the MPI process, but some issues need resolution before entering into a contract
Contractor Assistance	\$25,000 (budget)	MPI process did not result in a satisfactory arrangement and staff will seek pricing from various contractors as needed

- Designed, received bids and provided construction oversight of the following projects:
 - Sanitary sewer lining program (\$200,000)

4. Construction Project Coordination:

- In 2014, the following improvement projects were bid and constructed. Engineering staff coordinated project designs with consultants, bid and awarded construction contracts, and oversaw (with the assistance of consultants) project construction.
 - Chidester-Elm-Lenox-Linden Improvements: The project will rehabilitate about 4,650 ft. of streets including the reconstruction of two previously uncurbed sections of Chidester and Elm between Lenox and Riford as well as Lenox adjacent to Lake Ellyn Park; Linden between Main and Lenox will receive upgraded resurfacing. Additional improvements include new water main and services; sanitary sewer service upgrades; various drainage upgrades including use of pervious pavers for infiltration; and new sidewalk. Total project costs are estimated to be \$3,550,000 for construction and \$400,000 for engineering services.

- 2014 Street Resurfacing: Two phases of work were authorized in 2014 including the original scope of rehabilitation of 2.0 miles of roadway in four subdivisions constructed in the 1990s, supplemented by a change order to resurface another 1.2 miles of deteriorated streets selected by staff. The estimated total construction cost is \$900,000 (about \$50,000 below the original bid price) with \$100,000 expended for engineering services.
- Nicoll Way Land Bridge Repairs: The project was bid in the late summer of 2014 and repairs constructed in the fall. Work includes various repairs to the pavement, curb, and joints of the structure located on Nicoll Way between Roosevelt Road and DuPage Boulevard. Total cost of construction is estimated to be \$125,000 with all engineering services valued at \$35,000.
- Sanitary Sewer Manhole Rehabilitation: Repair and lining of over 100 sanitary sewer manholes was accomplished in 2014 using a cementitious lining process. Project costs are estimated to be \$300,000 for construction and \$60,000 for engineering.
- Closeout of various construction projects: Project close-outs include the 2013 Oak-Euclid-Forest-Alley, 2013 Street Improvements, 2012 Hawthorne, 2012 Lambert Road Right-turn Lane, and 2010 Riford Road projects, pending completion of all issues and paperwork, including IDOT processes.

5. **Coordination with Consultants:**

- Lake Ellyn continued to be a focal point of consultant studies. Design of improvements at the Lake Ellyn Outlet Control Structure and FEQ Model Studies continued in 2014 leading to a planned 2015 project to construct a new OCS.
- A consultant performed feasibility studies for over/underpasses in the Central Business District and improved pedestrian accommodations on Taylor Street.
- Engineering staff play a key role in consulting engineer selection, project scope development, identification and resolution of project issues, and overall project coordination. Consultant work continued in 2014 on future projects including:
 - Crescent Boulevard Reconstruction between Park and Lake
 - Reconstruction and Resurfacing of Park between Roosevelt Road and Crescent
 - Elm-Geneva Connectors-Cottage Improvements
 - Glenwood-Arbor-Ridgewood Improvements
 - Pedestrian Improvements at IDOT Intersections

6. **Public Improvements Inspections**

- Provided services for the inspections of all water, sewer, driveway and sidewalk installations in the Village, ranging from single-family home renovations to complete

sub-divisions. These services are performed primarily by the Utilities Inspector. Additional inspections and services started in 2014 include fire flow test results and parkway irrigation system inspections. The Division responded to about 1,075 requests in 2013 for plan reviews (125), inspections (675), work-in-parkway permits (110), refund of deposits (60), fire flow tests (70) and irrigation inspections (35).

Engineering Goals for CY 15

1. Continue to work with all pertinent Village staff to arrive at a consensus and schedule for CBD projects and improvements; select management and design consultants as appropriate.
2. Continue oversight of future STP-funded projects on Park and Crescent Boulevards and the design of the Duane-Lorraine Parking Lot. Complete the Crescent Boulevard Project in the summer of 2015.
3. Continue to focus on Lake Ellyn projects to improve hydraulic discharge performance and to better handle overflows during major storm events.
4. Provide timely engineering plan reviews and bidding of 2015 construction projects and proactive construction management.
5. Begin implementation of a reduced-scope roadway rehabilitation strategy. As appropriate, select engineering consultants and manage the design for the planned 2016 infrastructure improvement projects.
6. Set up a microsurfacing demonstration project and develop a formal long-term plan for annual street and parking lot maintenance work.
7. Complete projects that have been in the development stage including Memory Court lift station and selected extensions of the Hill Avenue utilities.
8. Develop and implement the Roosevelt Road water main replacement project and complete a lining project of the Route 53 water main between Spring and Surrey.
9. Successfully integrate new staff into the Engineering Division. Assume a reasonable burden of engineering responsibilities now handled by private consultants.
10. Establish a selection process for engineering consultants.
11. Begin reclassification process of streets that meet FAU criteria.
12. Continue work defining and implementing the Rt 38 Street Light project that addresses fixture replacements and the conversion of current lighting to LED.
13. Establish a daily fee parking payment method for the CBD.

GENERAL FUND

PUBLIC WORKS DEPARTMENT

Administration and Engineering Division
(143100)

Village of Glen Ellyn
Calendar Year 2015 Budget

Object Code	Account Description	FY12/13 Actual	FY13/14 Actual	SY2014	SY2014	Calendar	Calendar	Calendar	
				8 Month Revised Budget	8 Month Estimated Actual	Year 2013 Actual	Year 2014 Est. Actual	Year 2015 Budget	
Personnel Services									
510100	Salaries - Pension	\$ 552,144	\$ 380,491	\$ 268,000	\$ 268,000	\$ 434,540	\$ 387,458	\$ 481,000	1
510120	Salaries - Non-pension	21,421	7,230	5,500	5,000	11,545	7,307	7,800	2
510200	Overtime	5,869	1,329	2,000	1,500	2,127	1,791	4,000	
510300	Temporary Help	21,918	2,010	7,200	6,700	5,721	7,999	7,800	3
510400	FICA	43,390	28,516	21,000	21,000	33,161	30,083	38,600	
510500	IMRF	65,386	46,057	33,000	33,000	53,157	47,128	52,500	
	Subtotal	710,128	465,633	336,700	335,200	540,251	481,766	591,700	
Contractual Services									
520305	Employee Awards / Recognition	1,079	1,362	1,200	1,200	1,494	1,724	1,500	
520600	Dues / Subscriptions	237	630	400	400	380	650	900	
520620	Employee Education	4,627	3,631	2,700	2,250	2,753	3,237	3,700	
520625	Travel	1,130	122	200	200	138	243	200	
520905	Printing	394	296	750	500	296	500	2,000	
520970	Maintenance / Bldgs & Grounds	2,235	1,124	700	700	2,292	1,337	1,200	4
520975	Maintenance / Equipment	15,644	16,353	7,000	4,500	9,793	13,039	13,000	5
521055	Professional Services / Other	11,531	38,494	61,017	61,017	34,236	72,003	23,800	6
521195	Telecommunications	6,546	6,097	4,000	3,500	6,232	6,253	7,300	
590600	IFT / Health Insurance	91,692	55,710	61,210	61,210	66,941	78,470	88,300	
590610	IFT / Insurance - General	5,400	5,600	5,400	5,400	5,533	7,267	7,700	
590650	IFT / Equipment Service (O&M)	25,400	27,600	13,900	13,900	26,867	23,100	21,100	
590655	IFT / Equipment Service (Replace)	9,200	10,100	5,000	5,000	9,800	8,367	7,600	
	Subtotal	175,115	167,119	163,477	159,777	166,755	216,190	178,300	
Commodities									
530100	Office Supplies	3,907	2,130	2,500	2,000	4,009	2,691	4,000	
530105	Operating Supplies	990	1,654	1,000	1,000	977	2,250	2,500	
530445	Uniforms	1,056	1,267	1,350	1,350	1,319	1,350	1,500	
	Subtotal	5,953	5,051	4,850	4,350	6,305	6,291	8,000	
Capital Outlay									
580110	Equipment	-	-	-	-	-	-	25,000	7
	Subtotal	-	-	-	-	-	-	25,000	
TOTAL EXPENDITURES		\$ 891,196	\$ 637,803	\$ 505,027	\$ 499,327	\$ 713,311	\$ 704,247	\$ 803,000	

**PUBLIC WORKS - ADMINISTRATION & ENGINEERING
BUDGET FOOTNOTES**

1. **Salaries - FT:** Assumes full staffing of the Administration and Engineering Division and reflects a percentage of the Public Works Director, Assistant Public Works Director, Professional Engineer, Civil Engineer, Utilities Inspector, and an Administrative Assistant's salaries. This also includes the salary of an additional Professional Engineer; the goal is to perform more in-house engineering functions and rely less on outside engineering resources.
2. **Salaries - PT:** Provides for 34% of one part-time Administrative Assistant.
3. **Temporary Help:** Includes funding one intern to assist Engineering Division. The summer intern works 40 hours per week for 11 weeks assisting in plan preparation, field inspections, aids in document archiving projects, perform computer-aided drafting and assist in GPS data collection. This also includes office coverage by a temporary secretary.
4. **Maintenance / Buildings:** Includes funding for office space in the Reno Center for new engineer.
5. **Maintenance / Equipment:** Provides for Automated External Defibrillators and the lease and operation of department copy machines. Funding for the yearly software maintenance fees for Glen Ellyn's Geographic Information System (GIS) are included as well.
6. **Professional Services / Other:** Provides for Engineering Consultant, Surveyor fees, continued archive scanning of documents, and Cartegraph software.
7. **Equipment:** Purchase of engineering software with the addition of another Professional Engineer that will perform certain engineering services in-house.

VILLAGE OF GLEN ELLYN
CY 15 ANNUAL BUDGET
PERSONNEL SCHEDULE

PUBLIC WORKS DEPARTMENT - ADMINISTRATION/ENGINEERING

<u>Classification</u>	<u>Status</u>	<u>Salary Range*</u>	<u>FY11/12 Budgeted Employees</u>	<u>FY12/13 Budgeted Employees</u>	<u>FY13/14 Budgeted Employees</u>	<u>SY 14 Budgeted Employees</u>	<u>CY 15 Budgeted Employees</u>
Public Works Director	FT	V	1.00	1.00	1.00	1.00	1.00
Assistant Public Works Director	FT	S	1.00	1.00	1.00	1.00	1.00
Registered Professional Engineer	FT	T	1.00	1.00	1.00	1.00	1.00
Civil Engineer	FT	O	1.00	1.00	1.00	1.00	1.00
Engineer, P.E.	FT	TBD	-	-	-	-	1.00
Utilities Inspector	FT	J	1.00	1.00	1.00	1.00	1.00
Engineering Intern	PT	N/A	0.42	0.42	0.42	0.21	0.21
Administrative Assistant II	FT/PT	F	-	-	1.50	1.50	1.50
Administrative Assistant I	FT/PT	D	1.50	1.50	-	-	-
TOTAL EMPLOYEES (Full-time Equivalents)			6.92	6.92	6.92	6.71	7.71
Full-time Number of Positions			6	6	6	6	7
Part-time Number of Positions			3	3	3	2	2

* Information regarding salary ranges can be found in the appendix.

PUBLIC WORKS OPERATIONS – GENERAL FUND (STREET and FORESTRY)

The Operations – General Fund budget consists of Operational Maintenance of Village owned Rights-of-Way (ROW) and includes such items as maintenance of our streets and roadways, sidewalks, signs, streetlights, parkway trees, landscaping, and Central Business District (CBD) appearance. Operations General Fund is now divided into two cost centers – Streets and Forestry. Some of the everyday activities performed under the Operations Division qualify for Illinois Department of Transportation reimbursement through the Motor Fuel Tax (MFT) Program. These tasks are monitored and documented for inclusion in yearly MFT Resolutions to qualify for the MFT funding.

Street and roadway activities include the maintenance of 86 lane miles of roadway. Responsibilities include: maintenance of streets, curbs, signs and pavement markings, snow and ice management, the sidewalk improvement program, line striping and pavement crack sealing programs, street sweeping, parking meter maintenance, and parking lot and street light maintenance. Operations serves in a support role for special events such as the Taste of Glen Ellyn, Fourth of July Parade, Jazz Fest, and the Holiday Walk. Operations focuses attention on the Central Business District (CBD) through twice a week street sweepings and sidewalk cleaning; flower design, planting and maintenance; executing the seasonal banner program; and removing snow during the winter. A computerized sign inventory program is continually updated to meet federally mandated retro-reflectivity requirements.

Forestry activities include the maintenance of more than 14,025 trees on parkways and on Village-owned green space. The Comprehensive Forestry Management Program includes: annual winter pruning, tree removal and stump grinding, spring and fall tree planting, cabling and annual cable inspection, landscape maintenance, service request inquiry, organization of the annual Arbor Day Celebration, Parkway Reforestation Programs, disease and insect monitoring, educational tree seminars and oversight of the Tree Preservation Ordinance with regards to construction projects. The forestry division advises residents who seek assistance on private property tree issues.

Our certified arborists are very knowledgeable at inspecting Village trees for insect and disease concerns. These include inspecting for the most threatening disease and insects: Dutch Elm and Oak Wilt disease, gypsy moth and Emerald Ash Borer (EAB) insects. Our EAB treatment program currently uses two different methods of treatment to improve the success rate of preserving a percentage of ash trees in the Village. A computerized tree inventory program is continually updated with each tree planted and removed.

Operation Streets – General Fund Accomplishments for SY14

1. The Street Division continued to focus on a program to bring all traffic signs into compliance with the current State of Illinois traffic sign code. Work included

installing new signposts and sign faces on Village of Glen Ellyn streets that were paved during the during the recent construction season.

2. Operations successfully handled snow and ice removal during one of the worst winters in Chicago. With 44 snow events and over 79" of snow, Public Works received numerous public compliments in keeping the roads safe for residents and patrons of Glen Ellyn.
3. Continued implementation of the Cartegraph SignView software. This software will track sign assets and establishes a plan to ensure all signs meet MUTCD standards as well as federal retro-reflectivity guidelines.
4. Operations assisted in 37 special events throughout the Village. Water filled barriers were utilized during five of the special events. These barriers provide significant additional safety to the public during road closures due to events.
5. Operations completed a yearly in-house pavement assessment with Engineering. This clearly defined and prioritized efforts in addressing and maintaining roadways. Roads were categorized one of the following: outside contractor for skip paving, in-house paving, or in-house patching. This assessment focused Operations on the areas within our capabilities needing the most attention. 5.
6. Operations continued work on the Reno Center back road expanding storage area and improving loading capability. Operations also worked on the portion of Wilson Ave connecting the Reno Center back road with S Lambert Ave. Operations removed asphalt and installed asphalt to grade in preparation for contract paving. This improved entrance/exit will alleviate congestion at the Taft Ave Public Works gate due to increased traffic from a two way through road installed with the Fresh Market construction on Roosevelt Rd.
7. Central Business District improvements:
 - a. Pressure washed sidewalks on portions of heaviest pedestrian used walks north of the railroad tracks.
 - b. 136 feet of decorative fencing was installed along the Union Pacific property on the west side of the Crescent Glenwood lot to provide safety to the public attending the French Market.
 - c. 60 new flag poles and American flags were purchased and used while the American Flags flew during the summer holidays.
 - d. Staff changed out banners for each of the four seasons of the year.

- e. Staff installed a “Big Belly” compacting recycling and refuse container in the CBD.

Operation Streets – General Fund Goals for FY15

1. Assist Engineering Division with the LED Initiative designed to convert metered street lights in the Village from high pressure sodium/mercury vapor lighting to LED.
2. Continue to convert the remaining benches in the Central Business District and along Roosevelt Rd from wood/recycled material to all metal for reduced long-term maintenance costs.
3. Continue the CBD sidewalk pressure washing program that will maintain CBD sidewalks on an established rotational basis and contract the second phase of the program.
4. Perform efficient and effective snow removal on all Village-maintained roadways while reducing salt usage. Additional training on specialized equipment (the CBD snow blower and the Wing Plow) will provided versatility in snow removal operations.
5. Provide timely and reliable support to the Police and Fire Departments as needed throughout the year for both emergency and special events. Work cooperatively with all Departments in the Village as well as all other government agencies and business groups working in the Village.
6. Complete data entry transition to Cartegraph SignView software for both current sign work and all pertinent past paper records.
7. Change out banners Stacy’s Corners (2 seasons) and the CBD (4 seasons) in a timely and cost effective manner.
8. Continue to evaluate and make maintenance repairs to the streets as required.
9. Improve Public Works back road by grading and asphalt paving and installing a gate at Wilson Ave. This work addresses safety issues with Taft Ave two way traffic and the Taft/Lambert intersection.

Operation Forestry – General Fund Accomplishments for SY14

1. This year approximately 450 stumps were ground by the contractor and chips were removed to grade on all stumps 6” and larger. Forestry’s landscape maintenance contractor was utilized to excavate the remaining grindings and complete

restoration of the parkway with soil and seed for 350 locations as a cost saving measure compared to the restoration cost of the tree removal contractor.

2. In-house SY14 forestry work included the completion of 69 tree related work orders, and 160 tree removals (including 65 ash removals) and treatment of 171 ash trees for EAB.
3. The contractor removed 38 trees through the regular removal program, 27 through the EAB Removal Program and approximately 450 stumps were ground to grade.
4. Certified Arborists responded to 243 Forestry Service requests. (5/1 to 9/22/14)
5. The Village received the Tree City USA award for the 30th year in a row. For Glen Ellyn's Arbor Day celebration, a tree was planted at 30 S. Lambert in memory of our co worker Bob Fields.
6. Planted 330 trees through the Reforestation Program using both in house staff and an outside contractor.
7. Forestry continued to reforest the area along the Illinois Prairie Path (IPP) planting 18 trees and shrubs between Park and Montclair Ave. after ComEd removed numerous trees during their power line clearing program.
8. Staff planted 6 trees at the entrances of Manor Woods.
9. Glen Ellyn's EAB Management Program consisted of treating approximately 551 trees for control of EAB. Village staff applied chemical control to 171 parkway ash trees. A contractor treated 152 trees with Triage in 2014 which provides 2 years of protection; these trees will be treated in 2016. The fifth year of five annual treatments was applied to 228 parkway trees through the Legacy Tree Project and Morton Arboretum.
10. The evaluation of the condition of all Silver Maples was completed. These trees will be categorized according to condition and will establish a management process for necessary removals.
11. A Forestry Management Plan was updated.

Operations Forestry – General Fund Goals for CY15

1. Continue to identify and remove infested ash trees based on the guidelines identified in the EAB Management Program. SY14 ended the last of a 5 year treatment program performed by the Legacy Project and the Morton Arboretum. In 2015 these 228 trees will be divided between in house treatments and

contractor Triage treatments. 203 parkway trees will be treated in house for control of EAB, 177 trees will be treated with Triage by a contractor providing 2 years of protection. The 152 trees treated in SY14 with Triage will be on an alternate year and will be treated again in 2016. All remaining 172 parkway ash trees will be assessed for condition and ranking for future removal.

2. Continue to plant trees in the right-of-way: approximately 60 trees through the resident cost share program (residents donate \$85 per tree) planted by Public Works, and approximately 140 trees planted by a contractor.
3. Continue to monitor for gypsy moth and provide a management plan for the upcoming year if needed.
4. Work with DuPage County to improve the Illinois Prairie Path (Phase #3) within the Village limits by selective tree removal and planting numerous trees.
5. Remove all stumps of removed trees in right of way and restore parkways with seed and soil. There are hundreds of stump sights due to the additional EAB removals.
6. Due to right-of-way windshield survey of private property revealing 350 dead ash trees in the Village, the Forestry Division will work with residents to ensure all potentially hazardous private property ash trees are removed in a timely manner.
7. Improve landscaping at Public Works Reno building as well as the Civic Center.
8. Successfully integrate a new PT Forestry Maintenance Worker and eliminate hiring a Forestry Intern. This will provide year round assistance with operations and administration as well as assist with forestry contractor monitoring.
9. Implement the Manor Woods Improvement Project, addressing dead trees and invasive species.

GENERAL FUND
PUBLIC WORKS DEPARTMENT
Operations

Village of Glen Ellyn
Calendar Year 2015 Budget

Object		FY12/13	FY13/14	SY2014	SY2014	Calendar	Calendar	Calendar
Code	Account Description	Actual	Actual	8 Month	8 Month	Year	Year	Year
				Revised	Estimated	2013	2014	2015
				Budget	Actual	Actual	Est. Actual	Budget
Personnel Services								
510100	Salaries - Pension	\$ 342,758	\$ 506,305	\$ 346,900	\$ 346,900	\$ 474,804	\$ 490,043	\$ 526,900
510120	Salaries - Non-pension	7,919	13,883	15,000	7,000	15,750	7,494	22,200
510200	Overtime	25,202	28,608	19,600	21,800	26,284	27,084	29,200
510210	Snow	29,918	119,056	15,000	15,000	42,818	119,160	60,000
510300	Temporary Help	22,441	42,471	51,000	46,200	42,505	46,166	46,200
510310	Temporary Help / Snow	24,898	41,858	8,000	8,000	27,353	43,813	24,500
510400	FICA	34,620	55,266	33,700	33,700	46,431	54,746	54,400
510500	IMRF	44,999	78,964	44,600	44,600	65,198	74,776	59,000
	Subtotal	532,755	886,411	533,800	523,200	741,143	863,282	822,400
Contractual Services								
520600	Dues / Subscriptions	1,733	923	1,100	1,100	1,238	1,300	1,800
520620	Employee Education	1,362	5,034	5,300	4,600	5,066	4,853	7,300
520625	Travel	489	628	800	800	498	930	700
520635	Safety Training	-	100	1,500	1,500	100	1,500	1,500
520915	ESDA Expenses	5,633	5,783	4,800	4,800	5,084	6,303	8,900
520970	Maintenance / Bldgs & Grounds	45,002	30,810	27,800	27,800	38,271	30,417	56,900
520975	Maintenance / Equipment	3,846	6,884	13,300	10,500	6,849	10,535	13,400
520995	Maintenance / Signs	26,160	12,313	19,500	19,500	18,200	24,931	29,000
521035	Maintenance / Street Painting	29,779	9,328	82,997	82,997	9,328	82,997	77,000
521040	Maintenance / Traffic Signals	26,987	27,742	16,200	16,200	26,003	27,990	27,000
521045	Maintenance / Street Lights	36,134	34,163	19,500	17,500	32,119	36,777	59,500
521055	Professional Services / Other	55,645	21,673	30,700	25,800	22,188	33,281	25,100
521057	CBD Appearance	40,913	39,687	50,300	50,300	43,774	56,603	47,300
521060	Snow Removal Services	10,000	35,587	7,414	7,414	-	43,001	20,000
521090	Tree Trimming	72,082	55,833	10,000	10,000	71,362	65,000	65,000
521095	Tree Removal	94,667	53,547	94,430	94,430	34,692	116,724	42,500
521100	Tree Replacement	25,774	76,288	89,675	89,675	76,289	89,675	50,000
521102	Developer Reforestation Prog.	-	2,342	-	-	2,342	-	-
521103	EAB Program	66,108	46,793	73,589	70,000	25,787	92,764	56,500
521115	Landfill Fees	-	17,311	15,000	15,000	12,763	19,548	25,000
521125	Leased Equipment	1,437	450	-	-	437	450	1,500
521195	Telecommunications	1,666	3,316	4,151	4,151	2,401	5,544	4,000
590600	IFT / Health Insurance	63,283	88,035	44,790	44,790	82,609	73,432	86,200
590610	IFT / Insurance - General	47,600	48,400	51,200	51,200	48,133	67,333	86,200
590660	IFT / Manor Woods	-	10,000	10,000	10,000	10,000	10,000	-
590650	IFT / Equipment Service (O&M)	310,900	310,700	217,400	217,400	310,767	320,967	335,400
590655	IFT / Equipment Service (Repl)	256,800	310,400	232,000	232,000	292,633	335,467	348,000
	Subtotal	1,224,000	1,254,070	1,123,446	1,109,457	1,178,933	1,558,322	1,475,700
Commodities								
530100	Office Supplies	2,618	1,980	1,400	1,400	1,583	2,038	2,000
530105	Operating Supplies	14,208	16,616	9,300	15,000	17,306	21,167	12,200
530210	Asphalt	10,997	21,246	15,000	15,000	17,842	22,942	19,500
530225	Safety Supplies	11,323	6,598	6,150	6,400	7,421	7,494	6,500
530445	Uniforms	4,079	3,982	4,500	4,500	3,680	5,214	4,500
	Subtotal	43,225	50,422	36,350	42,300	47,832	58,855	44,700
Capital Outlay								
580110	Equipment	17,297	27,384	18,200	19,200	38,766	19,925	20,700
	Subtotal	17,297	27,384	18,200	19,200	38,766	19,925	20,700
TOTAL EXPENDITURES		\$ 1,817,277	\$ 2,218,287	\$ 1,711,796	\$ 1,694,157	\$ 2,006,674	\$ 2,500,384	\$ 2,363,500

GENERAL FUND
PUBLIC WORKS DEPARTMENT
 Operations - Streets
 (143300)

Village of Glen Ellyn
Calendar Year 2015 Budget

Object Code	Account Description	FY12/13 Actual	FY13/14 Actual	SY2014 8 Month Revised Budget	SY2014 8 Month Estimated Actual	Calendar Year 2013 Actual	Calendar Year 2014 Est. Actual*	Calendar Year 2015 Budget	
Personnel Services									
510100	Salaries - Pension	\$ -	\$ -	\$ 187,500	\$ 187,500	\$ -	\$ -	\$ 277,700	1
510120	Salaries - Non-pension	-	-	15,000	7,000	-	-	22,200	2
510200	Overtime	-	-	9,800	12,000	-	-	14,600	
510210	Snow	-	-	15,000	15,000	-	-	60,000	
510300	Temporary Help	-	-	23,100	23,100	-	-	18,800	3
510310	Temporary Help / Snow	-	-	8,000	8,000	-	-	24,500	4
510400	FICA	-	-	19,400	19,400	-	-	32,000	
510500	IMRF	-	-	25,200	25,200	-	-	32,000	
	Subtotal	-	-	303,000	297,200	-	-	481,800	
Contractual Services									
520600	Dues / Subscriptions	-	-	-	-	-	-	100	
520620	Employee Education	-	-	2,200	1,500	-	-	3,200	
520625	Travel	-	-	600	600	-	-	200	
520915	ESDA Expenses	-	-	4,800	4,800	-	-	8,900	5
520970	Maintenance / Bldgs & Grounds	-	-	800	800	-	-	11,400	6
520975	Maintenance / Equipment	-	-	7,300	4,500	-	-	7,500	
520995	Maintenance / Signs	-	-	19,500	19,500	-	-	29,000	7
521035	Maintenance / Street Painting	-	-	82,997	82,997	-	-	77,000	8
521040	Maintenance / Traffic Signals	-	-	16,200	16,200	-	-	27,000	9
521045	Maintenance / Street Lights	-	-	19,500	17,500	-	-	59,500	10
521055	Professional Services / Other	-	-	14,900	10,000	-	-	9,300	11
521057	CBD Appearance	-	-	8,800	8,800	-	-	6,300	12
521060	Snow Removal Services	-	-	7,414	7,414	-	-	20,000	13
521115	Landfill Fees	-	-	15,000	15,000	-	-	25,000	14
521125	Leased Equipment	-	-	-	-	-	-	1,500	
521195	Telecommunications	-	-	2,751	2,751	-	-	2,000	
590600	IFT / Health Insurance	-	-	24,840	24,840	-	-	38,500	
590610	IFT / Insurance - General	-	-	35,300	35,300	-	-	48,300	
590650	IFT / Equipment Service (O&M)	-	-	150,000	150,000	-	-	231,400	
590655	IFT / Equipment Service (Repl)	-	-	160,100	160,100	-	-	240,100	
	Subtotal	-	-	573,002	562,602	-	-	846,200	
Commodities									
530100	Office Supplies	-	-	700	700	-	-	1,000	
530105	Operating Supplies	-	-	2,300	6,000	-	-	6,000	
530210	Asphalt	-	-	15,000	15,000	-	-	19,500	15
530225	Safety Supplies	-	-	4,400	4,400	-	-	4,600	16
530445	Uniforms	-	-	2,475	2,475	-	-	2,500	
	Subtotal	-	-	24,875	28,575	-	-	33,600	
Capital Outlay									
580110	Equipment	-	-	12,700	13,700	-	-	16,500	17
	Subtotal	-	-	12,700	13,700	-	-	16,500	
	TOTAL EXPENDITURES	\$ -	\$ -	\$ 913,577	\$ 902,077	\$ -	\$ -	\$ 1,378,100	

This cost center was created beginning with the SY14 budget. Activity is totaled on the PW Operations budget page for comparison purposes.

*As only a partial calendar year is available for 2014 as the cost center was created in May, Calendar Year 2014 Estimated Actual is not presented.

**STREET DIVISION – GENERAL FUND
BUDGET FOOTNOTES**

1. **Salaries - FT:** Provides for four Maintenance Workers (100%) and one Street/Forestry Superintendent (50%).
2. **Salaries - PT:** Provides for one part-time Maintenance Worker (100%).
3. **Temporary Help:** Provides for two summer seasonal employees (12 weeks) and one extended seasonal (24 weeks) employee that work for the Street Division of Public Works. Seasonal employees work on all aspects of Street duties including assistance with asphaltting, street signage, CBD beautification, barricade drop off and pick up, special events such as the Taste of Glen Ellyn and Fourth of July parade.
4. **Temporary Help (Snow):** The Public Works Department hires temporary help to assist with our Snow and Ice Management Program. Individuals come from other Village Departments, the Glen Ellyn Fire Company, and other qualifying applicants. These seasonal employees are a vital part of a successful program each year.
5. **ESDA - Emergency Service and Disaster Agency:** Provides for the outdoor emergency warning siren remote radio telemetry contract and the monitoring and maintenance of the sirens.
6. **Maintenance / Buildings & Grounds:** Includes 40% of the cost for sidewalk salt for snow and ice removal; the other 60% of the cost is distributed among other funds (Parking, Historical Society, etc.) Also included is funding for Rt 38 paver maintenance and masonry repairs as needed.
7. **Maintenance- Signs:** Provides for aluminum sign blanks, sign-face materials, and signposts. The Street Division manufactures Stop and Yield signs in house and the cost is distributed to the sign blanks and sign materials in this line item.
8. **Maintenance - Street Painting:** Provides for supplies including paint, beads and thinner to perform in house maintenance of stop bars and crosswalks on an emergency basis. The anticipated life of a pavement marking is three years. CY15 fund contract line striping for both asphalt and concrete throughout the Village. Asphalt line striping is on a 3 year cycle. Concrete line striping is more aggressive because 70% of it has been deferred for 2 years.
9. **Maintenance - Traffic Signals:** Provides for maintenance costs shared with IDOT for traffic signals at Baker Hill/Roosevelt Road, Pershing Avenue/Route 53, DuPage Blvd/Route 53, and Spring Avenue/Route 53 intersections. IDOT pays 100% of the maintenance costs of all other signals on state roads. DuPage County is responsible for signals on Geneva and St. Charles Roads. Also includes contracted and in-house maintenance of six signalized intersections, three locations in the CBD, a flashing signal at Hill/Golf (Glen Oak CC), and the Opticom emergency vehicle traffic signal override system equipment. In CY 15 there is funding for the contracted yearly preventative maintenance of the Opticom system.

10. **Maintenance – Streetlights**: Provides for contract electrical maintenance services and streetlight parts necessary to maintain more than 800 lights and posts throughout Glen Ellyn with spare fixtures and poles in stock for quick repairs associated with knockdowns. Funding is also provided for total replacement of 3 gas lights within the village. Streetlight maintenance continues to be a large proportion of the Operations Division workload each year as more lights are added in several locations.
11. **Professional Services/Other**: Includes funding for weather forecasting and monitoring. Also included is funding to address electrical upgrades in the CBD associated with event and holiday light electrical needs.
12. **CBD Appearance**: Includes funding for American flags and flagpoles, the pressure washing sidewalk program in the CBD (attempts to address all sidewalks once every five years and addresses worst sidewalks as needed every year) and miscellaneous needs to improve the CBD appearance.
13. **Professional Services/Snow Removal**: Provides for contracted snow removal primarily from the CBD (Central Business District) streets and disposal at Ackerman Park and/or the Village Green Parking Lot on S Lambert Road. (This contract is approved in the fall for the entire winter season.)
14. **Landfill Fees**: Provides for the disposal of street sweepings, leaves and asphalt removed during street patching.
15. **Asphalt**: Provides for asphalt and emulsion used as a primer before asphalt placement. The asphalt will be used for minor repairs and pothole patching throughout the year; permanent repairs are hot mix asphalt and temporary repairs are cold mix. The Village's more comprehensive street patching program will be contracted out and funded in the Capital Projects Fund.
16. **Safety Supplies**: Provides funding for 75 barricades (25 with lights and 50 without lights), for traffic safety cones, and for safety hats, glasses, gloves, etc. Also funds the cost to provide OSHA required steel-toed boots for divisional employees.
17. **Capital Equipment**: Provides funding in CY15 for an asphalt walking saw to replace the 20 year old one currently have. Also funded is a rotary air hammer (replacing a 40yr old one), two impact drivers and one vehicle back up camera.

GENERAL FUND
PUBLIC WORKS DEPARTMENT
 Operations - Forestry
 (143400)

Village of Glen Ellyn
 Calendar Year 2015 Budget

Object Code	Account Description	FY12/13 Actual	FY13/14 Actual	SY2014 8 Month Revised Budget	SY2014 8 Month Estimated Actual	Calendar Year 2013 Actual	Calendar Year 2014 Est. Actual*	Calendar Year 2015 Budget	
Personnel Services									
510100	Salaries - Pension	\$ -	\$ -	\$ 159,400	\$ 159,400	\$ -	\$ -	\$ 249,200	1
510120	Salaries - Non-pension	-	-	-	-	-	-	-	
510200	Overtime	-	-	9,800	9,800	-	-	14,600	
510300	Temporary Help	-	-	27,900	23,100	-	-	27,400	2
510400	FICA	-	-	14,300	14,300	-	-	22,400	
510500	IMRF	-	-	19,400	19,400	-	-	27,000	
	Subtotal	-	-	230,800	226,000	-	-	340,600	
Contractual Services									
520600	Dues / Subscriptions	-	-	1,100	1,100	-	-	1,700	
520620	Employee Education	-	-	3,100	3,100	-	-	4,100	
520625	Travel	-	-	200	200	-	-	500	
520635	Safety Training	-	-	1,500	1,500	-	-	1,500	
520970	Maintenance / Bldgs & Grounds	-	-	27,000	27,000	-	-	45,500	3
520975	Maintenance / Equipment	-	-	6,000	6,000	-	-	5,900	
521055	Professional Services / Other	-	-	15,800	15,800	-	-	15,800	4
521057	CBD Appearance	-	-	41,500	41,500	-	-	41,000	5
521090	Tree Trimming	-	-	10,000	10,000	-	-	65,000	6
521095	Tree Removal	-	-	94,430	94,430	-	-	42,500	7
521100	Tree Replacement	-	-	89,675	89,675	-	-	50,000	8
521102	Developer Reforestation Prog.	-	-	-	-	-	-	-	9
521103	EAB Program	-	-	73,589	70,000	-	-	56,500	10
521195	Telecommunications	-	-	1,400	1,400	-	-	2,000	
590600	IFT / Health Insurance	-	-	19,950	19,950	-	-	47,700	
590610	IFT / Insurance - General	-	-	15,900	15,900	-	-	37,900	
590660	IFT / Manor Woods	-	-	10,000	10,000	-	-	-	
590650	IFT / Equipment Service (O&M)	-	-	67,400	67,400	-	-	104,000	
590655	IFT / Equipment Service (Repl)	-	-	71,900	71,900	-	-	107,900	
	Subtotal	-	-	550,444	546,855	-	-	629,500	
Commodities									
530100	Office Supplies	-	-	700	700	-	-	1,000	
530105	Operating Supplies	-	-	7,000	9,000	-	-	6,200	
530225	Safety Supplies	-	-	1,750	2,000	-	-	1,900	11
530445	Uniforms	-	-	2,025	2,025	-	-	2,000	
	Subtotal	-	-	11,475	13,725	-	-	11,100	
Capital Outlay									
580110	Equipment	-	-	5,500	5,500	-	-	4,200	12
	Subtotal	-	-	5,500	5,500	-	-	4,200	
	TOTAL EXPENDITURES	\$ -	\$ -	\$ 798,219	\$ 792,080	\$ -	\$ -	\$ 985,400	

This cost center was created beginning with the SY14 budget. Activity is totaled on the PW Operations budget page for comparison purposes.

*As only a partial calendar year is available for 2014 as the cost center was created in May, Calendar Year 2014 Estimated Actual is not presented.

**FORESTRY DIVISION – GENERAL FUND
BUDGET FOOTNOTES**

1. **Salaries - FT:** Provides for four Maintenance Workers (100%) and one Street/Forestry Superintendent (50%).
2. **Temporary Help:** Provides for four summer seasonal employees (12 weeks) and one extended seasonal (24 weeks) employee that work for the Street Division of Public Works. Seasonal employees work on all aspects of Forestry duties including assistance with tree removal, stump grinding, parkway restorations, flower planting, tree watering, mowing grass at various locations throughout the Village, and special events such as the Taste of Glen Ellyn and Fourth of July parade.
3. **Maintenance / Buildings & Grounds:** Includes funding for miscellaneous plant replacement, for the annual contract landscape maintenance program for all Village owned properties other than those under lock and key for security issues and the Public Works Reno Center. (Maintenance items related to other fund assets will be found in those budgets). In CY15, funding for landscape maintenance is increased due to the expiration of a three year contract at the end of 2014.
4. **Professional Services/Other:** Includes funding for weather forecasting and monitoring, Consulting Forester services. Additional services include a contracted tree inventory in Zone E in CY15.
5. **CBD Appearance:** Funds material costs for four seasonal CBD flower plantings, four contracted seasonal flower clock displays, and to miscellaneous needs to improve the CBD appearance. In CY15, funding continues to be dedicated for CBD planting bed upgrades and CY15 has funding for plantings in the Crescent/Glenwood parking lot.
6. **Tree Trimming:** The 2015-16 Program (CY15) will include all trees in Zone E. (This will complete a 3 year contract that follows past FY year time lines.)
7. **Tree Removal:** Funds the second year of a three year contract providing for contractor removal of approximately 120 trees of 15" diameter and larger. We look to continue to utilize the tree contractor to remove stumps to grade and either Village crews or a Landscape Maintenance contractor will remove the rest of the grindings and restore with soil and seed.
8. **Tree Replacement:** In CY15, 200 trees will be planted, (100 in Spring and 100 in Fall) by a contractor. This is a change from the two previous budgets where a portion of parkway trees were planted by in house staff. The Forestry division will be planting all specialty areas such as the Prairie Path, Manor Woods, Panfish Park and Central Business District. These areas generally cost more when planted by a contractor as they often require special arrangements for permits, traffic control, parking lot closures and general public relations.

9. **Developer Reforestation Program:** This fund used to provide maintenance to parkway trees that are damaged during construction by developers, builders and contractors. It is paid in the form of tree deposits set aside for parkway tree restoration and maintenance of damaged trees associated with private and public projects.
10. **EAB (Emerald Ash Borer) Program:** In March 2009, the Illinois Department of Agriculture confirmed the presence of EAB in Glen Ellyn. Since then, the Village has developed an EAB Management Plan which calls for a number of actions to be taken to combat this deadly insect. The Program for SY14 included funding for the chemical treatment of 153 trees by a contractor (an every other year program) and chemical treatment of 155 trees by Village crews. We are at the end of a 5 year Grant program that provided free treatment for 226 trees. In CY15 funding continues to provide the treatment of both in house and contractor treated trees as well as treatment for the trees receiving treatment under the expired Grant. These trees will be divided up for treatment utilizing both in house staff and a contractor.
11. **Safety Supplies:** Provides funding for traffic safety cones, and for PPE (safety hats, glasses, gloves, etc). Also funds the cost to provide OSHA required steel-toed boots for divisional employees.
12. **Capital Equipment:** Provides funding in CY15 for one medium ground saw, a push mower, and a magnetic line locator to identify property pins, and a vehicle back up camera.

VILLAGE OF GLEN ELLYN
 CY 15 ANNUAL BUDGET
 PERSONNEL SCHEDULE

PUBLIC WORKS DEPARTMENT - OPERATIONS DIVISION

<u>Classification</u>	<u>Status</u>	<u>Salary Range*</u>	<u>FY11/12 Budgeted Employees</u>	<u>FY12/13 Budgeted Employees</u>	<u>FY13/14 Budgeted Employees</u>	<u>SY 14 Budgeted Employees</u>	<u>CY 15 Budgeted Employees</u>
Street/Forestry Superintendent	FT	N	-	-	1.00	1.00	1.00
Utilities Superintendent	FT	N	-	-	1.00	1.00	1.00
Project Coordinator	FT	G	1.00	1.00	-	-	-
Sr Water Plant Operator	FT	L	1.00	1.00	1.00	1.00	1.00
Water Plant Operator I	FT	I	-	-	1.00	1.00	1.00
Crew Leader I	FT	I	3.00	3.00	3.00	3.00	3.00
Crew Leader II	FT	J	-	-	1.00	1.00	1.00
Customer Service Worker	FT	G	1.00	1.00	1.00	1.00	1.00
Maintenance Worker II	FT	F	9.30	9.30	5.40	5.40	5.40
Maintenance Worker I	FT	E	4.00	4.00	6.00	6.00	6.00
Forestry Intern	PT	N/A	0.19	-	-	0.19	0.19
Village Forester	PT	L	0.60	0.60	-	-	-
Seasonal Staff	PT	N/A	<u>3.57</u>	<u>3.57</u>	<u>3.57</u>	<u>3.57</u>	<u>3.57</u>
TOTAL EMPLOYEES (Full-time Equivalents)			<u>23.66</u>	<u>23.47</u>	<u>23.97</u>	<u>24.16</u>	<u>24.16</u>
Full-time Number of Positions			19	19	20	20	20
Part-time Number of Positions	I		44	44	44	45	45

PARKING FUND

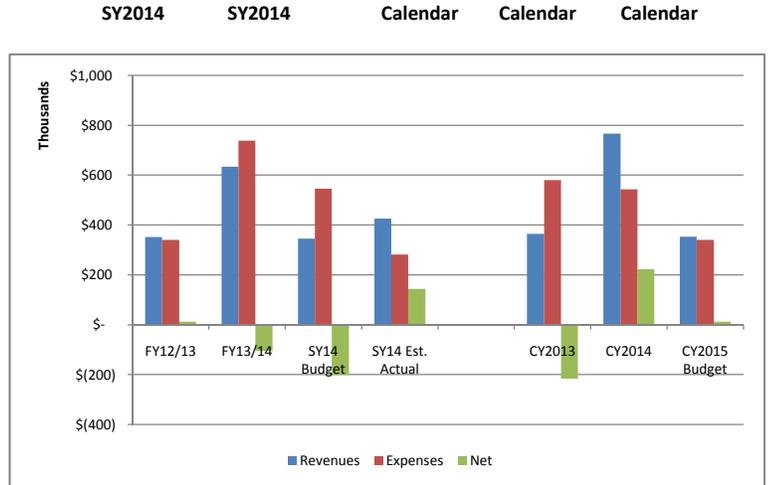
*Village of Glen Ellyn
Calendar Year 2015 Budget*

Object Code	Account Description	FY12/13 Actual	FY13/14 Actual	SY2014	SY2014	Calendar	Calendar	Calendar
				8 Month Revised Budget	8 Month Estimated Actual	Year 2013 Actual	Year 2014 Est. Actual	Year 2015 Budget
<u>Revenues / Inflows (5300)</u>								
430100	Federal Grant Revenue	\$ -	\$ 285,740	\$ -	\$ 128,000	\$ -	\$ 413,740	\$ -
430200	State Grant Revenue	4,114	-	53,340	-	4,114	-	-
440530	Leased Parking Lot Fees	249,651	249,289	222,000	230,000	255,339	257,437	255,000
440532	Duane St / Lorraine Lot	70,737	68,495	51,000	50,000	73,120	67,924	70,000
440534	Coin Collections / Village Lots	18,603	19,560	12,800	12,100	20,480	18,879	20,000
440538	CNW Lot	4,305	3,640	2,600	2,000	4,110	2,983	4,000
460100	Interest Income	2,659	2,922	2,000	1,900	2,885	2,827	2,800
489000	Miscellaneous Income	1,725	4,244	1,000	1,200	4,419	2,475	1,000
489010	Lease Agreement - Ord 5808	300	300	300	300	300	300	300
TOTAL REVENUES		\$ 352,094	\$ 634,190	\$ 345,040	\$ 425,500	\$ 364,767	\$ 766,565	\$ 353,100
<u>Expenses / Outflows (53000)</u>								
Contractual Services								
520700	Legal - General Counsel	\$ 10,563	\$ -	\$ -	\$ -	\$ 56	\$ -	\$ -
520905	Printing	-	-	500	-	-	-	500
520970	Maintenance / Bldgs & Grounds	45,438	41,413	53,000	53,000	26,049	68,926	46,300 1
521055	Professional Services / Other	17,424	9,387	-	5,000	9,569	5,405	10,000
521155	Rental / Lease	23,521	23,840	15,700	19,000	23,263	23,643	23,500 2
521200	Utilities	2,308	3,066	2,200	4,500	2,731	5,259	3,500
590120	IFT / Service Charge	9,800	11,000	7,400	7,400	10,600	11,067	11,000
590130	IFT / Service Charge (PW)	104,900	104,900	70,300	70,300	132,100	78,067	104,900
590132	IFT / PW Operations - General	40,800	40,800	27,300	27,300	13,600	68,100	40,800 3
590610	IFT / Insurance - General	600	600	500	500	600	700	800
	Subtotal	255,354	235,006	176,900	187,000	218,568	261,167	241,300
Commodities								
530105	Operating Supplies	3,178	5,965	4,200	4,200	5,965	4,200	4,500
	Subtotal	3,178	5,965	4,200	4,200	5,965	4,200	4,500
Capital Outlay								
580100	Capital Projects	73,612	497,851	364,399	90,000	356,089	277,986	95,000 4
580110	Equipment	8,227	-	-	-	-	-	-
	Subtotal	81,839	497,851	364,399	90,000	356,089	277,986	95,000
TOTAL EXPENSES		\$ 340,371	\$ 738,822	\$ 545,499	\$ 281,200	\$ 580,622	\$ 543,353	\$ 340,800
FUND INCREASE (DECREASE)		\$ 11,723	\$ (104,632)	\$ (200,459)	\$ 144,300	\$ (215,855)	\$ 223,212	\$ 12,300

PARKING FUND

Village of Glen Ellyn
Calendar Year 2015 Budget

<u>Available Cash Analysis</u>	
Available, May 1, 2014	\$ 1,047
Preliminary SY14 Inflow/(Outflow)	144
Budgeted CY15 Inflow/(Outflow)	12
Less Reserve Policy	(69)
Projected Available, December 31, 2015	<u>\$ 1,135</u>
<u>Reserve Policy (28% of operating budget)</u>	
Operating Budget (CY2015)	\$ 246
Capital Expenditures	90
Total Parking Fund Budget	<u>\$ 336</u>



<u>VILLAGE PARKING LOTS IN DOWNTOWN AREA</u>	<u>Available Spaces</u>
Train Station Lots	226
Park / Montclair	173
Main Street	42
Crescent / Glenwood	81
Crescent Merchant	16
Hillside Merchant	15
Duane / Glenwood	47
Pennsylvania / Fire Station	76
Pennsylvania / Fire Station (Merchant)	51
	<u>727</u>
Duane / Lorraine	247
Metered - 3 hour	106
Metered - 6 hour	109
Handicapped	8
TOTAL*	<u><u>1,197</u></u>

**PARKING FUND
BUDGET FOOTNOTES**

1. **Maintenance / Buildings & Grounds:** Funds routine maintenance of the parking facilities and equipment including lights, meters, irrigation, signage, landscape, etc. Also included is funding for contracted line striping on an as needed basis.
2. **Rental / Lease:** The Village maintains portions of its parking spaces along the railroad on Union Pacific property. The Village pays rent to the Union Pacific in an amount which approximates 1/3 of revenues generated on U.P. property. The Village is also leasing the parking lot at 485 Pennsylvania.
3. **IFT / Public Works Operations - General:** Inter-fund transfer to reimburse the General Fund for snow removal, parking space striping and lot sweeping by the Public Works Operations Division.
4. **Capital Improvements:** Funding in CY15 is for resurfacing of the UP West and two of the four Train Station lots and asphalt patching the Civic Center lot.

OPERATIONS – WATER/SEWER

The Utilities Division is responsible for the operation and maintenance of the Village water distribution and sanitary sewer collection systems, as well as, the storm water conveyance system. The storm sewer system is a separate system than the sanitary sewer system. The Village has 8,053 residential and 485 commercial services, for a total of 8,538 utility billing addresses, of which approximately 150 are for properties outside of the Village limits. Duties include: monitoring of distribution and storage of potable water and associated regulatory reporting requirements, repair of water mains, valves, hydrants, customer water service lines and valve boxes located in the public right-of-way, hydrant flow testing, water valve exercising, water meter installation, repair and testing, water quality testing, water and sewer utility structure repairs, sanitary sewer lift station maintenance, sanitary and storm sewer system cleaning and televising. Additional duties include responding to resident requests for service and assistance.

Water Production, Pumping, Storage, and Distribution System

- Two pressure adjusting stations located where Glen Ellyn receives Lake Michigan water from the DuPage Water Commission.
- Two 1,000,000 gallon ground storage reservoirs and two elevated storage tanks of 500,000 and 750,000 gallon capacity.
- Two stand-by ground water wells and two water pumping stations.
- 147.58 miles of water mains; 1,265 fire hydrants; 1,368 water main line valves; and 8,717 water meters.
- Supervisory Control and Data Acquisition (SCADA) monitoring and control system.

Sanitary Sewer System

- 85 miles of sanitary sewer mains.
- 4 sanitary sewer lift stations.
- Approximately 2,000 manholes.

Storm Sewer System

- 70 miles of storm sewer mains.
- 3,165 storm sewer inlets and catch basins.
- 1,200 storm sewer manholes.

Division Accomplishments for SY14

1. Developed and adopted a Village of Glen Ellyn Cross Control Ordinance and program policy. Contracted Aqua Backflow to provide third party administration of the program policy.
2. Completed and tested within allowable ranges the EPA/IEPA mandated lead copper sampling study, the UCMR3 unregulated contaminants study and the disinfection by products study.
3. Completed a need assessment to determine the scope of a SCADA control and telemetry system upgrade project.

4. Rebuilt the south masonry wall, replaced the main entrance and chemical room entrance doors and repaired the roof at the Wilson Avenue Pumping Station.
5. Rebuilt the isolation valves and installed a new sump pump at South Park Lift Station.
6. Replaced all four isolation valves and both check valves at Memory Court Lift Station.
7. Drained the Nicol and Roosevelt retention pond and cleaned the incoming and outgoing storm sewers to return the pond to a more functional storm water storage facility.
8. Drained, cleaned and inspected the interior of Cottage Avenue Water Tower.
9. Cleaned all nine Lake Ellyn/Riford road Vortex Separators.
10. Drained and cleaned all four lift station wet wells.
11. This year on the water distribution system we pulled routine bacteria samples at a rate of 30 per month, collected all required new construction bacteria samples and collected water main break samples as needed. On the two emergency back-up wells we performed monthly bacteria samples and quarterly tests for volatile organic compounds, synthetic organic compounds, inorganic chemicals, nitrates/nitrites and radionuclide.
12. Met all state and federal drinking water regulatory requirements.
13. Updated Water Atlas, flushed and lubed all 1,265 hydrants, and flushed all low flow dead end hydrants an additional two times.
14. Repaired 20 water main breaks.
15. Exercised 700 of the 1368 Water Distribution System main line valves. All valves have been exercised and inspected over the last two years as part of an initiative that began in 2012.
16. Televised eight miles of sanitary sewer main in house and prioritized the maintenance and reconstruction needs of these mains.
17. Cleaned 250 catch basins.
18. Responded to 70 sanitary sewer back up calls on residential lines and cleared 9 back-ups on Village owned sanitary mains.
19. Completed 313 work orders and responded to 317 requests.
20. Marked sanitary sewer, storm sewer and water main locates for 4,250 JULIE requests.
21. Installed a new trench drain system in the mechanics bays and rehabbed the catch basin trap in the wash bay.

22. 20 hydrants repaired, 7 water distribution main line valves repaired, 3 water service repairs, 25 B-box repairs, 4 B-boxes replaced, 20 storm sewer structures rebuilt, 45 storm sewer structure repairs, 2 culverts replaced, 3 sewer main repairs, 1 sewer cleanout installed, replaced 60 open pick manhole lids , 88 construction site restorations and 574 tons of construction site spoil loaded out.
23. Training includes classes in wastewater collection systems, water production plant operations, CPR certification, shoring, confined space entry, flagger training and NIMS/FEMA.

Division Goals for CY15

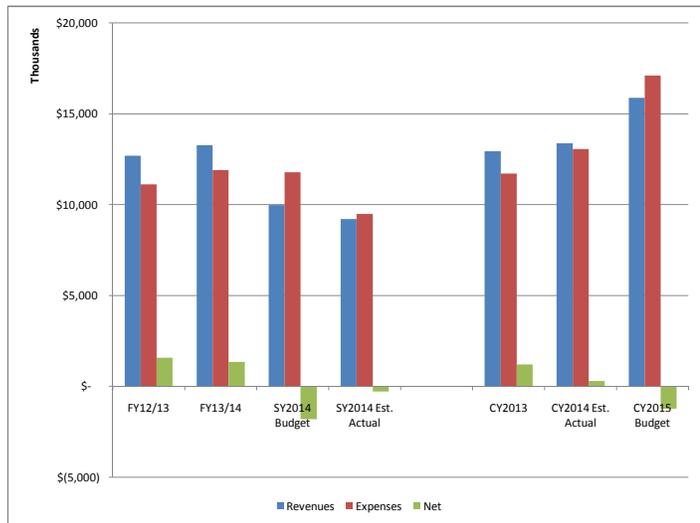
1. Reduce the amount of unaccounted water in the LMO report. This will reduce overall water costs to the Village.
2. Drain, clean and inspect both of our underground one million gallon distribution system reservoirs.
3. To improve water quality and flow characteristics we will ice pig 1000 feet of water main on Travers Avenue.
4. Perform a complete leak survey and water audit of our entire water distribution system.
5. Upgrade the SCADA communication and control by replacing original RTU's with new PLC's and upgrading software packages.
6. Exercise half of the total 1,368 water distribution valves so that every valve is exercised once every two years.
7. Clean and inspect 250 catch basins.
8. "In House" televising and cleaning of sanitary sewers will continue this year to reduce contractor expenses for sewer inspections. Our goal is to televise all sanitary sewer overflows for timely reports to the IEPA and 100% of all sanitary sewers that are pressure cleaned. The division plans to televise 15 miles of sanitary sewer and 1 mile of storm sewer. In addition, 2 miles of large diameter sanitary sewer will be televised by a contractor.
9. Clean the 9 storm sewer vortex separators in the Lake Ellyn / Riford Road storm sewer basin.
10. Continue training new and recently promoted employees.
11. Continue training to meet FEMA / NIMS requirements, and to train with DuPage Department of Homeland Security as scheduled.
12. Continue to monitor problematic sump pump discharge issues within Village Right of Way.
13. Introduce a cost share program for both problem sump pumps and rear yard flooding that meet pre-established criteria.

WATER AND SANITARY SEWER FUND

Fund Summary

Object Code	Account Description	FY12/13 Actual	FY13/14 Actual	SY2014	SY2014	Calendar	Calendar	Calendar
				8 Month Revised Budget	8 Month Estimated Actual	Year 2013 Actual	Year 2014 Est. Actual	Year 2015 Budget
Water and Sanitary Sewer Revenues								
410112	Special Service Area Tax (Lambert Farms)	\$ 96,967	\$ 96,966	\$ 97,000	\$ 97,000	\$ 96,966	\$ 97,000	\$ 97,000
440510	Metered Water Revenue	5,952,563	6,360,485	4,789,000	4,550,000	6,073,058	6,606,261	8,151,000
440520	Sanitary Sewer Revenue	5,574,106	5,378,607	4,077,000	3,615,000	5,319,686	5,281,032	6,229,000
440521	Illinois American Water (Sewer)	412,844	608,430	500,000	450,000	614,711	623,817	633,200
440522	DuPage County (Sewer)	472,147	501,523	390,000	320,000	570,036	487,001	515,000
440527	Utility Inspections	26,250	35,380	20,000	20,000	27,450	32,930	32,000
440529	Clearwater Inspections	25,100	28,850	16,000	18,000	28,200	25,600	26,000
449000	Connection Fees	73,037	150,837	50,000	85,000	115,050	134,287	120,000
460100	Interest Income	14,308	19,778	7,000	14,800	17,812	22,278	17,000
	Other Revenue	58,500	90,329	37,000	48,000	75,303	74,674	73,000
	TOTAL REVENUES	\$ 12,705,822	\$ 13,271,185	\$ 9,983,000	\$ 9,217,800	\$ 12,938,272	\$ 13,384,880	\$ 15,893,200
Water and Sanitary Sewer Expenses								
<u>Water Division</u>								
	Personnel Services	\$ 615,213	\$ 606,509	\$ 450,300	\$ 436,000	\$ 611,191	\$ 623,977	\$ 705,500
	Contractual Services	903,415	962,608	701,780	662,700	901,698	1,033,043	1,026,200
	Commodities	3,251,087	3,284,458	2,802,300	2,797,400	3,378,411	3,848,327	4,631,700
	Capital Outlay	806,581	1,333,104	2,533,070	966,000	1,304,755	1,073,566	3,161,200
	Subtotal Water Division	5,576,296	6,186,679	6,487,450	4,862,100	6,196,055	6,578,913	9,524,600
<u>Sanitary Sewer Division</u>								
	Personnel Services	479,200	570,665	415,300	436,800	545,993	609,542	594,400
	Contractual Services	3,959,146	4,140,218	3,076,771	3,037,310	4,120,826	4,452,225	4,504,652
	Commodities	12,790	13,013	12,300	12,975	12,916	16,466	14,000
	Capital Outlay	1,094,510	1,003,419	1,792,331	1,138,000	848,629	1,415,869	2,471,200
	Subtotal Sanitary Sewer Division	5,545,646	5,727,315	5,296,702	4,625,085	5,528,364	6,494,102	7,584,252
	TOTAL EXPENSES	\$ 11,121,942	\$ 11,913,994	\$ 11,784,152	\$ 9,487,185	\$ 11,724,419	\$ 13,073,015	\$ 17,108,852
	FUND INCREASE (DECREASE)	\$ 1,583,880	\$ 1,357,191	\$ (1,801,152)	\$ (269,385)	\$ 1,213,853	\$ 311,865	\$ (1,215,652)

<u>Available Cash Analysis (000's)</u>	
Available, May 1, 2014	\$ 7,728
Preliminary SY14 Inflow/(Outflow)	(269)
Budgeted CY15 Inflow/(Outflow)	(1,216)
Projected Available, December 31, 2015	<u>\$ 6,243</u>
Minimum Reserve Policy as of CY15	2,158
Projected Available over (under) policy as of 12-31-15	4,085



WATER AND SANITARY SEWER FUND
Revenues

Village of Glen Ellyn
 Calendar Year 2015 Budget

Object Code	Account Description	FY12/13 Actual	FY13/14 Actual	SY2014 8 Month Revised Budget	SY2014 8 Month Estimated Actual	Calendar Year 2013 Actual	Calendar Year 2014 Est. Actual	Calendar Year 2015 Budget	
<u>Water Revenues / Inflows (5010)</u>									
440510	Metered Water Revenue	\$ 5,952,563	\$ 6,360,485	\$ 4,789,000	\$ 4,550,000	\$ 6,073,058	\$ 6,606,261	\$ 8,151,000	1
440512	Sale of New Meters	31,075	55,645	20,000	29,000	44,260	47,220	49,000	
440515	Water Main Construction Reimb.	-	-	-	-	-	-	-	
440527	Utility Inspections	13,125	17,665	10,000	10,000	13,700	16,465	17,000	
449000	Water Connection Fees	43,937	100,515	30,000	60,000	80,050	89,965	80,000	
460100	Interest Income	7,154	9,889	3,500	7,400	8,906	11,139	9,000	
489000	Miscellaneous Revenue	25,981	30,002	13,500	15,000	27,824	21,941	20,000	
489100	Miscellaneous Over/Short	(1,345)	117	-	-	(1,373)	83	-	
	TOTAL WATER REVENUES	6,072,490	6,574,318	4,866,000	4,671,400	6,246,425	6,793,074	8,326,000	
<u>Sanitary Sewer Revenues / Inflows (5020)</u>									
410112	Special Service Area Tax (Lambert Farms)	96,967	96,966	97,000	97,000	96,966	97,000	97,000	2
440520	Metered Sewer Revenue	5,288,199	5,093,545	3,887,000	3,425,000	5,033,599	4,995,909	5,944,000	3
440521	Illinois American Water	412,844	608,430	500,000	450,000	614,711	623,817	633,200	4
440522	DuPage County	472,147	501,523	390,000	320,000	570,036	487,001	515,000	5
440524	Sewer Repair Reimbursement	285,907	285,062	190,000	190,000	286,087	285,123	285,000	6
440526	Sewer Permit Fees	29,100	49,322	20,000	25,000	35,000	44,322	40,000	
440527	Utility Inspections	13,125	17,715	10,000	10,000	13,750	16,465	15,000	
440529	Clearwater Inspections	25,100	28,850	16,000	18,000	28,200	25,600	26,000	
449000	Dev. Reimb/Water Connection Fee	-	1,000	-	1,000	1,000	1,000	-	
460100	Interest Income	7,154	9,889	3,500	7,400	8,906	11,139	8,000	
489000	Miscellaneous Revenue	3,300	4,430	3,500	3,000	4,070	4,280	4,000	
489100	Miscellaneous Over/Short	(511)	135	-	-	(478)	150	-	
	TOTAL SEWER REVENUES	6,633,332	6,696,867	5,117,000	4,546,400	6,691,847	6,591,806	7,567,200	
	TOTAL WATER & SEWER REVENUES	\$ 12,705,822	\$ 13,271,185	\$ 9,983,000	\$ 9,217,800	\$ 12,938,272	\$ 13,384,880	\$ 15,893,200	

**WATER AND SANITARY SEWER FUND
REVENUE BUDGET FOOTNOTES**

1. **Metered Water Revenue:** Projected revenues for metered water sales are based on estimated water purchased from the DuPage Water Commission of approximately 929 million gallons during Calendar Year 2015. We usually bill about 90% of the water we purchase (a portion of the water we purchase is unmetered or otherwise unaccounted for and is unbilled; examples include hydrant flushing, system leaks, meter accuracy). Based on this, we would expect to bill about 836 million gallons in CY15.

Year	Gallons billed	Rate	Revenue
CY15	836,000,000	\$9.75	\$8,151,000

In 2012, the Village reviewed the adopted water and sewer rates through 2015. These combined rates will grow by 9.5% each year, and will cover the additional costs of water and services, as well as make appropriate capital investments. As part of that plan, there will be a 15% increase in the Village’s water rate as of January 1, 2015. The Commission will continue to increase rates due to the loss of the Commission’s sales tax in 2016 and to incorporate large rate increases passed on by the City of Chicago. Approved (by the DWC) rate increases are as follows:

Schedule of water
commodity rate increases

Date of Change	Rate per 1,000 Gal.	% Change
January 1, 2012	\$2.99	30%
January 1, 2013	\$3.59	20%
January 1, 2014	\$4.23	18%
January 1, 2015	\$4.95	17%

See Water Fund expenditure footnotes for additional details.

A summary of recent water rate adjustments is presented below:

Five year schedule of water rate changes

<u>Date of Change</u>	<u>Rate per 1,000 Gal.</u>	<u>% Change</u>
July 1, 2009	\$5.49	7.6%
June 1, 2010	\$6.04	10.0%
May 1, 2011	\$6.34	5.0%
January 1, 2012	\$6.42	1.3%
January 1, 2013	\$7.41	15%
January 1, 2014	\$8.50	15%
<u>Future rates:</u>		
January 1, 2015	\$9.75	15%

See the appendix for more historical rate information.

2. **Special Service Area Tax (Lambert Farms):** CY15 represents year 9 of a 20 year special service area which was established in 2006 to reimburse the Village for the construction of a new sanitary sewer system in the Lambert Farms subdivision which was previously served by private septic systems.

3. **Metered Sewer Revenue:** Projected revenues for sanitary sewer usage are based on estimated water purchased from the DuPage Water Commission of approximately 929 million gallons during CY15. We usually bill about 90% of the water we purchase (a portion of the water we purchase is unmetered or otherwise unaccounted for and is unbilled; examples include hydrant flushing, system leaks, meter accuracy). Based on this, we would expect to bill about 836 million gallons in CY15.

Year	Gallons billed	Rate	Revenue
CY15	836,000,000	\$7.11	\$5,944,000

In 2012, the Village reviewed the adopted water and sewer rates through 2015. These combined rates will grow by 9.5% each year, and will cover the additional costs of services, as well as make appropriate capital investments. As part of that plan, there will be a 3% increase in the Village’s sewer rate as of January 1, 2015. The proposed rate adjustment is needed to support operating cost increases, including payment to the Glenbard Wastewater Authority, and to support scheduled infrastructure improvements.

A summary of recent sewer rate adjustments is presented below:

Five year schedule of sewer rate changes

<u>Date of Change</u>	<u>Rate per 1,000 Gal.</u>	<u>% Change</u>
June 1, 2008	\$4.45	3.5%
June 1, 2010	\$4.90	10.0%
May 1, 2011	\$5.39	10.0%
January 1, 2012	\$6.42	19.1%
January 1, 2013	\$6.65	4.0%
January 1, 2014	\$6.90	4.0%
<u>Future rates:</u>		
January 1, 2015	\$7.11	3.0%

See the appendix for more historical rate information.

4. **Illinois American Water:** The Illinois American Water Company (formerly Citizens Utilities) is a privately owned utility company that serves an area south of Butterfield Road (such as the Valley View subdivision), and an area east of the river, north of Butterfield Road. Illinois American is a sanitary sewer customer of the Village of Glen Ellyn whose sewage is treated by, and represents about 9% of the total sewage flow treated by the Glenbard Wastewater Authority (GWA). Illinois American pays Glen Ellyn fees for sewage treatment at a rate based on the Wastewater Authority's operating budget and maintenance costs of the South Regional Interceptor which is the transmission line to the GWA.
5. **DuPage County:** There are some 500 unincorporated addresses north of Glen Ellyn which are on the DuPage County sanitary sewer collection and utility billing system but whose sanitary sewage is treated by the Glenbard Wastewater Authority. DuPage County remits amounts billed for sanitary sewer service to the Village on a bi-monthly basis.
6. **Sanitary Sewer Repair Reimbursement:** This account is designed to assist residents with a 50-50 share of repair costs to their private sanitary service lines under a street or within 10 feet of the edge of a street. Each village utility customer address with a sanitary sewer charge pays \$2 per month to fund this program. An additional flat charge of \$1 per month (\$100,000 annual) was added effective May 1, 2006 to assist the Village in completing "inflow and infiltration" reduction projects which will reduce the amount of storm water ("clear water") which enters the sanitary sewer system. This "clear water" increases sewage treatment costs, causes capacity problems at the Glenbard Wastewater Plant, and causes sewage back-ups into some homes during significant storm events.

WATER AND SANITARY SEWER FUND
Water Division

Village of Glen Ellyn
Calendar Year 2015 Budget

Object Code	Account Description	FY12/13 Actual	FY13/14 Actual	SY2014 8 Month Revised Budget	SY2014 8 Month Estimated Actual	Calendar Year 2013 Actual	Calendar Year 2014 Est. Actual	Calendar Year 2015 Budget	
Water Expenses / Outflows (50100)									
Personnel Services									
510100	Salaries - Pension	\$ 445,119	\$ 456,816	\$ 323,000	\$ 323,000	\$ 460,596	\$ 465,569	\$ 513,800	1
510120	Salaries - Non-pension	32,285	33,978	38,300	24,000	34,168	34,300	48,100	2
510200	Overtime	33,670	19,902	15,000	15,000	19,491	21,492	30,500	
510300	Temporary Help	11,670	4,184	7,000	7,000	4,145	7,039	12,100	3
510400	FICA	38,191	37,542	28,000	28,000	37,858	39,680	46,000	
510500	IMRF	54,278	54,087	39,000	39,000	54,933	55,897	55,000	
		615,213	606,509	450,300	436,000	611,191	623,977	705,500	
Contractual Services									
520305	Employee Recognition	142	477	500	500	529	555	500	
520600	Dues / Subscriptions	3,320	2,732	2,000	2,000	3,153	2,604	2,400	
520620	Employee Education	1,533	3,034	4,350	3,200	2,384	3,950	10,200	
520625	Travel	2,082	3,884	2,500	2,200	2,690	4,169	3,700	
520700	Professional Services / Legal	-	-	3,000	3,000	-	3,000	3,000	
520835	Banking Services	20,398	15,028	12,000	12,000	19,518	16,794	18,700	4
520860	Bad Debt Expense	-	-	-	-	-	-	-	
520900	Postage	9,960	16,695	14,000	14,000	9,329	21,566	14,000	
520970	Maintenance / Bldgs & Grounds	51,298	41,352	32,500	32,700	44,859	48,784	52,400	5
520975	Maintenance / Equipment	7,090	7,739	14,500	6,000	6,622	8,500	23,800	
520985	Maintenance / ROW	52,128	53,084	48,279	48,000	48,232	70,543	59,000	6
521015	Maintenance / Water Meters	46,956	63,948	40,000	60,000	46,997	85,255	68,000	7
521020	Maintenance / Hydrants	12,560	354	42,000	30,500	9,599	30,575	47,800	8
521025	Maintenance / Valves	3,234	2,611	7,500	5,400	2,214	6,260	10,000	
521050	Maintenance / Other	18,001	11,298	14,000	9,500	14,870	13,923	20,000	9
521055	Professional Services / Other	131,689	198,659	176,441	140,000	136,136	249,718	248,400	10
521065	JULIE	6,337	6,842	3,600	3,600	6,536	7,174	11,700	
521195	Telecommunications	3,860	5,191	3,600	3,100	4,622	5,027	6,400	
521200	Utilities	34,353	45,617	20,000	26,000	26,423	60,363	29,200	
590113	IFT / Facilities Maintenance	10,000	10,000	6,700	6,700	10,000	10,033	10,000	
590120	IFT / Service Charge	150,000	150,000	100,500	100,500	150,000	150,500	150,000	
590130	IFT / Service Charge (PW)	90,700	-	-	-	30,233	-	-	
590131	IFT / General Fund Engineering	18,700	-	-	-	6,233	-	-	
590132	IFT / PW Operations - General	10,000	-	-	-	3,333	-	-	
590600	IFT / Health Insurance	62,574	78,963	43,010	43,000	76,620	66,250	55,900	
590610	IFT / Insurance - General	35,600	52,300	28,000	28,000	46,733	45,433	55,000	
590650	IFT / Equipment Service (O&M)	63,800	53,000	42,800	42,800	56,600	60,467	66,100	
590655	IFT / Equipment Service (Replace)	57,100	64,800	40,000	40,000	62,233	61,600	60,000	
590910	IFT / Contribution to Recreation Fund	-	75,000	-	-	75,000	-	-	
		903,415	962,608	701,780	662,700	901,698	1,033,043	1,026,200	
Commodities									
530100	Office Supplies	1,994	1,959	1,600	1,600	2,146	2,186	2,200	
530105	Operating Supplies	5,290	8,262	5,300	8,000	6,550	11,568	7,000	
530225	Safety Supplies	3,177	3,549	3,925	3,000	3,931	4,076	4,000	
530440	Treatment Costs	-	2,349	7,000	2,400	2,349	2,400	8,000	
530445	Uniforms	5,553	2,856	2,475	2,400	4,281	3,015	2,700	
530500	Purchase of Water	3,235,073	3,265,483	2,782,000	2,780,000	3,359,154	3,825,082	4,607,800	11
		3,251,087	3,284,458	2,802,300	2,797,400	3,378,411	3,848,327	4,631,700	
Capital Outlay									
580100	Capital Projects	793,658	1,305,329	2,352,170	951,500	1,272,848	1,058,371	2,946,000	12
580110	Equipment	12,923	27,775	180,900	14,500	31,907	15,195	215,200	13
		806,581	1,333,104	2,533,070	966,000	1,304,755	1,073,566	3,161,200	
TOTAL WATER EXPENSES		\$ 5,576,296	\$ 6,186,679	\$ 6,487,450	\$ 4,862,100	\$ 6,196,055	\$ 6,578,913	\$ 9,524,600	
Operating Expenses (less capital)		\$ 4,769,715	\$ 4,853,575	\$ 3,954,380	\$ 3,896,100	\$ 4,891,300	\$ 5,505,347	\$ 6,363,400	

WATER AND SANITARY SEWER FUND
Water Division

Village of Glen Ellyn
Calendar Year 2015 Budget

Object Code	Account Description	FY12/13 Actual	FY13/14 Actual	SY2014 8 Month Revised Budget	SY2014 8 Month Estimated Actual	Calendar Year 2013 Actual	Calendar Year 2014 Est. Actual	Calendar Year 2015 Budget
WATER RECAP								
Revenues								
	Billed Revenues	\$ 5,952,563	\$ 6,360,485	\$ 4,789,000	\$ 4,550,000	\$ 6,073,058	\$ 6,606,261	\$ 8,151,000
	Non-Billed Revenues	<u>119,927</u>	<u>213,833</u>	<u>77,000</u>	<u>121,400</u>	<u>173,367</u>	<u>186,813</u>	<u>175,000</u>
		6,072,490	6,574,318	4,866,000	4,671,400	6,246,425	6,793,074	8,326,000
Expenditures								
	Operating Expenses	\$ 4,769,715	\$ 4,853,575	\$ 3,954,380	\$ 3,896,100	\$ 4,891,300	\$ 5,505,347	\$ 6,363,400
	Capital / Debt Expenses	<u>806,581</u>	<u>1,333,104</u>	<u>2,533,070</u>	<u>966,000</u>	<u>1,304,755</u>	<u>1,073,566</u>	<u>3,161,200</u>
	Total Expenses	<u>5,576,296</u>	<u>6,186,679</u>	<u>6,487,450</u>	<u>4,862,100</u>	<u>6,196,055</u>	<u>6,578,913</u>	<u>9,524,600</u>
	Fund Increase / (Decrease)	\$ 496,194	\$ 387,639	\$ (1,621,450)	\$ (190,700)	\$ 50,370	\$ 214,161	\$ (1,198,600)

UTILITIES DIVISION – WATER FUND
BUDGET FOOTNOTES

1. **Salaries – FT:** Provides for (50%) of the eleven member Public Works Utilities Division staff that will be funded through the Water Fund budget and varying percentages of seven employees in the Admin/Engineering Division.
2. **Salaries – PT:** Provides for five part-time meter readers who read all 8,200 water meters in the Village each month and a part-time administrative assistant (33%).
3. **Temporary Help:** Provides for a percentage (50%) of three summer seasonal (12 week) employees and one extended seasonal for 24 weeks. Seasonal employees work on many aspects of Utilities operations including water distribution system and sewer collection system maintenance activities.
4. **Bank Charges:** Costs associated with the acceptance various forms of payment for the utility bill payments, including lockbox services, online check payments, online web payments, and credit cards.
5. **Maintenance / Buildings & Grounds:** Provides for annual landscape maintenance contract at the Cottage Avenue elevated tank site and the West Pressure Adjusting Stations. Also funds the Cottage Avenue maintenance contract and miscellaneous supplies and equipment to assure our water distribution facilities are maintained in a secure and in proper working order.
6. **Maintenance / ROW:** Provides for restoration of streets and parkways disturbed during water system repairs (concrete, asphalt, and landscaping material) including the water portion of the material hauling contract for spoil removal and stone delivery. As a result of excavations, Public Works hauls out approximately 1,200 cubic yards of spoil, and purchases 550 tons of gravel each year.
7. **Maintenance / Water Meters:** Provides for water meters, copper horns, and radio reads for new residential and commercial accounts and miscellaneous repair parts as needed. Radio-read units are typically installed when a new meter is required. The cost associated with this upgrade is recovered in the meter fee portion of the building permit for the home or business.
8. **Maintenance / Hydrants:** Provides funding to purchase parts and supplies to maintain and replace hydrants. On average, the Utilities Division replaces 8 hydrants per year in addition to those replaced as part of our extensive Capital Improvements Program. Also funds the second year of an MPI contract (working north to south) to sand blast and repaint all Village hydrants.
9. **Maintenance / Other:** Provides for all materials for water main and service line repairs including copper tubing, b-boxes, brass fittings, repair clamps, couplers and fittings.

10. **Professional Services / Other:** This item covers the cost of various types of services and studies provided by contractors and consultants including such typical and reoccurring expenditures including: water leak location assistance connected with suspected water main breaks; ongoing testing of large meters; village wide leak survey and water audit; emergency water main break repairs; editing and printing of the Illinois EPA mandated annual water quality Consumer Confidence Report; locating and exercising of 700 distribution valves in the system (numbering some 1,400); root pruning prior to excavating to minimize damage to adjacent tree root structures; traffic control device rental; chemical water analyses; bacterial water analyses and a percentage of the Cartegraph software annual contract. Also funds the cleaning and inspection of both underground reservoirs; electrical maintenance; maintenance to auxiliary electric generators; and outsourcing the printing and distribution of more than 100,000 water bills annually. Also funds a portion of the GIS Consortium costs.
11. **Purchase of Water:** The Village purchases its Lake Michigan water through the DuPage Water Commission. Water from the DWC is metered and billed to the Village monthly. The Water Commission sets the rates billed to municipal customers annually and establishes a commodity or “O&M” rate based on the number of gallons purchased and also assesses a monthly “fixed cost” charge to pay for bonds issued to construct the DWC distribution system. The CY15 budget will complete the fourth year of a four year rate increase from the DWC. From 1-01-15 through 12-31-15 it is estimated that the Village will purchase 929 million gallons at \$4.96 per 1,000 for \$4,607,800.
12. **Capital Projects:** This line item encompasses replacements or enhancements to the water supply and distribution systems. Please refer to the following Capital Projects Fund table for more expansive project descriptions.

SY 14 Projected	
Project Description	Estimated Cost
a. CELL (Chidester-Elm-Lenox-Linden) Improvements Project (#13003) – Construction and engineering costs for proposed water system improvements associated with the rehabilitation of four streets near Lake Ellyn Park. New water main was installed on Chidester, Elm and Lenox.	\$675,000
b. Oak-Euclid-Forest-Alley Improvements (#13004) – Final water system improvements costs for the project constructed in 2013 and closed-out in September 2014.	\$63,000
c. 2013 Street Improvements (#13005) – Final costs for water system upgrades associated with project close-out in 2014.	\$35,000
d. Hawthorne Improvements (#12001) – Close-out of this 2012 project consisting of a final contractor payout of \$5,000 and resident engineering services of \$5,000 for water-related improvements.	\$10,000

<p>e. Riford Road Reconstruction (#00505) – Close-out expenditures associated with final payments to the construction engineer.</p>	<p>\$4,000</p>
<p>f. Miscellaneous Construction Engineering Expenses Associated with Project Close-outs – Civiltech Engineering provided construction engineering services for a series of 2010 and 2011 projects that were completed except for the production of record drawings, final reports and, in the case of the Bryant – Thain’s Addition project, additional services rendered during construction. Projects and FY14 capital program expenditures included:</p> <ul style="list-style-type: none"> □ 2010 Bryant-Thain’s Addition (#00904 – \$6,000) □ 2011 Sunset-Turner Project (#00902 – \$1,000) 	<p>\$7,000</p>
<p>g. Newton Water Tank Recoating – Since 2008, the Village has partnered with Utility Service Company in a long-term arrangement for maintenance of the Cottage Avenue elevated tank. A similar arrangement was approved in 2013 for the Newton elevated tank located near the YMCA. Under the terms of the agreement, USC would immediately improve the facility by repairing failed interior and exterior coatings and install a tank mixer to improve cold weather operations. Costs shown include the second of five higher annual payments designed to spread out the payments for the work performed immediately.</p>	<p>\$136,000</p>
<p>h. Design Engineering – Funding for water main design work for future projects:</p>	<p>0</p>
<p>1. Hill Avenue Utility Extensions (#00511) – Expenditures to provide any consultations and minimal paperwork required by IEPA for the long-standing project to install water main on Hill Avenue between Cumnor and the East Branch of the DuPage River and areas to the immediate north.</p>	<p>\$1,000</p>
<p>2. North Park Boulevard Rehabilitation STP Project (#13001) – Continued Phase I engineering expenses associated with water system work associated with the project to reconstruct Park between Roosevelt and Fairview and resurface the balance of the roadway to the railroad tracks.</p>	<p>\$3,000</p>
<p>3. Roosevelt Road Water Main Replacement (#13008) – Preliminary engineering was initiated in the fall of 2012 to determine the scope, routing, scheduling and costs of water main replacements on IL Route 38 from the Wheaton border to Route 53.</p>	<p>\$2,000</p>
<p>4. CBD Underground Improvements Study – Field work, investigations and analysis of the existing underground infrastructure in the Central Business District to identify deficiencies for rehabilitation in advance of roadway and streetscape improvements.</p>	<p>\$10,000</p>
<p>5. Glenwood-Arbor-Ridgewood Improvements (#14005) – Fees for design of water improvements needed for substantial reconstruction of Glenwood between Greenfield and Turner; Glenwood between Hill and Hillside; Arbor</p>	<p>\$3,500</p>

Court; and Ridgewood between Brandon and Main.	
6. Elm-Cottage-Geneva Connectors Improvements (#14004) – Consultant expenditures to design water main improvements for project to resurface Elm between Western and Main and Euclid between Oak and Elm and rehabilitate Cottage between Western and Pleasant; Prairie between Oak and Elm; and sections of Prairie, Pleasant, Euclid and Highland between Elm and Geneva.	\$2,000
Total for line item:	\$951,500

CY 15 Budget	
Project Description	Estimated Cost
a. Elm-Cottage-Geneva Connectors Improvements (#14004) – Planned water system improvements in the project to rehabilitate about 1.1 miles of roadways include new water mains on Prairie between Oak and Elm and Pleasant between Elm and Geneva; a new fire hydrant at Elm and Geneva; and water service transfers on Cottage.	\$355,000
b. Glenwood-Arbor-Ridgewood Improvements (#14005) – Water mains will be replaced on Glenwood and Ridgewood as part of the project to rehabilitate 0.8 miles of roadways in the central part of the Village (Arbor Court does not have a water main).	\$685,000
c. Route 53 Water Main Lining – Design engineering and installation of a potable water lining in the 12-inch main on the south side of Route 53 between Spring and Surrey where two breaks were experienced in 2013.	\$530,000
d. Roosevelt Road Water Main Replacement (#13008) – Detailed design and initial year of a construction project to rehabilitate Roosevelt Road water mains between the Wheaton border and Route 53.	\$1,000,000
e. Newton Water Tank Recoating – Year three of five higher payments to Utility Service Company in a long-term arrangement for maintenance of the Newton Avenue elevated tank. The payments cover distributed costs for tank improvements and recoating performed in 2014.	\$136,000
f. Cumnor Water Main Extension – Associated with the Enclaves of Glen Oak Subdivision construction, the Village will contribute \$35,000 toward a water main extension along Cumnor Avenue north of Hill in lieu of an alternate route in order to provide potable water hook-up potential for corridor residents.	\$35,000

g. Route 53 Culvert at Glen Crest Creek – IDOT will be replacing an existing culvert on Route 53 north of Bemis Road in 2015. An existing Village water main on the east side of Route 53 requires relocation or will be retired.	\$25,000
h. Reno Material Storage Bin Repairs – Replacement of reinforced concrete wall on east end of bins.	\$25,000
i. Newton Site Storage Facility – A three bay storage building would be constructed at the Newton Avenue water production site (next to the YMCA) to replace an existing deteriorated shed and move valves, fittings, and castings from outside to inside. The anticipated \$50,000 cost will be split between the water and sanitary sewer budgets.	\$25,000
j. Design Engineering – Funding to accommodate design engineering for capital projects anticipated in the coming years. Please refer to the Capital Improvements footnotes section for more complete project descriptions.	0
1. CBD Underground Improvements – Detailed design of needed repairs and upgrades to the water distribution system in the Central Business District prior to downtown roadway and streetscape projects.	\$50,000
2. North Park Boulevard Rehabilitation STP Project (#13001) – Phase II engineering expenses for the detailed design of water system improvements in the project corridor.	\$30,000
3. 2016 Street Improvements – Engineering related to needed water system replacements and upgrades associated with planned 2016 street rehabilitation projects.	\$50,000
Total for line item:	\$2,946,000

13. Equipment:

CY15 - \$215,200

- ❑ \$150,000 for new SCADA control and telemetry to replace 24 year old RTU's and telemetry installed with the original SCADA system
- ❑ \$42,600 for replacement of six (6) meter reading devices
- ❑ \$9,000 for a new Stanley hydraulic hydrant valve assembly puller
- ❑ \$4,000 for 50% of a new hydraulic backhoe mounted tamper
- ❑ \$2,400 for replacement of vehicle #228's hydraulic dewatering pump
- ❑ \$2,500 for 50% of a new solar arrow board trailer
- ❑ \$2,500 for 50% of additional air shoring jacks to bolster existing shoring system
- ❑ \$1,400 for two new vehicle back up cameras
- ❑ \$800 for 50% of a new electric jack hammer

WATER AND SANITARY SEWER FUND

Sanitary Sewer Division

Village of Glen Ellyn
Calendar Year 2015 Budget

Object Code	Account Description	FY12/13 Actual	FY13/14 Actual	SY2014 8 Month Revised Budget	SY2014 8 Month Estimated Actual	Calendar Year 2013 Actual	Calendar Year 2014 Est. Actual	Calendar Year 2015 Budget	
Sewer Expenses / Outflows (50200)									
Personnel Services									
510100	Salaries - Pension	\$ 359,362	\$ 450,278	\$ 323,000	\$ 323,000	\$ 432,008	\$ 459,252	\$ 456,500	1
510120	Salaries - Non-pension	6,058	7,018	5,300	5,300	6,549	7,540	8,100	
510200	Overtime	28,906	19,902	15,000	15,000	18,420	21,492	30,500	
510300	Temporary Help	11,670	4,184	7,000	7,000	4,145	7,039	12,100	2
510400	FICA	29,540	35,223	26,000	26,000	33,558	36,822	37,200	
510500	IMRF	43,664	54,060	39,000	60,500	51,313	77,397	50,000	
		479,200	570,665	415,300	436,800	545,993	609,542	594,400	
Contractual Services									
520600	Dues / Subscriptions	397	5,207	4,100	4,100	151	9,239	4,500	
520620	Employee Education	1,268	2,899	2,800	800	3,824	875	4,400	
520625	Travel	-	255	600	-	255	-	700	
520700	Professional Services / Legal	4,894	338	1,000	1,000	4,950	1,000	1,000	
520825	Audit Fees	-	-	1,500	1,500	-	1,500	-	
520835	Banking Services	20,272	14,753	6,000	11,000	19,155	15,757	18,700	3
520900	Postage	7,532	13,211	7,000	7,000	6,642	13,600	10,000	4
520970	Maintenance / Bldgs & Grounds	3,584	1,143	2,000	5,200	3,239	5,200	3,000	
520975	Maintenance / Equipment	13,914	3,908	9,000	4,600	9,061	4,640	17,800	
520985	Maintenance / ROW	44,201	24,258	45,977	46,000	26,440	51,867	48,500	5
521005	Maintenance / Storm Sewers	14,774	6,179	15,000	12,100	13,505	12,121	20,000	
521010	Maintenance / Sanitary Sewers	12,922	13,813	20,000	15,800	21,917	17,110	30,000	
521050	Maintenance / Other	-	157	-	-	157	-	-	
521055	Professional Services / Other	88,021	98,434	123,891	67,150	75,624	115,646	151,400	6
521130	Payment - Glenbard Wastewater	2,994,802	3,151,019	2,370,000	2,370,000	3,081,173	3,449,662	3,525,952	7
521140	Service Line Cost Share Program	35,418	41,064	35,000	50,000	35,633	77,069	50,000	8
521145	Overhead Sewer Program	5,488	65,809	35,000	50,000	46,003	72,794	50,000	9
521150	Sanitary Sewer Televising	37,499	50,474	37,393	34,250	83,194	37,266	-	10
521195	Telecommunications	3,091	4,264	4,100	2,900	3,691	4,536	6,400	
521200	Utilities	3,881	5,150	5,500	3,000	10,872	(1,122)	8,000	
550590	IEPA Loan (Lambert Farms)	107,945	107,945	54,000	54,000	107,945	107,972	108,000	11
590113	IFT / Facilities Maintenance	10,000	10,000	6,700	6,700	10,000	10,033	10,000	
590120	IFT / Service Charge	150,000	150,000	100,500	100,500	150,000	150,500	150,000	
590130	IFT / Service Charge (PW)	100,600	-	-	-	40,200	(6,667)	-	
590131	IFT / General Fund Engineering	18,700	-	-	-	6,233	-	-	
590132	IFT / PW Operations - General	-	10,000	6,700	6,700	-	16,700	10,000	
590600	IFT / Health Insurance	61,943	78,938	43,010	43,010	75,963	66,261	55,900	
590610	IFT / Insurance - General	33,800	58,600	24,600	24,600	50,333	44,133	45,500	
590650	IFT / Equipment Service (O&M)	61,100	54,700	40,000	40,000	56,833	68,233	61,700	
590655	IFT / Equipment Service (Repl.)	123,100	92,700	75,400	75,400	102,833	106,300	113,200	
590910	IFT / Contribution to Recreation Fund	-	75,000	-	-	75,000	-	-	
		3,959,146	4,140,218	3,076,771	3,037,310	4,120,826	4,452,225	4,504,652	
Commodities									
530100	Office Supplies	1,714	1,877	1,600	900	1,841	1,502	2,200	
530105	Operating Supplies	2,646	3,785	2,500	5,700	2,988	6,943	3,800	
530225	Safety Supplies	4,124	4,495	5,725	3,900	5,090	4,931	5,700	
530445	Uniforms	4,306	2,856	2,475	2,475	2,997	3,090	2,300	
		12,790	13,013	12,300	12,975	12,916	16,466	14,000	
Capital Outlay									
580100	Capital Projects	956,903	965,134	1,746,771	1,100,000	735,107	1,377,869	2,460,000	12
580110	Equipment	137,607	38,285	45,560	38,000	113,522	38,000	11,200	13
		1,094,510	1,003,419	1,792,331	1,138,000	848,629	1,415,869	2,471,200	
TOTAL SEWER EXPENSES		\$ 5,545,646	\$ 5,727,315	\$ 5,296,702	\$ 4,625,085	\$ 5,528,364	\$ 6,494,102	\$ 7,584,252	
Operating Expenses (less capital)		\$ 4,343,191	\$ 4,615,951	\$ 3,450,371	\$ 3,433,085	\$ 4,571,790	\$ 4,970,261	\$ 5,005,052	

WATER AND SANITARY SEWER FUND
Sanitary Sewer Division

Village of Glen Ellyn
Calendar Year 2015 Budget

Object Code	Account Description	FY12/13 Actual	FY13/14 Actual	SY2014 8 Month Revised Budget	SY2014 8 Month Estimated Actual	Calendar Year 2013 Actual	Calendar Year 2014 Est. Actual	Calendar Year 2015 Budget
SANITARY SEWER RECAP								
Revenues								
	Billed Revenues	\$ 6,459,097	\$ 6,488,560	\$ 4,967,000	\$ 4,385,000	\$ 6,504,433	\$ 6,391,850	\$ 7,377,200
	Non-Billed Revenues	<u>174,235</u>	<u>208,307</u>	<u>150,000</u>	<u>160,400</u>	<u>187,414</u>	<u>199,956</u>	<u>190,000</u>
		6,633,332	6,696,867	5,117,000	4,545,400	6,691,847	6,591,806	7,567,200
Expenditures								
	Operating Expenses	\$ 4,343,191	\$ 4,615,951	\$ 3,450,371	\$ 3,433,085	\$ 4,571,790	\$ 4,970,261	\$ 5,005,052
	Capital / Debt Expenses	<u>1,202,455</u>	<u>1,111,364</u>	<u>1,846,331</u>	<u>1,192,000</u>	<u>956,574</u>	<u>1,523,841</u>	<u>2,579,200</u>
	Total Expenses	5,545,646	5,727,315	5,296,702	4,625,085	5,528,364	6,494,102	7,584,252
	Fund Increase / (Decrease)	<u>\$ 1,087,686</u>	<u>\$ 969,552</u>	<u>\$ (179,702)</u>	<u>\$ (79,685)</u>	<u>\$ 1,163,483</u>	<u>\$ 97,704</u>	<u>\$ (17,052)</u>

UTILITIES DIVISION – SEWER FUND
BUDGET FOOTNOTES

1. **Salaries - pension:** Provides for (50%) of the eleven member Public Works Utilities Division staff that will be funded through the Water Fund budget and varying percentages of seven employees in the Admin/Engineering Division.
2. **Temporary Help:** Provides for a percentage (50%) of three summer seasonal employees that work for 12 weeks, and one extended season that works for 24 weeks. Seasonal employees work on many of the aspects of Utilities including performing maintenance on sewer structures, pipes, concrete, as well as catch basin and sanitary sewer cleaning.
3. **Bank Charges:** Costs associated with the acceptance various forms of payment for the utility bill payments, including lockbox services, online check payments, online web payments, and credit cards.
4. **Postage:** Costs associated with the monthly Village utility bills are now allocated to the Water (33.3%) and Sanitary Sewer (33.3%) Fund and the Residential Solid Waste Fund (33.3%).
5. **Maintenance / ROW:** Provides funding for restoration of streets and parkways disturbed during system repairs. This includes the Sewer portion of the concrete restoration contract, landscape materials, IEPA spoil testing, and the sewer portion of the Material Hauling Contract for spoil removal and stone delivery.
6. **Professional Services / Other:** Funds the cost of various types of services and studies provided by contractors and consultants: emergency repairs to sanitary sewer mains that are deeper than Public Works equipment can safely reach; root pruning prior to excavations; lift station maintenance by service contractors/vendors; electrical maintenance; maintenance to the 40 KW auxiliary electric generator; cleaning the 6 vortex separators at Lake Ellyn, 3 vortex separators on Riford Road and 4 Lift Stations; bacteria treatments to our sanitary sewer system and televising the Central Basin Trunk Sewers. Also includes funding to contract the outside printing and mailing of more than 100,000 utility bills annually. Also funds portions of the GIS Consortium costs and the Cartegraph software annual contract.
7. **Glenbard Wastewater Authority (GWA):** Funds treatment of wastewater generated by Glen Ellyn and portions of unincorporated Glen Ellyn served by the Illinois-American Water Company and DuPage County. Total plant flow at the GWA Bemis Road facility has averaged about 4.8 billion gallons of wastewater per year over the last three calendar years. For general treatment plant operations, the facility partners (Glen Ellyn and Lombard) share expenses based on flow contributions – about 48% of the plant flow is contributed by Glen Ellyn/IL-American/DuPage County.
8. **Service Line Maintenance:** Funding for an account designed to assist residents with a 50-50

share cost of repairs to sanitary service lines under Village streets and/or within 10' of the back of curb. Furthermore, this fund also provides for the following expenditures incurred by the Village's portion of the 50-50 share cost program: staff times for inspection and project specific record documentation, asphalt restoration, concrete restoration, and landscape restoration.

9. **Overhead Sewer Program**: Funding for a program that provides reimbursements to residents that install an overhead sewer or backflow prevention valve in order to protect their home from sanitary sewer backups. The individual grant amounts are 50% of the cost of the project or \$5,000, whichever is less.
10. **Sanitary Sewer Televising**: Funds annual contract sanitary sewer cleaning and televising of approximately three miles of sanitary sewer, of which the majority is in advance of future road projects. The contracted dollar amount for CY2015 has been reduced to zero due to in-house televising capabilities and the yearly in-house cleaning of 10 miles of sanitary sewer.
11. **IEPA Loan (Lambert Farms)**: Principal and interest payments for the 15-year IEPA loan received in 2006 to help construct a public sanitary sewer system in the Lambert Farms Subdivision. Residents of this area are paying a special service area property tax over a 20-year period in order to pay for construction expenses.
12. **Capital Projects**: This line item encompasses replacements or enhancements to the sanitary sewer collection and conveyance systems. Please refer to the following Capital Projects Fund table for more expansive project descriptions.

FY 14 Projected	
Project Description	Estimated Cost
a. CELL (Chidester-Elm-Lenox-Linden) Improvements Project (#13003) – Construction and engineering costs for proposed sanitary sewer improvements associated with the rehabilitation of four streets near Lake Ellyn Park.	\$430,000
b. Oak-Euclid-Forest-Alley Improvements (#13004) – Final sanitary sewer system improvements costs for the project constructed in 2013 and closed-out in September 2014.	\$29,000
c. 2013 Street Improvements (#13005) – Final costs for sanitary sewer system upgrades associated with project close-out in 2014.	\$37,000
d. Manhole Rehabilitation (#14002) – A project was performed in 2014 to rehabilitate nearly 100 sanitary sewer manholes with major defects. The scope of the work involved various repairs, with the majority of the structures receiving a cementitious lining. Costs included design and field engineering	\$365,000

(\$65,000) and contractor expenses (\$300,000).	
e. Sewer Lining (#14002) – Approximately 5,000 ft. of sanitary sewers will be lined, principally on roadways rehabilitated in 2014 timeframe.	\$150,000
f. Hawthorne Improvements (#12001) – Close-out of this 2012 project consisting of a final contractor payout of \$4,000 and resident engineering services of \$2,000 for sanitary sewer-related improvements.	\$6,000
g. Riford Road Reconstruction (#00505) – Close-out expenditures associated with final payments to the construction engineer (\$2,000) and 715 St. Charles Road resident (\$6,000).	\$8,000
h. Miscellaneous Construction Engineering Expenses Associated with Project Close-outs – Civiltech Engineering provided construction engineering services for a series of 2010 and 2011 projects that were completed except for the production of record drawings, final reports and, in the case of the Bryant – Thain’s Addition project, additional services rendered during construction. Projects and FY14 capital program expenditures included: <ul style="list-style-type: none"> ❑ 2010 Bryant-Thain’s Addition (#00904 – \$6,000) ❑ 2011 Sunset-Turner Project (#00902 – \$1,000) 	\$7,000
i. Design Engineering – Funding for water main design work for future projects:	0
1. Hill Avenue Utility Extensions (#00511) – Expenditures to provide for consultant input and minimal paperwork required for a possible IEPA low interest loan for the long-standing project to install sanitary sewer on Hill Avenue between Cumnor and the East Branch of the DuPage River and areas to the immediate north.	\$1,000
2. North Park Boulevard Rehabilitation STP Project (#13001) – Continued Phase I engineering expenses associated with sanitary sewer system work associated with the project to reconstruct Park between Roosevelt and Fairview and resurface the balance of the roadway to the railroad tracks.	\$3,000
3. SSES Follow-up / Clear Water Reduction Program – The RJN Group performed dye-water flood tests at various locations throughout the Village to pinpoint needed repairs to reduce infiltration and inflow (I/I).	\$35,000
4. CBD Underground Improvements Study – Field work, investigations and analysis of the existing underground infrastructure in the Central Business District to identify deficiencies for rehabilitation in advance of roadway and streetscape improvements.	\$25,000

5. Glenwood-Arbor-Ridgewood Improvements (#14005) – Fees for design of sanitary sewer system improvements needed for substantial reconstruction on Glenwood, Arbor Ct. and Ridgewood.	\$2,000
6. Elm-Cottage-Geneva Connectors Improvements (#14004) – Consultant expenditures to design sanitary sewer main and service line improvements on Elm, Cottage, Prairie, Pleasant, Euclid and Highland.	\$2,000
Total for line item:	\$1,100,000

CY 15 Budget	
Project Description	Estimated Cost
a. Elm-Cottage-Geneva Connectors Improvements (#14004) – Planned sanitary sewer system improvements in the project to rehabilitate about 1.1 miles of roadways consisting of spot main repairs and sewer service upgrades on sections of Cottage and Prairie.	\$370,000
b. Glenwood-Arbor-Ridgewood Improvements (#14005) – Sanitary sewer services will be replaced on Glenwood and Ridgewood and spot repairs made on sewer mains as part of the project to rehabilitate 0.8 miles of roadways in the central part of the Village (Arbor Court does not have sanitary sewer). This project is deferred from its original 2014 construction date.	\$565,000
c. Sewer Lining / SSES Follow-up – Provides funding for the continuing program to rehabilitate pipes and manholes in the Village sanitary sewer system. The proposed program consists of: <ul style="list-style-type: none"> ❑ Sewer Lining (\$450,000) ❑ Manhole Top Repairs / Frame & Cover Replacements ❑ Manhole Cementitious Lining ❑ Sewer Pipe Repairs identified via Dye Testing or Video Reviews (\$100,000) 	\$550,000
d. Memory Court Lift Station Rehabilitation – Design and construction phase related expenses for the replacement of existing mechanical and electrical systems and other upgrades at the lift station serving residents of Indian and Memory Court.	\$600,000
e. Cumnor Sanitary Sewer Extension – The Enclaves of Glen Oak Subdivision will construct a water main along Cumnor Avenue north of Hill. While the	\$200,000

subdivision sanitary sewer will not be routed along Cumnor, Village staff would like to complement the proposed water main construction in that corridor with sanitary sewer. Some area residents have expressed keen interest in sanitary sewer and up to 14 properties would be able to be served. All expenses would be borne by the Village, but coordinated construction with the Enclaves project should yield some economies of scale and cause less disruption.	
f. Reno Material Storage Bin Repairs – Replacement of reinforced concrete wall on east end of bins.	\$25,000
g. Newton Site Storage Facility – A three bay storage building would be constructed at the Newton Avenue water production site (next to the YMCA) to replace an existing deteriorated shed and move valves, fittings, and castings from outside to inside. The anticipated \$50,000 cost will be split between the water and sanitary sewer budgets.	\$25,000
h. Design Engineering – Funding to accommodate design engineering for capital projects anticipated in the coming years. Please refer to the Capital Improvements footnotes section for more complete project descriptions.	0
1. CBD Underground Improvements – Detailed design of needed repairs and upgrades to the sanitary sewer system in the Central Business District prior to downtown roadway and streetscape projects.	\$50,000
2. North Park Boulevard Rehabilitation STP Project (#13001) – Phase II engineering expenses for the detailed design of sanitary sewer system improvements in the project corridor.	\$25,000
3. 2016 Street Improvements – Engineering related to needed sanitary sewer system replacements and upgrades associated with planned 2016 street rehabilitation projects.	\$50,000
Total for line item:	\$2,460,000

13. Equipment:

CY15 - \$11,200

- \$2,500 for additional new air shoring jacks to bolster our existing air shoring system.
- \$4,000 for 50% of a new backhoe mounted tamper
- \$800 for 50% of a new electric jack hammer
- \$2,500 for 50% of a new solar arrow board trailer
- \$1,400 for two new back up cameras

EQUIPMENT SERVICES DIVISION

The Equipment Services Division is comprised of three fulltime A.S.E. (Automotive Service Excellence) Certified Master Technicians and one Part-time Fleet Assistant. The Equipment Services Superintendent supervises the Division and provides direction to personnel who are responsible for performing or providing oversight of the following functions, duties and activities:

1. Automotive repairs and maintenance of trucks, tractors, automobiles, fire apparatus, ambulances and other specialized equipment, for all Village departments (except Recreation), the Glenbard Wastewater Authority (GWA) and the Glen Ellyn Volunteer Fire Company. The majority of all repairs are performed in-house (with the exception of body work and warranty work performed by the authorized dealer). This includes about 172 vehicles (24 Police, 103 Public Works, 3 Planning and Development, 2 Facilities Maintenance, 26 for the Glenbard Wastewater Authority and 14 for the Fire Company).
2. Emergency twenty-four hour road service.
3. Fuel distribution, monitoring, and underground storage tank (UST) compliance.
4. Maintenance of the computerized fleet maintenance system that tracks all vehicle repairs and preventive maintenance histories as well as parts disbursements and inventories.
5. Preparation of detailed bid specifications for securing new vehicles and equipment; bid opening, tabulation and award.
6. Coordination of the legal disposition of all "out-of-service" Village-owned vehicles and equipment.
7. Acquisition of parts and processing all vendor invoices related to the Division.
8. Maintenance and servicing of all shop equipment and acquisition of approved new items.
9. Snow removal and ice control assistance, storm damage cleanup and emergency flood response, and other emergency operations with 24/7 capability.

Equipment Services is funded as an internal service fund with each operating division paying an inter-fund transfer amount to the Equipment Services Fund for services, parts and fuel based on the average prior 2-year's history. Equipment replacement cost is also charged with amounts paid annually to the Equipment Services Fund in order to accumulate the financial resources needed for orderly equipment replacement when it has reached the end of its economic and/or useful life. The depreciation account does not include vehicles from the Glenbard Wastewater Authority or the Glen Ellyn Volunteer Fire Company.

Equipment Services Accomplishments for SY14

1. Equipment Services Technicians maintained their A.S.E. Master Certified status and re-certified in areas where required. All Equipment Service Technicians hold double Master Certifications in the Automobile and Medium/Heavy Duty Truck Classifications. One technician is EVT certified while another tech is also an A.S.E. master certified truck

equipment installer.

2. The Equipment Services Division received the ASE “Blue Seal of Excellence” award from the National Institute for Automotive Service Excellence for 2014. The program’s emphasis is to identify highly qualified repair facilities with a large percentage of ASE-certified professionals. This is the eighth consecutive year the division has been awarded this honor.
3. The Equipment Services Division continued to maintain a safe work environment and to follow industry standard safety procedures and Village safety policies. The Division has achieved over nine (9) years without a “lost time” accident.
4. The Equipment Services Division completed 4,410 repair requests in calendar year 2013.
5. The Equipment Service Division has continued its endeavor to provide a more efficient fleet of equipment and vehicles that will reduce air pollution and our dependence on foreign oil by utilizing renewable fuel sources. The entire fleet of diesel-powered vehicles and equipment runs on ultra-low sulphur diesel oil. The fleet also has a number of gasoline-powered vehicles that are capable of running on an alternative fuel known as E85, which is made up of 85% ethanol. This is made from corn and is also a renewable fuel source. In SY14 Equipment Services maintained four hybrid cars and SUVs. Hybrid vehicles utilize internal combustion engines coupled with electric generators/motors that drive vehicles with electric power. These vehicles are very fuel-efficient and provide zero-emissions when running on battery power only. The Equipment Service Division is committed to our goal of providing the Village with a “Green Fleet”.
6. The ESD wrote specifications for four new vehicle in-ground lifts and successfully went out to bid. Equipment Services coordinated and oversaw the installation of two in-ground car lifts and 2 in-ground truck lifts.
7. Equipment Services completed the first phase of converting the old unusable paint booth into a productive vehicle work bay.
8. The ESD completed the installation of back up camera systems into six (6) Public Works vehicles.
9. Equipment Services converted all the Public Works trailers from surge brakes to electric brake systems.
10. Equipment Services developed preventive maintenance (PM) checklists for all new vehicles placed into service.
11. Division personnel tore down old and setup two (2) new marked Police patrol cars and one (1) deputy chief’s command squad. Equipment removed from the old marked squad cars and subsequently installed in the new units included laptop computers complete with

mounting doc's, mobile printers, new audio/video systems, AVL systems, LED light bars, communication radios, vehicle partitions, sirens, radars, emergency lighting, trunk boxes, electronic weapon racks, a graphics package, and other equipment as required.

12. Equipment Services wrote specifications, advertised, and procured two (2) vehicles/equipment through the State of Illinois bidding process or through the competitive bidding process for the Glen Ellyn Public Works Department. Equipment Services personnel installed vehicle graphics, safety warning lighting, safety equipment, communication radios and any equipment necessary to satisfy the needs of the department on one (1) JULIE truck and one (1) loadall.
13. The ESD performed an annual inspection of vehicle fire extinguishers. Fire extinguishers were removed, inspected, serviced or replaced on all Village vehicles.
14. The ESD tore down and detailed "out of service" vehicles and equipment. Vehicles removed from service this year were sold through an on line auction.
15. The ESD completed the annual reconditioning of five v-box salt spreaders. This year's improvements included the installation of rear cameras. The salt spreaders were installed into multipurpose dump bodies utilizing the IMT crane. This allowed for the safe and efficient transfer of equipment from storage racks to vehicle beds.
16. The ESD completed an inventory usage analysis and removed all obsolete inventories. Inventory has been consolidated and restocked. The CFA fleet analysis program has been updated to reflect all changes.
17. Continued laboratory analysis of lubricants used in the fleet of the Glen Ellyn Police Department and the various departments of Public Works to lower the cost of preventive maintenance and decrease downtime.
18. ESD staff continued to perform facility related projects at the Reno Center.
19. Equipment Services implemented and followed the established standards for the quality of repairs performed in the department and the accountability of staff time.

Equipment Services Goals for FY15

1. The Equipment Service Division will meet the needs of operators and departments in an environmentally friendly way and will provide service in an efficient fiscally responsible manner. Personnel will ensure that the Division operates in a user friendly way and will strive to promote team spirit.
2. Division personnel will continue to improve upon its preventive maintenance programs and through cost-effective measures, maintain the current level of services provided.

3. Preventive maintenance checklists will be periodically reviewed and adjusted according to long-term vehicle & equipment repair and maintenance histories.
4. Conduct research in conjunction and cooperation with all Village departments and divisions for which the acquisition of new or the replacement of existing vehicles and equipment are scheduled during the fiscal year to ensure that accurate and detailed bid specifications are properly prepared. As delivery of these vehicles and equipment occur, Division personnel will install all specialized equipment and perform any other tasks necessary to place these vehicles into service.
5. Perform the annual teardown of old and setup of new police squad cars.
6. Complete the conversion of the obsolete paint booth into a useable vehicle repair bay and police vehicle up fit bay.
7. Continue the installation of back up camera systems into Public Works vehicles.
8. Continue to ensure that the Division's facility is in full compliance with all environmental-related laws and mandates. Re-examine all practices and procedures to ensure that the Division continues to operate in full compliance with all laws and mandates and in an environmentally safe manner.
9. Mechanic training will continue with both fee-based and free training courses offered by the National Association of Fleet Administrators (NAFA), Elgin Sweeper Company, Navistar Company, Allison Transmission, Emergency (fire) Vehicle Technician (EVT), Municipal Fleet Managers Association, Inland Diesel, etc. Emphasis will focus on Division personnel studying for and taking EVT certification tests (fire equipment) during the course of the year as well as Automotive Service Excellence (ASE) certifications.
10. Continue to perform cost effective tasks and services in an efficient manner for our customers (e.g., other Village departments and divisions) routinely and as special needs arise.

EQUIPMENT SERVICES FUND

Village of Glen Ellyn
Calendar Year 2015 Budget

Object Code	Account Description	FY12/13 Actual	FY13/14 Actual	SY2014 8 Month Revised Budget	¶ 8 Month Estimated Actual	Calendar Year 2013 Actual	Calendar Year 2014 Est. Actual	Calendar Year 2015 Budget
Revenues / Inflows (6500)								
440650	Glenbard Wastewater	\$ 39,200	\$ 38,500	\$ 27,300	\$ 27,300	\$ 38,733	\$ 40,133	\$ 42,100
440660	Glen Ellyn Park District	38,196	42,356	30,000	35,000	42,963	44,754	45,000 1
460100	Interest Income	8,782	8,985	3,300	5,000	8,682	8,390	5,000
489000	Miscellaneous Revenue	44,974	93,966	20,000	72,000	81,960	87,186	20,000 2
490654	IFT / PW - Adm/Eng	34,600	37,700	18,900	18,900	36,667	31,467	28,700
490656	IFT / PW - Forestry	567,700	621,100	139,300	139,300	603,300	346,333	211,900
490657	IFT / PW - Streets	-	-	310,100	310,100	-	310,100	471,500
490658	IFT / Facilities Maint.	30,300	32,600	18,700	18,700	-	29,567	28,600
490660	IFT / Police - Admin	394,748	424,200	92,300	92,300	414,383	233,700	141,000
490659	IFT / Police - Operations	-	-	152,000	152,000	-	152,000	232,100
490661	IFT / Police - Investigations	-	-	27,100	27,100	-	27,100	41,500
490662	IFT / Vol. Fire Company	279,700	273,000	97,900	97,900	275,233	188,900	107,500
490663	IFT / EMS	-	-	23,100	23,100	-	23,100	-
490664	IFT / Planning and Devel.	14,000	14,000	7,900	7,900	14,000	12,567	11,900
490668	IFT / Water	120,900	117,800	82,800	82,800	118,833	122,067	126,100
490670	IFT / Sewer	184,200	147,400	115,400	115,400	159,667	164,533	174,900
490672	IFT / Equipment Services	8,800	10,800	3,900	3,900	10,133	7,500	5,900
TOTAL REVENUES		\$ 1,766,100	\$ 1,862,407	\$ 1,170,000	\$ 1,228,700	\$ 1,804,554	\$ 1,829,397	\$ 1,693,700

Expenses / Outflows (65000)

PERSONNEL SERVICES:

510100	Salaries - Pension	\$ 240,638	\$ 247,701	\$ 176,000	\$ 176,000	\$ 245,063	\$ 252,660	\$ 248,600
510120	Salaries - Non-pension	4,498	5,641	11,200	6,000	5,641	6,000	21,300
510200	Overtime	23,738	22,933	10,000	10,000	24,134	17,182	10,000
510400	FICA	19,577	20,094	14,700	14,700	19,959	20,843	21,400
510500	IMRF	30,835	32,202	22,200	22,200	32,388	31,949	26,900
Subtotal		319,286	328,571	234,100	228,900	327,185	328,634	328,200

CONTRACTUAL SERVICES:

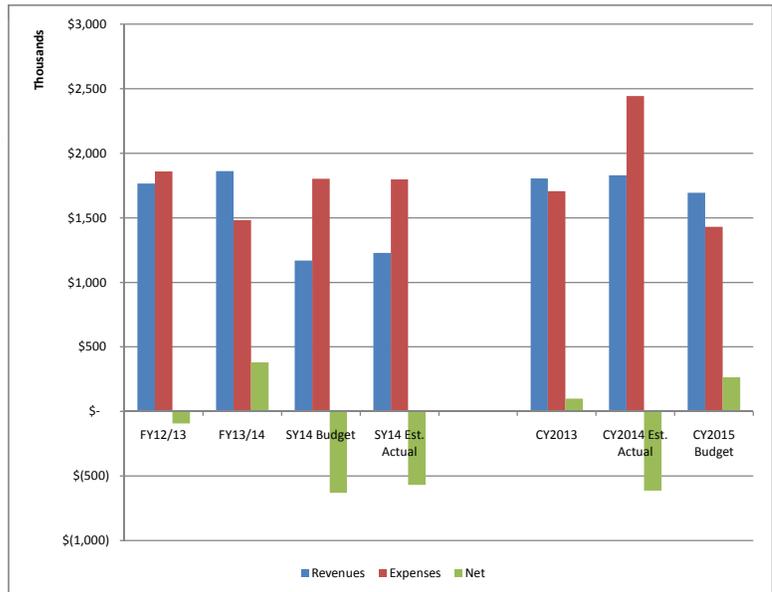
520600	Dues / Subscriptions	625	629	700	700	749	730	800
520620	Employee Education	545	2,290	2,000	2,000	2,025	2,720	2,400 3
520625	Travel	454	1,383	1,800	1,800	1,415	1,919	2,000
520970	Maint. / Bldgs & Grounds	6,779	10,944	9,000	9,000	8,170	15,514	71,000 4
521055	Prof. Services / Other	1,660	1,595	400	400	1,595	1,995	2,000
521120	Disposal Costs	710	-	1,000	1,000	372	1,000	1,500 5
521125	Leased Equipment	3,232	3,832	2,900	2,900	3,683	4,327	4,500 6
521180	Repairs (Contract, Labor)	35,831	34,760	26,700	26,700	34,930	38,209	40,000 7
521185	Repairs (Contract, Parts)	19,847	27,959	16,700	16,700	29,064	23,286	25,000 8
521195	Telecommunications	7,943	7,323	5,200	5,200	8,017	7,815	7,600 9
590113	IFT / Facilities Maint.	10,000	10,000	6,700	6,700	10,000	10,033	10,000
590130	Service Charge (PW)	13,200	13,200	8,800	8,800	13,200	13,200	13,200
590600	IFT / Health Insurance	50,912	51,517	36,530	36,530	55,364	50,728	57,400
590610	IFT / Liability Insurance	9,500	9,000	7,900	7,900	9,167	10,900	11,900
590650	IFT / Equipment Service (O&M)	3,200	4,100	3,000	3,000	3,800	4,367	4,600
590655	IFT / Equipment Service (Repl)	5,600	6,700	900	900	6,333	3,133	1,300
Subtotal		170,038	185,232	130,230	130,230	187,884	189,876	255,200

EQUIPMENT SERVICES FUND

Village of Glen Ellyn
Calendar Year 2015 Budget

Object Code	Account Description	FY12/13 Actual	FY13/14 Actual	SY2014 8 Month Revised Budget	8 Month Estimated Actual	Calendar Year 2013 Actual	Calendar Year 2014 Est. Actual	Calendar Year 2015 Budget
COMMODITIES:								
530100	Office Supplies	1,133	1,467	1,000	1,000	1,251	1,286	1,500
530105	Operating Supplies	10,801	10,995	8,000	8,000	11,688	12,111	12,000
530225	Safety Supplies	1,122	981	1,025	1,025	501	1,963	1,200
530300	Gas & Oil	310,637	320,858	230,400	230,400	288,996	393,440	333,800 10
530305	License Plates	1,146	1,451	1,400	1,400	1,241	1,812	1,400
530310	Inventory Parts	86,942	87,455	60,000	60,000	93,836	90,514	90,000 11
530315	Tires	13,557	18,175	9,500	9,500	18,954	13,621	14,000
530445	Uniforms	1,696	1,813	1,575	1,575	1,767	1,707	1,600
	Operating Transfer - Fire SSA	-	-	542,000	542,000	-	542,000	-
		427,034	443,195	854,900	854,900	418,234	1,058,454	455,500
CAPITAL OUTLAY:								
570155	Vehicles	464,927	513,742	562,200	562,200	651,824	834,234	365,400 12
580110	Equipment	477,560	11,013	20,000	20,000	120,865	31,013	25,500 13
		942,487	524,755	582,200	582,200	772,689	865,247	390,900
	TOTAL EXPENSES	\$ 1,858,845	\$ 1,481,753	\$ 1,801,430	\$ 1,796,230	\$ 1,705,992	\$ 2,442,211	\$ 1,429,800
	OPERATING EXPENSES (excludes vehicle purchases & SSA Transfer)	\$ 1,393,918	\$ 968,011	\$ 1,239,230	\$ 1,234,030	\$ 1,054,168	\$ 1,065,977	\$ 1,064,400
	FUND INCREASE (DECREASE)	\$ (92,745)	\$ 380,654	\$ (631,430)	\$ (567,530)	\$ 98,562	\$ (612,814)	\$ 263,900

Available Cash Analysis (000's)	
Available, May 1, 2014	\$ 3,329
Preliminary SY14 Inflow/(Outflow)	(568)
Budgeted CY15 Inflow/(Outflow)	264
Projected Available, December 31, 2015	<u>\$ 3,025</u>



EQUIPMENT SERVICES
CY15 BUDGET FOOTNOTES

1. **Glen Ellyn Park District:** The Park District purchases fuel for their fleet from the Village, including a markup of 15% per gallon to help pay for the Village gas pumps and underground fuel storage facilities. The Park District purchased 10,000 gallons of unleaded fuel and 1,100 gallons of diesel fuel in calendar year 2013.
2. **Miscellaneous Revenue:** This line item primarily receives net revenues generated from the sale of replaced Village vehicles and equipment at public auctions. The amount realized each year depends upon the high bids for the type and number of vehicles sent to auction minus a Conference fee of 15% or a 5% on-line internet auction fee. All vehicles and equipment sold in SY14 were sold on-line at a lower cost to the Village and thus resulted in a greater return on investment.
3. **Employee Education:** Provides for continuing education in the latest methods of diagnosing repairing computer controlled vehicle systems and engine controls. Certification as an Emergency Vehicle Technician (EVT) is also necessary to work on the unique equipment associated with fire apparatus. All Village technicians are currently ASE Certified Master Technicians.
4. **Maintenance of Building, Grounds & Equipment:** This account provides for testing and repair of the underground storage tanks, lines and monitor sensors; the repair of shop equipment; maintaining hydraulic vehicle lifts; maintaining fuel dispensing equipment; and servicing the north electric yard gate. It also provides for building essentials and minor repair or modifications to the Equipment Services section of the Public Works Reno Center. The existing obsolete paint booth is being converted into a useable vehicle repair bay and, a gate and operator will be installed at the south exit (Wilson) of the Reno Center storage yard.
5. **Disposal:** Provides for the disposal of waste products generated in the daily operation of the Equipment Services department. The waste stream includes used motor oil, oil absorbent, parts cleaning solvent and used oil and fuel filters. These items are classified as special waste and cannot be disposed of in landfills or recycled without special processing.
6. **Leased Equipment:** Provides for the rental/lease of various pieces of equipment for the garage (i.e. solvent tanks, floor mats, oxygen/gas tanks).
7. **Repairs/Contracted Labor:** Provides for labor associated with major and/or specialized repairs such as transmission rebuilding, wheel alignment, IDOT safety inspections, car washes, body work, and fire apparatus repairs by outside vendors.
8. **Repairs/Contracted Parts:** Provides for parts associated with major vehicle/equipment repairs completed by outside vendors.

9. **Telecommunications:** Provides for cellular and GPS (global positioning satellite) service associated with everyday operations and AVL (automatic vehicle location) systems installed in vehicles and equipment that are involved in front line Public Works operations. The AVL costs are \$300 a year for each of 20 vehicles.
10. **Gas & Oil:** Provides for the purchase of fuel and oil used by Glen Ellyn Village vehicles, Glenbard Wastewater Authority vehicles, the Glen Ellyn Volunteer Fire Company and the Glen Ellyn Park District. The total amount budgeted for fuel assumes: 70,000 gallons of unleaded gasoline at an average of \$3.20; 27,000 gallons of diesel fuel at an average of \$3.40; and \$18,000 for engine, transmission, hydraulic and differential oil based on current usage. The Village's cost for fuel is less than prevailing retail prices because the Village buys in bulk and is exempt from Federal gas taxes, which are \$0.183 per gallon of unleaded gasoline and \$0.243 per gallon of diesel fuel; and State sales taxes, which is 5% of the cost per gallon of unleaded gasoline and 6.25% of the cost of diesel fuel. The Village has one underground storage tank that has the capacity to store 15,000 gallons of unleaded gasoline and 10,000 gallons of diesel fuel.
11. **Inventory Parts:** Provides for the cost of replacement parts and shop supplies used to repair and maintain Village vehicles and equipment, Glen Ellyn Volunteer Fire Department vehicles and equipment, and GWA vehicles and equipment, when work is performed in-house by Village technicians.
12. **Capital Outlay-CY 15 Vehicle Purchases:**
Each Village department contributes annually toward the future replacement of vehicles assigned to it until the end of the vehicles' economically useful lives. This plan assures adequate funding and allows accurate forecasting of future budget requirements.

Equipment replacement is based on several factors:

- Cost to operate – maintenance and fuel costs
- Condition of vehicular systems – hydraulics, snow removal equipment, etc.
- Condition of vehicle – interior and exterior
- Does the vehicle do the job it was intended to do and is it cost effective?

Vehicles are normally replaced at the end of the depreciation period. However, some are kept past their expected useful lives due to low hours of use and/or good overall condition. Occasionally, some vehicles need to be replaced before they are fully depreciated due to unreliability or their inability to meet the needs of the department.

All equipment is purchased using advertised sealed competitive bidding, the State of Illinois Joint Equipment Purchase Program, or some other joint governmental purchasing consortia. Vehicles being replaced are sold at the first convenient DuPage Mayors and Managers Auction or through internet auctions.

Vehicles scheduled for replacement in CY 15 are as follows:

VEHICLE #002: (PD) A 2010 Ford Crown Victoria purchased through the State of Illinois bid process for \$26,100. This vehicle is on a three-year depreciation schedule, currently has over 75,000 miles on it and will have over 100,000 miles on it when the replacement vehicle is placed in service. Depreciation funds have been reserved in the amount of \$28,400 for the replacement of this vehicle. This vehicle is a police patrol unit. The replacement vehicle will be a Ford Police Utility Interceptor purchased through the State of Illinois Joint Purchasing Agreement. Projected replacement cost including an amount for equipment to outfit it as a police patrol vehicle is..... **\$35,000.**

VEHICLE #008: (PD) A 2010 Ford Crown Victoria purchased through the State of Illinois bid process for \$26,100. This vehicle is on a three-year depreciation schedule, currently has over 75,000 miles on it and will have over 100,000 miles on it when the replacement vehicle is placed in service. Depreciation funds have been reserved in the amount of \$28,400 for the replacement of this vehicle. This vehicle is a police patrol unit. The replacement vehicle will be a Ford Police Utility Interceptor purchased through the State of Illinois Joint Purchasing Agreement. Projected replacement cost including an amount for equipment to outfit it as a police patrol vehicle is..... **\$35,000.**

VEHICLE #010: (PD) A 2007 Harley-Davidson FLHPI is leased through Wildfire Harley-Davidson for \$1,800 per year. This vehicle is on a two-year lease schedule, which has been extended six years and now expires December 31, 2015. This vehicle is a police patrol unit, which is used for parades, special events, and public relations. The lease amount per year is**\$2,400.**

VEHICLE #019: A 2010 Ford Expedition purchased through the State of Illinois bid process for \$31,700. This vehicle is on a three-year depreciation schedule, currently has over 90,000 miles on it and will have over 110,000 miles on it when the replacement vehicle is placed in service. Depreciation funds have been reserved in the amount of \$34,600 for the replacement of this vehicle. This vehicle is a police patrol unit. The replacement vehicle will be a Ford Police Utility Interceptor purchased through the State of Illinois Joint Purchasing Agreement. Projected replacement cost including an amount for equipment to outfit it as a police vehicle is..... **\$35,000**

VEHICLE #027: A 2011 Ford Expedition purchased through the State of Illinois bid process for \$32,200. This vehicle is on a three-year depreciation schedule, currently has over 75,000 miles on it and will have over 100,000 miles on it when the replacement vehicle is placed in service. Depreciation funds have been reserved in the amount of \$35,100 for the replacement of this vehicle. This vehicle is an administrative vehicle used by the Chief of Police. The replacement vehicle will be a Ford Expedition purchased through the State of Illinois Joint Purchasing Agreement. Projected replacement cost including an amount for equipment to outfit it as a Police Chief's vehicle is. **\$35,000**

VEHICLE #270: (PW) A 2004 Ford F-450 four-wheel drive utility truck purchased through the State of Illinois Joint Purchasing Agreement for \$50,300. This vehicle is on a seven-year depreciation schedule and is 10 years old. It is fully depreciated and has over 4,500 hours. Depreciation funds have been reserved in the amount of \$64,400 for the replacement of this vehicle. Utilities Division uses this vehicle year round for main breaks, hydrant replacement, and other water related emergency and routine maintenance activities. The replacement vehicle will be purchased through the State of Illinois Joint Purchasing Agreement. Projected replacement cost.....**\$85,000.**

VEHICLE #265: (PW) A 1998 JCB Loadall 530 purchased through the State of Illinois bid process for \$61,000. This vehicle is on a fifteen-year depreciation schedule and is fully depreciated with over 3,000 hours. The Street/Forestry Division uses this equipment year round for street sign posts, tree planting, parkway restoration, loading and unloading material, and holiday decorations. The ESD uses this machine to perform seasonal equipment conversions on all village equipment. The replacement machine will be a JCB Loadall 531. Projected replacement cost.....**\$138,000.**

The following vehicles and equipment are fully depreciated and funded, but they will not be replaced this year due to low mileage/hours and or the fact that they are in good overall condition.

VEHICLE #013- (PD) A 2007 Toyota Prius

VEHICLE #207- (PW) A 2000 GMC K2500 Pick-up Truck (eliminated from fleet)

VEHICLE #210- (PW) A 2002 JCB 215 Backhoe

VEHICLE #213- (PW) A 1999 GMC K2500 Pick-up Truck (eliminated from fleet)

VEHICLE #222- (PW) A 2004 Ford Taurus

VEHICLE #225- (PW) A 2000 Ford F450 Crane Truck (eliminated from fleet)

VEHICLE #300- (PW) A 2007 Ford F250 ESD Service Truck

VEHICLE #514- (PW) A 1989 Ingersoll Rand Air Compressor

13. **Capital Outlay- Equipment:**

Diagnostic Scanner & Software: (\$5,000) Provides for the purchase of software to update the Snap-On Vantage graphing meter and Solus Engine Scanner to the 2011 model year. This is the most current software available to troubleshoot and diagnose light/medium duty vehicle problems. This also provides for International, Ford, and GM service information DVD discs and on-line service information subscriptions.

Transmission Fluid Exchanger: (\$5,600) Provides for the purchase of a transmission fluid flushing service and exchange machine. This machine will be used on all Village, Fire Company, and GWA vehicles and equipment.

Antifreeze/Coolant Fluid Exchanger: (\$2,900) Provides for the purchase of a cooling system antifreeze/coolant exchange machine. This machine will be used on all Village, Fire Company, and GWA vehicles and equipment.

Floor Scrubber: (\$12,000) Provides for the purchase of a floor sweeper/scrubber machine. This machine will be used to sweep, degrease, and scrub the ESD shop floors.

VILLAGE OF GLEN ELLYN
 CY 15 ANNUAL BUDGET
 PERSONNEL SCHEDULE

PUBLIC WORKS DEPARTMENT - EQUIPMENT SERVICES

<u>Classification</u>	<u>Status</u>	<u>Salary Range*</u>	FY10/11	FY11/12	FY12/13	FY13/14	SY 14	FY 15
			<u>Budgeted Employees</u>	<u>Budgeted Employees</u>	<u>Budgeted Employees</u>	<u>Budgeted Employees</u>	<u>Budgeted Employees</u>	<u>Budgeted Employees</u>
Equipment Services Superintendent	FT	N	1.00	-	-	1.00	1.00	1.00
Equipment Services Supervisor	FT	L	1.00	1.00	1.00	-	-	-
Equipment Mechanic II	FT	J	2.00	2.00	2.00	2.00	2.00	2.00
Administrative Assistant I /1	PT	E	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>
TOTAL EMPLOYEES (Full-time Equivalents)			<u>4.40</u>	<u>3.40</u>	<u>3.40</u>	<u>3.40</u>	<u>3.40</u>	<u>3.40</u>
Full-time Number of Positions			3	3	3	3	3	3
Part-time Number of Positions			1	1	1	1	1	1

/1 Previously titled Inventory Clerk

* Information regarding salary ranges can be found in the appendix.

EQUIPMENT SERVICES REPLACEMENT SCHEDULE

Current year:		2014		Computes depreciation amounts for calendar year:										2015					
Dept.Division & Vehicle No.	Service Date	Vehicle Description	Vehicle Cost	Econ. Life	Dep Rate	Repl Cost	Yrs Left	Prior Contrib	Contrib. To Date	Remaining Contrib	2015	2016	2017	2018	2019	2020	2021-2029	Total Contrib	
Public Works - Administration																			
212	2008	2009 Ford Expedition	Director's vehicle	27,200	7	4%	34,816	2	28,185	31,501	6,631	3,316	3,316	0	0	0	0	34,816	
216	2007	2008 Ford Escape	Asst. Dir. Vehicle	23,000	7	4%	29,440	1	27,338	29,440	2,102	2,102	0	0	0	0	0	29,440	
222	2004	2004 Ford Taurus Wgn.	Engineer's wagon	17,300	7	4%	22,144	-2	22,144	22,144	0	0	0	0	0	0	0	22,144	
FUEL ISLAND	2012			18,000	20	0%	18,000	19	1,755	2,610	16,245	855	855	855	855	855	7,695	14,580	
				85,500			104,400		79,422	85,695	24,978	6,273	4,171	855	855	855	855	7,695	100,980
Public Works - Streets / Forestry																			
200	2005	2006 I.H. 7400	6 wheel dump	96,300	10	4%	134,820	2	116,701	125,761	18,119	9,060	9,060	0	0	0	0	134,820	
201	2004	2005 I.H. 7400	10 wheel dump	102,900	10	4%	151,860	1	144,393	151,860	7,467	7,467	0	0	0	0	0	151,860	
202	2009	2010 I.H. 7400	6 wheel dump	155,300	10	4%	217,420	6	105,604	124,240	111,816	18,636	18,636	18,636	18,636	18,636	18,636	217,420	
203	2012	2012 I.H. 7400	6 wheel dump	157,400	10	4%	220,360	9	41,868	61,700	178,492	19,832	19,832	19,832	19,832	19,832	19,832	220,360	
204	2009	2010 I.H. 7400	10 wheel dump	177,900	10	4%	249,060	6	120,972	142,320	128,088	21,348	21,348	21,348	21,348	21,348	21,348	249,060	
206	2012	Ford F550/Altec AT37G	42' aerial elect. truck	86,700	10	4%	121,380	9	23,062	33,986	98,318	10,924	10,924	10,924	10,924	10,924	10,924	121,380	
213	2012	2013 Snogo	Snow blower	92,600	15	3%	134,270	14	8,951	17,902	125,319	8,951	8,951	8,951	8,951	8,951	8,951	134,270	
221	2012	2008 Ford F150	Pickup truck	26,400	3	4%	29,568	2	16,427	22,998	13,141	6,571	6,571	0	0	0	0	29,568	
231	2008	2008 Ford F450	1 ton dump truck	56,900	7	4%	72,832	2	58,959	65,896	13,873	6,937	6,937	0	0	0	0	72,832	
232	2012	2014 Ford F350	1 ton dump truck	62,000	7	5%	83,700	6	11,957	23,914	71,743	11,957	11,957	11,957	11,957	11,957	11,957	83,700	
233	2012	2014 Ford F350	1 ton dump truck	61,000	7	5%	82,350	6	11,764	23,528	70,586	11,764	11,764	11,764	11,764	11,764	11,764	82,350	
238	2008	2008 Ford F350	1 ton dump truck	54,700	7	4%	70,016	2	56,679	63,348	13,337	6,669	6,669	0	0	0	0	70,016	
239	2005	2005 DynaPac CC142	Roller	37,150	15	3%	53,868	7	31,870	35,013	21,998	3,143	3,143	3,143	3,143	3,143	3,143	53,868	
241	2009	2009 Ford F350	1 ton dump truck	48,600	7	4%	62,208	3	42,213	48,878	19,995	6,665	6,665	6,665	0	0	0	62,208	
246	2005	2005 Case 721D	Front end loader	134,377	10	4%	188,128	2	163,146	175,637	24,982	12,491	12,491	0	0	0	0	188,128	
247	2005	2005 Vermeer SC60tx	Stump Grinder	35,000	10	4%	49,000	2	42,415	45,708	6,585	3,293	3,293	0	0	0	0	49,000	
248	2007	2008 Ford F350	Pickup truck	26,600	7	4%	34,048	1	31,616	34,048	2,432	2,432	0	0	0	0	0	34,048	
259	2012	2013 Elgin Pelican NP	Sweeper	180,500	7	5%	243,675	6	34,811	69,622	208,864	34,811	34,811	34,811	34,811	34,811	34,811	243,675	
250	2010	2011 Freightliner M2 106	60' Forestry bucket	135,747	10	4%	190,046	7	73,643	90,272	116,403	16,629	16,629	16,629	16,629	16,629	16,629	190,046	
251	2012	2012 I.H. 7400	6 wheel dump	157,400	10	4%	220,360	9	22,036	44,072	198,324	22,036	22,036	22,036	22,036	22,036	22,036	220,360	
253	2012	John Deere X749	Tractor w/broom etc.	20,900	5	4%	25,080	4	9,029	13,042	16,051	4,013	4,013	4,013	4,013	0	0	25,080	
254	2007	2008 Ford F350	Pickup truck	26,600	7	4%	34,048	1	31,616	34,048	2,432	2,432	0	0	0	0	0	34,048	
255	2008	2008 Ford F350	Sign Truck	44,600	7	4%	57,088	2	46,214	51,651	10,874	5,437	5,437	0	0	0	0	57,088	
260	2008	2008 Ford F350	1 ton dump truck	54,900	7	4%	70,272	2	56,887	63,580	13,385	6,693	6,693	0	0	0	0	70,272	
265	2013	2014 JCB	Loadall	138,000	15	4%	220,800	15	0	14,720	220,800	14,720	14,720	14,720	14,720	14,720	14,720	220,800	
510	2010	2011 Bandit 1890 XP	Brush Chipper	43,980	10	4%	61,572	7	23,859	29,247	37,713	5,388	5,388	5,388	5,388	5,388	5,388	61,572	
514	1989	Ingersol comp.	Compressor	0	1	3%	0	-23	0	0	0	0	0	0	0	0	0	0	
10-200	2009	Snow plow		11,700	10	4%	16,380	6	7,956	9,360	8,424	1,404	1,404	1,404	1,404	1,404	1,404	16,380	
10-201	2009	Snow plow		11,300	10	4%	15,820	6	7,684	9,040	8,136	1,356	1,356	1,356	1,356	1,356	1,356	15,820	
10-202	2009	Snow plow		11,300	10	4%	15,820	6	7,684	9,040	8,136	1,356	1,356	1,356	1,356	1,356	1,356	15,820	
10-203	2009	Snow plow		11,700	10	4%	16,380	6	7,956	9,360	8,424	1,404	1,404	1,404	1,404	1,404	1,404	16,380	
10-204	2009	Snow plow		12,000	10	4%	16,800	6	8,160	9,600	8,640	1,440	1,440	1,440	1,440	1,440	1,440	16,800	
10-251	2009	Snow plow		11,300	10	4%	15,820	6	7,684	9,040	8,136	1,356	1,356	1,356	1,356	1,356	1,356	15,820	
502	2005	2006 Landoll	Tilt Tag Trailer	9,200	15	3%	13,340	7	7,892	8,670	5,448	778	778	778	778	778	778	13,340	
509	1994	Rayco Stumper	Stump grinder	0		3%	0		0	0	0	0	0	0	0	0	0	0	
FUEL ISLAND	2012			165,000	20	0%	165,000	19	16,088	23,925	148,912	7,837	7,837	7,837	7,837	7,837	7,837	133,650	
				2,457,954			3,353,188		1,397,796	1,695,024	1,955,392	297,228	284,897	227,749	221,084	217,071	217,071	458,943	3,321,838
Facilities Maintenance																			
218	2010	2010 Ford Transit Conne	Van	20,400	10	4%	28,560	7	9,649	12,351	18,911	2,702	2,702	2,702	2,702	2,702	2,702	28,560	
223	2008	2008 Dodge Sprinter	Van	39,400	7	4%	50,432	2	42,115	46,274	8,317	4,159	4,159	0	0	0	0	50,432	
FUEL ISLAND	2012			10,000	20	0%	10,000	19	975	1,450	9,025	475	475	475	475	475	475	8,100	
				69,992			88,992		52,739	60,074	36,253	7,335	7,335	3,177	3,177	3,177	3,177	6,977	87,000

EQUIPMENT SERVICES REPLACEMENT SCHEDULE

Current year:		2014		Computes depreciation amounts for calendar year:							2015									
Dept.Division & Vehicle No.	Service Date	Vehicle Description	Vehicle Cost	Econ. Life	Dep Rate	Repl Cost	Yrs Left	Prior Contrib	Contrib. To Date	Remaining Contrib	2015	2016	2017	2018	2019	2020	2021-2029	Total Contrib		
Police																				
001	2012	2013 Ford Expedition	Sergeant vehicle	30,900	3	4%	34,608	2	11,536	23,072	23,072	11,536	11,536	0	0	0	0	34,608		
002	2010	2010 Ford Crown Vic	Patrol vehicle	26,100	3	3%	28,449	0	28,449	28,449	0	0	0	0	0	0	0	28,449		
003	2012	2012 Chevy Impala	Patrol vehicle	22,600	3	3%	24,634	2	13,685	19,160	10,949	5,475	5,475	0	0	0	0	24,634		
004	2013	2014 Ford Explorer	Patrol vehicle	32,000	3	3%	34,880	3	0	11,627	34,880	11,627	11,627	11,627	0	0	0	34,880		
005	2011	2011 Ford Expedition	Patrol vehicle	31,700	3	3%	34,553	1	28,795	34,553	5,758	5,758	0	0	0	0	0	34,553		
006	2013	2014 Ford Explorer	Patrol vehicle	32,000	3	3%	34,880	3	0	11,627	34,880	11,627	11,627	11,627	0	0	0	34,880		
007	2011	2012 Chevy Impala	Patrol vehicle	22,300	3	3%	24,307	1	20,256	24,307	4,051	4,051	0	0	0	0	0	24,307		
008	2010	2010 Ford Crown Vic.	Patrol vehicle	26,100	3	3%	28,449	0	28,449	28,449	0	0	0	0	0	0	0	28,449		
009	2012	2014 Ford Explorer	Patrol vehicle	32,000	3	3%	34,880	2	11,627	23,254	23,253	11,627	11,627	0	0	0	0	34,880		
010	2007	2007 Harley FLHPI	Patrol Motorcycle	1,800	6	0%	1,800	1	0	0	1,800	1,800	0	0	0	0	0	1,800		
011	2011	2011 Ford F150	CSO vehicle	28,750	3	3%	31,338	1	26,115	31,338	5,223	5,223	0	0	0	0	0	31,338		
012	2007	2007 Chevy Impala	Unmarked vehicle	21,800	9	3%	27,686	3	0	9,229	27,686	9,229	9,229	9,229	0	0	0	27,686		
013	2006	2007 Toyota Prius	Unmarked vehicle	23,900	7	4%	30,592	0	30,592	30,592	0	0	0	0	0	0	0	30,592		
014	2010	2010 Dodge Grand Caravan	Unmarked vehicle	20,500	7	4%	26,240	4	14,245	17,244	11,995	2,999	2,999	2,999	2,999	0	0	26,240		
016	2008	2008 Ford Escape	Unmarked vehicle	17,300	7	4%	22,144	2	17,926	20,035	4,218	2,109	2,109	0	0	0	0	22,144		
018	2012	2012 Ford Expedition	Patrol vehicle	32,700	3	3%	35,643	2	19,802	27,723	15,841	7,921	7,921	0	0	0	0	35,643		
019	2010	2010 Ford Expedition	Patrol vehicle	31,700	3	3%	34,553	0	34,553	34,553	0	0	0	0	0	0	0	34,553		
020	2008	2008 Ford Escape	CSO vehicle	21,300	7	4%	27,264	2	22,071	24,668	5,193	2,597	2,597	0	0	0	0	27,264		
022	2008	2008 Chevy Impala	Unmarked vehicle	22,400	7	3%	27,104	2	21,941	24,523	5,163	2,582	2,582	0	0	0	0	27,104		
025	2010	2010 Ford Explorer	Dpty Chief vehicle	27,550	7	3%	33,336	4	20,896	24,006	12,440	3,110	3,110	3,110	3,110	0	0	33,336		
026	2013	2014 Ford Explorer	Dpty Chief vehicle	32,000	7	3%	38,720	7	0	5,531	38,720	5,531	5,531	5,531	5,531	5,531	5,531	38,720		
027	2011	2011 Ford Expedition	Chief's vehicle	32,200	3	3%	35,098	1	29,249	35,098	5,849	5,849	0	0	0	0	0	35,098		
FUEL ISLAND	2012			444,000	20	0%	444,000	19	43,290	64,380	400,710	21,090	21,090	21,090	21,090	21,090	189,810	359,640		
				1,013,600			1,095,157		423,477	553,414	671,680	131,737	109,057	65,212	32,730	26,621	26,621	195,341	1,010,797	
Fire Company																				
1M61	2009	2008 Ford E-450	Medtec Ambulance	115,800	5	11%	179,490	1	161,541	179,490	17,949	17,949	0	0	0	0	0	179,490		
1M62	2009	2008 Ford E-450	Medtec Ambulance	115,800	5	11%	179,490	1	161,541	179,490	17,949	17,949	0	0	0	0	0	179,490		
1A62	2010	2007 Ford Expedition	Ast. Chief Squad	8,036	1	0%	8,036	-2	8,036	8,036	0	0	0	0	0	0	0	8,036		
FUEL ISLAND	2012			139,000	20	0%	139,000	19	13,553	20,155	125,447	6,602	6,602	6,602	6,602	6,602	59,422	112,590		
				378,636			506,016		344,671	387,171	161,345	42,500	6,602	6,602	6,602	6,602	59,422	479,606		
Planning & Development																				
217	2007	2007 Toyota Prius	Inspector	21,300	7	4%	27,264	1	25,317	27,264	1,947	1,947	0	0	0	0	0	27,264		
211	2008	2009 Ford Escape	Inspector	16,800	7	4%	21,504	2	17,408	19,456	4,096	2,048	2,048	0	0	0	0	21,504		
220	2008	2009 Ford Escape	Inspector	16,800	7	4%	21,504	2	17,408	19,456	4,096	2,048	2,048	0	0	0	0	21,504		
FUEL ISLAND	2012			8,000	20	0%	8,000	19	780	1,160	7,220	380	380	380	380	380	380	6,480		
				62,900			78,272		60,913	67,336	17,359	6,423	4,476	380	380	380	380	3,420	76,752	
TOTAL GENERAL FUND				4,068,390			5,226,025		2,359,018	2,848,714	2,867,007	491,496	416,537	303,975	264,828	254,706	254,706	711,991	5,077,065	
Parking Fund																				
207	2000	sold		24,000	7	3%	29,040	-6	29,040	29,040	0	0	0	0	0	0	0	29,040		
				24,000			29,040		29,040	29,040	0	0	0	0	0	0	0	0	29,040	

EQUIPMENT SERVICES REPLACEMENT SCHEDULE

Current year:		2014	Computes depreciation amounts for calendar year:										2015						
Dept.Division & Vehicle No.	Service Date	Vehicle Description	Vehicle Cost	Econ. Life	Dep Rate	Repl Cost	Yrs Left	Prior Contrib	Contrib. To Date	Remaining Contrib	2015	2016	2017	2018	2019	2020	2021-2029	Total Contrib	
Water Fund																			
205	2003	2004 IH 7400	10 wheel dump	66,182	12	4%	97,949	2	86,768	92,359	11,181	5,591	5,591	0	0	0	0	97,949	
208	2007	2008 Ford Escape	Util. Supt. Vehicle	23,300	7	4%	29,824	1	27,694	29,824	2,130	2,130	0	0	0	0	0	29,824	
209	2010	JCB 3CX15	Backhoe	94,606	10	4%	132,448	7	51,324	62,913	81,124	11,589	11,589	11,589	11,589	11,589	11,589	132,448	
224	2013	2014 Ford Transit Conne	JULIE truck	36,000	7	3%	43,560	7	0	6,223	43,560	6,223	6,223	6,223	6,223	6,223	6,223	43,560	
226	2008	2008 Ford F350	Pickup truck	26,600	7	4%	34,048	2	27,563	30,806	6,485	3,243	3,243	0	0	0	0	34,048	
227	2008	2008 Ford F350	Pickup truck	27,700	7	4%	35,456	2	28,702	32,079	6,754	3,377	3,377	0	0	0	0	35,456	
228	2009	2009 Ford F550	Crane/utility truck	88,300	7	4%	113,024	3	76,695	88,805	36,329	12,110	12,110	12,110	0	0	0	113,024	
229	2009	2009 Ford E250	Van	18,600	7	4%	23,808	3	16,155	18,706	7,653	2,551	2,551	0	0	0	0	23,808	
270	2004	2004 Ford F450	Utility vehicle	50,300	7	4%	64,384	-2	64,384	64,384	0	0	0	0	0	0	0	64,384	
271	2007	2008 Ford F350	Pickup truck	26,600	7	4%	34,048	1	31,616	34,048	2,432	2,432	0	0	0	0	0	34,048	
515	1999	Sullivan comp.	Compressor	11,882	15	3%	17,229	1	16,674	17,229	555	555	0	0	0	0	0	17,229	
FUEL ISLAND	2012			70,000	20	0%	70,000	19	6,825	10,150	63,175	3,325	3,325	3,325	3,325	3,325	3,325	56,700	
				540,070					695,779		434,400	487,525	261,379	53,125	48,008	35,798	21,137	682,479	
Sewer Fund																			
210	2002	JCB Backhoe	Backhoe	57,389	10	4%	80,345	-1	80,345	80,345	0	0	0	0	0	0	0	80,345	
214	2012	2014 Caterpillar 938K	Front end loader	180,200	15	7%	369,410	14	24,627	49,254	344,783	24,627	24,627	24,627	24,627	24,627	197,019	369,410	
230	2005	2006 IH 7400 Vactor	Vactor 2110	231,200	10	3%	300,560	2	260,485	280,523	40,075	20,038	20,038	0	0	0	0	300,560	
234	2006	2006 IH 7400 Dump	10 wheel dump	76,797	10	4%	107,516	3	83,325	91,389	24,191	8,064	8,064	8,064	0	0	0	107,516	
242	2010	2010 IH 4300 Vactor	Vactor Ramjet	174,985	10	4%	244,979	7	94,930	116,366	150,049	21,436	21,436	21,436	21,436	21,436	21,436	244,979	
243	2008	2008 Ford F450	1 ton dump truck	42,540	7	4%	54,451	2	44,800	49,266	10,371	5,186	5,186	0	0	0	0	54,451	
244	2008	2008 Ford F450	1 ton dump truck	40,900	7	4%	52,352	2	42,381	47,367	9,971	4,986	4,986	0	0	0	0	52,352	
245	2008	2008 Dodge Caravan	Inspector vehicle	19,400	7	4%	24,832	2	20,102	22,467	4,730	2,365	2,365	0	0	0	0	24,832	
252	2008	2008 JCB 190 II	Skid steer	37,800	10	4%	52,920	5	32,528	36,606	20,392	4,078	4,078	4,078	4,078	4,078	0	52,920	
FUEL ISLAND	2012			74,000	20	0%	74,000	19	7,215	10,730	66,785	3,515	3,515	3,515	3,515	3,515	31,635	59,940	
				935,211			1,361,365		690,018	784,312	671,347	94,294	94,294	61,720	53,656	53,656	49,578	1,347,305	
Equipment Services Fund																			
300	2006	2007 Ford 250	Service truck	32,375	7	3%	39,174	0	39,174	39,174	0	0	0	0	0	0	0	39,174	
FUEL ISLAND	2012			23,000	20	0%	23,000	19	2,243	3,335	20,757	1,092	1,092	1,092	1,092	1,092	9,832	18,630	
				55,375			62,174		41,417	42,509	20,757	1,092	1,092	1,092	1,092	1,092	9,832	57,804	
TOTAL - ALL FUNDS				5,623,046			7,374,382		3,553,893	4,192,100	3,820,489	640,007	559,931	402,585	340,714	330,592	326,514	1,019,650	7,193,693

