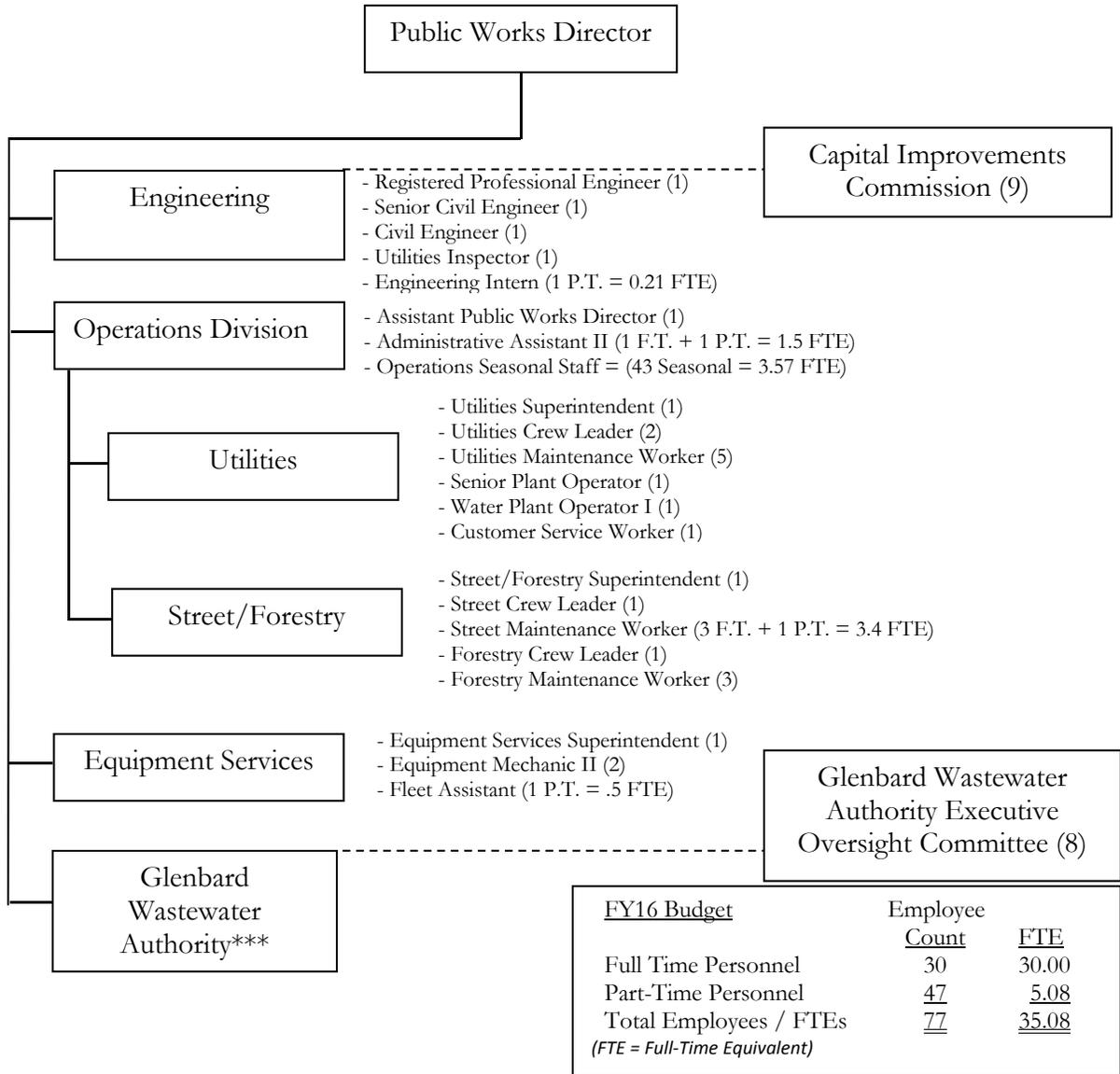


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# PUBLIC WORKS DEPARTMENT FISCAL YEAR 2016



	<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>FY15</u>	<u>FY16</u>
<u>Budgeted Full-Time Employees</u>										
Administration / Engineering	5	7	6	6	6	6	6	6	7	7
Equipment Services	3	3	3	3	3	3	3	3	3	3
Streets / Forestry *	0	0	0	0	0	9	9	9	9	9
Utilities *	0	0	0	0	0	11	11	11	11	11
Operations *	21	19	19	19	19	0	0	0	0	0
Total FT**	<u>29</u>	<u>29</u>	<u>28</u>	<u>28</u>	<u>28</u>	<u>29</u>	<u>29</u>	<u>29</u>	<u>30</u>	<u>30</u>

\* 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 six 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 Division, 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:

- 89 miles of roadway
- approx. 850 street lights (Village owned)
- approx. 14,025 parkway trees
- approx. 4,250 street and traffic signs
- Downtown benches, bike racks and trash receptacles
- 70 miles of storm sewer mains
- 3,165 storm sewer inlets, basins and manholes
- 1,400 fire hydrants
- 147 miles of water mains
- 1,576 water main valves
- approx. 8,200 water services
- 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
- approx. 2,000 sanitary sewer manholes

**GENERAL FUND**  
**PUBLIC WORKS DEPARTMENT**

Summary of Public Works activity

Village of Glen Ellyn  
 Calendar Year 2016 Budget

<b>Fund #</b>	<b>Public Works Department Expenditure totals</b>	<b>Calendar Year 2013 Actual</b>	<b>Calendar Year 2014 Actual</b>	<b>Calendar Year 2015 Revised Budget</b>	<b>Calendar Year 2015 Est. Actual</b>	<b>Calendar Year 2016 Budget</b>
100	<b>Admin. &amp; Engineering</b>					
	Operations	\$ 713,311	\$ 659,315	\$ 778,620	\$ 723,500	\$ 758,589
	Capital	-	-	25,000	25,000	14,000
	Admin. & Engineering Total	713,311	659,315	803,620	748,500	772,589
100	<b>PW Operations (Street/Forestry)</b>					
	Operations	\$ 1,967,908	\$ 2,273,191	\$ 2,558,465	\$ 2,356,534	\$ 2,390,015
	Capital	38,766	17,664	20,700	20,700	14,550
	Street/Forestry Total	2,006,674	2,290,855	2,579,165	2,377,234	2,404,565
	<b>General Fund Total</b>					
	Operations	\$ 2,681,219	\$ 2,932,506	\$ 3,337,085	\$ 3,080,034	\$ 3,148,604
	Capital	38,766	17,664	45,700	45,700	28,550
	General Fund Total	2,719,985	2,950,170	3,382,785	3,125,734	3,177,154
500	<b>Utilities - Water</b>					
	Operations	\$ 4,891,300	\$ 5,145,051	\$ 6,424,416	\$ 6,006,750	\$ 6,436,830
	Capital	1,304,755	855,222	3,450,326	1,932,550	2,159,500
	Utilities - Water Total	6,196,055	6,000,273	9,874,742	7,939,300	8,596,330
500	<b>Utilities - Sewer</b>					
	Operations	\$ 4,679,735	\$ 4,884,009	\$ 5,182,371	\$ 5,011,852	\$ 5,216,413
	Capital	848,629	1,333,210	2,876,199	1,349,500	2,684,700
	Utilities - Sewer Total	5,528,364	6,217,219	8,058,570	6,361,352	7,901,113
	<b>Water/Sanitary Sewer Fund</b>					
	Operations	\$ 9,571,035	\$ 10,029,060	\$ 11,606,787	\$ 11,018,602	\$ 11,653,243
	Capital	2,153,384	2,188,432	6,326,525	3,282,050	4,844,200
	Water/Sanitary Sewer Fund Total	11,724,419	12,217,492	17,933,312	14,300,652	16,497,443
530	<b>Parking Fund</b>					
	Operations	\$ 224,533	\$ 218,195	\$ 260,494	\$ 250,500	\$ 252,000
	Capital	356,089	301,884	167,384	75,000	210,000
	Parking Fund Total	580,622	520,079	427,878	325,500	462,000
650	<b>Equipment Services Fund</b>					
	Operations	\$ 933,303	\$ 1,491,674	\$ 1,038,900	\$ 964,100	\$ 954,200
	Capital	772,689	642,214	429,302	394,000	496,700
	Equipment Services Fund Total	1,705,992	2,133,888	1,468,202	1,358,100	1,450,900
210	<b>Motor Fuel Tax Fund</b>					
	Operations	\$ 635,147	\$ 690,723	\$ 827,645	\$ 682,000	\$ 696,440
	Capital	8,320	28,145	650,000	100,000	200,000
	Motor Fuel Tax Fund Total	643,467	718,868	1,477,645	782,000	896,440
400	<b>Capital Projects Fund</b>					
	Operations	\$ 113,642	\$ 175,436	\$ 520,454	\$ 140,000	\$ 614,500
	Debt	-	-	236,000	236,000	-
	Capital	4,560,057	5,665,657	22,637,402	7,935,558	19,449,403
	Capital Projects Fund Total	4,673,699	5,841,093	23,393,856	8,311,558	20,063,903
	<b>Public Works Total</b>					
	Operations	\$ 14,158,879	\$ 15,537,594	\$ 17,591,365	\$ 16,135,236	\$ 17,318,987
	Debt	-	-	236,000	236,000	-
	Capital	7,889,305	8,843,996	30,256,313	11,832,308	25,228,853
	Public Works Total	22,048,184	24,381,590	48,083,678	28,203,544	42,547,840

VILLAGE OF GLEN ELLYN  
 CALENDAR FISCAL YEAR 2016 ANNUAL BUDGET  
 PERSONNEL SCHEDULE

**PUBLIC WORKS DEPARTMENT**

Classification	Status	Salary Range*	FY12/13	FY13/14	SY 14	FY15	FY16
			Budgeted Employees				
<b><u>Administration &amp; Engineering Division</u></b>							
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
Senior Civil Engineer	FT	Q	-	-	-	1.00	1.00
Civil Engineer	FT	O	1.00	1.00	1.00	1.00	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	0.21	0.21	0.21
Administrative Assistant II	FT/PT	F	-	1.50	1.50	1.50	1.50
Administrative Assistant I	FT/PT	D	1.50	-	-	-	-
			6.92	6.92	6.71	7.71	7.71
<b><u>Operations Division</u></b>							
Street/Forestry Superintendent	FT	N	-	1.00	1.00	1.00	1.00
Utilities Superintendent	FT	N	-	1.00	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	-	-	-	-
Water Plant Operator I	FT	I	-	1.00	1.00	1.00	1.00
Crew Leader II	FT	J	-	1.00	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	-	-	-	-
Customer Service Worker	FT	G	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III	FT	G	-	-	-	-	1.00
Maintenance Worker II	FT/PT	F	9.30	5.40	5.40	5.00	4.00
Maintenance Worker I	FT	E	4.00	6.00	6.00	6.40	6.40
Forestry Intern	PT	N/A	-	-	0.19	0.19	-
Seasonal Staff	PT	N/A	3.57	3.57	3.57	3.57	3.57
			23.47	23.97	24.16	24.16	23.97
<b><u>Equipment Services Division</u></b>							
Equipment Services Superintendent	FT	N	-	1.00	1.00	1.00	1.00
Equipment Services Supervisor	FT	L	1.00	-	-	-	-
Equipment Mechanic II	FT	J	2.00	2.00	2.00	2.00	2.00
Fleet Assistant I <sup>1</sup>	PT	E	0.40	0.40	0.40	0.40	0.40
			3.40	3.40	3.40	3.40	3.40
<b>TOTAL EMPLOYEES (Full-time Equivalents)</b>			<b>33.79</b>	<b>34.29</b>	<b>34.27</b>	<b>35.27</b>	<b>35.08</b>

Full-time Number of Positions	28	29	29	30	30
Part-time Number of Positions	48	48	48	48	47

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

<sup>1</sup> 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, Senior Civil 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 with regard to right of way, monitoring tree inventories, managing the tree cost share program, processing invoices, completing required reports and handling of all department correspondence, requests for proposals and bid documents. The Public Works Director is responsible for the Glenbard Wastewater Authority, an intergovernmental agency that is operated by an Executive Director serving Glen Ellyn and Lombard.

The engineering team of three full-time engineers 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 CY15:**

1. Snow removal operations were a significant part of administrative duties.
2. Committed to 100% salt purchase in collaboration with DuPage County as a money saving idea with improved contractual benefits beyond State Procurement.
3. Enhanced all data pertaining to Public Works on the new Village website.
4. 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.
5. Implemented the Village's new budget process in MUNIS.

6. Supported operations and responded to resident inquiries and requests during three weather related emergencies: Super Bowl Sunday blizzard with 18” of snow, flooding from a significant rain event on June 15<sup>th</sup>, and a rain/wind event that caused significant tree damage on August 10<sup>th</sup>.
7. During 2015, 3 new employees were hired to fill open positions and one hired in a newly created position.
8. Continued to implement new web based asset and work management software (OMS) through Cartegraph, Inc. Plant Operations’ assets were added and a new tree value calculation was created using Cartegraph assistance. OMS software 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.
9. 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 quarterly reports focus on updating our team of departmental activities as well as monitoring Key Performance Indicators (KPI) for each Division.

### **Administration Goals for CY16**

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. This software package allows residents to report, submit, and track work request online and with mobile devices and gain access to status of work being performed through an online GIS System. All of this will assist Public Works to respond faster to citizen requests and improve solutions to citizens’ problems. Streetlights will be added as assets to manage in 2016.
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. Simultaneously reduce costs and improve service in all divisions.
6. Support Illinois Public Works Mutual Aid Network (IPWMAN) whenever emergencies occur in the region. Glen Ellyn Public Works is committed to assisting other municipalities’ Public Works Departments in time of need.

7. Train all new employees on policies and procedures.
8. Obtain a new 3 year contract for Brush removal.
9. Obtain a new 3 year contract for Landscape work.

### **Engineering Division Activities in CY 15 and Planned for CY16**

#### **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
  - Newton Avenue Row Houses
  - Courtyards of Glen Ellyn
  - South Park Boulevard Memory Care
  - Pet Supplies Plus
  - Glen Oak Country Club
  - Glenbard West High School Expansion
  - Enclaves of Glen Oak Subdivision
  - Brookhaven Subdivision
  - Grandma Sally's Site Redevelopment
  - Annexation matters re. water/sewer service
  - General Assistance to Development teams
  - Police Station
- ❑ 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 maintained GISCI credentials
- ❑ Continued imaging and logging of engineering plans and documents; working with consultants to obtain project record drawings in digital format
- ❑ Continued updating of various assets including 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 is pursuing LEED AP Neighborhood Development credentials for environmentally sustainable practices in a community setting

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

- ❑ Continued making updates and 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.
- ❑ Continued coordination with the Illinois Department of Transportation for various federal aid projects including the Crescent Boulevard Reconstruction near Glenbard West (2015 construction), North Park Boulevard (construction date pending due to possible scope of work changes) and Taylor Avenue Pedestrian Underpass Phase I engineering (planned 2017 construction).
- ❑ 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 applications in 2015 for federal funding through the Surface Transportation Program (administered locally by the DuPage Mayors and Managers Conference) for resurfacing of Central Business District Streets and providing a bike lane as part of the North Park Boulevard project. The 2014 application for funding of the Taylor Avenue Pedestrian Underpass resulted in \$1.8 million for construction phase expenses. In 2015 sought additional funding for the Taylor project in response to a call for projects from CMAQ program.
- ❑ 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 2016 as the original project bid in 2015 yielded only one proposal at an excessive cost.
- ❑ 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; all reimbursement monies were received and the project was closed-out in 2015.

## 3. Major Infrastructure Improvements Project Involvement

In 2015, the following improvement projects were bid and constructed or further work authorized. Engineering staff coordinated project designs with consultants or defined the scope of work, bid and awarded construction contracts, and oversaw (either directly or with the assistance of consultants) project construction.

- ❑ **Crescent Boulevard Reconstruction (#13002)** – Crescent Boulevard in proximity to Glenbard West High School was reconstructed with a new concrete pavement in the summer of 2015 to provide pedestrian safety and improved traffic flow in the corridor. Total project costs – counting all engineering and construction – will total approximately \$3,830,000 including construction costs of about \$3,200,000. Federal funding for the project will offset about \$1,675,000 of construction expenses.

- **Elm-Cottage-Geneva Connectors Improvements (#14004)** – About 1.2 miles of roadways were rehabilitated in and near Elm Street between Western and Main as well as Cottage between Western and Pleasant and two short segments of alley in 2015. Work ranged from straightforward resurfacing to complete replacement of the existing roadway section and alley reconstruction, and included various sidewalk, water, storm and sanitary sewer upgrades. The estimated total project costs for construction and engineering are \$2,500,000 with a construction cost of \$2,360,000.
- **Glenwood-Arbor-Ridgewood Improvements (#14005)** – Three street segments with a combined length of 0.8 miles in the central portion of the Village were upgraded with new curbs, driveway approaches, full-depth asphalt pavement, sidewalk extensions and various underground improvements as part of this 2015 improvement project. Anticipated total project costs for construction and engineering are \$3,475,000 including \$3,250,000 for construction.
- **2014 Resurfacing Program (#14005)** – The 2014 Street Resurfacing Program was expanded by change order to include additional roadways throughout the Village including segments of Park, Maple, Forest, Lawrence, Heather, Brighton, Londonberry, Briar, Valley Surrey and Plum Tree. Total expenditures over the two year timeframe of the project were \$1,375,000.

**In 2016, the following major improvement projects are planned for implementation:**

- **Lake Ellyn Outlet Control Structure (OCS) Improvements (#14001)** – Construction of recommended improvements to the outlet structure and downstream drainage way to improve the Lake Ellyn outlet hydraulic capabilities and to better handle overflows from Lake Ellyn. Estimated construction cost is \$375,000; construction engineering is \$45,000. A Block Grant is anticipated to cover most of the construction expenses.
- **Hill Avenue Bridge (#16008)** – Glen Ellyn has agreed to partner with the Village of Lombard to replace the existing Hill Avenue bridge over the East Branch of the DuPage River. The Village will invest up to \$300,000 for engineering and construction of the new structure, scheduled for construction in 2016. CY 16 expenditures are estimated to be \$195,000.
- **Taylor Avenue Pedestrian Underpass (#15009)** – Phase II engineering will be funded to prepare design plans and cost estimates leading to project bidding for construction in 2017 at an anticipated cost of \$125,000.

- **Sidewalk Program** - Anticipated projects include the annual Village sidewalk installation and replacement program; engineering and construction of sidewalk improvements on the west side of Ellyn Avenue adjacent to the Glenbard West High School parking lot, and through the lot connecting Ellyn and Glen Ellyn Place; construction of the crosswalk improvements at two locations on Roosevelt Road and at Route 53 and Pershing. A federal grant administered through RTA and CMAP is anticipated to reimburse the Village for all construction-related expenses; local share of construction costs to install a sidewalk on the east side of Route 53 near Glen Crest Creek (between Bemis and Marston) as part of the 2016 IDOT culvert replacement project; and Lake Ellyn Park sidewalk on the east side of Lenox Road.

<b>CY 16 SIDEWALK PROJECTS</b>		
<b>Project</b>	<b>Segment</b>	<b>Estimated Cost</b>
2016 Sidewalk Improvements (#16003)	Village-wide replacement program	\$75,000
Glenbard West Parking Lot (#16007)	Extension of Sidewalk on Ellyn Avenue next to lot Connecting Sidewalk, Ellyn to Glen Ellyn Place	\$75,000
IDOT Intersection Upgrades (#14007)	IL 38 & Lambert; IL 38 & Nicoll; IL 53 and Pershing – Construction Phase	\$190,000
Route 53 Sidewalk Study (#16014)	Engineering Study and Design for 1,300 ft. of new sidewalk for the east side of IL 53 between Marston and Sheehan to connect Glen Crest Subdivision	\$5,000
Route 53 Sidewalk (Bemis-Marston) (#16013)	Local share of sidewalk construction between Bemis and Marston	\$7,000
Lake Ellyn Park Sidewalk (#16010)	East side of Lenox between Hawthorne and Essex	\$50,000
<b>CY 16 SIDEWALK PROJECT TOTALS – Capital Projects Fund</b>		<b>\$402,000.00</b>

- **Elm – Oak Improvements (#16006)** – Reconstruction of Elm Street between Kenilworth and Western; resurfacing of Oak between Kenilworth and Western; Geneva Road Culvert Extension near 279 Geneva; Geneva Road sidewalk west of Kenilworth. Project costs are currently estimated as follows:
  - Design Engineering . . . \$12,500 (performed in-house; all funds)
  - Construction – Capital . . . \$1,050,000; Water/Sewer . . . \$785,000
  - Resident Engineering . . . \$180,000 (all funds)
  
- **Kenilworth-Alley Improvements (#16009)** – Reconstruction of Kenilworth Avenue between Greenfield and Hill; reconstruction of two alleys: between Park and Annandale between Hillside and Duane and east of Lincoln:
  - Design Engineering . . . \$70,000 (performed in-house; all funds)
  - Construction – Capital . . . \$660,000; Water/Sewer . . . \$300,000
  - Resident Engineering . . . \$96,000 (all funds)

- ❑ **2016 Resurfacing Program (#16002)** – An **in-house project** to provide simple resurfacing of candidate street sections typically requiring limited concrete curb, driveway and sidewalk repairs and only nominal drainage improvements. Candidate sections include the Baker Hill subdivision, Glenbard Road, Sunnybrook Road, Highland Avenue near Forest Glen School and the Spring-Grove-Lombard-DuPage area south of Route 53. The Spring-Grove project will necessitate complete curb and gutter replacement and will be further assessed for suitability. Project costs are anticipated to be \$1,050,000.
- ❑ **CBD Underground Improvements (#16005)** – Detailed design, construction and resident engineering for needed repairs and upgrades to the water distribution and sanitary sewer collection systems in the Central Business District prior to downtown roadway and streetscape projects at an estimated expense of \$500,000 in Water and Sanitary Sewer funds.
- ❑ **Route 53 Water Main Lining (#16015)** – 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. Estimated cost is \$515,000 from the Water Fund.
- ❑ **Roosevelt Road Water Main Replacement (#13008)** – Detailed design and initial year of a multi-phase construction project to rehabilitate Roosevelt Road water mains between the Wheaton border and Route 53. 2016 efforts will include design and implementation of the first phase of work, likely replacement of the water main between Nicoll and Route 53. Estimated cost is \$400,000 from the Water Fund.
- ❑ **Memory Court Lift Station Rehabilitation (#16012)** – 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. Estimated expenses are \$640,000 for engineering and construction.
- ❑ **Contract Street Maintenance** – Includes timely pavement preservation work to sustain and improve the condition of a roadway as well as extend its life between major rehabilitation events. Public Works develops an annual list of candidate street sections for various types of large scale maintenance work performed by private contractors under contracts written, let and supervised by staff. The contract street maintenance work proposed for CY 2016 includes:

<b>CY 16 Maintenance Activity or Procedure</b>	<b>Estimated Cost</b>
<b>A.</b> Asphalt Street Major Patching Project	\$100,000
<b>B.</b> Asphalt Roadway Crack Sealing	\$50,000
<b>C.</b> Asphalt Roadway Surface Treatments	\$100,000
<b>D.</b> Microsurfacing	\$50,000
<b>E.</b> Concrete Pavement and Curb Repairs	\$130,000
<b>F.</b> Concrete Street Grinding / Leveling (#16011)	\$80,000
<b>G.</b> Concrete Street Joint and Crack Sealing (#16011)	\$100,000
<b>TOTAL – Capital Projects Fund</b>	<b>\$610,000</b>

- A. Large-scale patching efforts will continue with targeted streets identified and evaluated by engineering and operations staff prior to contract development. Targeted streets typically have spot repair needs and are 3-5 years away from major rehabilitation. Periodically, an entire block of a roadway is resurfaced if warranted.
- B. Another major maintenance effort on asphalt streets is crack sealing, with candidate street sections including both recently paved streets (to seal the curb joint as appropriate) and somewhat older streets to fill developing cracks. Crack sealing is also performed by Public Works Department personnel on a select basis with equipment procured in 2014.
- C. The surface treatment program will consist of the application of a preservative seal to recently paved roadways.
- D. Microsurfacing is the application of a polymer-modified, cold-mix paving system placed in a smooth layer over existing asphalt pavement to remediate surface deterioration. Multiple microsurfacing applications can be made for less cost than a full resurfacing. Microsurfacing is envisioned as an important future tool here in Glen Ellyn. In CY 16, the technique will be tried and assessed on a demonstration basis, likely targeting a candidate roadway with a pavement age of between five and ten years. The program will be expanded in future years based on an evaluation of the trial section and development of the formal pavement preservation 5-year plan.
- E. The concrete curb and street pavement repair program consists of the replacement of deteriorated sections of pavement and miscellaneous curb replacements at spot locations throughout the Village. Candidate sections include Main Street between Fairview and Hillside, Hillside between Main and Prospect and Hill east of Main Street.
- F. Diamond grinding of concrete streets improves ride quality by re-profiling the pavement. The candidate section is Main Street between Fairview and Hillside and Hillside Avenue between Main and Glenwood. About 10,000 square yards of pavement would be treated.
- G. After grinding, the work on Main Street and Hillside Avenue would be completed with the re-sealing of joints and cracks. The budget amount is based on sealing approximately 25,000 ft. of joints and cracks.

## In-house Project Coordination, Design and Construction Oversight of Projects

- ❑ In early 2015 the Village hired a new Senior Civil Engineer with the express purpose of assuming more direct responsibilities for design and construction oversight of major public works infrastructure improvement projects. During the year, the Senior Civil Engineer provided all resident engineering oversight services for the Elm-Cottage-Geneva Connectors Improvements Project, saving the Village a minimum of \$100,000 in consulting fees for that project alone. It is anticipated that the engineering design responsibilities for planned 2016 construction projects will be largely handled in-house as well with all three engineering positions contributing toward these efforts.
- ❑ Village Public Works staff undertook various initiatives in 2015 to procure the best vendor prices for various annual municipal maintenance activities and other regular construction programs. This effort included participation in the Municipal Partnering Initiative (MPI), a consortium of DuPage County communities that are jointly bidding out projects. The summary and status of these endeavors, as of September 2015, are displayed on the following table:

<b>Project</b>	<b>Estimated Glen Ellyn Cost</b>	<b>Status</b>
Asphalt Roadway Crack Sealing	\$45,000 (Year 1 award) \$40,000 (Year 2 - pending)	Board award on 6/23/14 to Denler, the second low bidder from MPI process; year two award is pending; work will be done in the late summer / early fall of 2015.
Asphalt Roadway Skip Patching and Resurfacing	\$70,000 (award amount)	Board award 7/28/14 to Hardin Paving, the low bidder from MPI process; \$30,000 in work done in 2014; \$40,000 to be applied at locations being determined for 2015 work.
2015 Parking Lot and Prairie Path Paving Project	\$175,000 (budget)	Bids will be received on September 15 for resurfacing of selected Village-owned parking lots as well as a section of the Illinois Prairie Path.
Concrete Patching and Sidewalk Concrete Spot Repairs	2014 Project: \$135,000 (award amount to DiNatale) 2015 Project: \$155,000 (award amount to Mondì)	DiNatale will wrap up work related to the 2014 contract in September. The 2015 sidewalk and concrete street repair project was bid locally – Mondì Construction will be performing work the fall of this year.
Hydrant Painting	\$18,450 (Year 1 award) \$30,750 (Year 2 - pending) \$32,472 (Year 3 - pending)	Board award 7/14/14 to DMD Consultants via the MPI process; Board authorization for years two and three of the contract and funding approval for Year 2 were received in June. Work is currently underway on approximately 800 hydrants.
Pavement Markings	\$75,000 (2014 award) \$77,500 (2015 award)	2014 contract (awarded 6/9/14) and 2015 contract (awarded 3/9/15) to Superior Road Striping via Suburban Purchasing Cooperative. Recent work included the Elm-Cottage-GC corridors as a cost-savings measure.
Sewer Lining (2013 Project No. 14002; 2015 Project No. 15001)	2013: \$500,000 (Insituform) 2014: \$200,000 (Insituform) 2015: \$425,000 ( Hoerr)	The 2013/2014 Insituform contract is now complete with the submittal of post-lining videos. The 2015 Hoerr contract work will begin in the fall of 2015, likely in early October.
Asphalt Rejuvenators	\$47,500 (bid)	Project is on hold pending submittal and review of coring tests and analyses.
Spoil Hauling and Delivery of Aggregates	\$50,200 (2015 award) \$51,000 (2016 award) \$52,200 (2017 award)	The Board awarded the overall contract and funded the 2015 work in late May.

- ❑ Closeout of various construction projects: Project close-outs include the 2014 Chidester-Elm-Lenox-Linden Improvements, 2013 Street Improvements, 2012 Lambert Road Right-turn Lane, and 2010 Riford Road projects, pending completion of all issues and paperwork, including IDOT processes.

### Coordination with Consultants

- ❑ 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 2015 on future projects and again will be required for many of the CY 2016 projects. Major upcoming efforts include:

<p><b>1. CBD Roadway Rehabilitation and Streetscape (#15006)</b> – The currently envisioned project will consist of a combination of straightforward and enhanced resurfacing of the core roadways in the Central Business District including sections of Main, Duane, Prospect, Crescent, Pennsylvania, Glenwood and Forest as well as limited streetscape improvements focusing on Main Street and Crescent. The total budget for the project – including all engineering phases – is established at \$4.5 million. CY 16 efforts will focus on engineering design with construction anticipated in 2017. The Village is seeking STP project funds for streets where simple resurfacing is programmed.</p>	<p><b>\$250,000 (Capital)</b></p>
<p><b>2. North Park Boulevard and North Main Street Rehabilitation STP Project (#13001)</b> – Costs for Phase II detailed design engineering to prepare contract documents for the reconstruction of Park between Roosevelt Road and Fairview; and widening and resurfacing of Park north of Fairview to the railroad tracks and Main Street between Roosevelt and Fairview for the provision of striped bicycle lanes.</p>	<p><b>\$340,000 (Capital) \$60,000 (Water and Sewer)  \$400,000 (Total)</b></p>
<p><b>3. CBD Over / Underpass Pre-Phase I Engineering (#14006)</b> – Continued investigations of the feasibility and likely funding source(s) for a train station pedestrian tunnel and/or west side vehicle bridge / tunnel.</p>	<p><b>\$50,000</b></p>
<p><b>4. Train Station Over / Underpass Pre-Phase I Engineering (#16016)</b> – Next phase of feasibility level studies to assess options for improved pedestrian access to the train station area, including a possible joint initiative with Metra.</p>	<p><b>\$100,000</b></p>
<p><b>5. 2016 Roadway Assessment (#16001)</b> – A comprehensive roadway condition survey is performed on a quadrennial basis by a consultant. The 2016 Pavement Condition Index values will be used to prioritize roadway improvements in the coming years.</p>	<p><b>\$25,000</b></p>
<p><b>6. 2017 Street Improvements Design Engineering</b> – Consulting services for the design of non-CBD roadways scheduled for construction in 2017.</p>	<p><b>\$250,000</b></p>

#### 4. **Public Improvements Inspections**

- The Engineering Division, primarily in the person of the Utilities Inspector, inspects all water, sewer, driveway and sidewalk installations in the Village, ranging from single-family home renovations to complete sub-divisions. Additional inspections and services include fire flow test results and parkway irrigation system inspections. The Division responded to about 1,075 requests in 2015 for plan reviews (125), inspections (675), and work-in-parkway permits (110), refund of deposits (60), fire flow tests (70) and irrigation inspections (35).

#### **Engineering Goals for CY 16**

1. Complete designs of 2016 in-house roadway and alley projects in a timely manner. The priority order of projects is 1. Elm-Oak Improvements, 2. 2016 Street Resurfacing and 3. Kenilworth-Alley Reconstructions.
2. Complete the Lake Ellyn Outlet Control Structure Reconstruction by June 1, 2016.
3. Complete the water main lining project on Route 53.
4. Complete design engineering and bid the Memory Court Lift Station Replacement Project.
5. Arrive at a consensus and schedule for CBD projects and improvements, selecting design consultants.
6. Implement the first phase of the multi-year Roosevelt Road water main rehabilitation program.
7. Continue oversight of future STP-funded projects on Park.
8. Set up a microsurfacing demonstration project and develop a formal long-term plan for annual street and parking lot maintenance work.
9. Update the initial draft of the Bicycle Facilities Plan and obtain Village Board endorsement of the plan.
10. Prepare / update the ADA Transition Plan for the Village.
11. Obtain updated Pavement Condition Index (PCI) data for the entire Village roadway system.
12. Provide for an orderly transition given the pending 2016 retirement of the Professional Engineer.

**GENERAL FUND**  
**PUBLIC WORKS DEPARTMENT**

Administration and Engineering Division  
 (143100)

Village of Glen Ellyn  
 Calendar Year 2016 Budget

<b>Object Code</b>	<b>Account Description</b>	<b>Calendar Year 2013 Actual</b>	<b>Calendar Year 2014 Actual</b>	<b>Calendar Year 2015 Revised Budget</b>	<b>Calendar Year 2015 Est. Actual</b>	<b>Calendar Year 2016 Budget</b>
<b>Personnel Services</b>						
510100	Salaries - Pension	\$ 434,540	\$ 382,374	\$ 481,000	\$ 466,000	\$ 502,350
510120	Salaries - Non-pension	11,545	6,626	7,800	7,800	7,750
510200	Overtime	2,127	1,801	4,000	1,500	2,500
510300	Temporary Help	5,721	8,014	7,800	7,000	5,880
510400	FICA	33,161	28,933	38,600	38,600	38,600
510500	IMRF	53,157	44,828	52,500	52,500	54,500
	<b>Subtotal</b>	<b>540,251</b>	<b>472,576</b>	<b>591,700</b>	<b>573,400</b>	<b>611,580</b>
<b>Contractual Services</b>						
520305	Employee Awards / Recognition	1,494	1,667	1,500	2,000	2,150
520600	Dues / Subscriptions	380	305	900	900	555
520620	Employee Education	2,753	3,248	3,700	2,500	4,550
520625	Travel	138	43	200	200	200
520905	Printing	296	300	2,000	750	750
520970	Maintenance / Bldgs & Grounds	2,292	1,398	1,200	1,200	1,200
520975	Maintenance / Equipment	9,793	12,444	13,000	13,000	1,000
521055	Professional Services / Other	34,236	60,997	24,420	24,150	33,250
521195	Telecommunications	6,232	7,358	7,300	7,300	7,200
590600	IFT / Health Insurance	66,941	55,722	88,300	55,300	57,500
590610	IFT / Insurance - General	5,533	7,267	7,700	7,700	9,200
590650	IFT / Equipment Service (O&M)	26,867	23,100	21,100	21,000	18,500
590655	IFT / Equipment Service (Replace)	9,800	8,367	7,600	7,600	4,200
	<b>Subtotal</b>	<b>166,755</b>	<b>182,216</b>	<b>178,920</b>	<b>143,600</b>	<b>140,255</b>
<b>Commodities</b>						
530100	Office Supplies	4,009	2,150	4,000	3,000	4,000
530105	Operating Supplies	977	1,803	2,500	2,500	1,250
530445	Uniforms	1,319	570	1,500	1,000	1,504
	<b>Subtotal</b>	<b>6,305</b>	<b>4,523</b>	<b>8,000</b>	<b>6,500</b>	<b>6,754</b>
<b>Capital Outlay</b>						
580110	Equipment	-	-	25,000	25,000	14,000
	<b>Subtotal</b>	<b>-</b>	<b>-</b>	<b>25,000</b>	<b>25,000</b>	<b>14,000</b>
<b>TOTAL EXPENDITURES</b>		<b>\$ 713,311</b>	<b>\$ 659,315</b>	<b>\$ 803,620</b>	<b>\$ 748,500</b>	<b>\$ 772,589</b>

*General Fund  
Public Works: Admin & Engineering  
Detail*

*Village of Glen Ellyn  
Calendar Year 2016 Budget*

	QUANTITY	UNIT COST	2016 BUDGET
<b>143100 PUBLIC WORKS - ADMIN</b>			
<b>143100 510100 - SALARIES - REGULAR FT</b>			<b>502,350.00</b>
PUBLIC WORKS DIRECTOR (60%)	1.00	81,500.00	81,500.00
ASSISTANT PUBLIC WORKS DIRECTOR (70%)	1.00	79,000.00	79,000.00
REGISTERED PROFESSIONAL ENGINEER (80%)	1.00	101,700.00	101,700.00
SENIOR CIVIL ENGINEER (80%)	1.00	93,500.00	93,500.00
CIVIL ENGINEER (80%)	1.00	84,800.00	84,800.00
UTILITIES INSPECTOR (20%)	1.00	14,450.00	14,450.00
ADMINISTRATIVE ASSISTANT II (70%)	1.00	47,400.00	47,400.00
<b>143100 510120 - SALARIES - REGULAR PT</b>			<b>7,750.00</b>
ADMINISTRATIVE ASSISTANT II (34%)	1.00	7,750.00	7,750.00
<b>143100 510200 - OVERTIME</b>			<b>2,500.00</b>
OT FOR ADMINISTRATIVE ASSISTANT II AND A PORTION OF THE UTILITIES INSPECTOR	1.00	2,500.00	2,500.00
<b>143100 510300 - TEMPORARY HELP</b>			<b>5,880.00</b>
ENGINEERING INTERN FOR 12 WEEKS (50%)	1.00	2,880.00	2,880.00
FRONT OFFICE COVERAGE	1.00	3,000.00	3,000.00
<b>143100 510400 - FICA TAXES</b>			<b>38,600.00</b>
EMPLOYER FICA TAXES	1.00	38,600.00	38,600.00
<b>143100 510500 - IMRF EMPLOYER CONTRIBUTIONS</b>			<b>54,500.00</b>
EMPLOYER IMRF CONTRIBUTIONS @ 10.82%	1.00	54,500.00	54,500.00
<b>143100 520305 - EMPLOYEE RECOGNITION</b>			<b>2,150.00</b>
SPOT AWARDS FOR EXEMPLARY PERFORMANCE	12.00	50.00	600.00
QUARTERLY DEPARTMENT MEETINGS	4.00	100.00	400.00
MISCELLANEOUS RECOGNITION	1.00	400.00	400.00
SEASONAL DEPARTMENT TEAM BUILDING	3.00	250.00	750.00
<b>143100 520600 - DUES-SUBSCRIPTIONS-REG FEES</b>			<b>555.00</b>
PE REGISTRATION (3 EMPLOYEES)	3.00	80.00	240.00
ILLINOIS PUBLIC WORKS MUTUAL AID NETWORK (IPWMAN)	1.00	250.00	250.00
DAILY HERALD SUBSCRIPTION	1.00	65.00	65.00

*General Fund  
Public Works: Admin & Engineering  
Detail*

*Village of Glen Ellyn  
Calendar Year 2016 Budget*

	QUANTITY	UNIT COST	2016 BUDGET
<b>143100 520620 - EMPLOYEE EDUCATION</b>			<b>4,550.00</b>
CONTINUING EDUCATION FOR PROFESSIONAL DEVELOPMENT FOR 7 EMPLOYEES	7.00	500.00	3,500.00
CARTEGRAPH TRAINING	1.00	250.00	250.00
LEED CERTIFICATION	1.00	300.00	300.00
COMPUTER TRAINING	1.00	250.00	250.00
ACCREDITATION EDUCATION	1.00	250.00	250.00
<b>143100 520625 - TRAVEL</b>			<b>200.00</b>
IPASS	1.00	200.00	200.00
<b>143100 520905 - PRINTING</b>			<b>750.00</b>
PUBLIC WORKS BROCHURES & POSTAGE	1.00	750.00	750.00
<b>143100 520970 - MAINTENANCE-BUILDING &amp; GROUNDS</b>			<b>1,200.00</b>
FLOOR MAT	1.00	1,200.00	1,200.00
<b>143100 520975 - MAINTENANCE-EQUIPMENT</b>			<b>1,000.00</b>
DEFIB MAINTENANCE	1.00	500.00	500.00
MOVEABLE STORAGE SHELVING YEARLY MAINTENANCE	1.00	500.00	500.00
<b>143100 521055 - PROFESSIONAL SERVICES - OTHER</b>			<b>33,250.00</b>
NEW - ADA TRANSITION PLAN	1.00	10,000.00	10,000.00
ARCHIVE SCANNING	1.00	1,500.00	1,500.00
CARTEGRAPH HOSTING	1.00	3,000.00	3,000.00
CARTEGRAPH OMS ELA UNLIMITED LICENSES -25%	1.00	8,750.00	8,750.00
CARTEGRAPH TRAINING 25%	1.00	5,000.00	5,000.00
ENGINEERING MISC	1.00	5,000.00	5,000.00

*General Fund  
Public Works: Admin & Engineering  
Detail*

*Village of Glen Ellyn  
Calendar Year 2016 Budget*

	QUANTITY	UNIT COST	2016 BUDGET
<b>143100 521195 - TELECOMMUNICATIONS</b>			<b>7,200.00</b>
CELL PHONE PUBLIC WORKS DIRECTOR	1.00	600.00	600.00
CELL PHONE ASSISTANT PUBLIC WORKS DIRECTOR	1.00	400.00	400.00
CELL PHONE PROFESSIONAL ENGINEER	1.00	400.00	400.00
CELL PHONE CIVIL ENGINEER	1.00	400.00	400.00
CELL PHONE PUBLIC WORKS UTILITY INSPECTOR	1.00	1,000.00	1,000.00
CELL PHONE ACCESSORIES	1.00	250.00	250.00
PHONE BILLS RENO CENTER (CALL ONE)	1.00	3,000.00	3,000.00
SERVICE FOR TABLETS (2)	1.00	750.00	750.00
CELL PHONE SENIOR CIVIL ENGINEER	1.00	400.00	400.00
<b>143100 530100 - OFFICE SUPPLIES</b>			<b>4,000.00</b>
INCLUDES COPIER PAPER AND TONER AND OFFICE MATERIALS	1.00	4,000.00	4,000.00
<b>143100 530105 - OPERATING SUPPLIES</b>			<b>1,250.00</b>
ITEMS FOR FIELD WORK AND FURNITURE PARTS AND UPGRADES	1.00	1,250.00	1,250.00
<b>143100 530445 - UNIFORMS</b>			<b>1,504.00</b>
PUBLIC WORKS DIRECTOR	1.00	188.00	188.00
ASSISTANT PUBLIC WORKS DIRECTOR	1.00	188.00	188.00
PROFESSIONAL ENGINEER	1.00	188.00	188.00
CIVIL ENGINEER	1.00	188.00	188.00
PUBLIC WORKS UTILITY INSPECTOR	1.00	188.00	188.00
FT ADMINISTRATIVE ASSISTANT II	1.00	188.00	188.00
PT ADMINISTRATIVE ASSISTANT II	1.00	188.00	188.00
SENIOR CIVIL ENGINEER	1.00	188.00	188.00
<b>143100 580110 - EQUIPMENT/CAPITAL OUTLAY</b>			<b>14,000.00</b>
ENGINEERING SOFTWARE MAINTENANCE (AUTOCAD SUBSCRIPTION)	1.00	2,500.00	2,500.00
UPGRADE OF TRAINING ROOM FOR TRAINING AND PUBLIC WORKS INCIDENT COMMAND POST (MONITOR, A/V, COMMUNICATIONS, ETC)	1.00	2,000.00	2,000.00
ADDITIONAL 2 WAY RADIOS WITH CHARGER FOR EMERGENCY OPERATIONS	2.00	500.00	1,000.00
ENGINEERING EQUIPMENT (SLOPE LASER LEVEL DIGITAL LEVEL)	1.00	8,500.00	8,500.00

*General Fund  
Public Works: Admin & Engineering  
Detail*

*Village of Glen Ellyn  
Calendar Year 2016 Budget*

	QUANTITY	UNIT COST	2016 BUDGET
<b>143100 590600 - TRANSFER TO INSURANCE - HEALTH</b>			<b>57,500.00</b>
HEALTH INSURANCE CONTRIBUTION	1.00	57,500.00	57,500.00
<b>143100 590610 - TRANSFER TO INSURANCE - GEN</b>			<b>9,200.00</b>
GENERAL INSURANCE TRANSFER	1.00	9,200.00	9,200.00
<b>143100 590650 - TRANSFER TO EQUIP FUND - O&amp;M</b>			<b>18,500.00</b>
	1.00	18,500.00	18,500.00
<b>143100 590655 - TRANSFER TO EQUIP FUND - REPL</b>			<b>4,200.00</b>
	1.00	4,200.00	4,200.00
<b>TOTAL</b>			<b>772,589.00</b>
<b>    PUBLIC WORKS - ADMIN</b>			

VILLAGE OF GLEN ELLYN  
 CALENDAR FISCAL YEAR 2016 ANNUAL BUDGET  
 PERSONNEL SCHEDULE

**PUBLIC WORKS DEPARTMENT - ADMINISTRATION/ENGINEERING**

<u>Classification</u>	<u>Status</u>	<u>Salary Range*</u>	FY12/13	FY13/14	SY 14	FY15	FY16
			<u>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	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	0.21	0.21	0.21
Administrative Assistant II	FT/PT	F	-	1.50	1.50	1.50	1.50
Administrative Assistant I	FT/PT	D	1.50	-	-	-	-
<b>TOTAL EMPLOYEES (Full-time Equivalents)</b>			<b><u>6.92</u></b>	<b><u>6.92</u></b>	<b><u>6.71</u></b>	<b><u>7.71</u></b>	<b><u>7.71</u></b>
Full-time Number of Positions			6	6	6	7	7
Part-time Number of Positions			3	3	2	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 divided into two cost centers – Street Division and Forestry Division. Some of the everyday activities performed under the Operations General Fund qualify for Illinois Department of Transportation reimbursement through the Motor Fuel Tax (MFT) Program. These tasks are monitored and documented for inclusion in annual MFT Resolutions to qualify for the MFT funding.

Street and roadway activities include the maintenance of 89 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. The Street Division 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. The Street Division focuses attention on the Central Business District (CBD) through twice a week street sweepings and sidewalk cleaning, executing the seasonal banner program, and removing snow during the winter, installation and maintenance of benches, trash cans and signs, and the maintenance of 285 street lights. A computerized sign inventory program is continually updated to meet federally mandated retro-reflectivity requirements.

The Forestry Division 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, annual cable inspection, landscape maintenance, service request inquiry, organization of the annual Arbor Day Celebration, flower design planting and maintenance in the CBD, Parkway Reforestation Programs, disease and insect monitoring, educational tree seminars and oversight of the Tree Preservation Ordinance on right of way with regards to construction projects. The Forestry Division advises residents who seek assistance on private property tree issues.

Our three certified arborists on staff 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 in house administered Emerald Ash Borer (EAB) treatment program currently uses two different methods of treatment to improve the success rate of preserving a representative population of ash trees in the Village for future generations. A computerized tree inventory program is continually updated with each tree planted and removed as well as any significant maintenance performed to each village tree.

## Operation Streets – General Fund Accomplishments for CY15

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. Street division temporarily patched all sidewalk and street hazards inherited from Milton Township in the newly annexed area east and west of Rt. 53 and south of Sheehan.
3. Public Works once again, successfully handled snow and ice removal during the past winter. The “Super Bowl Blizzard” occurred on 1/31/15 dumping 18 inches of snow within 24 hours. This storm was rated the 6<sup>th</sup> worst snow event in Chicago history. This event was highly publicized and difficult due to the timing of the event just prior to the Super Bowl. Public Works did an exceptional job keeping roads open and as safe as possible. Snow removal from this event lasted until 2/2/15. With 28 snow events and over 47” of snow, Public Works received numerous public compliments in keeping the roads safe for residents and patrons of Glen Ellyn. As of January 2015 the Village incorporated an additional 4 lane miles of road and 12 additional cul-de-sacs to our snow removal plan. This annexation has now increased plow area 4 (roads south of Roosevelt Rd.) by an additional 4 lane miles.
4. Continued implementation of the Cartegraph SignView software. This software tracks sign assets and establishes a plan to ensure all signs meet MUTCD standards as well as federal retro-reflectivity guidelines.
5. The Street and Forestry Division assisted in 37 special events throughout the Village. Water filled barriers were utilized during six of the special events. These barriers provide significant additional safety to the public during road closures due to events. The Street Division met the challenge as the 4<sup>th</sup> of July Parade was re-routed in the opposite direction in 2015 due to the construction project on Crescent Blvd. This resulted in the reorganization of barricades and signage and additional staffing.
6. The Street Division completed a yearly in-house pavement assessment with Engineering. This clearly defined and prioritized efforts in addressing and maintaining roadways. Roads were categorized as 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.
7. The Street Division continued work on the Reno Center back road expanding storage area and improving loading capability. The Street Division also worked on the portion of Wilson Ave connecting the Reno Center back road with S Lambert Ave.- The Street Division removed asphalt and installed a solid road bed 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.

8. The Street Division completed the final phase in the conversion of the remaining benches located in the Central Business District and along Roosevelt Rd. from wood/recycled material to all metal for reduced long-term maintenance costs.
9. Central Business District improvements:
  - a. The Street Division rebuilt and painted the dumpster enclosure that exists on the east side of the train station. The dumpster enclosure was downsized to allow easier access and a space for Village vehicles to park when performing maintenance and parking enforcement.
  - b. Staff changed out banners for each of the four seasons of the year.
  - c. Street Division installed 3 additional “Big Belly” compacting recycling and refuse container in the CBD. This brings the total to 4 in the CBD.
  - d. 60 new flag poles and American flags were purchased and used while the American Flags flew during the summer holidays.
  - e. Converted the flashing red light at Main and Pennsylvania to solar LED
  - f. Seasonal staff continued to paint street lights and signs in the CBD

#### **Operation Street Division – General Fund Goals for CY16**

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. One of these projects is the conversion of 285 street lights in the Central Business District from high pressure sodium to LED lighting which will be done in phases. This conversion can be accomplished by the Street Division to save contractor installation costs provided we are fully staffed by that time.
2. Continue the yearly CBD sidewalk pressure washing program that will maintain CBD sidewalks on an established rotational basis and contract the third phase of the program.
3. Perform efficient and effective snow removal on all Village-maintained roadways while reducing salt usage has been and will continue to be our goal. Due to staffing changes and the continued vacant maintenance worker position in the Street Division. We will be reorganizing staff and plow areas to attempt to cover this reduction in personal. Plans for additional training to personal on specialized equipment (the CBD snow blower and the Wing Plow) to cover in the event of an emergency will be placed on hold.

4. 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. The proposed purchase of 30 aluminum pedestrian barriers was added to the budget this year to aid the Police Department to effectively maintain public safety.
5. Continue data entry transition to Cartegraph SignView software for both current sign work and all pertinent past paper records.
6. Change out banners Stacy's Corners (2 seasons) and the CBD (4 seasons) in a timely and cost effective manner.
7. Continue to evaluate and make maintenance repairs to the streets as required. The budget provides funding 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. Due to a continued vacant maintenance worker position in the Street Division, the in-house asphalt repair program will see a reduction in service that will negatively impact the residents.
8. Construct a new driveway at Public Works to make Wilson the Primary entrance and exit for the Facility to reduce the frequency of using Taft Ave and the Taft/Lambert intersection.

#### **Operation Forestry Division – General Fund Accomplishments for CY15**

1. This year approximately 141 stumps that were 6" and larger were removed by the contractor. Forestry's landscape maintenance contractor was utilized to excavate the stump debris and complete restoration of the parkway with soil and seed for 250 locations as a cost saving measure compared to the restoration cost of the stump removal contractor. The Forestry Division completed another 170 restorations of the parkway without contractor assistance as a further cost savings to the Village.
2. The Forestry Division (without contractor assistance) completed 69 tree related work orders and 196 tree removals (including 86 Ash removals). A new removal contractor for forestry started the first year of a three year contract in April 2015. Removals by the contractor equaled 81 (including 31 Ash removals).
3. Certified Arborists responded to 315 Forestry Service requests. (1/1 to 9/15/15)
4. The Village received the Tree City USA award for the 31st year in a row. For Glen Ellyn's Arbor Day celebration, a tree was planted at 30 S. Lambert in honor of Gary Bach who retired after 40 years of dedicated service to Public Works.

5. Planted 181 trees through the Reforestation Program using the Suburban Tree Consortium contractor. Of the 181 trees planted, 123 residents participated in the cost share program.
6. A Forestry Team of three people (including the PW Director) responded to an Illinois Public Works Mutual Aid Network (IPWMAN) request to assist Coal City, IL after a F3 tornado caused major destruction of the downtown.
7. Forestry continued to work with DuPage County to improve the Illinois Prairie Path (Phase #3) within the Village limits. Reforestation included planting 52 trees and shrubs between Park and Montclair Ave. due to ComEd's removal of numerous trees during their power line clearing program in 2013.
8. Forestry replaced 25 shrubs around the Train Station as part of the ongoing CBD plant replacement plan. Forestry recreated one of the perennial beds in the Crescent Glenwood lot. All soil was dug out, replaced and amended. The bed was then replanted with the aid of volunteers with Monarch friendly plants. Forestry also created Monarch friendly beds at Manor Woods and in the beds at the entrance of the History Center and Chamber offices.
9. Glen Ellyn's EAB Management plan currently consists of treating roughly 570 Ash trees throughout the Village. There is also a list of ~130 trees that are not being treated and are in varying stages of decline. Village staff monitors these trees closely and removes them as needed. 2014 marked the end of a 5 year program through the Legacy Tree Project and the Morton Arboretum. These trees were evaluated and placed either on the "No Treat" list or onto the treatment list based on condition. This year (2015) all treatments were completed by village staff "in-house." A total of 270 Ash trees were treated this year. 233 trees were treated with Tree-Age, which is the preferred method of treating Ash trees, and had extremely positive results. Tree-Age provides two years of protection meaning trees treated this year will not be treated again until 2017. Another 37 trees were treated with an annual treatment called Bayer 12-Month Tree and Shrub. In 2016, the Village plans to treat the majority of Ash trees using Tree-Age, thus, phasing out the use of other treatments due to poor results.
10. A Forestry Management Plan was updated.
11. 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 hazards to right of way from private property Ash trees are removed in a timely manner. Letters were sent out to 231 residents with live Ash trees encouraging treatment or removal. Of those, 14 residents reported they would be treating their Ash trees. Letters were sent out to 223 residents with dead Ash trees encouraging removal. Of those 223 residents, 42 residents reported that they had removed their ash tree.

## Operations Forestry Division – General Fund Goals for CY16

1. Continue to identify and remove infested ash trees based on the guidelines identified in the EAB Management Program. Forestry staff plans to treat the majority of Ash trees in house using Tree-Age. Utilizing in house staff to perform treatments will save the Village an estimated \$20,000 every year in contractor expenses. The only expense for treatment will be purchasing the chemical. Roughly 300 Ash trees will be inspected and treated in 2016. The applicator will inspect the tree upon arriving to treat the tree and determine if the tree warrants treatment or not. If the tree is in poor condition, it will be placed on the “No Treat” list to be removed at a later date. Trees treated in 2016 will not be treated again until 2018.
2. Continue to plant trees in the right-of-way: approximately 300 trees through the resident cost share program (residents donate \$100 per tree) Trees will be planted by a contractor.
3. Continue to monitor for gypsy moth and provide a management plan for the upcoming year if needed.
4. 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.
5. Improve landscaping at Public Works Reno building as well as the Civic Center.
6. Continue to implement the Manor Woods Native Plant and Tree Restoration Project, removing numerous dead trees and the overgrowth of invasive species on the west side of Manor Woods.

**GENERAL FUND**  
**PUBLIC WORKS DEPARTMENT**

Operations

Village of Glen Ellyn  
 Calendar Year 2016 Budget

Object Code	Account Description	Calendar Year 2013 Actual	Calendar Year 2014 Actual	Calendar Year 2015 Revised Budget	Calendar Year 2015 Est. Actual	Calendar Year 2016 Budget
<b>Personnel Services</b>						
510100	Salaries - Pension	\$ 474,804	\$ 481,972	\$ 526,900	\$ 526,900	\$ 542,150
510120	Salaries - Non-pension	15,750	5,118	22,200	20,000	22,650
510200	Overtime	26,284	23,496	29,200	23,600	29,200
510210	Snow	42,818	113,110	60,000	60,000	60,000
510300	Temporary Help	42,505	37,677	46,200	46,200	42,630
510310	Temporary Help / Snow	27,353	39,350	24,500	24,500	24,500
510400	FICA	46,431	51,395	54,400	54,400	55,500
510500	IMRF	65,198	72,531	59,000	59,000	61,700
	<b>Subtotal</b>	<b>741,143</b>	<b>824,649</b>	<b>822,400</b>	<b>814,600</b>	<b>838,330</b>
<b>Contractual Services</b>						
520600	Dues / Subscriptions	1,238	1,390	1,800	1,820	1,875
520620	Employee Education	5,066	3,333	7,300	5,000	6,600
520625	Travel	498	130	700	300	650
520635	Safety Training	100	-	1,500	1,500	1,500
520915	ESDA Expenses	5,084	6,013	8,900	8,900	8,925
520970	Maintenance / Bldgs & Grounds	38,271	31,018	56,900	56,900	83,550
520975	Maintenance / Equipment	6,849	2,759	13,400	13,400	13,325
520995	Maintenance / Signs	18,200	18,270	29,000	25,000	24,000
521035	Maintenance / Street Painting	9,328	43,087	115,206	115,200	52,000
521040	Maintenance / Traffic Signals	26,003	27,094	27,000	27,000	35,500
521045	Maintenance / Street Lights	32,119	41,649	59,500	51,000	45,000
521055	Professional Services / Other	22,188	20,569	25,100	25,100	32,700
521057	CBD Appearance	43,774	43,553	47,300	41,000	54,300
521060	Snow Removal Services	-	35,587	20,000	26,000	20,000
521090	Tree Trimming	71,362	55,000	125,000	29,000	106,000
521095	Tree Removal	34,692	75,461	96,451	83,100	126,000
521100	Tree Replacement	76,289	86,045	57,814	57,814	93,000
521102	Developer Reforestation Prog.	2,342	-	-	-	-
521103	EAB Program	25,787	58,809	112,194	52,000	11,500
521115	Landfill Fees	12,763	13,348	25,000	20,000	25,000
521125	Leased Equipment	437	450	1,500	1,500	4,000
521195	Telecommunications	2,401	4,471	4,000	4,000	3,960
590600	IFT / Health Insurance	82,609	88,787	86,200	81,600	81,300
590610	IFT / Insurance - General	48,133	67,333	86,200	86,200	90,200
590660	IFT / Manor Woods	10,000	10,000	-	-	-
590650	IFT / Equipment Service (O&M)	310,767	320,967	335,400	335,400	299,200
590655	IFT / Equipment Service (Repl)	292,633	335,467	348,000	348,000	284,900
	<b>Subtotal</b>	<b>1,178,933</b>	<b>1,390,590</b>	<b>1,691,365</b>	<b>1,496,734</b>	<b>1,504,985</b>
<b>Commodities</b>						
530100	Office Supplies	1,583	371	2,000	2,500	2,000
530105	Operating Supplies	17,306	16,957	12,200	12,200	12,200
530210	Asphalt	17,842	29,195	19,500	19,500	19,500
530225	Safety Supplies	7,421	7,103	6,500	6,500	8,500
530445	Uniforms	3,680	4,326	4,500	4,500	4,500
	<b>Subtotal</b>	<b>47,832</b>	<b>57,952</b>	<b>44,700</b>	<b>45,200</b>	<b>46,700</b>
<b>Capital Outlay</b>						
580110	Equipment	38,766	17,664	20,700	20,700	14,550
	<b>Subtotal</b>	<b>38,766</b>	<b>17,664</b>	<b>20,700</b>	<b>20,700</b>	<b>14,550</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$ 2,006,674</b>	<b>\$ 2,290,855</b>	<b>\$ 2,579,165</b>	<b>\$ 2,377,234</b>	<b>\$ 2,404,565</b>

**GENERAL FUND**  
**PUBLIC WORKS DEPARTMENT**

Operations - Streets  
(143300)

Village of Glen Ellyn  
Calendar Year 2016 Budget

Object Code	Account Description	Calendar Year 2013 Actual	Calendar Year 2014 Actual	Calendar Year 2015 Revised Budget	Calendar Year 2015 Est. Actual	Calendar Year 2016 Budget
<b>Personnel Services</b>						
510100	Salaries - Pension	\$ -	\$ 178,215	\$ 277,700	\$ 277,700	\$ 286,475
510120	Salaries - Non-pension	-	4,624	22,200	20,000	22,650
510200	Overtime	-	12,017	14,600	14,600	14,600
510210	Snow	-	8,950	60,000	60,000	60,000
510300	Temporary Help	-	16,234	18,800	18,800	18,790
510310	Temporary Help / Snow	-	3,537	24,500	24,500	24,500
510400	FICA	-	16,500	32,000	32,000	33,000
510500	IMRF	-	23,089	32,000	32,000	32,500
	<b>Subtotal</b>	-	263,166	481,800	479,600	492,515
<b>Contractual Services</b>						
520600	Dues / Subscriptions	-	165	100	120	100
520620	Employee Education	-	1,330	3,200	1,000	2,000
520625	Travel	-	-	200	100	150
520915	ESDA Expenses	-	4,510	8,900	8,900	8,925
520970	Maintenance / Bldgs & Grounds	-	1,073	11,400	11,400	23,400
520975	Maintenance / Equipment	-	2,575	7,500	7,500	7,450
520995	Maintenance / Signs	-	12,839	29,000	25,000	24,000
521035	Maintenance / Street Painting	-	43,087	115,206	115,200	52,000
521040	Maintenance / Traffic Signals	-	15,304	27,000	27,000	35,500
521045	Maintenance / Street Lights	-	22,372	59,500	51,000	45,000
521055	Professional Services / Other	-	5,507	9,300	9,300	9,100
521057	CBD Appearance	-	8,780	6,300	5,000	8,800
521060	Snow Removal Services	-	-	20,000	26,000	20,000
521115	Landfill Fees	-	8,800	25,000	20,000	25,000
521125	Leased Equipment	-	-	1,500	1,500	1,500
521195	Telecommunications	-	1,670	2,000	2,000	1,980
590600	IFT / Health Insurance	-	31,501	38,500	42,400	39,100
590610	IFT / Insurance - General	-	35,300	48,300	48,300	52,400
590650	IFT / Equipment Service (O&M)	-	150,000	231,400	231,400	198,300
590655	IFT / Equipment Service (Repl)	-	160,100	240,100	240,100	174,900
	<b>Subtotal</b>	-	504,913	884,406	873,220	729,605
<b>Commodities</b>						
530100	Office Supplies	-	(1,062)	1,000	1,500	1,000
530105	Operating Supplies	-	4,822	6,000	6,000	6,000
530210	Asphalt	-	21,253	19,500	19,500	19,500
530225	Safety Supplies	-	4,100	4,600	4,600	6,750
530445	Uniforms	-	1,810	2,500	2,500	2,475
	<b>Subtotal</b>	-	30,923	33,600	34,100	35,725
<b>Capital Outlay</b>						
580110	Equipment	-	13,122	16,500	16,500	10,100
	<b>Subtotal</b>	-	13,122	16,500	16,500	10,100
	<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 812,124</b>	<b>\$ 1,416,306</b>	<b>\$ 1,403,420</b>	<b>\$ 1,267,945</b>

This cost center was created beginning in May 2014. Activity is totaled on the PW Operations budget page for comparison purposes.

\*Only a partial calendar year is available for 2014 as the cost center was created in May.

*General Fund  
Public Works - Streets  
Detail*

*Village of Glen Ellyn  
Calendar Year 2016 Budget*

	QUANTITY	UNIT COST	2016 BUDGET
<b>143300 PUBLIC WORKS OPS - STREETS</b>			
<b>143300 510100 - SALARIES - REGULAR FT</b>			<b>286,475.00</b>
STREET/FORESTRY SUPERINTENDENT (50%)	1.00	47,100.00	47,100.00
CREW LEADER I	1.00	73,450.00	73,450.00
(2) MAINTENANCE WORKER I	1.00	92,500.00	92,500.00
(1) MAINTENANCE WORKER III	1.00	72,600.00	72,600.00
SAFETY BOOT STIPEND FOR 5 STREET EMPLOYEES	5.00	150.00	750.00
SAFETY BOOT STIPEND FOR SUPERINTENDENT - 50%	0.50	150.00	75.00
<b>143300 510120 - SALARIES - REGULAR PT</b>			<b>22,650.00</b>
MAINTENANCE WORKER	1.00	22,650.00	22,650.00
<b>143300 510200 - OVERTIME</b>			<b>14,600.00</b>
STREET DIVISION CALL OUT, CALL OUT COMP FOR 1 CREW LEADER PLUS 50% SUPERINTENDENT	1.00	14,600.00	14,600.00
<b>143300 510210 - SNOW</b>			<b>60,000.00</b>
OVERTIME COVERS ALL PUBLIC WORKS STAFF THAT WORK SNOW	1.00	60,000.00	60,000.00
<b>143300 510300 - TEMPORARY HELP</b>			<b>18,790.00</b>
2 SUMMER SEASONALS FOR 12 WEEKS @ \$9.00 PER HR	1.00	8,640.00	8,640.00
1 EXTENDED SEASONAL FOR 24 WEEKS @ \$8. 50 PER HR PLUS \$2000 FOR WORKING FULL 24 WEEKS	1.00	10,150.00	10,150.00
<b>143300 510310 - TEMPORARY HELP - SNOW</b>			<b>24,500.00</b>
SEASONAL SNOW LABOR	1.00	24,500.00	24,500.00
<b>143300 510400 - FICA TAXES</b>			<b>33,000.00</b>
EMPLOYER FICA TAXES	1.00	33,000.00	33,000.00
<b>143300 510500 - IMRF EMPLOYER CONTRIBUTIONS</b>			<b>32,500.00</b>
EMPLOYER IMRF CONTRIBUTIONS @ 10.82%	1.00	32,500.00	32,500.00

*General Fund  
Public Works - Streets  
Detail*

*Village of Glen Ellyn  
Calendar Year 2016 Budget*

	QUANTITY	UNIT COST	2016 BUDGET
<b>143300 520600 - DUES-SUBSCRIPTIONS-REG FEES</b>			<b>100.00</b>
4.5 STREET EMPLOYEES / CDL REIMBURSEMENT	1.00	100.00	100.00
<b>143300 520620 - EMPLOYEE EDUCATION</b>			<b>2,000.00</b>
4.5 STREET EMPLOYEES FOR REGIONAL APWA SHOW- AMERICAN PUBLIC WORKS ASSOCIATION TRADE SHOW	1.00	200.00	200.00
MISCELLANEOUS EDUCATION 4.5 STREET EMPLOYEES AND 50% STREET/FORESTRY SUPERINTENDENT	1.00	1,000.00	1,000.00
MISC ELECTRICAL SEMINARS - 4 STREET EMPLOYEES	1.00	800.00	800.00
<b>143300 520625 - TRAVEL</b>			<b>150.00</b>
4.5 STREET EMPLOYEES MISCELLANEOUS TRAVEL EXPENSES	1.00	150.00	150.00
<b>143300 520915 - ESDA EXPENSE</b>			<b>8,925.00</b>
ESDA CONTRACT	1.00	1,925.00	1,925.00
MAINTENANCE EXPENSES	1.00	7,000.00	7,000.00
<b>143300 520970 - MAINTENANCE-BUILDING &amp; GROUNDS</b>			<b>23,400.00</b>
MISCELLANEOUS MASONRY WORK	1.00	4,000.00	4,000.00
RT 38 BRICK PAVER MAINTENANCE OF POTENTIAL TRIP HAZARDS	1.00	15,000.00	15,000.00
SIDEWALK SALT (40% OF TOTAL PURCHASE)	1.00	2,400.00	2,400.00
RHINO LINING OF 13 BIKE RACKS IN THE CBD	1.00	2,000.00	2,000.00
RECONFIGURING LIGHTING FOR MATERIAL STORAGE AND FRONT OF RENO CENTER	1.00	-	-
<b>143300 520975 - MAINTENANCE-EQUIPMENT</b>			<b>7,450.00</b>
REPAIRS OF SMALL EQUIPMENT	1.00	1,500.00	1,500.00
ETS PRO SOFTWARE ANNUAL MAINTENANCE FOR SIGN MAKING EQUIPMENT	1.00	1,575.00	1,575.00
CARTEGRAPH OMS ELA UNLIMITED LICENSES - 12.50%	1.00	4,375.00	4,375.00

*General Fund  
Public Works - Streets  
Detail*

*Village of Glen Ellyn  
Calendar Year 2016 Budget*

	QUANTITY	UNIT COST	2016 BUDGET
<b>143300 520995 - MAINTENANCE-SIGNS</b>			<b>24,000.00</b>
ALUMINUM SIGN BLANKS AND ALUMINUM HYDROSTRIPPING	1.00	7,500.00	7,500.00
SIGN FABRICATION MATERIALS	1.00	9,500.00	9,500.00
SIGN POSTS AND HARDWARE	1.00	7,000.00	7,000.00
<b>143300 521035 - MAINTENANCE-STREET PAINTING</b>			<b>52,000.00</b>
PAINT, BEADS, THINNER FOR IN-HOUSE APPLICATIONS	1.00	2,000.00	2,000.00
CONTRACT - LINE STRIPING - ASPHALT AND CONCRETE	1.00	50,000.00	50,000.00
<b>143300 521040 - MAINTENANCE-TRAFFIC SIGNALS</b>			<b>35,500.00</b>
IDOT SIGNAL INVOICES	1.00	14,000.00	14,000.00
OPTICOM MAINTENANCE	1.00	8,500.00	8,500.00
OPTICOM MAINTENANCE INSPECTION CONTRACT	1.00	4,500.00	4,500.00
TRAFFIC SIGNAL HEADS AND PUSH BUTTON ACTIVATORS	1.00	8,500.00	8,500.00
<b>143300 521045 - MAINTENANCE-STREET LIGHTS</b>			<b>45,000.00</b>
REPLACEMENT PARTS	1.00	15,000.00	15,000.00
ELECTRICAL CONTRACTOR	1.00	15,000.00	15,000.00
SPARE FIXTURES FOR INVENTORY	1.00	5,000.00	5,000.00
SPARE LIGHT POLE FOR INVENTORY	1.00	10,000.00	10,000.00
<b>143300 521055 - PROFESSIONAL SERVICES - OTHER</b>			<b>9,100.00</b>
WEATHER FORECASTING	1.00	1,600.00	1,600.00
CBD ELECTRICAL NEEDS	1.00	5,000.00	5,000.00
CARTEGRAPH TRAINING (12.5%)	1.00	2,500.00	2,500.00
RT 38 BANNER CHANGE OUT	1.00	-	-
<b>143300 521057 - CBD APPEARANCE</b>			<b>8,800.00</b>
AMERICAN FLAGS	1.00	1,400.00	1,400.00
FLAG POLES	1.00	1,400.00	1,400.00
MISCELLANEOUS SUPPLIES	1.00	1,000.00	1,000.00
PRESSURE WASH SIDEWALKS IN CBD	1.00	5,000.00	5,000.00
<b>143300 521060 - SNOW REMOVAL SERVICES</b>			<b>20,000.00</b>
SNOW HAULING CONTRACT	1.00	20,000.00	20,000.00

*General Fund  
Public Works - Streets  
Detail*

*Village of Glen Ellyn  
Calendar Year 2016 Budget*

	QUANTITY	UNIT COST	2016 BUDGET
<b>143300 521115 - LANDFILL FEES</b>			<b>25,000.00</b>
DISPOSAL OF STREET SWEEPINGS AND ASPHALT	1.00	25,000.00	25,000.00
<b>143300 521125 - LEASED EQUIPMENT</b>			<b>1,500.00</b>
BARRICADE RENTAL FOR SPECIAL EVENTS	1.00	1,500.00	1,500.00
<b>143300 521195 - TELECOMMUNICATIONS</b>			<b>1,980.00</b>
PHONE SERVICES FOR 4 FT STREET EMPLOYEES AND 50% S/F SUPERINTENDENT	1.00	1,800.00	1,800.00
ACCESSORIES (10% OF PHONE SERVICES)	1.00	180.00	180.00
<b>143300 530100 - OFFICE SUPPLIES</b>			<b>1,000.00</b>
OFFICE SUPPLIES	1.00	1,000.00	1,000.00
<b>143300 530105 - OPERATING SUPPLIES</b>			<b>6,000.00</b>
TOOLS AND MISCELLANEOUS SUPPLIES	1.00	6,000.00	6,000.00
<b>143300 530210 - OPERATING SUPPLIES</b>			<b>19,500.00</b>
ASPHALT	1.00	17,000.00	17,000.00
EMULSION	1.00	2,500.00	2,500.00
<b>143300 530225 - SAFETY SUPPLIES</b>			<b>6,750.00</b>
BARRICADES: 25 W/LIGHTS	1.00	2,500.00	2,500.00
LIGHTS			
TRAFFIC CONES	1.00	500.00	500.00
SAFETY HATS	1.00	750.00	750.00
MOVED TO PAYROLL -BOOTS - \$150 PER EMPLOYEE / 5 STREET EMPLOYEES - 50% S/F SUPERINTENDENT. APWD(50%)	1.00	-	-
NEW - 30 ALUMINUM PEDESTRIAN BARRIERS FOR SPECIAL EVENTS	1.00	3,000.00	3,000.00
<b>143300 530445 - UNIFORMS</b>			<b>2,475.00</b>
\$450 PER EMPLOYEE - 5 STREET EMPLOYEES AND 50% OF S/F SUPERINTENDENT	1.00	2,475.00	2,475.00

*General Fund  
Public Works - Streets  
Detail*

*Village of Glen Ellyn  
Calendar Year 2016 Budget*

	QUANTITY	UNIT COST	2016 BUDGET
<b>143300 580110 - EQUIPMENT/CAPITAL OUTLAY</b>			<b>10,100.00</b>
WALK BEHIND GRINDER AND ACCESSORIES TO ELIMINATE POTENTIAL TRIP HAZARDS AND REMOVAL OF STRIPPING	1.00	8,500.00	8,500.00
ROTARY DRILL HAMMER	1.00	600.00	600.00
BRINE TANK MOTOR	1.00	1,000.00	1,000.00
<b>143300 590600 - TRANSFER TO INSURANCE - HEALTH</b>			<b>39,100.00</b>
HEALTH INSURANCE CONTRIBUTION	1.00	39,100.00	39,100.00
<b>143300 590610 - TRANSFER TO INSURANCE - GEN</b>			<b>52,400.00</b>
GENERAL INSURANCE TRANSFER	1.00	52,400.00	52,400.00
<b>143300 590650 - TRANSFER TO EQUIP FUND - O&amp;M</b>			<b>198,300.00</b>
TRANSFER TO EQUIP SERVICES FOR O&M	1.00	198,300.00	198,300.00
<b>143300 590655 - TRANSFER TO EQUIP FUND - REPL</b>			<b>174,900.00</b>
TRANSFER TO EQUIPMENT SERVICES FOR VEHICLE REPLACEMENT	1.00	174,900.00	174,900.00
<b>TOTAL</b>			<b>1,267,945.00</b>
<b>    PUBLIC WORKS OPS - STREETS</b>			

**GENERAL FUND**  
**PUBLIC WORKS DEPARTMENT**

Operations - Forestry  
(143400)

Village of Glen Ellyn  
Calendar Year 2016 Budget

Object Code	Account Description	Calendar Year 2013 Actual	Calendar Year 2014 Actual	Calendar Year 2015 Revised Budget	Calendar Year 2015 Est. Actual	Calendar Year 2016 Budget
<b>Personnel Services</b>						
510100	Salaries - Pension	\$ -	\$ 160,614	\$ 249,200	\$ 249,200	\$ 255,675
510120	Salaries - Non-pension	-	-	-	-	-
510200	Overtime	-	6,195	14,600	9,000	14,600
510300	Temporary Help	-	21,477	27,400	27,400	23,840
510400	FICA	-	13,849	22,400	22,400	22,500
510500	IMRF	-	19,266	27,000	27,000	29,200
	<b>Subtotal</b>	-	221,401	340,600	335,000	345,815
<b>Contractual Services</b>						
520600	Dues / Subscriptions	-	1,190	1,700	1,700	1,775
520620	Employee Education	-	1,750	4,100	4,000	4,600
520625	Travel	-	-	500	200	500
520635	Safety Training	-	-	1,500	1,500	1,500
520970	Maintenance / Bldgs & Grounds	-	27,328	45,500	45,500	60,150
520975	Maintenance / Equipment	-	149	5,900	5,900	5,875
521055	Professional Services / Other	-	7,581	15,800	15,800	23,600
521057	CBD Appearance	-	28,470	41,000	36,000	45,500
521090	Tree Trimming	-	-	125,000	29,000	106,000
521095	Tree Removal	-	53,167	96,451	83,100	126,000
521100	Tree Replacement	-	86,045	57,814	57,814	93,000
521102	Developer Reforestation Prog.	-	-	-	-	-
521103	EAB Program	-	36,045	112,194	52,000	11,500
521125	Leased Equipment	-	-	-	-	2,500
521195	Telecommunications	-	1,408	2,000	2,000	1,980
590600	IFT / Health Insurance	-	28,644	47,700	39,200	42,200
590610	IFT / Insurance - General	-	15,900	37,900	37,900	37,800
590660	IFT / Manor Woods	-	10,000	-	-	-
590650	IFT / Equipment Service (O&M)	-	67,400	104,000	104,000	100,900
590655	IFT / Equipment Service (Repl)	-	71,900	107,900	107,900	110,000
	<b>Subtotal</b>	-	436,977	806,959	623,514	775,380
<b>Commodities</b>						
530100	Office Supplies	-	795	1,000	1,000	1,000
530105	Operating Supplies	-	5,968	6,200	6,200	6,200
530225	Safety Supplies	-	1,909	1,900	1,900	1,750
530445	Uniforms	-	1,802	2,000	2,000	2,025
	<b>Subtotal</b>	-	10,474	11,100	11,100	10,975
<b>Capital Outlay</b>						
580110	Equipment	-	3,817	4,200	4,200	4,450
	<b>Subtotal</b>	-	3,817	4,200	4,200	4,450
	<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 672,669</b>	<b>\$ 1,162,859</b>	<b>\$ 973,814</b>	<b>\$ 1,136,620</b>

This cost center was created beginning in May 2014. Activity is totaled on the PW Operations budget page for comparison purposes.

\*Only a partial calendar year is available for 2014 as the cost center was created in May.

*General Fund  
Public Works - Forestry  
Detail*

*Village of Glen Ellyn  
Calendar Year 2016 Budget*

	QUANTITY	UNIT COST	2016 BUDGET
<b>143400 PUBLIC WORKS OPS - FORESTRY</b>			
<b>143400 510100 - SALARIES - REGULAR FT</b>			<b>255,675.00</b>
STREET/FORESTRY SUPERINTENDENT (50%)	1.00	47,100.00	47,100.00
CREW LEADER I	1.00	58,300.00	58,300.00
(2) MAINTENANCE WORKER I	1.00	95,600.00	95,600.00
MAINTENANCE WORKER II	1.00	54,000.00	54,000.00
SAFETY BOOT STIPEND FOR 4 FORESTRY EMPLOYEES AND 50% FOR SUPERINTENDENT	4.50	150.00	675.00
<b>143400 510200 - OVERTIME</b>			<b>14,600.00</b>
FORESTRY DIVISION CALL OUT, CALL OUT COMP FOR 1 CREW LEADER PLUS 50% SUPERINTENDENT	1.00	14,600.00	14,600.00
<b>143400 510300 - TEMPORARY HELP</b>			<b>23,840.00</b>
3 SUMMER SEASONALS FOR 12 WEEKS @ 9.00 PER HR (1 SUMMER SEASONAL POSITION REMOVED FOR 2016 DUE TO CURRENT EXPERIENCE AND TRAINING OF FULLTIME STAFF)	1.00	12,960.00	12,960.00
1 EXTENDED SEASONAL FOR 24 WEEKS @ 9.25 PER HR PLUS \$2000 FOR WORKING FULL 24 WEEKS	1.00	10,880.00	10,880.00
<b>143400 510400 - FICA TAXES</b>			<b>22,500.00</b>
EMPLOYER FICA TAXES	1.00	22,500.00	22,500.00
<b>143400 510500 - IMRF EMPLOYER CONTRIBUTIONS</b>			<b>29,200.00</b>
EMPLOYER IMRF CONTRIBUTIONS @ 10.82%	1.00	29,200.00	29,200.00
<b>143400 520600 - DUES-SUBSCRIPTIONS-REG FEES</b>			<b>1,775.00</b>
ILL. ARBORIST ASSOCIATION/ILL. SOCIETY OF ARBORICULTURE - 4 FORESTRY EMP. AND 50% S/F SUPERINTENDENT	1.00	1,100.00	1,100.00
SUBURBAN TREE CONSORTIUM	1.00	575.00	575.00
4 FORESTRY EMPLOYEES / CDL LICENSE REIMBURSEMENT	1.00	100.00	100.00

*General Fund  
Public Works - Forestry  
Detail*

*Village of Glen Ellyn  
Calendar Year 2016 Budget*

	QUANTITY	UNIT COST	2016 BUDGET
<b>143400 520620 - EMPLOYEE EDUCATION</b>			<b>4,600.00</b>
ILLINOIS PUBLIC SERVICE INSTITUTE - 1 CREW LEADER - SECOND YEAR OF 3	1.00	1,200.00	1,200.00
4 FORESTRY EMPLOYEES AND SUPERINTENDENT - IAA CONFERENCE AND TRADE SHOW \$250 EACH	1.00	1,250.00	1,250.00
MISC. SEMINARS / CLASSES FOR CONTINUING EDUCATION HOURS - 4 FORESTRY EMPLOYEES AND 1 SUPERINTENDENT	1.00	2,150.00	2,150.00
<b>143400 520625 - TRAVEL</b>			<b>500.00</b>
4 FORESTRY EMPLOYEES AND 50% S/F SUPERINTENDENT	1.00	500.00	500.00
<b>143400 520635 - SAFETY TRAINING</b>			<b>1,500.00</b>
FORESTRY TREE WORK TRAINING	1.00	1,500.00	1,500.00
<b>143400 520970 - MAINTENANCE-BUILDING &amp; GROUNDS</b>			<b>60,150.00</b>
LANDSCAPE MAINTENANCE VILLAGE OWNED AREAS	1.00	39,150.00	39,150.00
IPP PLANTINGS	1.00	5,000.00	5,000.00
MISCELLANEOUS PLANT REPLACEMENT (CIVIC CENTER, TRAIN STATION, 5 CORNERS, ETC)	1.00	4,000.00	4,000.00
ECOLOGICAL RESTORATION OF VILLAGE MAINTAINED OPEN LAND FOR ENVIRONMENTAL IMPROVEMENTS	1.00	12,000.00	12,000.00
<b>143400 520975 - MAINTENANCE-EQUIPMENT</b>			<b>5,875.00</b>
REPAIR OF SMALL EQUIPMENT	1.00	1,500.00	1,500.00
CARTEGRAPH OMS ELA UNLIMITED LICENSES - 12.50%	1.00	4,375.00	4,375.00
<b>143400 521055 - PROFESSIONAL SERVICES - OTHER</b>			<b>23,600.00</b>
WEATHER FORECASTING	1.00	1,600.00	1,600.00
TREE PRESERVATION CONSULTANT	1.00	5,000.00	5,000.00
FLOWER PLANTING	1.00	-	-
CARTEGRAPH TRAINING (12.5%)	1.00	2,500.00	2,500.00
TREE INVENTORY - ZONE A ( INCREASE COST DUE TO THE ADDITION OF ANNEXED AREA IN ZONE A)	1.00	10,000.00	10,000.00
5 YEAR TREE MANAGEMENT PLAN REQUIRED FOR GRANT APPLICATIONS	1.00	4,500.00	4,500.00

*General Fund  
Public Works - Forestry  
Detail*

*Village of Glen Ellyn  
Calendar Year 2016 Budget*

	QUANTITY	UNIT COST	2016 BUDGET
<b>143400 521057 - CBD APPEARANCE</b>			<b>45,500.00</b>
CBD FLOWERS	1.00	29,000.00	29,000.00
PLANTING POT REPLACEMENT (5 POTS)	1.00	3,000.00	3,000.00
HANGING BASKET AND/OR HARDWARE REPLACEMENT (28 BASKETS)			
FLORAL CLOCK DISPLAYS	1.00	4,000.00	4,000.00
MISCELLANEOUS	1.00	2,000.00	2,000.00
CRESCENT/GLENWOOD WALL AND CBD BED UPGRADES	1.00	5,000.00	5,000.00
VILLAGE SIGN BED PLANT REPLACEMENT	1.00	2,500.00	2,500.00
<b>143400 521090 - TREE TRIMMING</b>			<b>106,000.00</b>
CONTRACT PRUNING TO COMPLETE REMAINDER OF ZONE D FROM 2015	1.00	38,500.00	38,500.00
CONTRACT PRUNING ALL OF ZONE E	1.00	67,500.00	67,500.00
<b>143400 521095 - TREE REMOVAL</b>			<b>126,000.00</b>
CONTRACT REMOVAL OF TREES 15" AND GREATER INCLUDING CONTRACT STUMP REMOVAL PER THE CONTRACT	1.00	94,000.00	94,000.00
CONTRACT REMOVAL OF DEAD TREES IN MANOR WOODS	1.00	12,000.00	12,000.00
PARKWAY RESTORATIONS FROM STUMP REMOVAL	1.00	20,000.00	20,000.00
<b>143400 521100 - TREE REPLACEMENT</b>			<b>93,000.00</b>
300 @\$350 PURCHASE (\$250 TREE COST AND \$100 CONTRACTOR PLANTING);RESIDENT CONTRIBUTION IS \$100, COST SHARE IS \$12,000	1.00	93,000.00	93,000.00
<b>143400 521103 - EMERALD ASH BORER PROGRAM</b>			<b>11,500.00</b>
EAB CHEMICAL (IN HOUSE) - THIS SAVES \$10-15,000 FROM CONTRACTING OUT TREATMENTS	1.00	9,000.00	9,000.00
TREE INJECTION PLUGS AND MISC. SUPPLIES (IN HOUSE)	1.00	2,500.00	2,500.00
<b>143400 521125 - LEASED EQUIPMENT</b>			<b>2,500.00</b>
MISC. LEASED EQUIPMENT	1.00	2,500.00	2,500.00

*General Fund  
Public Works - Forestry  
Detail*

*Village of Glen Ellyn  
Calendar Year 2016 Budget*

	QUANTITY	UNIT COST	2016 BUDGET
<b>143400 521195 - TELECOMMUNICATIONS</b>			<b>1,980.00</b>
PHONE SERVICES - 4 FORESTRY EMPLOYEES AND 50% S/F SUPERINTENDENT	1.00	1,800.00	1,800.00
ACCESSORIES (10% OF PHONE SERVICE)	1.00	180.00	180.00
<b>143400 530100 - OFFICE SUPPLIES</b>			<b>1,000.00</b>
OFFICE SUPPLIES	1.00	1,000.00	1,000.00
<b>143400 530105 - OPERATING SUPPLIES</b>			<b>6,200.00</b>
TOP SOIL	1.00	1,000.00	1,000.00
TOOLS AND MISCELLANEOUS SUPPLIES	1.00	4,000.00	4,000.00
CLIMBING EQUIPMENT	1.00	1,200.00	1,200.00
<b>143400 530225 - SAFETY SUPPLIES</b>			<b>1,750.00</b>
TRAFFIC CONES	1.00	500.00	500.00
SAFETY HARD HATS, CHAINSAW CHAPS GLASSES, GLOVES, ETC	1.00	1,000.00	1,000.00
MOVED TO PAYROLL - BOOTS - \$150 PER EMPLOYEE - 4 FORESTRY EMPLOYEES AND 50% S/F SUPERINTENDENT	1.00	-	-
SAFETY FUEL CAN	1.00	250.00	250.00
<b>143400 530445 - UNIFORMS</b>			<b>2,025.00</b>
\$450 PER EMPLOYEE - 4 FORESTRY EMPLOYEES AND 50% OF S/F SUPERINTENDENT	1.00	2,025.00	2,025.00
<b>143400 580110 - EQUIPMENT/CAPITAL OUTLAY</b>			<b>4,450.00</b>
LARGE GROUND SAW	1.00	1,000.00	1,000.00
STRING TRIMER	1.00	450.00	450.00
3 VEHICLE BACK UP CAMERAS FOR BUCKET TRUCK 250, LIFTGATE TRUCK 223 AND JCB FORKLIFT 265	1.00	2,000.00	2,000.00
FORESTRY COMBINATION SYSTEM WITH ATTACHMENTS- MAINHEAD, HEDGE TRIMMER POLE PRUNER EXTENSION	1.00	1,000.00	1,000.00
<b>143400 590600 - TRANSFER TO INSURANCE - HEALTH</b>			<b>42,200.00</b>
HEALTH INSURANCE CONTRIBUTION	1.00	42,200.00	42,200.00
<b>143400 590610 - TRANSFER TO INSURANCE - GEN</b>			<b>37,800.00</b>
GENERAL INSURANCE TRANSFER	1.00	37,800.00	37,800.00

*General Fund  
Public Works - Forestry  
Detail*

*Village of Glen Ellyn  
Calendar Year 2016 Budget*

	QUANTITY	UNIT COST	2016 BUDGET
<b>143400 590650 - TRANSFER TO EQUIP FUND - O&amp;M</b>			<b>100,900.00</b>
TRANSFER TO EQUIPMENT SERVICES FOR O&M	1.00	100,900.00	100,900.00
<b>143400 590655 - TRANSFER TO EQUIP FUND - REPL</b>			<b>110,000.00</b>
TRANSFER TO EQUIPMENT SERVICES FOR VEHICLE REPLACEMENT	1.00	110,000.00	110,000.00
<b>TOTAL PUBLIC WORKS OPS - FORESTRY</b>			<b>1,136,620.00</b>

VILLAGE OF GLEN ELLYN  
 CALENDAR FISCAL YEAR 2016 ANNUAL BUDGET  
 PERSONNEL SCHEDULE

**PUBLIC WORKS DEPARTMENT - OPERATIONS DIVISION**

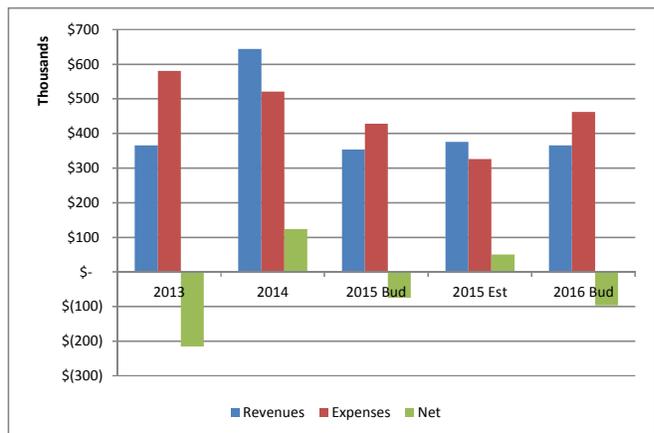
<u>Classification</u>	<u>Status</u>	<u>Salary Range*</u>	<u>FY12/13 Budgeted Employees</u>	<u>FY13/14 Budgeted Employees</u>	<u>SY 14 Budgeted Employees</u>	<u>FY15 Budgeted Employees</u>	<u>FY16 Budgeted Employees</u>
Street/Forestry Superintendent	FT	N	-	1.00	1.00	1.00	1.00
Utilities Superintendent	FT	N	-	1.00	1.00	1.00	1.00
Project Coordinator	FT	G	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	1.00
Crew Leader I	FT	I	3.00	3.00	3.00	4.00	4.00
Crew Leader II	FT	J	-	1.00	1.00	-	-
Customer Service Worker	FT	G	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III	FT	G	-	-	-	-	1.00
Maintenance Worker II	FT	F	9.30	5.40	5.40	5.40	4.00
Maintenance Worker I	FT	E	4.00	6.00	6.00	6.00	6.40
Forestry Intern	PT	N/A	-	-	0.19	0.19	-
Village Forester	PT	L	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>
<b>TOTAL EMPLOYEES (Full-time Equivalents)</b>			<b><u>23.47</u></b>	<b><u>23.97</u></b>	<b><u>24.16</u></b>	<b><u>24.16</u></b>	<b><u>23.97</u></b>
Full-time Number of Positions			19	20	20	20	20
Part-time Number of Positions			44	44	45	45	45

**PARKING FUND**

Village of Glen Ellyn  
Calendar Year 2016 Budget

Object Code	Account Description	Calendar Year 2013 Actual	Calendar Year 2014 Actual	Calendar Year 2015 Revised Budget	Calendar Year 2015 Est. Actual	Calendar Year 2016 Budget
<b>Revenues / Inflows (5300)</b>						
430100	Federal Grant Revenue	\$ -	\$ 285,736	\$ -	\$ -	\$ -
430200	State Grant Revenue	4,114	-	-	-	-
440530	Leased Parking Lot Fees	255,339	287,403	255,000	270,000	270,000
440532	Duane St / Lorraine Lot	73,120	68,278	70,000	80,000	70,000
440534	Coin Collections / Village Lots	20,480	19,744	20,000	18,700	18,000
440538	CNW Lot	4,110	2,848	4,000	3,450	3,500
460100	Interest Income	2,885	(21,759)	2,800	1,600	2,000
489000	Miscellaneous Income	4,419	1,450	1,000	1,500	1,000
489010	Lease Agreement - Ord 5808	300	300	300	300	300
<b>TOTAL REVENUES</b>		<b>\$ 364,767</b>	<b>\$ 644,000</b>	<b>\$ 353,100</b>	<b>\$ 375,550</b>	<b>\$ 364,800</b>
<b>Expenses / Outflows (53000)</b>						
<b>Contractual Services</b>						
520700	Legal - General Counsel	\$ 56	\$ -	\$ -	\$ -	\$ -
520905	Printing	-	-	500	500	500
520970	Maintenance / Bldgs & Grounds	26,049	46,596	60,994	60,000	60,000
521055	Professional Services / Other	9,569	405	10,000	-	-
521155	Rental / Lease	23,263	8,643	23,500	23,500	23,500
521200	Utilities	2,731	1,559	3,500	4,500	3,500
590120	IFT / Service Charge	10,600	11,067	11,000	11,000	11,000
590130	IFT / Service Charge (PW)	132,100	78,067	104,900	104,900	105,400
590132	IFT / PW Operations - General	13,600	68,100	40,800	40,800	42,700
590610	IFT / Insurance - General	600	700	800	800	900
<b>Subtotal</b>		<b>218,568</b>	<b>215,137</b>	<b>255,994</b>	<b>246,000</b>	<b>247,500</b>
<b>Commodities</b>						
530105	Operating Supplies	5,965	3,058	4,500	4,500	4,500
<b>Subtotal</b>		<b>5,965</b>	<b>3,058</b>	<b>4,500</b>	<b>4,500</b>	<b>4,500</b>
<b>Capital Outlay</b>						
580100	Capital Projects	356,089	301,884	167,384	75,000	210,000
580110	Equipment	-	-	-	-	-
<b>Subtotal</b>		<b>356,089</b>	<b>301,884</b>	<b>167,384</b>	<b>75,000</b>	<b>210,000</b>
<b>TOTAL EXPENSES</b>		<b>\$ 580,622</b>	<b>\$ 520,079</b>	<b>\$ 427,878</b>	<b>\$ 325,500</b>	<b>\$ 462,000</b>
<b>FUND INCREASE (DECREASE)</b>		<b>\$ (215,855)</b>	<b>\$ 123,921</b>	<b>\$ (74,778)</b>	<b>\$ 50,050</b>	<b>\$ (97,200)</b>

Available Cash Analysis	
Available, January 1, 2015	\$ 1,181
Preliminary CY15 Inflow/(Outflow)	50
Budgeted CY16 Inflow/(Outflow)	(97)
Less Reserve Policy	(73)
Projected Available, December 31, 2016	<u>\$ 1,061</u>
<b>Reserve Policy (28% of operating budget)</b>	
Operating Budget (CY2016)	\$ 252
Capital Expenditures	210
Total Parking Fund Budget	<u>\$ 462</u>



**PARKING FUND**

*Village of Glen Ellyn  
Calendar Year 2016 Budget*

	Calendar Available Spaces	Calendar	Calendar	Calendar	Calendar
<b><u>VILLAGE PARKING LOTS IN DOWNTOWN AREA</u></b>					
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				
	<hr/>				
	727				
Duane / Lorraine	247				
Metered - 3 hour	91				
Metered - 6 hour	55				
Handicapped	8				
	<hr/>				
TOTAL*	<b>1,128</b>				
	<hr/> <hr/>				

*Parking Fund  
Detail*

*Village of Glen Ellyn  
Calendar Year 2016 Budget*

	QUANTITY	UNIT COST	2016 BUDGET
<b>5300 PARKING REVENUE</b>			
<b>5300 440530 - LEASED PARKING LOT FEES</b>			<b>270,000.00</b>
PERMIT PARKING REVENUE; INCREASE DUE TO DUANE/GLENWOOD LOT	1.00	270,000.00	270,000.00
<b>5300 440532 - DUANE STREET PARKING LOT</b>			<b>70,000.00</b>
DUANE LORRAINE DAILY LOT PARKING REVENUES	1.00	70,000.00	70,000.00
<b>5300 440534 - COIN COLLECTION -VILLAGE LOTS</b>			<b>18,000.00</b>
OTHER VILLAGE COIN LOT REVENUE (CRESCENT/PENNSYLVANIA/MAIN)	1.00	18,000.00	18,000.00
<b>5300 440538 - COIN COLLECTION -C.N.W. LOT</b>			<b>3,500.00</b>
TRAIN STATION COIN REVENUE	1.00	3,500.00	3,500.00
<b>5300 460100 - INVESTMENT INCOME</b>			<b>2,000.00</b>
<b>5300 489000 - MISCELLANEOUS REVENUE</b>			<b>1,000.00</b>
LATE FEES FOR PERMIT RENEWAL	1.00	1,000.00	1,000.00
<b>5300 489010 - LEASE AGREEMENT - ORD. 5808</b>			<b>300.00</b>
RENT PURSUANT TO ORDINANCE NO. 5808	1.00	300.00	300.00
<b>TOTAL      PARKING REVENUE</b>			<b>364,800.00</b>

*Parking Fund  
Detail*

*Village of Glen Ellyn  
Calendar Year 2016 Budget*

	QUANTITY	UNIT COST	2016 BUDGET
<b>53000 PARKING EXPENDITURES</b>			
<b>53000 520905 - PRINTING</b>			<b>500.00</b>
	1.00	500.00	500.00
<b>53000 520970 - MAINTENANCE-BUILDING &amp; GROUNDS</b>			<b>60,000.00</b>
IRRIGATION SYSTEM MAINTENANCE	1.00	1,500.00	1,500.00
SIGNAGE	1.00	1,000.00	1,000.00
MISCELLANEOUS	1.00	2,500.00	2,500.00
LANDSCAPE MAINTENANCE CONTRACT	1.00	10,000.00	10,000.00
LINE STRIPING (AS NEEDED)	1.00	10,000.00	10,000.00
CRACK SEALING (AS NEEDED)	1.00	15,000.00	15,000.00
PARKING LOT PLANTING BED UPGRADES (CRESCENT/GLENWOOD, STEWART LOTS, ETC)	1.00	10,000.00	10,000.00
MASONRY REPAIRS (TUCK POINTING CAULKING, ETC) TO BRICK PLANTING BEDS AT LOT ENTRANCES	1.00	10,000.00	10,000.00
<b>53000 521155 - RENTAL-LEASE</b>			<b>23,500.00</b>
UP PARKING LOT LEASE/RENTAL 485 PENNSYLVANIA	1.00	17,500.00	17,500.00
	1.00	6,000.00	6,000.00
<b>53000 521200 - UTILITIES</b>			<b>3,500.00</b>
WATER	1.00	2,000.00	2,000.00
COMED	1.00	750.00	750.00
MISCELLANEOUS	1.00	750.00	750.00
<b>53000 530105 - OPERATING SUPPLIES</b>			<b>4,500.00</b>
BATTERIES	1.00	600.00	600.00
MISCELLANEOUS PAINTING SUPPLIES	1.00	400.00	400.00
CASHIERS OFFICE DECALS	1.00	3,000.00	3,000.00
PRINTING	1.00	500.00	500.00
<b>53000 580100 - CAPITAL IMPROVEMENTS</b>			<b>210,000.00</b>
ASPHALT PATCHING AND RESURFACING	1.00	50,000.00	50,000.00
CONVERT CBD STREET LIGHTS IN PARKING LOTS TO LED	1.00	30,000.00	30,000.00
RESURFACE DUANE/LORRAINE LOT DEPENDENT ON OVERPASS/VIADUCT PLAN	1.00	130,000.00	130,000.00

*Parking Fund  
Detail*

*Village of Glen Ellyn  
Calendar Year 2016 Budget*

	QUANTITY	UNIT COST	2016 BUDGET
<b>53000 590120 - ACCOUNTING SERVICE CHARGE</b>			<b>11,000.00</b>
	1.00	11,000.00	11,000.00
<b>53000 590130 - PW SERVICE CHARGE</b>			<b>105,400.00</b>
COST OF ONE FULL TIME WORKER PLUS BENEFITS TO REIMBURSE GENERAL FUND FOR PARKING LOT MAINTENANCE AND	1.00	105,400.00	105,400.00
<b>53000 590132 - STREET FORESTRY SERVICE CHARGE</b>			<b>42,700.00</b>
ALLOCATION OF STREET SWEEPING COSTS TO THE PARKING FUND TO COVER CLEANING OF LOT	1.00	42,700.00	42,700.00
<b>53000 590610 - TRANSFER TO INSURANCE - GEN</b>			<b>900.00</b>
GENERAL INSURANCE TRANSFER	1.00	900.00	900.00
<b>TOTAL PARKING EXPENDITURES</b>			<b>462,000.00</b>

## **OPERATIONS – WATER/SEWER**

The Utilities Division is responsible for the operation and maintenance of the Village water distribution system, two pressure adjusting stations, two pumping stations, two underground storage reservoirs, two ground water wells and two elevated water towers. In addition, the division maintains the sanitary sewer collection systems, four sanitary sewer lift stations, and the storm water conveyance system. The storm sewer conveyance system and the sanitary sewer collection system are two separate standalone systems each requiring specialized independent maintenance. The Village has 8,138 residential water services and 418 commercial water services, for a total of 8,556 utility billing addresses, of which approximately 42 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; 1,400 fire hydrants; 1,576 water main line valves; and oversee 2,065 RPZ backflow valves.
- 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 CY15**

1. The Utility Division received an exemplary facility maintenance rating from the IEPA during our 2015 IEPA inspection of our water production facilities.
2. Completed the SCADA control and telemetry system upgrade project.
3. Interior of Cottage Avenue Water Tower was inspected as part of contractual services provided by Utility Service Group. This is consistent with recommended best management practices by the American Water Works Association and the IEPA.

4. Drained, disinfected and performed an engineering evaluation of Newton Avenue reservoir.
5. Cleaned all nine Lake Ellyn/Riford road storm sewer Vortex Separators.
6. Drained and cleaned all four lift station wet wells and initiated 9 bacteria based fats, oils and grease remediation programs to control grease at the lift stations.
7. Rebuilt Orchard Place lift station control panel and replaced both lift station pumps.
8. 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.
9. Met all state and federal drinking water regulatory requirements.
10. Painted 800 of the 1400 total fire hydrants in the Village.
11. Updated Water Atlas, flushed and lubed all 1,400 hydrants, and flushed all low flow dead end hydrants in an additional cycle.
12. Performed in-house leak detection of fire hydrants, finding and repairing 15 leaks, the majority by replacing the rubber portion of the hydrant bottom valve assembly. (Winter of 2014/15)
13. Performed a complete water leak survey of the water distribution system.
14. 23 water main breaks were repaired. 19 were repaired by Utilities Division staff. Two occurred during capital construction projects and were repaired by the construction contractor on site. One was repaired by a contractor because the Utilities Division staff was involved in snow removal activities at the time of occurrence. One was repaired by a contractor due to the extreme terrain and depth of the water main break on Route 53 near the DuPage River.
15. Exercised 700 of the 1576 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. Started QA/QC process of all hydrants and valves in the system, using tablets and GIS. This will help update records and improve accuracy and speed when responding to emergencies. Anticipated to be completed by next year, approximately 15% complete to date.
17. Televised over 8.5 miles of sanitary sewer main in house and prioritized the maintenance and reconstruction needs of these mains. Cleaned over 8300' of sanitary and storm line identified by televising. The goal of 16 total miles televised was not reached this year due to vacancies in two Utilities positions forcing the division to focus more on reactive than proactive issues.
18. Purchased laptop, updated software and additional equipment to advance sewer televising program, increasing efficiency with recording/uploading video and expanding the size pipes that are able to be televised in-house.
19. Cleaned 275 catch basins.

20. Responded to 60 sanitary sewer back up calls on residential lines and cleared 11 back-ups on Village owned sanitary mains. Vast majority of issues on Village owned mains relate to the June 15-16<sup>th</sup> flood event.
21. Completed 767 tasks and responded to 205 requests.
22. Marked sanitary sewer, storm sewer and water main locates for 6,213 JULIE requests.
23. 26 hydrants repaired, 4 water distribution main line valves repaired and 2 replaced, 6 water service leaks fixed, 1 frozen water service addressed, 33 B-box repairs, 14 storm sewer structures rebuilt, 40 storm sewer structure repairs, 1 culvert replaced, 50' of underdrain placed in parkway of Exmoor, 51 construction site restorations and 572 tons of construction site spoil loaded out.
24. Removed and regraded existing driveway apron to the Wilson Avenue Pumping Station for conversion to an automated gateway entrance for the south side of Public Works.
25. Abandonment of water main on Route 53 between Marston Avenue and Bemis road in conjunction with future IDOT project for work associated with Glen Crest Creek crossing. Installation of automatic flushing device to maintain water quality on dead end main created as part of this work.
26. Hosted ISAWWA "Water Loss Audit" Seminar, with 4 employees attending for free.
27. Training includes classes in electrical safety, water production plant operations, water distribution products, CPR certification, shoring, confined space entry, flagger training and NIMS/FEMA. Pipeline Assessment and Certification Program was completed by one employee. Two employees became certified Stormwater Inspectors thru the National Stormwater Center.

### **Division Goals for CY16**

1. Reduce the amount of unaccounted water in the LMO report. This will reduce overall water costs to the Village. Use of the full 2015 water system leak survey will be used to help achieve this goal.
2. Drain, clean and inspect the Wilson Avenue underground one million gallon distribution system reservoir.
3. To improve water quality and flow characteristics we will ice pig 1000 feet of water main on Travers Avenue. An automatic flushing device will also be installed to improve and maintain water quality on Travers Avenue between Hill Avenue and Harwarden Street.
4. Paint the remaining 600 hydrants to complete the painting project of all 1400 hydrants in the Village.
5. Conduct an engineering study of the water distribution chlorination system.
6. Exercise half of the total 1,576 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.
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. Finish the QA/QC of hydrant and valve records/mapping and start on the sanitary and storm water systems.
14. Start a b-box checking program, utilizing tablets and GIS, to confirm location measurements and accessibility. This will be a multi-year task, expecting to take 5-7 years to complete.
15. New driveway at Newton water tower and repair to existing driveway at North Pressure Adjusting Station.
16. Replacement of existing and future problem meters that are difficult/dangerous to read with new radio read meters.
17. Replumbing of piping for West Pressure Adjusting Station blow off valve, allowing water to be put into the Wilson Avenue reservoir, instead of going to waste. This will reduce the unbilled water amount and eliminate flooding and icing issues experienced on Wilson Avenue where the water currently is piped to.
18. Train employees on a water leak correlator purchased in 2015. The goal is to bring leak locating in-house, eliminating the need to rely on a contractor. This will reduce water loss and response times in identifying and repairing water leaks.
19. Chemical root control pilot study for assessing the ability to use another tool to help prevent sewer backups and blockages in Village sanitary mains.

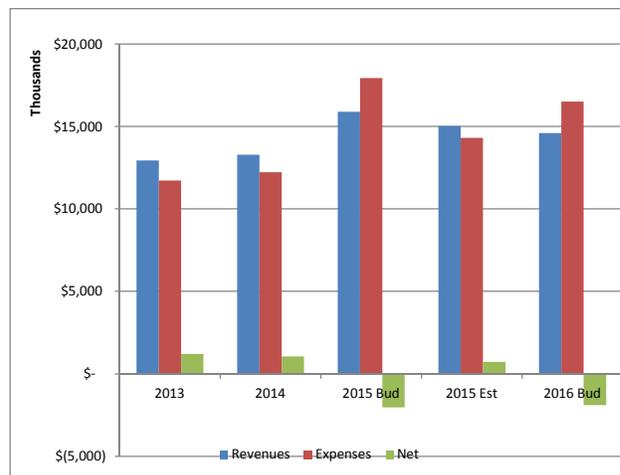
**WATER AND SANITARY SEWER FUND**

Fund Summary

Village of Glen Ellyn  
Calendar Year 2016 Budget

Object Code	Account Description	Calendar Year 2013 Actual	Calendar Year 2014 Actual	Calendar Year 2015 Revised Budget	Calendar Year 2015 Est. Actual	Calendar Year 2016 Budget
<b>Water and Sanitary Sewer Revenues</b>						
410112	Special Service Area Tax (Lambert Farms)	\$ 96,966	\$ 96,864	\$ 97,000	\$ 97,000	\$ 97,000
440510	Metered Water Revenue	6,073,058	6,774,636	8,151,000	7,700,000	7,448,000
440520	Sanitary Sewer Revenue	5,319,686	5,287,900	6,229,000	5,985,000	5,685,000
440521	Illinois American Water (Sewer)	614,711	445,738	633,200	430,000	620,000
440522	DuPage County (Sewer)	570,036	512,695	515,000	498,000	470,000
440527	Utility Inspections	27,450	41,380	32,000	38,000	34,150
440529	Clearwater Inspections	28,200	27,300	26,000	26,000	26,000
449000	Connection Fees	115,050	176,784	120,000	141,000	131,000
460100	Interest Income	17,812	(164,859)	17,000	10,300	13,000
	Other Revenue	75,303	77,703	73,000	91,800	73,000
	<b>TOTAL REVENUES</b>	<b>\$ 12,938,272</b>	<b>\$ 13,276,141</b>	<b>\$ 15,893,200</b>	<b>\$ 15,017,100</b>	<b>\$ 14,597,150</b>
<b>Water and Sanitary Sewer Expenses</b>						
<u>Water Division</u>						
	Personnel Services	\$ 611,191	\$ 608,054	\$ 705,500	\$ 652,900	\$ 686,030
	Contractual Services	901,698	976,742	1,087,216	1,021,950	1,129,800
	Commodities	3,378,411	3,560,255	4,631,700	4,331,900	4,621,000
	Capital Outlay	1,304,755	855,222	3,450,326	1,932,550	2,159,500
	Subtotal Water Division	6,196,055	6,000,273	9,874,742	7,939,300	8,596,330
<u>Sanitary Sewer Division</u>						
	Personnel Services	545,993	537,369	594,400	526,500	553,770
	Contractual Services	4,120,826	4,338,048	4,573,971	4,474,452	4,649,493
	Commodities	12,916	8,592	14,000	10,900	13,150
	Capital Outlay	848,629	1,333,210	2,876,199	1,349,500	2,684,700
	Subtotal Sanitary Sewer Division	5,528,364	6,217,219	8,058,570	6,361,352	7,901,113
	<b>TOTAL EXPENSES</b>	<b>\$ 11,724,419</b>	<b>\$ 12,217,492</b>	<b>\$ 17,933,312</b>	<b>\$ 14,300,652</b>	<b>\$ 16,497,443</b>
	<b>FUND INCREASE (DECREASE)</b>	<b>\$ 1,213,853</b>	<b>\$ 1,058,649</b>	<b>\$ (2,040,112)</b>	<b>\$ 716,448</b>	<b>\$ (1,900,293)</b>

Available Cash Analysis (000's)	
Available, January 1, 2015	\$ 8,103
Preliminary CY15 Inflow/(Outflow)	716
Budgeted CY16 Inflow/(Outflow)	(1,900)
Projected Available, December 31, 2016	<u>\$ 6,919</u>
Minimum Reserve Policy as of CY16	2,193
Projected over (under) policy as of 12-31-16	4,727



**WATER AND SANITARY SEWER FUND**

Revenues

Village of Glen Ellyn  
Calendar Year 2016 Budget

Object Code	Account Description	Calendar Year 2013 Actual	Calendar Year 2014 Actual	Calendar Year 2015 Revised Budget	Calendar Year 2015 Est. Actual	Calendar Year 2016 Budget
<b><u>Water Revenues / Inflows (5010)</u></b>						
440510	Metered Water Revenue	\$ 6,073,058	\$ 6,774,636	\$ 8,151,000	\$ 7,700,000	\$ 7,448,000
440512	Sale of New Meters	44,260	53,630	49,000	49,000	50,000
440515	Water Main Construction Reimb.	-	(5,041)	-	-	-
440527	Utility Inspections	13,700	20,740	17,000	19,000	19,000
449000	Water Connection Fees	80,050	106,734	80,000	91,000	89,000
460100	Interest Income	8,906	(82,429)	9,000	6,600	9,000
489000	Miscellaneous Revenue	27,824	25,812	20,000	40,000	20,000
489100	Miscellaneous Over/Short	(1,373)	22	-	-	-
	<b>TOTAL WATER REVENUES</b>	<b>6,246,425</b>	<b>6,894,104</b>	<b>8,326,000</b>	<b>7,905,600</b>	<b>7,635,000</b>
<b><u>Sanitary Sewer Revenues / Inflows (5020)</u></b>						
410112	Special Service Area Tax (Lambert Farms)	96,966	96,864	97,000	97,000	97,000
440520	Metered Sewer Revenue	5,033,599	5,002,480	5,944,000	5,700,000	5,400,000
440521	Illinois American Water	614,711	445,738	633,200	430,000	620,000
440522	DuPage County	570,036	512,695	515,000	498,000	470,000
440524	Sewer Repair Reimbursement	286,087	285,420	285,000	285,000	285,000
440526	Sewer Permit Fees	35,000	70,050	40,000	50,000	42,000
440527	Utility Inspections	13,750	20,640	15,000	19,000	15,150
440529	Clearwater Inspections	28,200	27,300	26,000	26,000	26,000
449000	Dev. Reimb/Water Connection Fee	1,000	-	-	-	-
460100	Interest Income	8,906	(82,430)	8,000	3,700	4,000
489000	Miscellaneous Revenue	4,070	3,180	4,000	2,800	3,000
489100	Miscellaneous Over/Short	(478)	100	-	-	-
	<b>TOTAL SEWER REVENUES</b>	<b>6,691,847</b>	<b>6,382,037</b>	<b>7,567,200</b>	<b>7,111,500</b>	<b>6,962,150</b>
	<b>TOTAL WATER &amp; SEWER REVENUES</b>	<b>\$ 12,938,272</b>	<b>\$ 13,276,141</b>	<b>\$ 15,893,200</b>	<b>\$ 15,017,100</b>	<b>\$ 14,597,150</b>

*Water & Sewer Fund  
Water & Sewer Revenues  
Detail*

*Village of Glen Ellyn  
Calendar Year 2016 Budget*

	QUANTITY	UNIT COST	2016 BUDGET
<b>5010 WATER REVENUE</b>			
<b>5010 440510 - METERED WATER REVENUE</b>			<b>7,448,000.00</b>
BASED ON BILLING 809,600,000 GALLONS AT A RATE OF \$9.25 PER 1,000 GALLONS. CURRENT ESTIMATE SHOWS A 5% RATE REDUCTION.	1.00	7,448,000.00	7,448,000.00
<b>5010 440512 - SALE OF NEW METERS</b>			<b>50,000.00</b>
NEW METER PURCHASES	1.00	50,000.00	50,000.00
<b>5010 440527 - UTILITY INSPECTIONS</b>			<b>19,000.00</b>
UTILITY INSPECTIONS	1.00	19,000.00	19,000.00
<b>5010 449000 - WATER CONNECTION FEES</b>			<b>89,000.00</b>
WATER CONNECTION FEES	1.00	89,000.00	89,000.00
<b>5010 460100 - INVESTMENT INCOME</b>			<b>9,000.00</b>
<b>5010 489000 - MISCELLANEOUS REVENUE</b>			<b>20,000.00</b>
MISC REVENUE INCLUDES LATE FEES PENALTIES AND OTHER MISC REVENUE BUDGETED \$20K CONSERVATIVELY AS REVENUE IS VOLATILE	1.00	20,000.00	20,000.00
<b>TOTAL WATER REVENUE</b>			<b>7,635,000.00</b>
<b>5020 SEWER REVENUE</b>			
<b>5020 410112 - PROPERTY TAX SSA#12</b>			<b>97,000.00</b>
YEAR 10 OF 20 OF SSA ESTABLISHED IN 2006 TO REIMBURSE VILLAGE FOR CONSTRUCTION OF SEWER IN LAMBERT FARMS SUBDIVISION	1.00	97,000.00	97,000.00
<b>5020 440520 - METERED SEWER REVENUE</b>			<b>5,400,000.00</b>
BASED ON BILLING 809,600,000 GALLONS AT \$6.75 PER 1,000 GALLONS, A 5% PROJECTED RATE DECREASE	1.00	5,400,000.00	5,400,000.00

*Water & Sewer Fund  
Water & Sewer Revenues  
Detail*

*Village of Glen Ellyn  
Calendar Year 2016 Budget*

	QUANTITY	UNIT COST	2016 BUDGET
<b>5020 440521 - SEWER FEES - ILLINOIS AMERICAN</b>			<b>620,000.00</b>
SEWER FEES COLLECTED FROM IL AMERICAN THAT SERVES UNINCORP AREA SOUTH OF BUTTERFIELD. IL AMER REPRESENTS APPROX 9% OF GWA FLOW	1.00	620,000.00	620,000.00
<b>5020 440522 - SEWER FEES - DUPAGE COUNTY</b>			<b>470,000.00</b>
PROJECT APPROX 5% RATE DECREASE FOR 2016. REPRESENTS 500 UNINCORPORATED ADDRESSES NORTH OF GLEN ELLYN	1.00	470,000.00	470,000.00
<b>5020 440524 - SEWER REPAIR REIMBURSEMENT FEE</b>			<b>285,000.00</b>
ANTICIPATE NO CHANGE TO REVENUE STREAM IN 2015. CHARGE IS \$1 PER MONTH ON VILLAGE SERVICES BILL	1.00	285,000.00	285,000.00
<b>5020 440526 - SEWER PERMITS</b>			<b>42,000.00</b>
BUDGETING 5% INCREASE DUE TO VOLUME FROM 2015 BUDGET	1.00	42,000.00	42,000.00
<b>5020 440527 - UTILITY INSPECTIONS</b>			<b>15,150.00</b>
BASED UPON HISTORICAL RESULTS	1.00	15,150.00	15,150.00
<b>5020 440529 - CLEARWATER INSPECTIONS</b>			<b>26,000.00</b>
REVENUE FROM CLEARWATER INSPECTIONS REQUIRED FOR TRANSFER STAMP	1.00	26,000.00	26,000.00
<b>5020 460100 - INVESTMENT INCOME</b>			<b>4,000.00</b>
	1.00	4,000.00	4,000.00
<b>5020 489000 - MISCELLANEOUS REVENUE</b>			<b>3,000.00</b>
	1.00	3,000.00	3,000.00
<b>TOTAL SEWER REVENUE</b>			<b>6,962,150.00</b>

**WATER AND SANITARY SEWER FUND**

Water Division

Village of Glen Ellyn  
Calendar Year 2016 Budget

Object Code	Account Description	Calendar Year 2013 Actual	Calendar Year 2014 Actual	Calendar Year 2015 Revised Budget	Calendar Year 2015 Est. Actual	Calendar Year 2016 Budget
<b>Water Expenses / Outflows (50100)</b>						
<b>Personnel Services</b>						
510100	Salaries - Pension	\$ 460,596	\$ 459,004	\$ 513,800	\$ 490,500	\$ 498,930
510120	Salaries - Non-pension	34,168	33,618	48,100	40,500	50,500
510200	Overtime	19,491	16,746	30,500	21,900	23,200
510300	Temporary Help	4,145	8,986	12,100	9,000	13,400
510400	FICA	37,858	36,830	46,000	40,000	45,000
510500	IMRF	54,933	52,870	55,000	51,000	55,000
		<u>611,191</u>	<u>608,054</u>	<u>705,500</u>	<u>652,900</u>	<u>686,030</u>
<b>Contractual Services</b>						
520305	Employee Recognition	529	75	500	500	500
520600	Dues / Subscriptions	3,153	3,172	2,400	2,400	2,400
520620	Employee Education	2,384	3,074	10,200	7,250	8,300
520625	Travel	2,690	3,400	3,700	3,700	3,900
520700	Professional Services / Legal	-	-	3,000	-	3,000
520835	Banking Services	19,518	20,074	18,700	21,700	21,700
520860	Bad Debt Expense	-	-	-	-	-
520900	Postage	9,329	20,515	14,000	11,500	11,500
520970	Maintenance / Bldgs & Grounds	44,859	44,259	52,400	40,400	40,250
520975	Maintenance / Equipment	6,622	13,380	23,800	23,800	23,750
520985	Maintenance / ROW	48,232	51,152	68,414	59,000	59,500
521015	Maintenance / Water Meters	46,997	93,864	68,000	98,000	100,000
521020	Maintenance / Hydrants	9,599	9,644	66,250	66,200	56,900
521025	Maintenance / Valves	2,214	1,016	10,000	5,000	10,000
521050	Maintenance / Other	14,870	12,777	20,000	6,000	15,000
521055	Professional Services / Other	136,136	220,793	281,552	197,900	235,900
521065	JULIE	6,536	7,148	11,700	12,700	10,600
521195	Telecommunications	4,622	4,995	6,400	6,400	5,800
521200	Utilities	26,423	62,404	29,200	43,800	43,800
590113	IFT / Facilities Maintenance	10,000	10,033	10,000	10,000	17,700
590120	IFT / Service Charge	150,000	150,500	150,000	150,000	150,000
590130	IFT / Service Charge (PW)	30,233	-	-	-	-
590131	IFT / General Fund Engineering	6,233	-	-	-	-
590132	IFT / PW Operations - General	3,333	-	-	-	-
590300	IFT / Debt Service / Abate Levy	-	-	-	-	-
590600	IFT / Health Insurance	76,620	76,967	55,900	74,600	77,600
590610	IFT / Insurance - General	46,733	45,433	55,000	55,000	60,800
590650	IFT / Equipment Service (O&M)	56,600	60,467	66,100	66,100	59,100
590655	IFT / Equipment Service (Replace)	62,233	61,600	60,000	60,000	61,800
590690	IFT / Facilities Maintenance Reserve	-	-	-	-	50,000
590910	IFT / Contribution to Recreation Fund	75,000	-	-	-	-
		<u>901,698</u>	<u>976,742</u>	<u>1,087,216</u>	<u>1,021,950</u>	<u>1,129,800</u>
<b>Commodities</b>						
530100	Office Supplies	2,146	1,835	2,200	2,200	2,200
530105	Operating Supplies	6,550	7,883	7,000	7,000	7,000
530225	Safety Supplies	3,931	1,858	4,000	4,000	3,100
530440	Treatment Costs	2,349	-	8,000	5,000	8,000
530445	Uniforms	4,281	2,294	2,700	2,700	2,700
530500	Purchase of Water	3,359,154	3,546,385	4,607,800	4,311,000	4,598,000
		<u>3,378,411</u>	<u>3,560,255</u>	<u>4,631,700</u>	<u>4,331,900</u>	<u>4,621,000</u>
<b>Capital Outlay</b>						
580100	Capital Improvements	1,272,848	844,934	3,235,126	1,728,250	2,111,100
580110	Equipment	31,907	10,288	215,200	204,300	48,400
		<u>1,304,755</u>	<u>855,222</u>	<u>3,450,326</u>	<u>1,932,550</u>	<u>2,159,500</u>
<b>TOTAL WATER EXPENSES</b>		<b>\$ 6,196,055</b>	<b>\$ 6,000,273</b>	<b>\$ 9,874,742</b>	<b>\$ 7,939,300</b>	<b>\$ 8,596,330</b>
<b>Operating Expenses (less capital)</b>		\$ 4,891,300	\$ 5,145,051	\$ 6,424,416	\$ 6,006,750	\$ 6,436,830

**WATER AND SANITARY SEWER FUND**

*Water Division*

*Village of Glen Ellyn  
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<u>Object</u> <u>Code</u>	<u>Account Description</u>	Calendar Year 2013 <u>Actual</u>	Calendar Year 2014 <u>Actual</u>	Calendar Year 2015 <u>Revised Budget</u>	Calendar Year 2015 <u>Est. Actual</u>	Calendar Year 2016 <u>Budget</u>
<b>WATER RECAP</b>						
<b><u>Revenues</u></b>						
	Billed Revenues	\$ 6,073,058	\$ 6,774,636	\$ 8,151,000	\$ 7,700,000	\$ 7,448,000
	Non-Billed Revenues	<u>173,367</u>	<u>119,468</u>	<u>175,000</u>	<u>205,600</u>	<u>187,000</u>
		6,246,425	6,894,104	8,326,000	7,905,600	7,635,000
<b><u>Expenditures</u></b>						
	Operating Expenses	\$ 4,891,300	\$ 5,145,051	\$ 6,424,416	\$ 6,006,750	\$ 6,436,830
	Capital / Debt Expenses	<u>1,304,755</u>	<u>855,222</u>	<u>3,450,326</u>	<u>1,932,550</u>	<u>2,159,500</u>
	Total Expenses	<u>6,196,055</u>	<u>6,000,273</u>	<u>9,874,742</u>	<u>7,939,300</u>	<u>8,596,330</u>
	<b>Fund Increase / (Decrease)</b>	<b><u>\$ 50,370</u></b>	<b><u>\$ 893,831</u></b>	<b><u>\$ (1,548,742)</u></b>	<b><u>\$ (33,700)</u></b>	<b><u>\$ (961,330)</u></b>

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	QUANTITY	UNIT COST	2016 BUDGET
<b>50100 WATER DIVISION EXPENDITURES</b>			
<b>50100 510100 - SALARIES - REGULAR FT</b>			<b>498,930.00</b>
UTILITIES SUPERINTENDENT (50%)	1.00	48,900.00	48,900.00
CUSTOMER SERVICE WORKER (100%)	1.00	73,900.00	73,900.00
SENIOR PLANT OPERATOR (50%)	1.00	37,700.00	37,700.00
WATER PLANT OPERATOR I (50%)	1.00	29,120.00	29,120.00
CREW LEADER II (50%) - NO EMPLOYEE CURRENTLY AT THIS LEVEL	1.00	-	-
(2) CREW LEADER I (50%)	1.00	63,300.00	63,300.00
MAINTENANCE WORKER III (50%) - NO EMPLOYEE CURRENTLY AT THIS LEVEL	1.00	-	-
(2) MAINTENANCE WORKER II (50%)	1.00	59,400.00	59,400.00
(3) MAINTENANCE WORKER I (50%)	1.00	67,400.00	67,400.00
PUBLIC WORKS DIRECTOR (20%)	1.00	27,200.00	27,200.00
ASSISTANT PUBLIC WORKS DIRECTOR (15%)	1.00	16,950.00	16,950.00
REGISTERED PROFESSIONAL ENGINEER (10%)	1.00	12,750.00	12,750.00
CIVIL ENGINEER (10%)	1.00	10,600.00	10,600.00
SENIOR CIVIL ENGINEER (10%)	1.00	11,700.00	11,700.00
UTILITIES INSPECTOR (40%)	1.00	28,950.00	28,950.00
ADMINISTRATIVE ASSISTANT II (15%)	1.00	10,160.00	10,160.00
BOOTS - \$150 PER EMPLOYEE. 10 EMPLOYEES @ 50% AND 1 EMPLOYEE @ 100%	1.00	900.00	900.00
<b>50100 510120 - SALARIES - REGULAR PT</b>			<b>50,500.00</b>
ADMINISTRATIVE ASSISTANT II (33%)	1.00	8,100.00	8,100.00
METER READERS (5)	1.00	42,400.00	42,400.00
<b>50100 510200 - OVERTIME</b>			<b>23,200.00</b>
OVERTIME FOR UTILITY DIVISION EMERGENCIES (50%)	1.00	18,300.00	18,300.00
SCADA CALL OUT PAY 2 HRS/WK FOR 52 WKS 2 OPERATORS AND SUPERINTENDENT @17.3 WKS EACH (50%)	1.00	3,100.00	3,100.00
CREW LEADER CALL OUT PAY 3 HRS/WK FOR 26WKS FOR 2 CREW LEADERS @ 13 WKS EACH - 50%	1.00	1,800.00	1,800.00

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	QUANTITY	UNIT COST	2016 BUDGET
<b>50100 510300 - TEMPORARY HELP</b>			<b>13,400.00</b>
SUMMER SEASONAL WORKERS 12 WKS @9/HR (3 @ 50%)	1.00	6,500.00	6,500.00
EXTENDED SUMMER SEASONAL 24 WKS @\$9/HR + \$2000 FOR WORKING 24 WKS(1 @ 50%)	1.00	5,400.00	5,400.00
ENGINEERING INTERN 12 WKS @\$12/HR (25%)	1.00	1,500.00	1,500.00
<b>50100 510400 - FICA TAXES</b>			<b>45,000.00</b>
FICA TAXES	1.00	45,000.00	45,000.00
<b>50100 510500 - IMRF EMPLOYER CONTRIBUTIONS</b>			<b>55,000.00</b>
EMPLOYER IMRF CONTRIBUTIONS @ 10.82%	1.00	55,000.00	55,000.00
<b>50100 520305 - EMPLOYEE RECOGNITION</b>			<b>500.00</b>
DINNER/LUNCH DURING EXTENDED HOURS OR WEEKEND OVERTIME	1.00	500.00	500.00
<b>50100 520600 - DUES-SUBSCRIPTIONS-REG FEES</b>			<b>2,400.00</b>
AWWA MEMBERSHIP	1.00	200.00	200.00
APWA CORPORATE MEMBERSHIP	1.00	400.00	400.00
AWWA CORPORATE MEMBERSHIP	1.00	1,800.00	1,800.00
<b>50100 520620 - EMPLOYEE EDUCATION</b>			<b>8,300.00</b>
AWWA/ISAWWA OPERATOR CLASSES FOR 10 (100%)	1.00	1,800.00	1,800.00
CROSS CONNECTION CONTROL CLASS (100%)	1.00	800.00	800.00
WATERCON ISAWWA CONFERENCE (100%)	1.00	200.00	200.00
ARCFLASH EDUCATION/TRAINING (50%)	1.00	200.00	200.00
IPSI (50%)	1.00	400.00	400.00
NIU GRADUATE CLASSES FOR MPA (50%)	1.00	1,200.00	1,200.00
WONDERWARE SOFTWARE/SCADA (100%)	1.00	2,500.00	2,500.00
INSTRUMENTATION AND CONTROL (100%)	1.00	1,200.00	1,200.00
<b>50100 520625 - TRAVEL</b>			<b>3,900.00</b>
IPSI (50%)	1.00	300.00	300.00
METER READER MILEAGE	1.00	3,000.00	3,000.00
WATERCON (100%)	1.00	600.00	600.00
<b>50100 520700 - LEGAL - GENERAL COUNSEL</b>			<b>3,000.00</b>
ATTORNEY FEES	1.00	3,000.00	3,000.00

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	QUANTITY	UNIT COST	2016 BUDGET
<b>50100 520835 - BANKING SERVICES</b>			<b>21,700.00</b>
FEE ASSOCIATED WITH PROCESSING CREDIT CARD AND BANK CARD PAYMENTS OF WATER BILL	1.00	21,000.00	21,000.00
BRINKS SERVICE	1.00	700.00	700.00
<b>50100 520900 - POSTAGE &amp; SHIPPING</b>			<b>11,500.00</b>
WATER BILLS	1.00	8,000.00	8,000.00
CROSS CONNECTION CONTROL PROGRAM	1.00	2,000.00	2,000.00
OVERNIGHT CHARGES FOR SHIPPING WATER CHEMICAL ANALYSIS SAMPLES TO IEPA LAB	1.00	1,500.00	1,500.00
<b>50100 520970 - MAINTENANCE-BUILDING &amp; GROUNDS</b>			<b>40,250.00</b>
LANDSCAPE CONTRACT	1.00	17,250.00	17,250.00
ELECTRICAL SUPPLIES	1.00	1,000.00	1,000.00
MAINTENANCE SUPPLIES	1.00	1,000.00	1,000.00
DRIVEWAY REPLACEMENT FOR NEWTON PUMPING STATION	1.00	15,000.00	15,000.00
DRIVEWAY REPLACEMENT FOR NORTH PRESSURE ADJUSTING STATION (NPAS)	1.00	6,000.00	6,000.00
<b>50100 520975 - MAINTENANCE-EQUIPMENT</b>			<b>23,750.00</b>
SPECIALIZED PARTS AND SUPPLIES TO MAINTAIN EQUIPMENT SPECIFIC TO WATER DISTRIBUTION SYSTEM	1.00	15,000.00	15,000.00
CARTEGRAPH OMS ELA UNLIMITED LICENSES (25%)	1.00	8,750.00	8,750.00
<b>50100 520985 - MAINTENANCE-R.O.W.</b>			<b>59,500.00</b>
LANDSCAPE MATERIALS	1.00	3,000.00	3,000.00
GRAVEL DELIVERY AND SPOIL HAULING CONTRACT	1.00	25,500.00	25,500.00
CONCRETE RESTORATION CONTRACT	1.00	18,000.00	18,000.00
IEPA TESTING OF SPOIL	1.00	3,000.00	3,000.00
PAVEMENT CONTRACTORS	1.00	10,000.00	10,000.00
<b>50100 521015 - MAINTENANCE-WATER METERS</b>			<b>100,000.00</b>
PURCHASE NEW WATER METERS (90% FOR NEW CONSTRUCTION)	1.00	90,000.00	90,000.00
CONVERSION TO RADIO READ OF DIFFICULT METERS	1.00	10,000.00	10,000.00

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	QUANTITY	UNIT COST	2016 BUDGET
<b>50100 521020 - MAINTENANCE-HYDRANTS</b>			<b>56,900.00</b>
5 NEW HYDRANTS	1.00	14,000.00	14,000.00
HYDRANT REPAIR PARTS	1.00	6,000.00	6,000.00
ANNUAL HYDRANT PAINTING YEAR 3 OF MPI CONTRACT - 600 @ \$61.50 EACH	1.00	36,900.00	36,900.00
<b>50100 521025 - MAINTENANCE-VALVES</b>			<b>10,000.00</b>
VALVES AND REPAIR PARTS AS NEEDED	1.00	10,000.00	10,000.00
<b>50100 521050 - MAINTENANCE-OTHER</b>			<b>15,000.00</b>
REPAIR CLAMPS, PIPES, COPPER TUBING COUPLERS, ROUND WAYS, B-BOXES, VALVE BOXES AND PIPE FITTINGS	1.00	15,000.00	15,000.00
<b>50100 521055 - PROFESSIONAL SERVICES - OTHER</b>			<b>235,900.00</b>
ELECTRICAL MAINTENANCE	1.00	8,000.00	8,000.00
CHEMICAL ANALYSIS	1.00	6,500.00	6,500.00
BACTERIA ANALYSIS	1.00	10,000.00	10,000.00
TRAFFIC CONTROL	1.00	4,000.00	4,000.00
METER TESTING PROGRAM	1.00	10,000.00	10,000.00
GENERATOR MAINTENANCE	1.00	1,200.00	1,200.00
EMERGENCY EXCAVATION	1.00	30,000.00	30,000.00
WATER AUDIT AND VILLAGE WIDE LEAK SURVEY (BUDGETED EVERY OTHER YEAR)	-	41,000.00	-
CHLORINATION STUDY	1.00	40,000.00	40,000.00
ROOT PRUNING FOR DIGS	1.00	2,000.00	2,000.00
PRINT & DISTRIBUTE WATER BILLS	1.00	8,000.00	8,000.00
DEEP HIGHWAY SAW CUTS	1.00	1,000.00	1,000.00
LEAK LOCATION SERVICES	1.00	10,000.00	10,000.00
EXERCISE 700 VALVES (YEAR 2 OF 2)	1.00	15,000.00	15,000.00
WILSON RESERVOIR INSPECTION	1.00	15,000.00	15,000.00
ICE PIG 1000' OF 4" MAIN (TRAVER AVENUE)	1.00	15,000.00	15,000.00
EASEMENT INVESTIGATION (MAPPING ALL RECORDED VILLAGE EASEMENTS PERTAINING TO PW INFRASTRUCTURE)	1.00	20,000.00	20,000.00
GIS CONSORTIUM	1.00	34,700.00	34,700.00
CARTEGRAPH TRAINING (25%)	1.00	5,000.00	5,000.00
BI-ANNUAL CLEANING OF PUBLIC WORKS ICE MACHINE (50%)	1.00	500.00	500.00

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	QUANTITY	UNIT COST	2016 BUDGET
<b>50100 521065 - JULIE</b>			<b>10,600.00</b>
PAYMENTS TO JULIE FOR COORDINATING 6750 LOCATES AT \$1.31 EACH	1.00	8,900.00	8,900.00
COST FOR THIRD PARTY VENDOR TO TRACK JULIES FOR 6750 LOCATES AT \$0.25 EACH	1.00	1,700.00	1,700.00
<b>50100 521195 - TELECOMMUNICATIONS</b>			<b>5,800.00</b>
PHONE SERVICE AT WATER FACILITIES	1.00	1,500.00	1,500.00
PHONE SERVICES - 50% OF 11 UTILITIES STAFF + SERVICE FOR 2 TABLETS	1.00	3,500.00	3,500.00
ACCESSORIES (10% OF PHONE SERVICES)	1.00	400.00	400.00
PURCHASE OF AIRCARD FOR OPERATIONS' LAPTOP	1.00	100.00	100.00
SERVICE FOR OPERATIONS' LAPTOP AIRCARD	1.00	300.00	300.00
<b>50100 521200 - UTILITIES</b>			<b>43,800.00</b>
NATURAL GAS	1.00	4,000.00	4,000.00
ELECTRIC (INCREASE DUE TO TURNING OVER RESERVOIRS DAILY FOR IMPROVED WATER QUALITY)	1.00	39,600.00	39,600.00
GARBAGE PICK-UP	1.00	200.00	200.00
<b>50100 530100 - OFFICE SUPPLIES</b>			<b>2,200.00</b>
COPIER SUPPLIES, PAPER, INK, PENS ENVELOPES AND TONER	1.00	2,200.00	2,200.00
<b>50100 530105 - OPERATING SUPPLIES</b>			<b>7,000.00</b>
HARDWARE	1.00	2,400.00	2,400.00
KITCHEN SUPPLIES	1.00	1,200.00	1,200.00
CLEANING SUPPLIES	1.00	800.00	800.00
LAUNDRY SUPPLIES	1.00	800.00	800.00
MARKING PAINT	1.00	1,000.00	1,000.00
MISCELLANEOUS SUPPLIES	1.00	800.00	800.00
<b>50100 530225 - SAFETY SUPPLIES</b>			<b>3,100.00</b>
SAFETY GLASSES	1.00	200.00	200.00
HARD HATS	1.00	200.00	200.00
FIRST AID SUPPLIES	1.00	900.00	900.00
BARRICADES & CONES	1.00	1,500.00	1,500.00
SAFETY POSTER PROGRAM	1.00	300.00	300.00

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	QUANTITY	UNIT COST	2016 BUDGET
<b>50100 530440 - TREATMENT COSTS &amp; PESTICIDES</b>			<b>8,000.00</b>
CHLORINE BACK-UP TO SUPPLY 4MD FOR 30 DAYS	1.00	5,000.00	5,000.00
SUPPLEMENTAL CHLORINE AT NPAS	1.00	3,000.00	3,000.00
<b>50100 530445 - UNIFORMS</b>			<b>2,700.00</b>
\$450 PER EMPLOYEE. 10 EMPLOYEES @ 50% AND 1 EMPLOYEE @ 100%	1.00	2,700.00	2,700.00
<b>50100 530500 - LAKE MICHIGAN WATER</b>			<b>4,598,000.00</b>
PURCHASE OF 355 MILLION GALLONS FROM DWC 1/1 - 5/31/16 @ \$4.85/1000GAL AND 565 MIL. GAL FROM 6/1-12/31/16 @ \$5.09/1000GAL	1.00	4,598,000.00	4,598,000.00
<b>50100 580100 - CAPITAL IMPROVEMENTS</b>			<b>345,100.00</b>
2017 STREET IMPROVEMENTS - DESIGN ENGINEERING	1.00	25,000.00	25,000.00
CUMNOR MAIN	1.00	10,000.00	10,000.00
NEWTON WATER TANK RECOATING	1.00	136,000.00	136,000.00
RENO MATERIAL STORAGE BIN REPAIRS	1.00	25,000.00	25,000.00
ROUTE 53 CULVERT WORK	1.00	25,000.00	25,000.00
UTILITY SERVICES MAINTENANCE CONTRACT COTTAGE AVENUE TOWER	1.00	24,100.00	24,100.00
POLICE STATION UTILITY SITE IMPROVEMENTS	1.00	50,000.00	50,000.00
RENO CENTER/NEWTON SITE IMPROVEMENTS	1.00	50,000.00	50,000.00
<b>50100 580100 - 13001 N PARK BLVD STP PROJECT</b>			<b>40,000.00</b>
NORTH PARK BOULEVARD REHABILITATION STP PROJECT - DESIGN ENGINEERING (#13001)	1.00	40,000.00	40,000.00
<b>50100 580100 - 13008 ROOSEVELT RD WATER MAIN</b>			<b>400,000.00</b>
ROOSEVELT ROAD WATER MAIN REPLACEMENT - CONSTRUCTION (#13008)	1.00	200,000.00	200,000.00
ROOSEVELT ROAD WATER MAIN REPLACEMENT - DESIGN ENGINEERING (#13008)	1.00	150,000.00	150,000.00
ROOSEVELT ROAD WATER MAIN REPLACEMENT - EASEMENTS (#13008)	1.00	30,000.00	30,000.00
ROOSEVELT ROAD WATER MAIN REPLACEMENT - RESIDENT ENGINEERING (#13008)	1.00	20,000.00	20,000.00

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	QUANTITY	UNIT COST	2016 BUDGET
<b>50100 580100 - 14005 GLENWOOD-ARBOR-RIDGEWOOD</b>			<b>50,000.00</b>
GLENWOOD-ARBOR-RIDGEWOOD IMPROVEMENTS (#14005)	1.00	50,000.00	50,000.00
<b>50100 580100 - 16005 CBD UNDERGROUND IMPROVEMENTS</b>			<b>250,000.00</b>
CBD ROADWAY REHABILITATION AND STREETScape IMPROVEMENTS - CONSTRUCTION (#16005)	1.00	210,000.00	210,000.00
CBD ROADWAY REHABILITATION AND STREETScape IMPROVEMENTS - ENGINEERING (#16005)	1.00	40,000.00	40,000.00
<b>50100 580100 - 16006 ELM-OAK IMPROVEMENTS</b>			<b>398,500.00</b>
ELM-OAK IMPROVEMENTS - CONSTRUCTION (#16006)	1.00	360,000.00	360,000.00
ELM-OAK IMPROVEMENTS - DESIGN ENGINEERING (#16006)	1.00	2,500.00	2,500.00
ELM-OAK IMPROVEMENTS - RESIDENT ENGINEERING (#16006)	1.00	36,000.00	36,000.00
<b>50100 580100 - 16009 KENILWORTH-ALLEY IMPROVEMENTS</b>			<b>112,500.00</b>
KENILWORTH-ALLEY IMPROVEMENTS - CONSTRUCTION (#16009)	1.00	100,000.00	100,000.00
KENILWORTH-ALLEY IMPROVEMENTS - DESIGN ENGINEERING (#16009)	1.00	2,500.00	2,500.00
KENILWORTH-ALLEY IMPROVEMENTS - RESIDENT ENGINEERING (#16009)	1.00	10,000.00	10,000.00
<b>50100 580100 - 16015 ROUTE 53 WATER MAIN LINING</b>			<b>515,000.00</b>
ROUTE 53 WATER MAIN LINING - CONSTRUCTION (#16015)	1.00	450,000.00	450,000.00
ROUTE 53 WATER MAIN LINING - DESIGN ENGINEERING (#16015)	1.00	20,000.00	20,000.00
ROUTE 53 WATER MAIN LINING - RESIDENT ENGINEERING (#16015)	1.00	45,000.00	45,000.00

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	QUANTITY	UNIT COST	2016 BUDGET
<b>50100 580110 - EQUIPMENT/CAPITAL OUTLAY</b>			<b>48,400.00</b>
STANLEY HYDRAULIC HYDRANT VALVE ASSEMBLY PULLER	1.00	9,000.00	9,000.00
TRUCK #228'S DEWATERING PUMP (#270'S PUMP REPLACED DUE TO FAILURE IN 2015)	1.00	2,400.00	2,400.00
SODIUM HYPOCHLORITE (NAOCL) SCALE AT NORTH P.A.S.	1.00	4,000.00	4,000.00
UTILITY LINE LOCATOR	1.00	8,000.00	8,000.00
REPLUMB PIPING FROM PRESSURE RELIEF VALVE TO HAVE EXCESS GO INTO RESERVOIR INSTEAD OF TO WASTE AT WEST PRESSURE ADJUSTING STATION	1.00	10,000.00	10,000.00
CHANGE LIGHTING OVER TO ENERGY EFFICIENT L.E.D. LIGHTING AT NORTH PRESSURE ADJUSTING STATION	1.00	15,000.00	15,000.00
<b>50100 590113 - FACIL MAINT SERVICE CHARGE</b>			<b>17,700.00</b>
FACILITIES MAINTENANCE SERVICE CHARGE	1.00	17,700.00	17,700.00
<b>50100 590120 - ACCOUNTING SERVICE CHARGE</b>			<b>150,000.00</b>
	1.00	150,000.00	150,000.00
<b>50100 590600 - TRANSFER TO INSURANCE - HEALTH</b>			<b>77,600.00</b>
HEALTH INSURANCE CONTRIBUTION	1.00	77,600.00	77,600.00
<b>50100 590610 - TRANSFER TO INSURANCE - GEN</b>			<b>60,800.00</b>
GENERAL INSURANCE TRANSFER	1.00	60,800.00	60,800.00
<b>50100 590650 - TRANSFER TO EQUIP FUND - O&amp;M</b>			<b>59,100.00</b>
TRANSFER TO EQUIPMENT SERVICES - O&M	1.00	59,100.00	59,100.00
<b>50100 590655 - TRANSFER TO EQUIP FUND - REPL</b>			<b>61,800.00</b>
TRANSFER TO EQUIPMENT SERVICES - VEHICLE REPLACEMENT	1.00	61,800.00	61,800.00
<b>50100 590690 - TRANSFER TO FACIL MAINT RESRV</b>			<b>50,000.00</b>
TRANSFER TO FACILITIES MAINTENANCE RESERVE FUND	1.00	50,000.00	50,000.00
<b>TOTAL WATER DIVISION EXPENDITURES</b>			<b>8,596,330.00</b>

**WATER AND SANITARY SEWER FUND**

*Sanitary Sewer Division*

*Village of Glen Ellyn  
Calendar Year 2016 Budget*

<b>Object</b>		<b>Calendar</b>	<b>Calendar</b>	<b>Calendar</b>	<b>Calendar</b>	<b>Calendar</b>
<b>Code</b>	<b>Account Description</b>	<b>Year</b>	<b>Year</b>	<b>Year</b>	<b>Year</b>	<b>Year</b>
		<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2015</b>	<b>2016</b>
		<b>Actual</b>	<b>Actual</b>	<b>Revised Budget</b>	<b>Est. Actual</b>	<b>Budget</b>
<b>Sewer Expenses / Outflows (50200)</b>						
<b>Personnel Services</b>						
510100	Salaries - Pension	\$ 432,008	\$ 413,025	\$ 456,500	\$ 412,500	\$ 425,070
510120	Salaries - Non-pension	6,549	6,432	8,100	8,100	8,100
510200	Overtime	18,420	16,154	30,500	21,900	23,200
510300	Temporary Help	4,145	8,986	12,100	9,000	13,400
510400	FICA	33,558	31,480	37,200	32,000	36,000
510500	IMRF	51,313	61,292	50,000	43,000	48,000
		<u>545,993</u>	<u>537,369</u>	<u>594,400</u>	<u>526,500</u>	<u>553,770</u>
<b>Contractual Services</b>						
520600	Dues / Subscriptions	151	5,486	4,500	-	4,500
520620	Employee Education	3,824	1,478	4,400	6,100	3,600
520625	Travel	255	-	700	700	300
520700	Professional Services / Legal	4,950	25	1,000	-	1,000
520825	Audit Fees	-	-	-	-	-
520835	Banking Services	19,155	19,101	18,700	21,700	21,700
520900	Postage	6,642	16,533	10,000	10,000	10,000
520970	Maintenance / Bldgs & Grounds	3,239	5,340	3,000	3,000	3,000
520975	Maintenance / Equipment	9,061	7,114	17,800	15,900	21,250
520985	Maintenance / ROW	26,440	39,990	58,406	48,500	49,000
521005	Maintenance / Storm Sewers	13,505	9,474	20,000	12,000	20,000
521010	Maintenance / Sanitary Sewers	21,917	16,518	30,000	6,000	20,000
521050	Maintenance / Other	157	-	-	100	-
521055	Professional Services / Other	75,624	114,584	169,503	110,400	160,400
521130	Payment - Glenbard Wastewater	3,081,173	3,410,618	3,525,952	3,525,952	3,608,243
521140	Service Line Cost Share Program	35,633	71,244	50,000	50,000	50,000
521145	Overhead Sewer Program	46,003	47,198	50,000	50,000	50,000
521150	Sanitary Sewer Televising	83,194	3,016	41,310	41,300	-
521195	Telecommunications	3,691	4,251	6,400	6,400	5,400
521200	Utilities	10,872	(1,150)	8,000	5,500	6,000
550590	IEPA Loan (Lambert Farms)	107,945	107,945	108,000	108,000	108,000
590113	IFT / Facilities Maintenance	10,000	10,033	10,000	10,000	17,700
590120	IFT / Service Charge	150,000	150,500	150,000	150,000	150,000
590130	IFT / Service Charge (PW)	40,200	(6,667)	-	-	-
590131	IFT / General Fund Engineering	6,233	-	-	-	-
590132	IFT / PW Operations - General	-	16,700	10,000	10,000	-
590600	IFT / Health Insurance	75,963	70,051	55,900	62,500	64,400
590610	IFT / Insurance - General	50,333	44,133	45,500	45,500	50,000
590650	IFT / Equipment Service (O&M)	56,833	68,233	61,700	61,700	80,700
590655	IFT / Equipment Service (Repl.)	102,833	106,300	113,200	113,200	94,300
590690	IFT / Facilities Maintenance Reserve	-	-	-	-	50,000
590910	IFT / Contribution to Recreation Fund	75,000	-	-	-	-
		<u>4,120,826</u>	<u>4,338,048</u>	<u>4,573,971</u>	<u>4,474,452</u>	<u>4,649,493</u>
<b>Commodities</b>						
530100	Office Supplies	1,841	1,348	2,200	2,200	2,200
530105	Operating Supplies	2,988	2,604	3,800	3,200	3,750
530225	Safety Supplies	5,090	2,384	5,700	3,200	4,900
530445	Uniforms	2,997	2,256	2,300	2,300	2,300
		<u>12,916</u>	<u>8,592</u>	<u>14,000</u>	<u>10,900</u>	<u>13,150</u>
<b>Capital Outlay</b>						
580100	Capital Projects	735,107	1,287,650	2,864,999	1,338,300	2,657,500
580110	Equipment	113,522	45,560	11,200	11,200	27,200
		<u>848,629</u>	<u>1,333,210</u>	<u>2,876,199</u>	<u>1,349,500</u>	<u>2,684,700</u>
<b>TOTAL SEWER EXPENSES</b>		<b>\$ 5,528,364</b>	<b>\$ 6,217,219</b>	<b>\$ 8,058,570</b>	<b>\$ 6,361,352</b>	<b>\$ 7,901,113</b>
<b>Operating Expenses (less capital)</b>		<b>\$ 4,571,790</b>	<b>\$ 4,776,064</b>	<b>\$ 5,074,371</b>	<b>\$ 4,903,852</b>	<b>\$ 5,108,413</b>

**WATER AND SANITARY SEWER FUND**

*Sanitary Sewer Division*

*Village of Glen Ellyn  
Calendar Year 2016 Budget*

<u>Object</u> <u>Code</u>	<u>Account Description</u>	Calendar Year 2013 <u>Actual</u>	Calendar Year 2014 <u>Actual</u>	Calendar Year 2015 <u>Revised Budget</u>	Calendar Year 2015 <u>Est. Actual</u>	Calendar Year 2016 <u>Budget</u>
<b>SANITARY SEWER RECAP</b>						
<b><u>Revenues</u></b>						
	Billed Revenues	\$ 6,504,433	\$ 6,246,333	\$ 7,377,200	\$ 6,913,000	\$ 6,775,000
	Non-Billed Revenues	<u>187,414</u>	<u>135,704</u>	<u>190,000</u>	<u>198,500</u>	<u>187,150</u>
		6,691,847	6,382,037	7,567,200	7,111,500	6,962,150
<b><u>Expenditures</u></b>						
	Operating Expenses	\$ 4,571,790	\$ 4,776,064	\$ 5,074,371	\$ 4,903,852	\$ 5,108,413
	Capital / Debt Expenses	<u>956,574</u>	<u>1,441,155</u>	<u>2,984,199</u>	<u>1,457,500</u>	<u>2,792,700</u>
	Total Expenses	5,528,364	6,217,219	8,058,570	6,361,352	7,901,113
	<b>Fund Increase / (Decrease)</b>	<b><u>\$ 1,163,483</u></b>	<b><u>\$ 164,818</u></b>	<b><u>\$ (491,370)</u></b>	<b><u>\$ 750,148</u></b>	<b><u>\$ (938,963)</u></b>

*Water & Sewer Fund  
Sewer Department Expenses  
Detail*

*Village of Glen Ellyn  
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	QUANTITY	UNIT COST	2016 BUDGET
<b>50200 SEWER DIVISION EXPENDITURES</b>			
<b>50200 510100 - SALARIES - REGULAR FT</b>			<b>425,070.00</b>
UTILITIES SUPERINTENDENT (50%)	1.00	48,900.00	48,900.00
SENIOR PLANT OPERATOR (50%)	1.00	37,700.00	37,700.00
WATER PLANT OPERATOR (50%)	1.00	29,120.00	29,120.00
CREW LEADER II (50%)	1.00	-	-
(2) CREW LEADER I (50%)	1.00	63,300.00	63,300.00
MAINTENANCE WORKER III (50%)	1.00	-	-
(2) MAINTENANCE WORKER II (50%)	1.00	59,400.00	59,400.00
(3) MAINTENANCE WORKER I (50%)	1.00	67,400.00	67,400.00
PUBLIC WORKS DIRECTOR (20%)	1.00	27,200.00	27,200.00
ASSISTANT PUBLIC WORKS DIRECTOR (15%)	1.00	17,000.00	17,000.00
REGISTERED PROFESSIONAL ENGINEER (10%)	1.00	12,700.00	12,700.00
CIVIL ENGINEER (10%)	1.00	10,600.00	10,600.00
SENIOR CIVIL ENGINEER (10%)	1.00	11,800.00	11,800.00
UTILITIES INSPECTOR (40%)	1.00	28,950.00	28,950.00
ADMINISTRATIVE ASSISTANT II (15%)	1.00	10,200.00	10,200.00
BOOTS - \$150 PER EMPLOYEE - 10 EMPLOYEES AT 50%	1.00	800.00	800.00
<b>50200 510120 - SALARIES - REGULAR PT</b>			<b>8,100.00</b>
ADMINISTRATIVE ASSISTANT II (33%)	1.00	8,100.00	8,100.00
<b>50200 510200 - OVERTIME</b>			<b>23,200.00</b>
OVERTIME FOR UTILITY DIVISION EMERGENCIES (50%)	1.00	18,300.00	18,300.00
SCADA CALL OUT PAY 2 HRS/WK FOR 52 WKS 2 OPERATORS AND SUPERINTENDENT @17.3 WKS EACH (50%)	1.00	3,100.00	3,100.00
CREW LEADER CALL OUT PAY 3 HRS/WK FOR 26 WKS FOR 2 CREW LEADERS @13 WKS EACH -50%	1.00	1,800.00	1,800.00
<b>50200 510300 - TEMPORARY HELP</b>			<b>13,400.00</b>
SUMMER SEASONAL WORKERS 12 WKS @\$9/HR (3 @ 50%)	1.00	6,500.00	6,500.00
EXTENDED SUMMER SEASONAL 24 WKS @\$9/HR + \$2000 FOR WORKING 24 WKS (1 @ 50%)	1.00	5,400.00	5,400.00
ENGINEERING INTERN 12 WKS @\$12/HR (25%)	1.00	1,500.00	1,500.00

*Water & Sewer Fund  
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	QUANTITY	UNIT COST	2016 BUDGET
<b>50200 510400 - FICA TAXES</b>			<b>36,000.00</b>
FICA EXPENSE	1.00	36,000.00	36,000.00
<b>50200 510500 - IMRF EMPLOYER CONTRIBUTIONS</b>			<b>48,000.00</b>
EMPLOYER IMRF CONTRIBUTIONS @ 10.82%	1.00	48,000.00	48,000.00
<b>50200 520600 - DUES-SUBSCRIPTIONS-REG FEES</b>			<b>4,500.00</b>
APWA CORPORATE MEMBERSHIP AND MISC DUES FOR STAFF OF 11	1.00	1,000.00	1,000.00
DRSC DUES PER GWA (ESTIMATED)	1.00	3,500.00	3,500.00
<b>50200 520620 - EMPLOYEE EDUCATION</b>			<b>3,600.00</b>
WASTE WATER / STORM WATER TRAINING FOR STAFF OF 10 (100%)	1.00	1,800.00	1,800.00
NIU GRADUATE CLASSES FOR MPA (50%)	1.00	1,200.00	1,200.00
ARCFLASH TRAINING/EDUCATION (50%)	1.00	200.00	200.00
IPSI (50%)	1.00	400.00	400.00
<b>50200 520625 - TRAVEL</b>			<b>300.00</b>
IPSI (50%)	1.00	300.00	300.00
<b>50200 520700 - LEGAL - GENERAL COUNSEL</b>			<b>1,000.00</b>
ATTORNEY FEES	1.00	1,000.00	1,000.00
<b>50200 520835 - BANKING SERVICES</b>			<b>21,700.00</b>
SEWER SHARE OF BANK FEES TO PROCESS CREDIT/BANK CARDS USED TO PAY WATER/SEWER BILLS	1.00	21,000.00	21,000.00
BRINKS SERVICE	1.00	700.00	700.00
<b>50200 520900 - POSTAGE &amp; SHIPPING</b>			<b>10,000.00</b>
SEWER PORTION OF POSTAGE ASSOCIATED WITH WATER/SEWER BILL	1.00	10,000.00	10,000.00
<b>50200 520970 - MAINTENANCE-BUILDING &amp; GROUNDS</b>			<b>3,000.00</b>
ELECTRICAL MAINTENANCE	1.00	2,000.00	2,000.00
PLUMBING MAINTENANCE	1.00	500.00	500.00
HARDWARE AND PAINT	1.00	500.00	500.00

*Water & Sewer Fund  
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	QUANTITY	UNIT COST	2016 BUDGET
<b>50200 520975 - MAINTENANCE-EQUIPMENT</b>			<b>21,250.00</b>
AS NEEDED REPLACEMENT FOR SAFETY OF HIGH PRESSURE FLUSHER HOSES FOR 242 AND 230	1.00	5,000.00	5,000.00
SAW REPAIRS	1.00	500.00	500.00
MAINTAIN TOOLS AND EQUIPMENT	1.00	500.00	500.00
MISCELLANEOUS CONSTRUCTION SUPPLIES	1.00	1,500.00	1,500.00
CARTEGRAPH OMS ELA UNLIMITED LICENSES (25%)	1.00	8,750.00	8,750.00
WINCAN SERVICE CONTRACT (BUDGETED EVERY OTHER YEAR)	-	1,500.00	-
ROUTINE MAINTENANCE AND REPAIRS OF SEWER TELEVISIONING CAMERA	1.00	5,000.00	5,000.00
<b>50200 520985 - MAINTENANCE-R.O.W.</b>			<b>49,000.00</b>
LANDSCAPE MATERIALS	1.00	3,000.00	3,000.00
GRAVEL DELIVERY AND SPOIL HAULING CONTRACT	1.00	25,500.00	25,500.00
CONCRETE RESTORATION CONTRACT	1.00	18,000.00	18,000.00
IEPA SPOIL TESTING	1.00	2,500.00	2,500.00
<b>50200 521005 - MAINTENANCE-STORM SEWERS</b>			<b>20,000.00</b>
STRUCTURES, FRAMES, GRATES, PIPE FITTINGS, BRICK & MORTAR	1.00	20,000.00	20,000.00
<b>50200 521010 - MAINTENANCE-SANITARY SEWERS</b>			<b>20,000.00</b>
STRUCTURES, FRAMES, GRATES, PIPE FITTINGS, BRICK & MORTAR	1.00	20,000.00	20,000.00

*Water & Sewer Fund  
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	QUANTITY	UNIT COST	2016 BUDGET
<b>50200 521055 - PROFESSIONAL SERVICES - OTHER</b>			<b>160,400.00</b>
COSTS ASSOCIATED WITH CREATION OF SEWER UTILITIES BILL	1.00	8,000.00	8,000.00
EMERGENCY FLUSHER	1.00	2,000.00	2,000.00
LIFT STATION REPAIR SERVICE	1.00	5,000.00	5,000.00
BACTERIA TREATMENTS	1.00	25,000.00	25,000.00
DEEP HIGHWAY SAW CUTS	1.00	1,000.00	1,000.00
CLEAN & TV CENTRAL BASIN SANITARY TRUNK SEWERS - RJN STUDY	1.00	25,000.00	25,000.00
ELECTRICAL MAINTENANCE	1.00	4,000.00	4,000.00
GENERATOR MAINTENANCE	1.00	1,200.00	1,200.00
ROOT PRUNING	1.00	1,000.00	1,000.00
EMERGENCY EXCAVATIONS	1.00	20,000.00	20,000.00
CLEANING OF THE 9 VORTEX STORM WATER SEPARATORS AT LAKE ELLYN	1.00	9,000.00	9,000.00
CLEAN 4 SANITARY LIFT STATIONS	1.00	4,000.00	4,000.00
EASEMENT INVESTIGATION AND IDENTIFICATION	1.00	10,000.00	10,000.00
CARTEGRAPH - TRAINING (25%)	1.00	5,000.00	5,000.00
GIS CONSORTIUM	1.00	34,700.00	34,700.00
BI-ANNUAL CLEANING OF PUBLIC WORKS ICE MACHINE (50%)	1.00	500.00	500.00
CHEMICAL ROOT CONTROL TREATMENT FOR SANITARY MAINS PILOT PROGRAM	1.00	5,000.00	5,000.00
<b>50200 521130 - PAYMENT TO GWA</b>			<b>3,608,243.00</b>
PER GWA - BASED ON 6% INCREASE OVER CY2015	1.00	3,608,243.00	3,608,243.00
<b>50200 521140 - SEWER REIMBURSE PLAN REPAIRS</b>			<b>50,000.00</b>
REIMBURSES RESIDENTS 50% OF COSTS ASSOCIATED WITH REPLACEMENT/REPAIR OF SANITARY SEWER IN ROW	1.00	50,000.00	50,000.00
<b>50200 521145 - OVERHEAD SEWER PROGRAM</b>			<b>50,000.00</b>
COST SHARES UP TO 50% OF THE COSTS ASSOCIATED WITH CONVERSION TO OVERHEAD SEWERS	1.00	50,000.00	50,000.00

*Water & Sewer Fund  
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	QUANTITY	UNIT COST	2016 BUDGET
<b>50200 521195 - TELECOMMUNICATIONS</b>			<b>5,400.00</b>
PHONE SERVICE AT LIFT STATIONS, ETC	1.00	1,500.00	1,500.00
PHONE SERVICES - 11 EMPLOYEES AT 50%	1.00	3,500.00	3,500.00
ACCESSORIES (10% OF PHONE SERVICE)	1.00	400.00	400.00
<b>50200 521200 - UTILITIES</b>			<b>6,000.00</b>
ELECTRIC & NATURAL GAS EXPENDITURES	1.00	6,000.00	6,000.00
<b>50200 530100 - OFFICE SUPPLIES</b>			<b>2,200.00</b>
PRINTER SUPPLIES, INK, PAPER, PENS, AND GENERAL OFFICE SUPPLIES	1.00	2,200.00	2,200.00
<b>50200 530105 - OPERATING SUPPLIES</b>			<b>3,750.00</b>
HARDWARE	1.00	1,200.00	1,200.00
LAUNDRY SUPPLIES	1.00	300.00	300.00
MARKING PAINT	1.00	1,000.00	1,000.00
KITCHEN SUPPLIES	1.00	300.00	300.00
CLEANING SUPPLIES	1.00	200.00	200.00
MISCELLANEOUS SUPPLIES	1.00	750.00	750.00
<b>50200 530225 - SAFETY SUPPLIES</b>			<b>4,900.00</b>
DISINFECTANTS	1.00	400.00	400.00
BIO-HAZARD GLOVES	1.00	1,600.00	1,600.00
SAFETY GLASSES	1.00	300.00	300.00
HARD HATS	1.00	300.00	300.00
BARRICADES & CONES	1.00	1,500.00	1,500.00
FIRST AID SUPPLIES	1.00	800.00	800.00
<b>50200 530445 - UNIFORMS</b>			<b>2,300.00</b>
UNIFORMS - \$450 PER EMPLOYEE - 10 EMPLOYEES AT 50%	1.00	2,300.00	2,300.00
<b>50200 550590 - INTEREST-LAMBERT FARMS IEPA</b>			<b>20,000.00</b>
INTEREST PAID ON IEPA LOAN FOR SANITARY MAIN IN LAMBERT FARMS	1.00	20,000.00	20,000.00
<b>50200 550595 - PRINCIPAL-LAMBERT FARMS IEPA</b>			<b>88,000.00</b>
PRINCIPAL PAID ON IEPA LOAN FOR SANITARY MAIN IN LAMBERT FARMS	1.00	88,000.00	88,000.00

*Water & Sewer Fund  
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	QUANTITY	UNIT COST	2016 BUDGET
<b>50200 580100 - CAPITAL IMPROVEMENTS</b>			<b>1,025,000.00</b>
2017 STREET IMPROVEMENTS	1.00	50,000.00	50,000.00
CUMNOR SANITARY SEWER EXTENSION	1.00	150,000.00	150,000.00
RENO MATERIAL STORAGE BIN REPAIRS	1.00	25,000.00	25,000.00
SEWER LINING/SSES FOLLOW-UP	1.00	500,000.00	500,000.00
SURREY LIFT STATION IMPROVEMENTS	1.00	200,000.00	200,000.00
POLICE STATION UTILITY SITE IMPROVEMENTS	1.00	50,000.00	50,000.00
RENO CENTER/NEWTON SITE IMPROVEMENTS	1.00	50,000.00	50,000.00
<b>50200 580100 - 13001 N PARK BLVD STP PROJECT</b>			<b>20,000.00</b>
NORTH PARK BOULEVARD STREET REHABILITATION STP PROJECT - DESIGN ENGINEERING (#13001)	1.00	20,000.00	20,000.00
<b>50200 580100 - 14005 GLENWOOD-ARBOR-RIDGEWOOD</b>			<b>30,000.00</b>
GLENWOOD-ARBOR-RIDGEWOOD IMPROVEMENTS (#14005)	1.00	30,000.00	30,000.00
<b>50200 580100 - 16005 CBD UNDERGROUND IMPROVEMENTS</b>			<b>250,000.00</b>
CBD ROADWAY REHABILITATION AND STREETSCAPE - CONSTRUCTION (#16005)	1.00	210,000.00	210,000.00
CBD ROADWAY REHABILITATION AND STREETSCAPE - DESIGN ENGINEERING (#16005)	1.00	40,000.00	40,000.00
<b>50200 580100 - 16006 ELM-OAK IMPROVEMENTS</b>			<b>470,000.00</b>
ELM-OAK IMPROVEMENTS - CONSTRUCTION (#16006)	1.00	425,000.00	425,000.00
ELM-OAK IMPROVEMENTS - DESIGN ENGINEERING (#16006)	1.00	2,500.00	2,500.00
ELM-OAK IMPROVEMENTS - RESIDENT ENGINEERING (#16006)	1.00	42,500.00	42,500.00
<b>50200 580100 - 16009 KENILWORTH-ALLEY IMPROVEMENTS</b>			<b>222,500.00</b>
KENILWORTH-ALLEY IMPROVEMENTS - CONSTRUCTION (#16009)	1.00	200,000.00	200,000.00
KENILWORTH-ALLEY IMPROVEMENTS - DESIGN ENGINEERING (#16009)	1.00	2,500.00	2,500.00
KENILWORTH-ALLEY IMPROVEMENTS - RESIDENT ENGINEERING (#16009)	1.00	20,000.00	20,000.00

*Water & Sewer Fund  
Sewer Department Expenses  
Detail*

*Village of Glen Ellyn  
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	QUANTITY	UNIT COST	2016 BUDGET
<b>50200 580100 - 16012 MEMORY CT LIFT STATION REHAB</b>			<b>640,000.00</b>
MEMORY COURT LIFT STATION REHABILITATION - CONSTRUCTION (#16012)	1.00	550,000.00	550,000.00
MEMORY COURT LIFT STATION REHABILITATION - DESIGN (#16012)	1.00	40,000.00	40,000.00
MEMORY COURT LIFT STATION REHABILITATION - RESIDENT ENGINEERING (#16012)	1.00	50,000.00	50,000.00
<b>50200 580110 - EQUIPMENT/CAPITAL OUTLAY</b>			<b>27,200.00</b>
LAPTOP ADAPTOR FOR SEWER PUSH CAMERA WILL ALLOW RECORDING TO DVD/USB INSTEAD OF VHS COMPATIBLE WITH CURRENT CAMERA REEL	1.00	2,200.00	2,200.00
REPLACE PUMPS/MOTORS FOR ORCHARD LIFT STATION WILL IMPROVE OPERATION AND PROVIDE NECESSARY REDUNDANCY IN CASE OF PUMP FAILURE	1.00	15,000.00	15,000.00
REPLACEMENT OF EQUIPMENT CABINET UPGRADE TO STAINLESS STEEL TO BETTER WITHSTAND HARSH CONDITIONS PRESENT AT THE SITE	1.00	10,000.00	10,000.00
<b>50200 590113 - FACIL MAINT SERVICE CHARGE</b>			<b>17,700.00</b>
FACILITIES MAINTENANCE SERVICE CHARGE	1.00	17,700.00	17,700.00
<b>50200 590120 - ACCOUNTING SERVICE CHARGE</b>			<b>150,000.00</b>
	1.00	150,000.00	150,000.00
<b>50200 590600 - TRANSFER TO INSURANCE - HEALTH</b>			<b>64,400.00</b>
HEALTH INSURANCE CONTRIBUTION	1.00	64,400.00	64,400.00
<b>50200 590610 - TRANSFER TO INSURANCE - GEN</b>			<b>50,000.00</b>
GENERAL INSURANCE TRANSFER	1.00	50,000.00	50,000.00
<b>50200 590650 - TRANSFER TO EQUIP FUND - O&amp;M</b>			<b>80,700.00</b>
TRANSFER TO EQUIPMENT SERVICES - O&M	1.00	80,700.00	80,700.00
<b>50200 590655 - TRANSFER TO EQUIP FUND - REPL</b>			<b>94,300.00</b>
TRANSFER TO EQUIPMENT SERVICES - VEHICLE REPLACEMENT	1.00	94,300.00	94,300.00

*Water & Sewer Fund  
Sewer Department Expenses  
Detail*

*Village of Glen Ellyn  
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	QUANTITY	UNIT COST	2016 BUDGET
<b>50200 590690 - TRANSFER TO FACIL MAINT RESRV</b>			<b>50,000.00</b>
TRANSFER TO FACILITIES MAINTENANCE RESERVE FUND	1.00	50,000.00	50,000.00
<b>TOTAL SEWER DIVISION EXPENDITURES</b>			<b>7,901,113.00</b>

## **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, and other specialized equipment for all Village departments including 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 FY15**

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 2015. The program’s emphasis is to identify highly qualified repair facilities with a large percentage of ASE-certified professionals. This is the ninth consecutive year the division has been awarded this honor.
3. The Equipment Services Division completed 4,669 repair requests in calendar year 2015.
4. 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. In FY15 we introduced a compressed natural gas (CNG) bifuel powered Ford Transit Connect utility van into the fleet. Natural gas burning vehicles produce fewer exhaust emissions and allow for extended service intervals. 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. E85 is made from corn and is a renewable fuel source. In FY15 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”.
5. Equipment Services completed the second and final phase of converting the old unusable paint booth into a productive vehicle repair bay. LED lighting, a Monoxivent vehicle exhaust extraction system, and 110v/208v electrical circuits were installed.
6. The ESD completed the installation of back up camera systems into ten (10) Public Works vehicles.
7. Equipment Services installed RV style electrical trailer connectors and plugs in all the trucks/trailers for Public Works and GWA.
8. Project management and oversight was provided by the ESD to install an electrically operated sliding gate at the Wilson Ave entrance to the Reno Center. The gate is controlled by the Fuel Master system and allows for a secure entrance/exit to the facility. This improvement provides a safer alternative to the Wilson entrance.
9. Equipment Services developed preventive maintenance (PM) checklists for all new vehicles placed into service.
10. Division personnel tore down old and setup three (3) new marked Police patrol cars. 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.

11. Equipment Services wrote specifications, advertised, and procured one new vehicle 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) utility main break truck.
12. The ESD performed an annual inspection of vehicle fire extinguishers. Fire extinguishers were removed, inspected, serviced or replaced on all Village vehicles.
13. 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.
14. 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.
15. 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.
16. 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.
17. ESD staff continued to perform facility related projects at the Reno Center.
18. 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 FY16**

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 2016 Budget

Object Code	Account Description	Calendar Year 2013 Actual	Calendar Year 2014 Actual	Calendar Year 2015 Revised Budget	Calendar Year 2015 Est. Actual	Calendar Year 2016 Budget
<b>Revenues / Inflows (6500)</b>						
430200	State Grant Revenue	\$ -	\$ 41,391	\$ -	\$ -	\$ -
440650	Glenbard Wastewater	38,733	40,133	42,100	42,100	40,000
440660	Glen Ellyn Park District	42,963	45,867	45,000	33,000	30,000
460100	Interest Income	8,682	(74,919)	5,000	5,000	5,000
489000	Miscellaneous Revenue	81,960	62,163	20,000	30,000	20,000
490654	IFT / PW - Adm/Eng	36,667	31,467	28,700	28,700	22,700
490656	IFT / PW - Forestry	603,300	346,333	211,900	211,900	210,900
490657	IFT / PW - Streets	-	310,100	471,500	471,500	373,200
490658	IFT / Facilities Maint.	-	29,567	28,600	28,600	22,800
490660	IFT / Police - Admin	414,383	233,700	141,000	141,000	29,700
490659	IFT / Police - Operations	-	152,000	232,100	232,100	285,600
490661	IFT / Police - Investigations	-	27,100	41,500	41,500	80,900
490662	IFT / Vol. Fire Company	275,233	188,900	107,500	107,500	152,600
490663	IFT / EMS	-	23,100	-	-	-
490664	IFT / Planning and Devel.	14,000	12,567	11,900	11,900	10,000
490668	IFT / Water	118,833	122,067	126,100	126,100	120,900
490670	IFT / Sewer	159,667	164,533	174,900	174,900	175,000
490672	IFT / Equipment Services	10,133	7,500	5,900	5,900	4,400
<b>TOTAL REVENUES</b>		<b>\$ 1,804,554</b>	<b>\$ 1,722,178</b>	<b>\$ 1,693,700</b>	<b>\$ 1,691,700</b>	<b>\$ 1,583,700</b>

**Expenses / Outflows (6500)**

**PERSONNEL SERVICES:**

510100	Salaries - Pension	\$ 245,063	\$ 251,396	\$ 248,600	\$ 248,600	\$ 260,650
510120	Salaries - Non-pension	5,641	5,532	21,300	21,300	22,050
510200	Overtime	24,134	11,758	10,000	5,000	10,000
510400	FICA	19,959	19,420	21,400	21,000	22,500
510500	IMRF	32,388	30,032	26,900	26,900	29,000
<b>Subtotal</b>		<b>327,185</b>	<b>318,138</b>	<b>328,200</b>	<b>322,800</b>	<b>344,200</b>

**CONTRACTUAL SERVICES:**

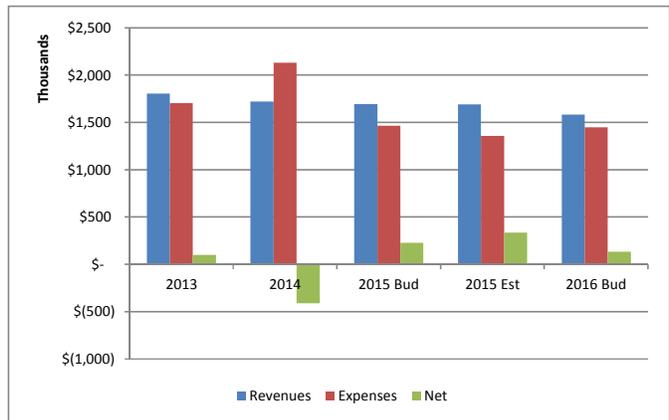
520600	Dues / Subscriptions	749	639	800	800	775
520620	Employee Education	2,025	2,530	2,400	2,000	2,400
520625	Travel	1,415	443	2,000	1,000	1,950
520970	Maint. / Bldgs & Grounds	8,170	13,662	71,000	71,000	34,000
520975	Maintenance / Equipment	-	10	-	-	-
521055	Prof. Services / Other	1,595	1,817	2,000	2,000	2,200
521120	Disposal Costs	372	970	1,500	1,500	1,500
521125	Leased Equipment	3,683	3,705	4,500	4,500	4,100
521180	Repairs (Contract, Labor)	34,930	29,603	40,000	40,000	40,000
521185	Repairs (Contract, Parts)	29,064	17,107	25,000	25,000	25,000
521195	Telecommunications	8,017	7,961	7,600	7,500	6,700
590113	IFT / Facilities Maint.	10,000	10,033	10,000	10,000	9,000
590130	Service Charge (PW)	13,200	13,200	13,200	13,200	13,900
590600	IFT / Health Insurance	55,364	51,614	57,400	48,300	49,200
590610	IFT / Liability Insurance	9,167	10,900	11,900	11,900	13,400
590650	IFT / Equipment Servie (O&M)	3,800	4,367	4,600	4,600	3,300
590655	IFT / Equipment Service (Repl)	6,333	3,133	1,300	1,300	1,100
<b>Subtotal</b>		<b>187,884</b>	<b>171,694</b>	<b>255,200</b>	<b>244,600</b>	<b>208,525</b>

**EQUIPMENT SERVICES FUND**

Village of Glen Ellyn  
Calendar Year 2016 Budget

Object Code	Account Description	Calendar Year 2013 Actual	Calendar Year 2014 Actual	Calendar Year 2015 Revised Budget	Calendar Year 2015 Est. Actual	Calendar Year 2016 Budget
<b>COMMODITIES:</b>						
530100	Office Supplies	1,251	1,251	1,500	1,500	1,500
530105	Operating Supplies	11,688	8,449	12,000	12,000	12,000
530225	Safety Supplies	501	938	1,200	1,200	500
530300	Gas & Oil	288,996	351,142	333,800	275,000	280,000
530305	License Plates	1,241	1,336	1,400	1,400	1,900
530310	Inventory Parts	93,836	84,102	90,000	90,000	90,000
530315	Tires	18,954	11,560	14,000	14,000	14,000
530445	Uniforms	1,767	1,064	1,600	1,600	1,575
	Operating Transfer - Fire SSA	-	542,000	-	-	-
		418,234	1,001,842	455,500	396,700	401,475
<b>CAPITAL OUTLAY:</b>						
570155	Vehicles	651,824	630,202	403,802	370,000	474,200
580110	Equipment	120,865	12,012	25,500	24,000	22,500
		772,689	642,214	429,302	394,000	496,700
<b>TOTAL EXPENSES</b>		<b>\$ 1,705,992</b>	<b>\$ 2,133,888</b>	<b>\$ 1,468,202</b>	<b>\$ 1,358,100</b>	<b>\$ 1,450,900</b>
<b>OPERATING EXPENSES</b>						
<b>(excludes vehicle purchases &amp; SSA Transfer)</b>						
		\$ 1,054,168	\$ 961,686	\$ 1,064,400	\$ 988,100	\$ 976,700
<b>FUND INCREASE (DECREASE)</b>		<b>\$ 98,562</b>	<b>\$ (411,710)</b>	<b>\$ 225,498</b>	<b>\$ 333,600</b>	<b>\$ 132,800</b>

Available Cash Analysis (000's)	
Available, January 1, 2015	\$ 3,029
Preliminary CY15 Inflow/(Outflow)	334
Budgeted CY16 Inflow/(Outflow)	133
Projected Available, December 31, 2016	<u>\$ 3,495</u>



*Equipment Services  
Detail*

*Village of Glen Ellyn  
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	QUANTITY	UNIT COST	2016 BUDGET
<b>6500 EQUIPMENT SERVICES REVENUES</b>			
<b>6500 440650 - EQUIPMENT O&amp;M - GWA</b>			<b>40,000.00</b>
EQUIPMENT O&M - GWA	1.00	40,000.00	40,000.00
<b>6500 440660 - GAS SOLD TO GE PARK DISTRICT</b>			<b>30,000.00</b>
FUEL SOLD TO GLEN ELLYN PARK DISTRICT	1.00	30,000.00	30,000.00
<b>6500 460100 - INVESTMENT INCOME</b>			<b>5,000.00</b>
INVESTMENT INCOME	1.00	5,000.00	5,000.00
<b>6500 489000 - MISC REVENUE / SALE OF EQUIP</b>			<b>20,000.00</b>
MISC REVENUE / SALE OF EQUIPMENT	1.00	20,000.00	20,000.00
<b>6500 490654 - EQUIP O&amp;M/REPLC - PW ADMIN</b>			<b>22,700.00</b>
EQUIPMENT O&M/REPLACEMENT	1.00	22,700.00	22,700.00
<b>6500 490656 - EQUIP O&amp;M/REPLC - PW FORESTRY</b>			<b>210,900.00</b>
EQUIPMENT O&M/REPLACEMENT	1.00	210,900.00	210,900.00
<b>6500 490657 - EQUIP O&amp;M/REPLAC - PW STR</b>			<b>373,200.00</b>
EQUIPMENT O&M/REPLACEMENT	1.00	373,200.00	373,200.00
<b>6500 490658 - EQUIP O&amp;M/REPLC - FACILITIES</b>			<b>22,800.00</b>
EQUIPMENT O&M/REPLACEMENT	1.00	22,800.00	22,800.00
<b>6500 490659 - EQUIP O&amp;M/REPLAC - POL OPS</b>			<b>285,600.00</b>
EQUIPMENT O&M/REPLACEMENT	1.00	285,600.00	285,600.00
<b>6500 490660 - EQUIP O&amp;M/REPLC - POLICE AD</b>			<b>29,700.00</b>
EQUIPMENT O&M/REPLACEMENT	1.00	29,700.00	29,700.00
<b>6500 490661 - EQUIP O&amp;M/REPLAC - POL INV</b>			<b>80,900.00</b>
EQUIPMENT O&M/REPLACEMENT	1.00	80,900.00	80,900.00
<b>6500 490662 - EQUIP O&amp;M/REPLC - FIRE</b>			<b>152,600.00</b>
EQUIPMENT O&M/REPLACEMENT	1.00	152,600.00	152,600.00
<b>6500 490664 - EQUIP O&amp;M/REPLC - PLANNING</b>			<b>10,000.00</b>
EQUIPMENT O&M/REPLACEMENT	1.00	10,000.00	10,000.00

*Equipment Services  
Detail*

*Village of Glen Ellyn  
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	QUANTITY	UNIT COST	2016 BUDGET
<b>6500 490668 - EQUIP O&amp;M/REPLC - WATER</b>			<b>120,900.00</b>
EQUIPMENT O&M/REPLACEMENT	1.00	120,900.00	120,900.00
<b>6500 490670 - EQUIP O&amp;M/REPLC - SEWER</b>			<b>175,000.00</b>
EQUIPMENT O&M/REPLACEMENT	1.00	175,000.00	175,000.00
<b>6500 490672 - EQUIP O&amp;M/REPLC - EQUIP MAINT</b>			<b>4,400.00</b>
EQUIPMENT O&M/REPLACEMENT	1.00	4,400.00	4,400.00
<b>TOTAL EQUIPMENT SERVICES REVENUES</b>			<b>1,583,700.00</b>
<b>65000 EQUIPMENT SERVICES EXPENDITURE</b>			
<b>65000 510100 - SALARIES - REGULAR FT</b>			<b>260,650.00</b>
ESD SUPERINTENDENT	1.00	100,000.00	100,000.00
(2) ESD MECHANIC II	1.00	160,200.00	160,200.00
SAFETY SHOES - MECHANIC II	1.00	150.00	150.00
SAFETY SHOES - MECHANIC II	1.00	150.00	150.00
SAFETY SHOES - SUPERINTENDENT	1.00	150.00	150.00
<b>65000 510120 - SALARIES - REGULAR PT</b>			<b>22,050.00</b>
FLEET ASSISTANT	1.00	21,900.00	21,900.00
SAFETY SHOES - FLEET ASSISTANT	1.00	150.00	150.00
<b>65000 510200 - OVERTIME</b>			<b>10,000.00</b>
OVERTIME	1.00	10,000.00	10,000.00
<b>65000 510400 - FICA TAXES</b>			<b>22,500.00</b>
FICA 7.65%	1.00	22,500.00	22,500.00
<b>65000 510500 - IMRF EMPLOYER CONTRIBUTIONS</b>			<b>29,000.00</b>
EMPLOYER IMRF CONTRIBUTIONS @ 10.82%	1.00	29,000.00	29,000.00
<b>65000 520600 - DUES-SUBSCRIPTIONS-REG FEES</b>			<b>775.00</b>
NATIONAL ASSOCIATION OF FLEET MANAGERS	1.00	500.00	500.00
MUNICIPAL FLEET MANAGERS ASSOCIATION	1.00	50.00	50.00
ASE	1.00	75.00	75.00
IFAMA DUES	1.00	150.00	150.00

*Equipment Services  
Detail*

*Village of Glen Ellyn  
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	QUANTITY	UNIT COST	2016 BUDGET
<b>65000 520620 - EMPLOYEE EDUCATION</b>			<b>2,400.00</b>
TRAINING- SUPERINTENDENT	1.00	600.00	600.00
ASE TESTING - 3 TECHS	1.00	600.00	600.00
TRAINING- MECHANIC II	1.00	600.00	600.00
TRAINING- MECHANIC II	1.00	600.00	600.00
<b>65000 520625 - TRAVEL</b>			<b>1,950.00</b>
PW I-PASS	1.00	600.00	600.00
TRAINING LODGING - SUPERINTENDENT	1.00	450.00	450.00
TRAINING LODGING - MECHANIC II	1.00	450.00	450.00
TRAINING LODGING - MECHANIC II	1.00	450.00	450.00
<b>65000 520970 - MAINTENANCE-BUILDING &amp; GROUNDS</b>			<b>34,000.00</b>
FUEL ISLAND MAINTENANCE	1.00	3,000.00	3,000.00
YARD GATE MAINTENANCE	1.00	2,000.00	2,000.00
VEHICLE LIFT MAINTENANCE	1.00	3,000.00	3,000.00
REFINISH ESD	1.00	25,000.00	25,000.00
PRESSURE WASHER MAINTENANCE	1.00	1,000.00	1,000.00
<b>65000 521055 - PROFESSIONAL SERVICES - OTHER</b>			<b>2,200.00</b>
CFA FLEET SOFTWARE ANNUAL SUPPORT	1.00	1,800.00	1,800.00
DIAGNOSTIC HOTLINE	1.00	400.00	400.00
<b>65000 521120 - DISPOSAL COST</b>			<b>1,500.00</b>
SPECIAL WASTE DISPOSAL	1.00	1,500.00	1,500.00
<b>65000 521125 - LEASED EQUIPMENT</b>			<b>4,100.00</b>
G & K SERVICES	1.00	2,000.00	2,000.00
HERITAGE - CRYSTAL	1.00	1,800.00	1,800.00
TERRACE SUPPLY	1.00	300.00	300.00
<b>65000 521180 - REPAIRS-CONTRACTUAL/LABOR</b>			<b>40,000.00</b>
SUBLET REPAIR LABOR	1.00	40,000.00	40,000.00
<b>65000 521185 - REPAIRS-CONTRACTUAL/PARTS</b>			<b>25,000.00</b>
SUBLET REPAIR PARTS	1.00	25,000.00	25,000.00
<b>65000 521195 - TELECOMMUNICATIONS</b>			<b>6,700.00</b>
NETWORK FLEET GPS	1.00	5,200.00	5,200.00
VERIZON - 3 CELL PHONES	1.00	1,200.00	1,200.00
GPS TRANSFER FEES	1.00	300.00	300.00

*Equipment Services  
Detail*

*Village of Glen Ellyn  
Calendar Year 2016 Budget*

	QUANTITY	UNIT COST	2016 BUDGET
<b>65000 530100 - OFFICE SUPPLIES</b>			<b>1,500.00</b>
OFFICE SUPPLIES	1.00	1,500.00	1,500.00
<b>65000 530105 - OPERATING SUPPLIES</b>			<b>12,000.00</b>
OPERATING SUPPLIES	1.00	12,000.00	12,000.00
<b>65000 530225 - SAFETY SUPPLIES</b>			<b>500.00</b>
FIRST AID	1.00	200.00	200.00
MECHANICS SAFETY GLOVES	1.00	300.00	300.00
<b>65000 530300 - GAS AND OIL</b>			<b>280,000.00</b>
UNLEADED 70,000 GALLONS @ \$2.55	1.00	180,000.00	180,000.00
DIESEL 30,000 GALLONS @ \$2.65	1.00	80,000.00	80,000.00
OIL & GREASE	1.00	20,000.00	20,000.00
<b>65000 530305 - LICENSE PLATES</b>			<b>1,900.00</b>
SQUAD 05	1.00	105.00	105.00
DETECTIVE 16	1.00	105.00	105.00
POLICE CHIEF 27	1.00	105.00	105.00
8 POLICE RENEWALS	1.00	850.00	850.00
PW 201	1.00	105.00	105.00
PW 219	1.00	105.00	105.00
PW 227	1.00	105.00	105.00
PW 248	1.00	105.00	105.00
PW 254	1.00	105.00	105.00
PW 271	1.00	105.00	105.00
DETECTIVE 12	1.00	105.00	105.00
<b>65000 530310 - PARTS PURCHASED</b>			<b>90,000.00</b>
VEHICLE AND EQUIPMENT REPLACEMENT PARTS	1.00	90,000.00	90,000.00
<b>65000 530315 - TIRES</b>			<b>14,000.00</b>
REPLACEMENT TIRES	1.00	14,000.00	14,000.00
<b>65000 530445 - UNIFORMS</b>			<b>1,575.00</b>
MECHANIC II	1.00	450.00	450.00
MECHANIC II	1.00	450.00	450.00
SUPERINTENDENT	1.00	450.00	450.00
FLEET ASSISTANT	1.00	225.00	225.00

*Equipment Services  
Detail*

*Village of Glen Ellyn  
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	QUANTITY	UNIT COST	2016 BUDGET
<b>65000 570155 - VEHICLES</b>			<b>474,200.00</b>
REPLACE POLICE PATROL SQUAD 05	1.00	35,000.00	35,000.00
LEASE POLICE PATROL H-D MOTORCYCLE	1.00	4,200.00	4,200.00
REPLACE DETECTIVE 16	1.00	40,000.00	40,000.00
REPLACE POLICE CHIEF COMMAND SQUAD 27	1.00	40,000.00	40,000.00
REPLACE PW 201 SNOW REMOVAL/DUMP TRUCK	1.00	195,000.00	195,000.00
ADD PW 219 ENGINEERS VEHICLE	1.00	20,000.00	20,000.00
REPLACE PW 227 SNOW REMOVAL/PICK UP TRUCK	1.00	35,000.00	35,000.00
REPLACE PW 248 SNOW REMOVAL/PICK UP TRUCK	1.00	35,000.00	35,000.00
REPLACE PW 254 SNOW REMOVAL/PICK UP TRUCK	1.00	35,000.00	35,000.00
REPLACE PW 271 SNOW REMOVAL/PICK UP TRUCK	1.00	35,000.00	35,000.00
<b>65000 580110 - EQUIPMENT/CAPITAL OUTLAY</b>			<b>22,500.00</b>
DIAGNOSTIC EQUIPMENT SOFTWARE UPDATE FORD IDS	1.00	1,600.00	1,600.00
INTERNATIONAL ISIS REPAIR INFORMATION	1.00	1,400.00	1,400.00
SNAP-ON SCANNER UPDATE	1.00	2,000.00	2,000.00
ABRASIVE PARTS CLEANING CABINET	1.00	2,500.00	2,500.00
SHOP AIR COMPRESSOR	1.00	15,000.00	15,000.00
<b>65000 590113 - FACIL MAINT SERVICE CHARGE</b>			<b>9,000.00</b>
FACILITIES MAINTENANCE SERVICE CHARGE	1.00	9,000.00	9,000.00
<b>65000 590130 - PW SERVICE CHARGE</b>			<b>13,900.00</b>
IFT - PUBLIC WORKS SERVICE CHARGE	1.00	13,900.00	13,900.00
<b>65000 590600 - TRANSFER TO INSURANCE - HEALTH</b>			<b>49,200.00</b>
HEALTH INSURANCE TRANSFER TO INSURANCE FUND	1.00	49,200.00	49,200.00
<b>65000 590610 - TRANSFER TO INSURANCE - GEN</b>			<b>13,400.00</b>
GENERAL INSURANCE TRANSFER TO INSURANCE FUND	1.00	13,400.00	13,400.00
<b>65000 590650 - TRANSFER TO EQUIP FUND - O&amp;M</b>			<b>3,300.00</b>
IFT - ESD O&M	1.00	3,300.00	3,300.00

*Equipment Services  
Detail*

*Village of Glen Ellyn  
Calendar Year 2016 Budget*

	QUANTITY	UNIT COST	2016 BUDGET
<b>65000 590655 - TRANSFER TO EQUIP FUND - REPL</b>			<b>1,100.00</b>
IFT - ESD REPLACEMENT FUND VEHICLE #300 (FULLY FUNDED)	1.00	-	-
IFT- ESD REPLACEMENT FUND FOR FUEL ISLAND	1.00	1,100.00	1,100.00
<b>TOTAL</b>			<b>1,450,900.00</b>
<b>EQUIPMENT SERVICES EXPENDITURE</b>			

VILLAGE OF GLEN ELLYN  
 CALENDAR FISCAL YEAR 2016 ANNUAL BUDGET  
 PERSONNEL SCHEDULE

**PUBLIC WORKS DEPARTMENT - EQUIPMENT SERVICES**

<u>Classification</u>	<u>Status</u>	<u>Salary Range*</u>	<u>FY12/13 Budgeted Employees</u>	<u>FY13/14 Budgeted Employees</u>	<u>SY 14 Budgeted Employees</u>	<u>FY 15 Budgeted Employees</u>	<u>FY16 Budgeted Employees</u>
Equipment Services Superintendent	FT	N	-	1.00	1.00	1.00	1.00
Equipment Services Supervisor	FT	L	1.00	-	-	-	-
Equipment Mechanic II	FT	J	2.00	2.00	2.00	2.00	2.00
Fleet Assistant I <sup>1</sup>	PT	E	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>
<b>TOTAL EMPLOYEES (Full-time Equivalents)</b>			<b><u>3.40</u></b>	<b><u>3.40</u></b>	<b><u>3.40</u></b>	<b><u>3.40</u></b>	<b><u>3.40</u></b>
Full-time Number of Positions			3	3	3	3	3
Part-time Number of Positions			1	1	1	1	1

1 Previously titled Inventory Clerk

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



**EQUIPMENT SERVICES REPLACEMENT SCHEDULE**

2015												2016											
Computes depreciation amounts for calendar year:																							
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	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	
025	2010	2010 Ford Explorer	27,550	7	3%	33,336	3	24,006	27,116	9,330	3,110	3,110	3,110	3,110	0	0	0	0	0	0	0	0	0
026	2013	2014 Ford Explorer	31,900	7	3%	38,599	6	5,511	11,042	33,068	5,511	5,511	5,511	5,511	5,511	5,511	0	0	0	0	0	0	0
027	2011	2011 Ford Expedition	32,200	3	3%	35,098	0	35,098	35,098	0	0	0	0	0	0	0	0	0	0	0	0	0	0
FUEL ISLAND	2012		444,000	20	0%	444,000	18	64,380	85,470	379,620	21,090	21,090	21,090	21,090	21,090	21,090	21,090	21,090	21,090	21,090	21,090	21,090	21,090
Fire Company			1,033,700			1,117,054		456,744	610,894	660,310	150,727	103,232	68,244	26,601	26,601	26,601	21,090	21,090	21,090	21,090	21,090	21,090	21,090
FUEL ISLAND	2012		139,000	20	0%	139,000	18	20,155	26,758	118,845	6,603	6,603	6,603	6,603	6,603	6,603	6,603	6,603	6,603	6,603	6,603	6,603	6,603
FUEL ISLAND			139,000			139,000		20,155	26,758	118,845	6,603	6,603	6,603	6,603	6,603	6,603	6,603	6,603	6,603	6,603	6,603	6,603	6,603
Planning & Development																							
217	2007	2007 Toyota Prius	21,300	7	4%	27,264	0	27,264	27,264	0	0	0	0	0	0	0	0	0	0	0	0	0	0
218	2008	2009 Ford Escape	16,800	7	4%	21,504	1	19,456	21,504	2,048	2,048	0	0	0	0	0	0	0	0	0	0	0	0
220	2008	2009 Ford Escape	16,800	7	4%	21,504	1	19,456	21,504	2,048	2,048	0	0	0	0	0	0	0	0	0	0	0	0
FUEL ISLAND	2012		8,000	20	0%	8,000	18	1,160	1,540	6,840	380	380	380	380	380	380	380	380	380	380	380	380	380
TOTAL GENERAL FUND			3,848,854			4,880,606		2,384,731	2,846,358	2,495,875	458,204	341,995	300,342	254,686	254,686	147,854	113,704	113,704	60,911	60,911	60,911	60,911	60,911
Parking Fund																							
207	2000	solid	24,000	7	3%	29,040	-7	29,040	29,040	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Water Fund																							
205	2003	2004 IH 7400	66,182	12	4%	97,949	1	92,359	97,949	5,590	5,590	0	0	0	0	0	0	0	0	0	0	0	0
208	2007	2008 Ford Escape	23,300	7	4%	29,824	0	29,824	29,824	0	0	0	0	0	0	0	0	0	0	0	0	0	0
209	2010	JCB 3CX15	94,606	10	4%	132,448	6	62,913	74,502	69,536	11,589	11,589	11,589	11,589	11,589	11,589	0	0	0	0	0	0	0
224	2013	2014 Ford Transit Connect	31,850	7	3%	38,539	6	6,223	11,609	32,316	5,386	5,386	5,386	5,386	5,386	5,386	0	0	0	0	0	0	0
226	2008	2008 Ford F350	26,600	7	4%	34,048	1	30,806	34,048	3,242	3,242	0	0	0	0	0	0	0	0	0	0	0	0
227	2008	2008 Ford F350	27,700	7	4%	35,456	1	32,079	35,456	3,377	3,377	0	0	0	0	0	0	0	0	0	0	0	0
228	2009	2009 Ford F550	88,300	7	4%	113,024	2	88,805	100,915	24,219	12,110	12,110	0	0	0	0	0	0	0	0	0	0	0
229	2009	2009 Ford E250	18,600	7	4%	23,808	2	18,706	21,257	5,102	2,551	2,551	0	0	0	0	0	0	0	0	0	0	0
270	2014	2016 Ford F450	80,000	7	4%	102,400	7	0	14,629	102,400	14,629	14,629	14,629	14,629	14,629	14,629	14,629	0	0	0	0	0	0
271	2007	2008 Ford F350	26,600	7	4%	34,048	0	34,048	34,048	0	0	0	0	0	0	0	0	0	0	0	0	0	0
515	1999	Sullivan comp.	11,882	15	3%	17,229	0	17,229	17,229	0	0	0	0	0	0	0	0	0	0	0	0	0	0
FUEL ISLAND	2012		70,000	20	0%	70,000	18	10,150	13,475	59,850	3,325	3,325	3,325	3,325	3,325	3,325	3,325	3,325	3,325	3,325	3,325	3,325	3,325
Sewer Fund			565,620			728,773		423,142	484,941	305,631	61,799	49,589	34,929	34,929	34,929	34,929	17,954	17,954	3,325	3,325	3,325	3,325	3,325
210	2002	JCB Backhoe	57,389	10	4%	80,345	-2	80,345	80,345	0	0	0	0	0	0	0	0	0	0	0	0	0	0
214	2012	2014 Caterpillar 938K	180,200	15	7%	369,410	13	49,254	73,881	320,156	24,627	24,627	24,627	24,627	24,627	24,627	24,627	24,627	24,627	24,627	24,627	24,627	24,627
230	2005	2006 IH 7400 Vactor	231,200	10	3%	300,560	1	280,523	300,560	20,037	20,037	0	0	0	0	0	0	0	0	0	0	0	0
234	2006	2006 IH 7400 Dump	76,797	10	4%	107,516	2	91,389	99,452	16,127	8,063	8,063	0	0	0	0	0	0	0	0	0	0	0
242	2010	2010 IH 4300 Vactor	174,985	10	4%	244,979	6	116,366	137,802	128,613	21,436	21,436	21,436	21,436	21,436	21,436	0	0	0	0	0	0	0
243	2008	2008 Ford F450	42,540	7	4%	54,451	1	49,266	54,451	5,185	5,185	0	0	0	0	0	0	0	0	0	0	0	0
244	2008	2008 Ford F450	40,900	7	4%	52,352	1	47,367	52,352	4,985	4,985	0	0	0	0	0	0	0	0	0	0	0	0
245	2008	2008 Dodge Caravan	19,400	7	4%	24,832	1	22,467	24,832	2,365	2,365	0	0	0	0	0	0	0	0	0	0	0	0
252	2008	2008 JCB 190 II	37,800	10	4%	52,920	4	36,606	40,685	16,314	4,079	4,079	4,079	4,079	4,079	4,079	0	0	0	0	0	0	0
FUEL ISLAND	2012		74,000	20	0%	74,000	18	10,730	14,245	63,270	3,515	3,515	3,515	3,515	3,515	3,515	3,515	3,515	3,515	3,515	3,515	3,515	3,515
Equipment Services Fund			935,211			1,361,365		784,313	878,605	577,052	94,292	61,720	53,656	53,656	49,578	49,578	28,142	28,142	28,142	28,142	28,142	28,142	28,142
300	2006	2007 Ford 250	32,375	7	3%	39,174	-1	39,174	39,174	0	0	0	0	0	0	0	0	0	0	0	0	0	0
FUEL ISLAND	2012		23,000	20	0%	23,000	18	3,335	4,428	19,665	1,093	1,093	1,093	1,093	1,093	1,093	1,093	1,093	1,093	1,093	1,093	1,093	1,093
TOTAL - ALL FUNDS			5,429,060			7,061,958		3,663,735	4,282,545	3,398,223	615,387	454,397	390,019	344,364	340,285	233,453	160,893	146,264	93,471	93,471	93,471	93,471	93,471