



WHERE HISTORY & PROGRESS MEET

FINANCE COMMITTEE

Thursday, December 10, 2020¹
6:00 P.M. – Committee Room A

AGENDA

1. Call to Order, Roll Call, and Establishment of a Quorum
2. Public Participation / Presentations
3. Items for Consent
 - A. Ordinance No. 20-O-0026 – Fourth Quarter Budget Amendment
 - B. Ordinance No. 20-O-0027 – 2021 Draft Budget
4. Items for Discussion
5. Unfinished Business
6. New Business
7. Reports from Staff
8. Executive Session (if needed)
9. Adjournment

¹ Rescheduled from December 24, 2020

CITY OF WEST CHICAGO

FINANCE COMMITTEE AGENDA ITEM SUMMARY	
ITEM TITLE: Ordinance No. 20-O-0026 – Fourth Quarter Budget Amendment	AGENDA ITEM NUMBER: <u>3. A.</u> FILE NUMBER: _____ COMMITTEE AGENDA DATE: 12/10/2020 COUNCIL AGENDA DATE: 12/21/2020
STAFF REVIEW:	SIGNATURE _____
APPROVED BY CITY ADMINISTRATOR:	SIGNATURE _____
ITEM SUMMARY: The attached Budget Amendment accounts for the unbudgeted expenses associated with the organization managing the impact of the pandemic.	
STAFF RECOMMENDATION: Staff recommends adoption of Ordinance No. 20-O-0026	
COMMITTEE RECOMMENDATION:	

ORDINANCE NO. 20-O-0026

**AN ORDINANCE AMENDING THE ANNUAL BUDGET FOR
THE CITY OF WEST CHICAGO, DUPAGE COUNTY, ILLINOIS
FOR THE FISCAL YEAR COMMENCING JANUARY 1, 2020
AND ENDING DECEMBER 31, 2020 PASSED AND
ADOPTED BY ORDINANCE NO. 19-O-0041**

WHEREAS, the City of West Chicago has heretofore adopted the annual budget procedure providing for in 65 ILCS 5/8-2-9.1 through 5/8-2-9.10; and,

WHEREAS, the City of West Chicago has passed Ordinance No. 19-O-0041 passing and adopting the "2020 Proposed Budget" (ANNUAL BUDGET); and,

WHEREAS, said Ordinance No. 19-O-0041 was filed with the County Clerk of DuPage County as required by law; and,

WHEREAS, said Ordinance was amended by the City Council via Ordinance No. 20-O-0020; and

WHEREAS, the City of West Chicago desires to further revise the ANNUAL BUDGET to account for the costs incurred in light of the COVID-19 pandemic; and,

WHEREAS, 65 ILCS 5/8-2-9.6 provides in part that by a vote of two-thirds of the corporate authorities then holding office, the annual budget of a municipality may be revised by deleting, adding to, changing or creating sub-classes within object classes and object classes themselves, provided no revision increasing the budget shall be made in the event funds are not available to effectuate the purpose of the revision.

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of West Chicago, DuPage County, Illinois, in regular session assembled as follows:

SECTION 1. That the ANNUAL BUDGET of the City of West Chicago is hereby amended as follows:

<u>Fund</u>	<u>Original Amount</u>	<u>Amended Amount</u>
General Fund (01)		
Expenditures (01-02-19-4225)	\$20,651,400	\$21,006,400

SECTION 2. That the City Clerk is authorized and directed to file a certified copy of this Ordinance with the County Clerk of DuPage County.

SECTION 3. That all ordinances and resolutions, or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of such conflict, expressly repealed.

SECTION 4. That this Ordinance shall be in full force and effect from and after its passage by two-thirds of the corporate authorities and approval and publication in pamphlet form as provided by law.

PASSED this 21st day of December 2020.

Alderman J. Beifuss _____
Alderman J. Sheahan _____
Alderman A. Hallett _____
Alderman M. Birch-Ferguson _____
Alderman C. Swiatek _____
Alderman R. Stout _____
Alderman N. Ligino-Kubinski _____

Alderman L. Chassee _____
Alderman H. Brown _____
Alderman M. Ferguson _____
Alderman S. Dimas _____
Alderman M. Garling _____
Alderman J. Short _____
Alderman J. Jakabcsin _____

APPROVED as to form: _____
City Attorney

APPROVED this 21st day of December 2020.

Mayor Ruben Pineda

ATTEST:

City Clerk Nancy M. Smith

PUBLISHED: _____

ORDINANCE NO. 20-O-0027

**AN ORDINANCE ADOPTING THE ANNUAL BUDGET FOR
THE CITY OF WEST CHICAGO, DUPAGE COUNTY, ILLINOIS
FOR THE FISCAL YEAR COMMENCING JANUARY 1, 2021
AND ENDING DECEMBER 31, 2021**

WHEREAS, the City of West Chicago has heretofore adopted the annual budget procedure provided for in 65 ILCS 5/8-2-9.1 through 5/8-2-9.10; and,

WHEREAS, the tentative annual budget for fiscal year commencing on January 1, 2021 and ending December 31, 2021, was made conveniently available for public inspection pursuant to notice of public hearing published in the *Daily Herald*, being a newspaper having a general circulation within the City; and,

WHEREAS, on December 21, 2020, the corporate authorities of the City conducted a public hearing on said tentative annual budget.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of West Chicago, Illinois, in regular session assembled as follows:

Section 1. That the annual budget of the City of West Chicago, DuPage County, Illinois, for the fiscal year commencing January 1, 2021, and ending December 31, 2021, entitled "Proposed 2021 Budget", a copy of which is attached hereto as Exhibit "A" and by this reference made a part hereof be, and the same is hereby passed and adopted.

Section 2. That the staffing levels and associated pay ranges contained within the budget are hereby approved, such approval shall be deemed to comport with the requirement of adopting the Table of Organization and the Pay Ranges for the City as detailed in the Personnel Manual.

Section 3. That the City Council authorizes the City Administrator and his staff to continue to contract with Third Millennium Associates Inc. (not to exceed \$50,000) for utility bill mailings, within the maximum amount as included in the proposed Budget and with 7 Layer Solutions, Inc. (not to exceed \$200,000) for information technology services/support.

Section 4. That all ordinances and resolutions, or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of such conflict, expressly repealed.

Section 5. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law.

PASSED this 21st day of December 2021.

Alderman L. Chassee _____
Alderman A. Hallett _____
Alderman M. Birch-Ferguson _____
Alderman C. Swiatek _____
Alderman M. Ferguson _____
Alderman N. Ligino-Kubinski _____
Alderman J. Sheehan _____

Alderman J. Beifuss _____
Alderman J. Jakabcsin _____
Alderman S. Dimas _____
Alderman R. Stout _____
Alderman J. Short _____
Alderman M. Garling _____
Alderman H. Brown _____

APPROVED as to form: _____
City Attorney

APPROVED this 21st day of December 2021.

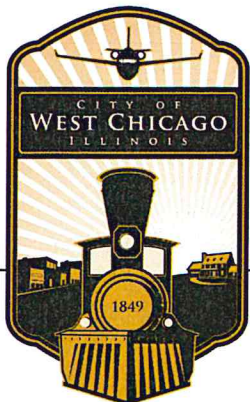
Mayor Ruben Pineda

ATTEST:

City Clerk Nancy M. Smith

PUBLISHED: _____

2021 Proposed Budget



Michael L. Guttman
CITY ADMINISTRATOR

DECEMBER 2020

CITY OF WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

December 4, 2020

Dear Mayor Pineda and Aldermen:

I hereby present to you the 2021 Fiscal Year Budget for the City of West Chicago, in accordance with Section 2-146 of the West Chicago City Code. The Annual Budget serves as a comprehensive financial plan and strategic guide for our organization. It includes a forecast of anticipated revenues for the coming fiscal year, as well as adopted expenditures that will guide the services provided to our customers, the 27,086 residents and 800+ businesses that call West Chicago their home.

The 2021 Annual Budget totals \$45,470,700 which is a decrease of 0.65% as compared to the 2020 Budget, as amended; specifically, the General Fund reflects a decrease of 5.24% as compared to the 2020 Budget, as amended.

Background

The City has a proud history of providing exceptional services to a diverse group of stakeholders. Over the past decade, the diversity of the City has grown and with it, the challenges of meeting the needs and demands of our customers have grown as well. The departments and staff are continuously challenged to address the growth within the City and develop new and innovative ways of delivering the services that our customers expect. Through flexibility, adaptability, the use of technology, innovative staffing methods, and furthering intergovernmental and public/private partnerships, the organization continues to rise to the challenge to become one of the most efficient municipal corporations in the Chicagoland area.

Budget Strategy

This budget marks the seventeenth year of adhering to the City Council's Budget Policy and implementing a strategy that addresses the structural and cyclical budgetary challenges that were and continue to face the City of West Chicago. This strategy includes five major components:

Reduction in Operating Expenditures

To address the structural problem of rising operating costs coupled with stagnant revenues, the City annually undergoes a target budgeting process to manage the organization's expenditure and revenue patterns. Target Budgeting was initiated to instill budget discipline, establish budgetary priorities, control costs and stabilize finances. Target Budgeting is a modification of zero based budgeting in that it accepts the premise that the City provides certain basic services and attempts to "target funds" for the delivery of those services. Beyond these basic levels, services are discretionary and can be evaluated, prioritized and matched against available revenues. Patterns of services can therefore be modified to meet changing needs without disrupting basic services. Target Budgeting assigns a target goal to each fund based upon its expenditure history and projected revenues as identified in September each year. This year's target for the General Fund was one percent of the initial revenue forecast, which translated into a reduction of expenditures

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Ruben Pineda
MAYOR
Nancy M. Smith
CITY CLERK

Michael L. Guttman
CITY ADMINISTRATOR

totaling approximately \$200,000. The target goal for the enterprise funds was a two percent reduction. The proposed 2021 Budget meets the target goals.

Meet Reserve Requirements

The City has again met its reserve requirement of 35% for the operating funds as detailed in Resolution No. 02-R-0073.

Identification and Implementation of New Revenues

In 2019, the Finance Committee, and ultimately the City Council, approved a series of tax and fee changes to address the \$2.8 million gap in the General Fund, created mostly by the State's siphoning money traditionally given to local governments and the revenues generated by the Police Department personnel being down about \$300,000 annually. While the latter has improved, the State still is not returning the funds we have relied upon to balance the General Fund Budget. Staff is forecasting a \$2.4 million gap in the General Fund in the out year due to changes in consumer habits as a result of the COVID-19 pandemic. The 2021 draft Budget does contain a 4.9% property tax levy increase to offset the significant increase in police pension costs.

Increased Economic Development Focus

The City's Economic Development Program is designed to increase and diversify the City's sales tax and real estate tax bases, thereby allowing the City to become more self-sufficient, generating revenues from within the City and reducing dependency on outside revenue sources. The importance of our economic development efforts can continue to be realized when looking at our sales tax receipts. Increasing this revenue source has been a primary focus of the organization over the past several years. Mayor Pineda, the Aldermen and staff have devoted a great deal of energy into attracting new sales tax generating businesses, while at the same time, maintaining our existing businesses and helping with their expansion. New business growth is evident for 2021, with Greco building a second building in the DuPage Business Center, and independent living facility at the southeast corner of Routes 59/64, the Renaissance Square Project finally getting started and a number of industrial expansions within the City.

Maintain and Improve City Services

The City has a proud history of providing exceptional services. During the implementation of this five-part budgeting strategy, it is imperative that the residents and businesses not experience a reduction in service levels unless absolutely necessary. In fact, through challenging our employees at every level of the organization, the City has been able to improve upon services during this tough economic climate. With few exceptions, the City has been able to provide excellent service with fewer employees and leaner budgets.

We are successful in achieving all of the parameters in the proposed 2021 Budget. The proposed Budget includes a planned spend down of reserves, consistent with the Finance Committee's direction over the last ten years, to make it a balanced budget.

Significant Highlights – All Funds

Personnel Changes – The City now employs 119 full-time employees and one part-time employee, with a few seasonal positions in the Public Works Department. The proposed Budget proposes no new positions and five positions in the Police Department (four sworn officers and a Community Service Officer) and one in the City Administrator’s Office are not being filled at this time. One of the organization’s Account Clerks retired in October and another provided her year’s notice to do the same; there are two quality candidates to fill the now vacant position, and an attempt will be made to hire both (one temporary overhire) to make for a seamless transition upon the second’s retirement.

Insurance Costs – The City’s general liability/workers’ compensation insurance costs will once again decrease (slightly) in 2021. There is no increase to the premiums for those employees who get their medical insurance via the Operating Engineers Health and Welfare Plan per the new Collective Bargaining Agreement. For the plan year July 2020 through June 2021, the total premium again increased for those employees who participate in the City’s plans through IPBC. Preliminary figures show that the premiums for both the HMO and PPO plans will increase come July 1, 2021; a six percent increase is reflected in the Proposed Budget.

Customer Impact – There are service reductions proposed in the 2021 Budget.

The following table shows the difference in budgeted amounts between 2020 and 2021 for each of the Funds:

Fund	2020 Budget	2021 Budget	Percent Change
General Fund	\$21,006,400	\$19,906,300	-5.24%
Capital Equipment Replacement Fund	\$1,641,300	\$1,415,100	-13.78%
Sewer Fund	\$8,680,600	\$8,757,100	0.88%
Water Fund	\$8,289,200	\$8,293,000	0.05%
Capital Projects Fund	\$4,940,800	\$5,776,700	16.92%
Downtown TIF Fund	\$1,007,700	\$1,019,000	1.12%
Public Benefit Fund	\$0	\$0	-
Oliver Square TIF Fund	\$0	\$0	-
Roosevelt/Fabyan TIF Fund	\$0	\$0	-
Commuter Parking Fund	\$201,000	\$303,500	51.00%
All Funds	\$45,767,000	\$45,470,700	-0.65%

General Fund

The General Fund is the all-purpose governmental fund that includes the operations of the municipality not accounted for in a separate fund. Most of the expenditures for City services are budgeted and accounted for in this Fund, except for water and sewer expenses. There are five key revenue sources, which account for 72.07% of the total General Fund revenues:

Sales and Use Taxes	27.65%
Property Tax	19.83%
Income Tax	14.22%
Electric Use Tax	7.35%
Telecommunications Tax	3.02%

The revenues listed above represent the General Fund's primary growth revenues, which traditionally have paid for annual cost increases. Note that, at one time, the Telecommunications Tax comprised a larger part of the Budget (as much as \$1.3 million), and now it generates about \$575,000 annually.

On the expenditure side, in addition to the increased costs of hardware and software maintenance contracts, service contracts, and dispatch services, among others, the following are some additional changes and highlights within the General Fund:

- City Council – There are no major changes in this Department's budget.
- City Administrator's Office – The remaining cost of the West Washington Street Remediation Project (\$500,000) is budgeted here.
- Administrative Services Department – There are no major changes in this Department's budget.
- Police Department – The amount allocated for police pension is \$3,000,000 this year (\$337,500). Per the direction of the Public Affairs Committee, money has been included to replace the body-worn camera equipment and the infrastructure associated with such.
- Public Works Department – Two projects are worth noting: (1) pavement patching and sealcoating the roadway at the Glen Arbor Cemetery (\$30,000); and (2) purchase of additional lift systems for the fleet maintenance garage (\$40,000).
- Community Development Department – There are no major changes in this Department's General Fund Budget though the balance of the money associated with updating the Comprehensive Plan is included.

Capital Equipment Replacement Fund

This Internal Service Fund draws its revenues from the General, Water and Sewer Funds and the following more expensive pieces of rolling stock are scheduled for replacement in 2021: John Deere loader (\$195,500); two-ton dump truck (\$131,300); and crane (\$144,700).

Sewer Fund

In 2021, significant money is again allocated for the WC/WWA (\$2,870,100) and \$1,695,000 to engineer and construct improvements to Lift Station #5.

Water Fund

In 2021, there are no major changes to the operational components of the Water Fund. The primary capital project will be the Booster Station #4 Rehabilitation Project (\$800,000) and the SCADA System Upgrade (\$400,000).

Capital Projects Fund

With the one cent home rule sales tax in place to supplement the natural gas use tax monies earmarked for this fund, the 2021 Capital Project Fund Budget includes \$1,942,300 for street resurfacing and \$964,900 for the Thomas Engineering Group. The Infrastructure Committee approved the 2021 Capital Projects Fund at its November meeting.

Downtown TIF Fund

In 2021, the Downtown TIF Fund will continue to repay the local taxing bodies for their support of the TIF extension (\$85,000). Finally, \$250,000 has been included to begin to complete structural repairs to the first floor ceiling, repair the roof as well as masonry work at 200 Main Street. As the City continues to explore re-TIFing the Downtown prior to the expiration date, the salary and benefit costs associated with 1.5 FTE were moved from this Fund to the General Fund.

Public Benefit Fund

There are no expenses forecast for this Fund.

Oliver Square TIF Fund

There are no expenses forecast for this Fund.

Roosevelt-Fabyan TIF Fund

There are no expenses forecast for this Fund.

Commuter Parking Fund

Funds have been allocated to replace the landscaping, repair a retaining wall and complete parking lot repairs (\$100,000).

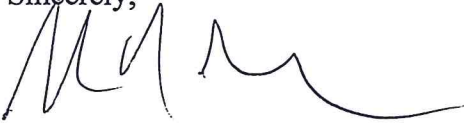
Closing Remarks

The 2021 Annual Budget and 2021-2025 Capital Improvement Program will serve as a strategic guide for our organization in the coming year. The Annual Budget reflects the service levels expected by our customers, provides dedicated revenues to support our long-term infrastructure and equipment needs, and lives within our financial means. The budget prioritizes core services and administrative functions and reflects one of the leanest and most efficient municipal corporations within the Chicagoland area. West Chicago is diligently striving towards providing the highest quality services at one of the lowest costs. To continue in this tradition, all Departments will be challenged to continually evaluate their work teams and performance as well as benchmark their productivity with comparable communities and outside contractors, where applicable. Our employees continue to be the key to the City's operational and financial success.

The Annual Budget is the outcome of a great deal of hard work, dedication and effort of many people. All of the Department Directors and their staff are to be commended for their continued stewardship of the public dollar and assistance in the development of this document.

The support of Mayor Pineda and the Aldermen during this past year as the City continued with our budget strategy was remarkable. You remained supportive of staff, yet continually challenged us to live up to the old adage of “doing more with less”. I believe this was achieved throughout the organization. Finally, I would like to thank the senior management team for its tremendous assistance with the budgeting process from preparation through implementation.

Sincerely,

A handwritten signature in black ink, appearing to read 'Michael L. Guttman', with a long, sweeping horizontal line extending to the right.

Michael L. Guttman
City Administrator

BUDGET PHILOSOPHY AND POLICY

Serving the public trust requires that the annual budget provide the best possible balance of allocation to meet the varied needs of all citizens. The budget is a principal management tool for the City administration and, in allocating the City's resources, it both reflects and defines the annual work plan. In this context, the budget provides a framework for us to accomplish our mission, which is:

"To assure a safe, cohesive and dynamic community that is responsive to the needs of both citizens and businesses as it strives for continuous improvement."

The budget should also reflect important organization values such as integrity, teamwork, service excellence, personal growth, and innovation.

In addition to balancing allocations to meet community needs and incorporating our mission and values, a successful annual budget preparation process requires excellent communications, citizen outreach, and a commitment to excellence. To this end, the process must be a cooperative effort of the entire City organization.

West Chicago prides itself on being an increasingly progressive community, willing to challenge the status quo and moving toward the "cutting edge". City staff has accepted this challenge by developing the budget within the context of a search for creative solutions for the delivery of City services. The budget will emphasize policy and procedure reviews to improve the productivity and effectiveness of service delivery to citizens and employees. Teamwork and efficiency enhancements will limit the amount of bureaucratic "red tape" required, both between functional areas within the City, and between City staff and our customers. The overriding goals must be to support the high standards set by the community and to provide long-term value at reasonable cost.

The budget will be based upon timely, consistent and clearly articulated policies. It will be realistic and will include adequate resources to meet assigned work programs. Once adopted, within the parameters of policy guidelines, Department Directors will be given full spending authority for their budget(s).

The budget policies of the City are rooted in a history of conservative budgeting practices. They're based on a commitment to provide quality services while maximizing the return for each dollar spent. Revenue sources are diversified as much as possible to avoid the impacts of fluctuations in a particular revenue source. The following is the Budget Policy the City Council has used as a continuing foundation for fiscal discipline:

- Revenues are conservatively projected using historical trends, reasonably expected changes in the coming year, and an analysis of anticipated economic conditions in the region, the state and the nation.

- The General Fund shall have a fund balance equal to at least 25% of revenues; the City should strive to increase this amount to 35%.
- The budget is flexible within each Department. Over expenditures in one line item should be compensated within the Departmental Budget. Each Department may not overspend its total Departmental Budget without prior approval. Department Directors may not exceed the staffing levels approved in the Budget. The City Administrator may authorize transfers within a fund.
- Major capital expenditures not related to either the water or sewer utilities for the next five years will be identified in the Capital Projects Fund Budget. This Budget will be updated on an annual basis. Smaller capital purchases may be included in each Department's operating budget.
- User fees, such as water and sewer charges, will be reviewed annually. This is done to ensure that fees cover costs, if intended to do so, meet debt service requirements, and are affordable.
- Implementation of the Budget will be monitored continuously. Purchase orders will be issued only when adequate funding is available. Based upon experience with higher prices via the bidding process and after receiving direction from the City Council, information technology equipment purchases and maintenance contracts do not have to be bid, so long as multiple written quotes are obtained to show that the price is reasonable.
- All home rule sales tax receipts and taxes from the consumption of natural gas shall be deposited in the Capital Projects Fund.

City of West Chicago

GENERAL FUND PROJECTED REVENUE

01-00	2019 Actual	2020 Budgeted	2020 Estimated	2021 Proposed	2022 Projected	2023 Projected
311000 Personal Property Repl. Tax	198,860	150,000	162,000	160,000	150,000	150,000
311100 Property Taxes	3,603,634	3,533,000	3,643,500	3,822,100	4,009,400	4,205,900
312000 Sales Tax	3,784,136	3,675,400	3,860,000	4,100,000	4,223,000	4,349,700
313000 Income Tax	2,883,008	2,489,600	2,925,200	2,708,600	2,789,900	2,873,600
314000 Motor Fuel Tax Allotments	895,088	725,000	1,500,000	1,067,100	750,000	750,000
315000 Municipal Electricity Use Tax	1,381,648	1,342,000	1,350,000	1,400,000	1,400,000	1,400,000
316000 Use Tax	914,519	800,000	1,083,400	1,164,600	500,000	500,000
318000 Local Motor Fuel Tax	-	-	-	-	-	-
319000 Packaged Liquor Tax	-	60,000	-	-	-	-
321000 Grants	5,718	4,000	5,300	4,000	4,000	4,000
323000 Cannabis Tax	-	-	16,700	24,300	25,000	25,000
333000 Weed Cutting Fees	6,221	2,500	800	2,500	2,500	2,500
335000 Brush Collection Fees	106,680	106,000	106,200	106,000	106,000	106,000
336000 Police Counter	17,180	15,000	8,000	15,000	15,000	15,000
336100 Police Contractual	446,160	338,500	198,500	337,000	360,000	385,000
337000 Cemetery Fees	43,825	40,000	41,400	40,000	40,000	40,000
345000 Building Permits	809,550	500,000	576,600	400,000	400,000	400,000
345100 Land Cash Administration	2,461	2,000	2,300	2,000	2,000	2,000
345200 Change of Occupancy Inspections	131,213	110,000	124,700	110,000	110,000	110,000
345300 Rental Inspection Licensing Fee	244,605	160,000	160,000	160,000	160,000	160,000
345500 False Alarm Fees	16,600	20,000	13,000	20,000	20,000	20,000
347000 Liquor Licenses	105,010	100,000	4,500	150,000	100,000	100,000
347500 Amusement Tax	79,390	55,000	83,400	55,000	55,000	55,000
348100 Licensing Contractors	63,040	50,000	51,200	50,000	50,000	50,000
348200 Business Registration Program	29,164	30,000	25,000	30,000	30,000	30,000
348000 Business Licenses	69,275	75,000	75,000	75,000	75,000	75,000
349500 Vacant/Foreclosed Property Registrations	23,864	25,000	20,600	25,000	25,000	25,000
351000 Circuit Court Fines	286,166	175,000	195,000	200,000	250,000	300,000
352000 Parking and "P" Tickets	71,046	35,000	25,000	50,000	60,000	60,000
353000 Oversize Truck	42,155	25,000	10,000	35,000	35,000	35,000
353500 Relocate/Repo Fees	7,965	5,000	6,400	5,000	5,000	5,000
354000 Administrative Adjudication Fines	78,575	20,000	35,200	20,000	20,000	20,000
354100 Traffic Signal Enforcement	297,512	225,000	226,300	300,000	300,000	300,000
354500 Administrative Adjudication Fines - Police	26,315	10,000	11,800	10,000	10,000	10,000
354600 Compliance Fines - PD	32,440	5,000	2,000	5,000	5,000	5,000
355000 Police Towing Charges	47,150	35,000	33,000	35,000	35,000	35,000
357000 Seizures	223,041	-	8,000	-	-	-
361000 Planning and Zoning Review Fees	13,735	20,000	17,500	20,000	20,000	20,000
362000 Engineering Fees	1,252,000	400,000	400,000	300,000	300,000	300,000
365000 Transfer Station Fees	678,303	650,000	657,000	650,000	650,000	650,000
366000 Telecommunications Tax	562,050	575,000	560,000	575,000	575,000	575,000
367000 Cable Franchise Fees	261,635	275,000	250,700	275,000	275,000	275,000
371000 Interest	15,535	5,000	2,500	5,000	5,000	5,000
386000 Other Reimbursements	77,021	50,000	1,899,000	50,000	50,000	50,000
386100 Health Insurance Contributions	155,180	160,000	160,000	160,000	160,000	160,000
386500 IRMA/IPBC Revenue Adjustment	327,963	200,000	200,000	200,000	200,000	200,000
387800 Rental Income	180,916	100,000	165,000	65,000	-	-
389000 Miscellaneous Revenue	111,974	100,000	100,000	100,000	100,000	100,000
TOTAL	\$20,609,523	\$17,478,000	21,001,700	\$19,088,200	\$18,456,800	\$18,938,700

City of West Chicago

GENERAL FUND EXPENDITURES

Department	2019 Actual	2020 Budgeted	2020 Estimated	2021 Proposed	2022 Projected	2023 Projected
City Council	156,867	225,900	182,900	195,900	195,900	195,900
City Administrator's Office	1,239,615	1,598,900	1,060,400	988,000	540,000	522,100
Administrative Services	2,769,718	3,132,200	2,836,300	3,115,700	3,114,600	3,257,600
Police	9,886,506	10,874,800	10,676,700	10,443,200	11,390,500	11,749,800
Public Works	3,136,537	3,675,100	3,623,700	3,677,000	3,893,200	3,895,100
Community Development	1,350,958	1,499,500	1,146,400	1,486,500	1,491,900	1,524,600
Total	\$18,540,201	\$21,006,400	\$19,526,400	\$19,906,300	\$20,626,100	\$21,145,100

City of West Chicago

CITY COUNCIL

Financial Summary

Program	2019 Actual	2020 Budgeted	2020 Estimated	2021 Proposed	2022 Projected
Operations	156,867	225,900	182,900	195,900	195,900
TOTAL	\$156,867	\$225,900	\$182,900	\$195,900	\$195,900

City of West Chicago

CITY COUNCIL

Performance Report on FYE 2020 Major Program Objectives

This year has certainly been an interesting one since March. Managing the organization during the COVID-19 pandemic has consumed a significant amount of upper management time. Creating internal policies, changing the way daily business is conducted and preparing documentation to be reimbursed through the CARES Act via DuPage County are just a smidgen of the tasks on which staff has been working over the course of the year.

After execution of an Intergovernmental Agreement with DuPage County, staff submitted the required documentation to be resubmitted \$1,390,000+ in CARES Act funds for public safety payroll costs, which was a huge help to offset the revenue loss from declining income tax, motor fuel tax, personal property replacement tax and sales tax receipts. City staff did a fantastic job curbing expenses this year, though equipment continues to exceed their useful lives and key staff positions remain unfilled to assist.

The City also received a supplemental CARES Act grant (\$143,200) to assist families facing food insecurity in our community, the Healthy West Chicago initiative and public education about the pandemic. While not finalized, staff is working with operators of local food pantries on how the funds earmarked for food insecurity will be distributed.

City meetings remain virtual, as the number of elected officials and City staff preclude in-person attendance per the Governor's Restore Illinois Plan. City Hall and other public buildings, other than the Police Station, closed to the public late March through late July, until the State moved into Phase 4 of the Plan; as of writing this narrative, it looks like the Governor may issue another Stay At Home Order, which may lead to City Hall being closed entirely to the public again. Daily customer interaction did go smoothly once City buildings opened to the public, though the number of in-person contacts diminished significantly.

Lastly, while not as prominent as in other communities in the Chicagoland region and nationally, the social injustice movements did consume a reasonable amount of our resources in 2020. Between fielding phone calls from residents on both sides of the issue as well as monitoring peaceful protests, these issues will continue to be critical to manage correctly in the future. West Chicago has been a leader in addressing these issues, long before the tragedies that have occurred in Wisconsin, Kentucky and elsewhere. There has been a Social Worker employed by the City since the 1990s, and our Police Department has been accredited for nearly 20 years, ensuring that we have the property policies in place to minimize any adverse actions against any member of the public, regardless of their race, ethnicity, religion, etc.

City of West Chicago

CITY COUNCIL

Description of Major Activities

The City Council is comprised of the elected Mayor and fourteen Aldermen, two from each Ward. The Council makes policy decisions necessary to maintain and enhance the health, safety and welfare of citizens and visitors to West Chicago. These decisions include, but are not limited to the following: matters of annexation; tax impact; budgets; letting of contracts; citizens' and others' concerns; acceptance of subdivision improvements; establishment of and variations in housing, subdivision, building, drainage, zoning and traffic codes; and establishment of license fees and other charges. The City Clerk is also included here, and that position is responsible for taking meeting minutes and maintaining the City's records.

Ongoing Activity Measures	2019 Actual	2020 Estimated	2021 Proposed	2022 Projected
Liquor Licenses Issued	33	35	35	35
Block Party Permits	9	11	11	11
 Full Time Equivalent Positions	 0.00	 0.00	 0.00	 0.00

**CITY COUNCIL
Operations**

01-01-10

Expense Item		Actual 2019	Budgeted 2020	Estimated 2020	Proposed 2021	Projected 2022	Projected 2023
SALARY & WAGES:							
4010	Aldermen-Salary	24,760	33,600	22,000	33,600	33,600	33,600
4011	Mayor-Salary	15,125	15,000	15,000	15,000	15,000	15,000
4012	Corporation Counsel-Salary	3,000	3,000	3,000	3,000	3,000	3,000
4014	City Clerk-Salary	4,538	4,500	4,500	4,500	4,500	4,500
4015	Deputy City Clerk-Salary	-	-	-	-	-	-
4050	FICA & Medicare	3,399	4,100	3,200	4,100	4,100	4,100
Sub-Total		\$50,821	\$60,200	\$47,700	\$60,200	\$60,200	\$60,200
CONTRACTUAL:							
4100	Legal Fees	49,204	40,000	30,000	40,000	40,000	40,000
4105	Consultants	-	1,000	-	1,000	1,000	1,000
4110	Training and Tuition	30	3,000	-	3,000	3,000	3,000
4112	Memberships/Dues/Subscriptions	36,326	45,000	35,000	45,000	45,000	45,000
4200	Legal Notices	28	1,500	1,500	1,500	1,500	1,500
4211	Printing and Binding	5,672	10,000	5,000	10,000	10,000	10,000
4223	Legal Reporter Fees	551	500	500	500	500	500
Sub-Total		\$91,811	\$101,000	\$72,000	\$101,000	\$101,000	\$101,000
COMMODITIES:							
4600	Computer/Office Supplies	634	800	-	800	800	800
4613	Postage	502	700	-	700	700	700
4650	Miscellaneous Commodities	2,412	2,500	2,500	2,500	2,500	2,500
4660	Grants	10,000	60,000	60,000	30,000	30,000	30,000
4720	Other Charges	686	700	700	700	700	700
Sub-Total		\$14,234	\$64,700	\$63,200	\$34,700	\$34,700	\$34,700
Total		\$156,867	\$225,900	\$182,900	\$195,900	\$195,900	\$195,900

City of West Chicago

CITY ADMINISTRATOR'S OFFICE

Financial Summary

Program	2019 Actual	2020 Budgeted	2020 Estimated	2021 Proposed	2022 Projected
Administration	278,746	237,400	262,000	269,200	244,800
Special Projects	847,217	820,000	316,500	573,000	123,000
COVID-19	0	355,000	355,000	0	0
Marketing and Communications	113,712	186,500	126,900	145,800	172,200
TOTAL	1,239,615	\$1,598,900	\$1,060,400	\$988,000	\$540,000

City of West Chicago

CITY ADMINISTRATOR'S OFFICE

Performance Report on FYE 2020 Major Program Objectives

Work continued on the contamination remediation on the parcels comprising the West Washington Street Redevelopment Project. While Representative Villa was fantastic getting \$600,000 allocated to assist with funding this project, the pandemic and lack of response from our Department of Commerce and Economic Opportunity office has meant the City has had to start this project without those funds. Ironically, the State of Illinois has a requirement that the fuel tanks from gas stations must be removed and the contamination abated within six months of the use being abandoned, which was June 30, 2020 for West Chicago. The building was demolished, tanks removed, contaminated soils removed and the site was restored this year. The remaining contamination on the 119 West Washington Street parcels will occur in 2021.

The fourth year of implementation of the Strategic Plan objectives was slowed due to the state of the economy and the need to slow spending due to the realized and anticipated revenue loss associated with it. Preparation of a draft Economic Development Plan was presented to the City Council in the fall and many of the key marketing and communications objectives moved forward positively.

Supplementing normal activities of the Marketing/Communications Division as outlined in its Program Description, staff moved into crisis communication-mode early in the year resulting from the COVID-19 pandemic. A strategic, rapid response was essential to coordinate and disseminate bi-lingual messaging of the early directives of local, State, and federal health experts. Staff worked with its website partner to develop a dedicated micro-website, the COVID-19 Communications Center, to serve as a repository for this information with curated content from health experts including the Centers for Disease Control, the Illinois Department of Health, and the DuPage County Health Department. Staff created original content in the form of messages from Mayor Pineda, press releases on changing operational procedures and the heroic efforts of the community's front-line workers on a regular basis. Social media became mission critical and consumed hours of staff time spent monitoring, creating, sharing, and posting appropriate messages and graphics, which linked to the primary source information on the website. Weekly or bi-weekly electronic resident newsletters reinforced the messages of the day. While COVID-19 dominated 2020 for this Division, marketing support for virtual special events, Healthy West Chicago initiatives, and cultural arts projects, helped them to flourish.

City of West Chicago

CITY ADMINISTRATOR'S OFFICE Administration

Description of Major Activities

The City Administrator and staff direct the administration and execution of policies and goals formulated by the City Council and propose alternative solutions to community problems for City Council consideration. These responsibilities include advising the Council on present and future financial, personnel and program needs, implementing immediate and long-range City priorities, establishing administrative procedures which will assist the City in serving its citizens, preparation of the annual budget, and supervision of City department heads. The office also maintains all records of the City and coordinates the completion of the Freedom of Information Act (FOIA) requests.

FYE 2021 Program Objectives

- (1) Continue to oversee the implantation of the Strategic Plan through December 2021.
- (2) Remediate the remaining contamination on the West Washington Street Project Site by November 2021.
- (3) Monitor the impacts of the COVID-19 pandemic and make organizational changes as needed to protect the health and safety of our customers and employees through December 2021.

Ongoing Activity Measures	2019 Actual	2020 Estimated	2021 Proposed	2022 Projected
Prepare Agendas and Materials for Council Meetings	24	24	24	24
FOIA Requests Processed	684	700	700	700
Full Time Equivalent Positions	1.50	1.50	1.50	1.50

CITY ADMINISTRATOR'S OFFICE
Administration

01-02-10

Expense Item		Actual 2019	Budgeted 2020	Estimated 2020	Proposed 2021	Projected 2022	Projected 2023
SALARY & WAGES:							
4020	Administrative - Salary	167,486	149,400	149,400	152,300	156,900	161,700
4050	FICA & Medicare	10,338	11,500	11,500	11,700	12,100	12,400
4052	ICMA - RC	9,540	9,500	9,500	9,500	9,500	9,500
4056	IMRF	15,462	17,100	17,100	16,000	16,400	16,900
Sub-Total		\$202,826	\$187,500	\$187,500	\$189,500	\$194,900	\$200,500
CONTRACTUAL:							
4100	Legal Fees	220	5,000	3,000	5,000	5,000	5,000
4110	Training and Tuition	532	1,000	500	1,000	1,000	1,000
4112	Memberships/Dues/Subscriptions	1,838	2,000	2,000	2,000	2,000	2,000
4125	Software Maintenance	10,638	10,700	10,700	10,700	10,700	10,700
4202	Telephone and Alarms	56,149	20,000	50,000	50,000	20,000	20,000
4300	IRMA General Insurance	3,400	3,800	3,900	3,600	3,800	4,000
Sub-Total		\$72,778	\$42,500	\$70,100	\$72,300	\$42,500	\$42,700
COMMODITIES:							
4600	Computer/Office Supplies	644	800	800	800	800	800
4607	Gas and Oil	913	1,000	500	1,000	1,000	1,000
4613	Postage	-	100	100	100	100	100
4650	Miscellaneous Commodities	1,531	5,000	2,500	5,000	5,000	5,000
4720	Other Charges	54	500	500	500	500	500
Sub-Total		\$3,143	\$7,400	\$4,400	\$7,400	\$7,400	\$7,400
Total		\$278,746	\$237,400	\$262,000	\$269,200	\$244,800	\$250,600

City of West Chicago

CITY ADMINISTRATOR'S OFFICE *Special Projects*

Description of Major Activities

This program funds special projects as well as special purchases that come up over the course of the fiscal year.

CITY ADMINISTRATOR'S OFFICE
Special Projects

01-02-07

Expense Item	Actual 2019	Budgeted 2020	Estimated 2020	Proposed 2021	Projected 2022	Projected 2023
CONTRACTUAL:						
4225 Other Contractual Services	791,753	750,000	250,000	500,000	50,000	50,000
4234 Paratransit Services	506	10,000	4,500	8,000	8,000	8,000
4375 Sales Tax Rebate	54,958	60,000	60,000	65,000	65,000	65,000
4719 LOC Interest	-	-	2,000	-	-	-
Sub-Total	847,217	820,000	316,500	573,000	123,000	123,000
Total	\$847,217	\$820,000	\$316,500	\$573,000	\$123,000	\$123,000

CITY ADMINISTRATOR'S OFFICE
COVID-19

01-02-19

Expense Item	Actual 2019	Budgeted 2020	Estimated 2020	Proposed 2021	Projected 2022	Projected 2023
CONTRACTUAL:						
4100 Legal Fees	-	-	10,000	-	-	-
4125 Software Maintenance	-	-	1,000	-	-	-
4225 Other Contractual Services	-	355,000	200,000	-	-	-
4600 Computer/Office Equipment	-	-	6,000	-	-	-
4601 Field Equipment	-	-	6,000	-	-	-
4617 First Aid Supplies	-	-	8,000	-	-	-
4626 Chemicals	-	-	8,000	-	-	-
4650 Miscellaneous Commodities	-	-	16,000	-	-	-
4806 Other Capital Outlay	-	-	80,000	-	-	-
4816 Outdoor Dining	-	-	20,000	-	-	-
Sub-Total	-	355,000	355,000	-	-	-
Total	\$0	\$355,000	\$355,000	\$0	\$0	\$0

City of West Chicago

CITY ADMINISTRATOR'S OFFICE Marketing and Communications

Description of Major Activities

All efforts of this Program are directed toward promoting the City by providing strategic and creative guidance to developing and executing marketing/communication plans; devising media strategies and maintaining media relations; creating and overseeing graphic designs, producing news releases and other written materials (including City newsletter); programming the City's LED message board and managing the City's social media accounts; marketing Special Events, Healthy West Chicago, and projects of the Cultural Arts Commission; supporting and facilitating communication for inter-departmental initiatives; and managing special projects like America in Bloom. Staff also curates content and design elements of the City website and engages in public relations and community outreach. Overall emphasis is placed on monitoring and maintaining the City's image and brand as a city "*Where History and Progress Meet*".

FYE 2021 Program Objectives

- (1) Create new design and layout for Window to West Chicago by January 2021
- (2) Continue focus on COVID-19 communications through December 2021, if necessary.
- (3) Focus on digital record disposal per State guidelines for website, social media accounts and LED signage through December 2021.

Ongoing Activity Measures	2019 Actual	2020 Estimated	2021 Proposed	2022 Projected
Newsletters Produced	4	4	4	4
Press Releases Prepared	136	185	150	150
E-News Releases Prepared	31	62	50	50
Tweets	483	400	450	450
LED Messages Programmed	161	130	150	150
Full Time Equivalent Positions	0.25	0.25	0.25	0.25

CITY ADMINISTRATOR'S OFFICE
Marketing and Communications

01-02-08

Expense Item		Actual 2019	Budgeted 2020	Estimated 2020	Proposed 2021	Projected 2022	Projected 2023
SALARY & WAGES:							
4020	Administrative - Salary	28,171	28,800	28,800	29,400	30,300	31,300
4050	FICA & Medicare	2,124	2,300	2,300	2,300	2,400	2,400
4056	IMRF	2,669	3,300	3,300	3,300	3,400	3,500
Sub-Total		\$32,963	\$34,400	\$34,400	\$35,000	\$36,100	\$37,200
CONTRACTUAL:							
4100	Legal	560	1,000	-	500	500	500
4107	Newsletter Creation & Distribution	18,464	30,000	25,000	25,000	2,600	2,800
4110	Training and Tuition	1,903	2,500	-	-	2,500	2,500
4112	Memberships/Dues/Subscriptions	2,453	3,600	3,900	5,000	5,000	6,000
4125	Software Maintenance	40	1,000	500	500	500	500
4202	Telephone & Alarms	663	1,000	700	1,000	1,000	1,000
4204	Electric	999	1,000	900	1,000	1,200	1,200
4211	Printing & Binding	-	5,000	-	1,000	1,000	1,000
4212	Advertising	10,167	35,000	3,000	25,000	50,000	50,000
4225	Other Contractual Services	31,412	50,000	45,000	40,000	60,000	40,000
Sub-Total		\$66,660	\$130,100	\$79,000	\$99,000	\$124,300	\$105,500
COMMODITIES:							
4600	Computer/Office Supplies	56	500	-	300	300	300
4628	Gallery 200	6,000	6,000	6,000	6,000	6,000	-
4646	Arts Programming Supplies	8,032	15,000	7,500	5,000	5,000	5,000
4680	Special Activities	-	500	-	500	500	500
4700	Prospect Development	-	-	-	-	-	-
Sub-Total		\$14,089	\$22,000	\$13,500	\$11,800	\$11,800	\$5,800
Total		\$113,712	\$186,500	\$126,900	\$145,800	\$172,200	\$148,500

City of West Chicago

ADMINISTRATIVE SERVICES DEPARTMENT

Financial Summary

Program	2019 Actual	2020 Budgeted	2020 Estimated	2021 Proposed	2022 Projected
Human Resources	1,850,666	2,090,900	2,025,800	2,067,800	2,158,000
Accounting	221,312	236,300	225,700	262,300	258,300
Information Technology	493,353	570,400	383,200	549,000	470,000
GIS	53,567	68,700	52,300	74,600	61,800
Administration	150,821	165,900	149,300	162,000	166,500
TOTAL	\$2,769,718	\$3,132,200	\$2,836,300	\$3,115,700	\$3,114,600

ADMINISTRATIVE SERVICES
Human Resources

01-05-01

Expense Item		Actual 2019	Budgeted 2020	Estimated 2020	Proposed 2021	Projected 2022	Projected 2023
SALARY & WAGES:							
4020	Administrative - Salary	88,548	89,900	87,300	126,800	91,000	93,800
4050	FICA & Medicare	6,705	6,900	6,600	9,800	7,000	7,200
4053	Health/Dental/Life Insurance	1,695,437	1,903,000	1,889,000	1,837,500	1,966,200	2,103,900
4056	IMRF	8,396	10,300	9,500	14,000	10,100	10,400
Sub-Total		\$1,799,085	\$2,010,100	\$1,992,400	\$1,988,100	\$2,074,300	\$2,215,300
CONTRACTUAL:							
4100	Legal Fees	14,647	35,000	5,000	30,000	40,000	25,000
4108	Employment Exams	18,274	25,000	6,000	25,000	25,000	25,000
4110	Training and Tuition	-	2,500	2,100	2,500	2,500	2,500
4112	Memberships/Dues/Subscriptions	649	1,000	700	1,000	1,000	1,000
4202	Telephone and Alarms	8,456	5,000	8,000	7,000	3,000	3,000
4212	Advertising	21	1,500	400	1,000	1,000	1,000
Sub-Total		\$42,047	\$70,000	\$22,200	\$66,500	\$72,500	\$57,500
COMMODITIES:							
4600	Computer/Office Supplies	428	500	100	500	500	500
4650	Miscellaneous Commodities	19	200	100	200	200	200
4674	Safety Budget	5,057	4,100	4,000	6,000	4,000	6,000
4680	Employee Events	4,030	6,000	7,000	6,500	6,500	6,500
Sub-Total		\$9,534	\$10,800	\$11,200	\$13,200	\$11,200	\$13,200
Total		\$1,850,666	\$2,090,900	\$2,025,800	\$2,067,800	\$2,158,000	\$2,286,000

ADMINISTRATIVE SERVICES
Accounting

01-05-02

Expense Item		Actual 2019	Budgeted 2020	Estimated 2020	Proposed 2021	Projected 2022	Projected 2023
SALARY & WAGES:							
4020	Administrative - Salary	141,306	148,900	141,700	162,100	167,000	172,100
4029	Overtime	-	200	-	200	200	200
4050	FICA & Medicare	10,114	11,500	10,900	12,500	12,800	13,200
4052	ICMA-RC	1,338	1,400	1,300	1,500	1,600	1,700
4056	IMRF	13,385	17,100	15,800	18,000	18,500	19,100
Sub-Total		\$166,143	\$179,100	\$169,700	\$194,300	\$200,100	\$206,300
CONTRACTUAL:							
4101	Auditing Fees	14,400	15,500	14,900	15,800	16,200	16,500
4108	Employment Exams	-	-	-	-	-	-
4110	Training and Tuition	-	2,500	-	2,500	2,500	2,500
4112	Memberships/Dues/Subscriptions	325	500	400	500	500	500
4125	Software Maintenance	9,411	12,000	12,000	15,000	15,800	16,600
4202	Telephone and Alarms	18,877	13,000	19,900	20,000	8,000	8,000
4225	Other Contractual Services	425	3,000	1,000	2,000	3,000	2,000
4425	Hardware Maintenance	-	-	-	-	-	-
Sub-Total		\$43,438	\$46,500	\$48,200	\$55,800	\$46,000	\$46,100
COMMODITIES:							
4600	Computer/Office Supplies	114	500	300	500	500	500
4650	Miscellaneous Commodities	100	200	-	200	200	200
4702	Bank Fees	11,516	10,000	7,500	11,500	11,500	11,500
Sub-Total		\$11,730	\$10,700	\$7,800	\$12,200	\$12,200	\$12,200
Total		\$221,312	\$236,300	\$225,700	\$262,300	\$258,300	\$264,600

ADMINISTRATIVE SERVICES
Information Technology

01-05-03

Expense Item	Actual 2019	Budgeted 2020	Estimated 2020	Proposed 2021	Projected 2022	Projected 2023
SALARY & WAGES:						
4020 Administrative - Salary	34,528	-	-	-	-	-
4050 FICA & Medicare	2,603	-	-	-	-	-
4056 IMRF	3,246	-	-	-	-	-
Sub-Total	\$40,377	\$0	\$0	\$0	\$0	\$0
CONTRACTUAL:						
4105 Consultants	149,328	162,000	188,700	130,000	110,000	114,000
4109 Network Charges	14,331	15,100	11,800	15,000	15,000	15,000
4110 Training and Tuition	-	-	-	-	-	-
4112 Memberships/Dues/Subscriptions	22	-	-	-	-	-
4125 Software Maintenance	55,691	130,000	92,600	142,000	146,000	150,000
4202 Telephone and Alarms	393	-	-	-	-	-
4225 Other Contractual Services	28,625	20,000	15,500	26,000	26,000	26,000
4425 Hardware Maintenance	17,113	20,000	16,600	20,000	20,000	20,000
Sub-Total	\$265,503	\$347,100	\$325,200	\$333,000	\$317,000	\$325,000
COMMODITIES:						
4600 Computer/Office Supplies	1,627	2,000	2,000	3,000	3,000	3,000
Sub-Total	\$1,627	\$2,000	\$2,000	\$3,000	\$3,000	\$3,000
CAPITAL OUTLAY:						
4806 Other Capital Outlay	63,631	179,300	32,000	173,000	75,000	100,000
4812 MIS Replacement	122,214	42,000	24,000	40,000	75,000	45,000
Sub-Total	\$185,845	\$221,300	\$56,000	\$213,000	\$150,000	\$145,000
Total	\$493,353	\$570,400	\$383,200	\$549,000	\$470,000	\$473,000

ADMINISTRATIVE SERVICES
Geographic Information System

01-05-04

Expense Item		Actual 2019	Budgeted 2020	Estimated 2020	Proposed 2021	Projected 2022	Projected 2023
SALARY & WAGES:							
4020	Administrative - Salary	22,831	25,700	21,100	26,200	27,000	27,900
4050	FICA & Medicare	1,747	2,000	1,600	2,100	2,100	2,200
4056	IMRF	2,160	3,000	2,400	2,800	2,900	3,000
Sub-Total		\$26,737	\$30,700	\$25,100	\$31,100	\$32,000	\$33,100
CONTRACTUAL:							
4110	Training and Tuition	2,432	2,500	100	2,500	2,500	2,500
4112	Memberships/Dues/Subscriptions	350	400	400	400	400	400
4125	Software Maintenance	18,300	18,500	18,300	18,500	18,500	18,500
4202	Telephone and Alarms	456	900	500	700	700	700
4225	Other Contractual Services	-	9,000	5,600	5,000	700	700
4425	Hardware Maintenance	1,410	1,600	1,600	300	1,900	1,900
Sub-Total		\$22,948	\$32,900	\$26,500	\$27,400	\$24,700	\$24,700
COMMODITIES:							
4600	Computer/Office Supplies	3,793	5,000	700	5,000	5,000	5,000
4607	Gas and Oil	88	100	-	100	100	100
Sub-Total		\$3,881	\$5,100	\$700	\$5,100	\$5,100	\$5,100
CAPITAL OUTLAY:							
4806	Other Capital Outlay	-	-	-	11,000	-	-
Sub-Total		\$0	\$0	\$0	\$11,000	\$0	\$0
Total		\$53,567	\$68,700	\$52,300	\$74,600	\$61,800	\$62,900

ADMINISTRATIVE SERVICES
Administration

01-05-10

Expense Item		Actual 2019	Budgeted 2020	Estimated 2020	Proposed 2021	Projected 2022	Projected 2023
SALARY & WAGES:							
4020	Administrative - Salary	110,000	112,300	107,900	114,500	118,000	121,600
4029	Overtime	-	100	-	100	100	100
4050	FICA & Medicare	7,059	8,600	8,300	8,800	9,100	9,400
4052	ICMA-RC	5,353	5,600	5,300	-	-	-
4056	IMRF	10,407	12,900	12,300	12,700	13,100	13,500
Sub-Total		\$132,819	\$139,500	\$133,800	\$136,100	\$140,300	\$144,600
CONTRACTUAL:							
4100	Legal Fees	920	1,500	100	1,500	1,500	1,500
4110	Training and Tuition	-	2,500	-	2,500	2,500	2,500
4112	Memberships/Dues/Subscriptions	1,257	1,500	1,400	1,600	1,600	1,600
4202	Telephone and Alarms	1,395	1,500	1,400	1,600	1,600	1,600
4225	Other Contractual Services	425	2,000	-	2,000	2,000	2,000
4300	IRMA General Insurance	3,400	3,800	3,900	3,600	3,900	4,200
4501	Postage Meter Rental	1,613	1,600	1,800	1,800	1,800	1,800
4502	Copier Rental	326	1,100	400	900	900	900
Sub-Total		\$9,336	\$15,500	\$9,000	\$15,500	\$15,800	\$16,100
COMMODITIES:							
4600	Computer/Office Supplies	4,153	4,500	2,600	4,000	4,000	4,000
4613	Postage	4,402	6,000	3,900	6,000	6,000	6,000
4650	Miscellaneous Commodities	100	200	-	200	200	200
4720	Other Charges	11	200	-	200	200	200
Sub-Total		\$8,666	10,900	\$6,500	\$10,400	\$10,400	\$10,400
Total		\$150,821	\$165,900	\$149,300	\$162,000	\$166,500	\$171,100

City of West Chicago

POLICE DEPARTMENT

Financial Summary

Program	2019 Actual	2020 Budgeted	2020 Estimated	2021 Proposed	2022 Projected
Operations	9,864,827	10,849,100	10,658,400	10,911,000	11,366,800
ESDA	21,679	25,700	18,300	32,200	23,700
TOTAL	\$9,886,506	\$10,874,800	\$10,676,700	\$10,943,200	\$11,390,500

City of West Chicago

POLICE DEPARTMENT

Performance Report on FYE 2020 Major Program Objectives

The Department had anticipated completing an audit of every piece of property in the Evidence/Property Room by April 1, 2020. However, this has been rescheduled until the first quarter of 2021 for a number of reasons. First, in light of several vacant positions through retirement and resignation, personnel were reassigned in the first quarter of 2020. This resulted in a newly assigned member assuming the duties of Property Custodian. Second, a malware attack in the first quarter of 2020 created since-resolved technical issues that affected inventory management. Finally, staff from a neighboring agency who had been recruited to perform the audit had to cancel. The Department has continued to conduct quarterly and unannounced Property Room inspections throughout the year in compliance with accreditation standards.

Both line officers and supervisors collaborated to create a proposed new evaluation tool for non-exempt, sworn personnel. The goal of this evaluation tool is to provide meaningful and objective rating of employees' work. While the overall rating scores are the same as the existing evaluation tool, the proposed version seeks to minimize subjectivity and increase consistency among supervisors completing the evaluations.

Also in 2020, the Department proposed the purchase of replacement in-car camera systems for our entire fleet of patrol cars (17 in total). The purchase was approved and the new camera systems were installed in July 2020. The replacement system, an AXON product, provides several benefits. For example, all the data from each car is uploaded automatically via a wireless internet connection to a secure, third party cloud storage system. The new in-car camera system utilizes the same platform as the Body Worn Cameras for purposes of labeling, playback and redaction. In addition to incorporating the most up-to-date technological specifications, the new system includes a second camera in each car that records occupants in the rear seat.

In 2020, Department staff enhanced operations pertaining to Property/Evidence by putting into service modern, space-saving shelving, upgrading technology assets and standardizing the platform used to manage all video/audio created by officers.

The Department first began to experience the impact of challenges prompted by COVID-19 in March 2020. We continue to work together to effectively address these challenges as we navigate through these unprecedented times.

City of West Chicago

POLICE DEPARTMENT Operations

Description of Major Activities

Operations is made up of the Support Services and Patrol Divisions. The Support Services Division is responsible for record keeping, and providing Social Services as well as community outreach. In addition, the Support Services Division is also responsible for criminal investigations, proactive criminal investigations, undercover operations, evidence warehousing, school resource/liaison, and crime analysis functions. The Patrol Division is responsible for responding to calls for service, conducting proactive/preventative patrols, traffic education, enforcement and traffic crash investigations, and crime prevention.

FYE 2021 Program Objectives

- (1) Ensure measures are in place to provide continued and effective leadership based on the planned retirement of the current Chief of Police at the end of January 2021.
- (2) Complete an audit of the Property Room by January 2021.
- (3) Integrate data contained in the computer-aided dispatch (CAD) system with the program used to manage Body Worn Camera and in-car camera files to auto-populate common data fields by April 2021.
- (4) Apply for and achieve reaccreditation status for the Department through the Illinois Chiefs of Police Law Enforcement Accreditation Program (ILEAP) by December 2021.

Ongoing Activity Measures	2019 Actual	2020 Estimated	2021 Proposed	2022 Projected
Drug Arrests	104	42	60	60
Domestic Disturbances	252	240	250	250
Auto Crashes	905	650	750	750
DUI Arrests	87	65	85	85
Traffic Citations	4,545	1,900	3,500	3,600
Self-Initiated Activity	22,149	18,800	20,000	21,000
Calls for Service	11,101	11,435	11,600	11,600
Total Activity	33,516	31,000	33,000	34,000
Index I Crime	239	253	255	255
Animal Complaints	65	93	90	90
Full Time Equivalent Positions	52.00	47.00	48.00	49.00

**POLICE
Operations**

01-06-13

Expense Item		Actual 2019	Budgeted 2020	Estimated 2020	Proposed 2021	Projected 2022	Projected 2023
SALARY & WAGES:							
4020	Administrative - Salary	612,646	693,500	710,700	711,800	733,200	755,200
4022	Patrolmen - Salary	3,556,964	3,872,300	3,604,000	3,488,800	3,701,600	3,910,100
4023	Sergeants - Salary	713,406	745,300	752,000	771,800	795,000	790,500
4025	CSO - Salary	154,403	169,700	115,100	118,600	176,200	183,200
4026	Contract Services - Salary	6,471	10,000	10,000	10,000	10,000	10,000
4029	Administrative Overtime	-	-	1,100	-	-	-
4032	Officer Overtime	517,442	430,000	450,000	410,000	410,000	410,000
4035	CSO Overtime	7,914	10,000	3,000	7,900	7,900	7,900
4050	FICA & Medicare	412,775	443,100	432,000	422,200	446,300	464,200
4051	Police Pension	1,949,252	2,662,500	2,662,500	3,000,000	3,090,000	3,151,800
4054	Unemployment Insurance	-	-	-	-	-	-
4056	IMRF	38,285	47,700	47,700	42,600	43,900	45,300
Sub-Total		\$7,969,558	\$9,084,100	\$8,788,100	\$8,983,700	\$9,414,100	\$9,728,200
CONTRACTUAL:							
4100	Legal Fees	119,247	113,000	80,600	113,000	113,000	113,000
4110	Training and Tuition	31,440	56,700	22,000	40,300	40,300	40,300
4111	Mileage & Travel	2,759	4,000	1,000	3,300	4,300	4,300
4112	Memberships/Dues/Subscriptions	12,218	18,100	18,100	18,700	18,700	18,700
4125	Software Maintenance	41,697	66,500	64,600	68,400	68,400	68,400
4202	Telephone and Alarms	216,939	101,100	255,000	257,600	101,100	101,100
4211	Printing and Binding	4,955	7,000	7,000	7,000	7,000	7,000
4216	Grounds Maintenance	1,025	1,200	1,200	1,200	1,400	1,600
4221	DuComm Quarterly	530,642	416,200	411,000	570,700	599,300	629,300
4225	Other Contractual Services	116,921	120,000	126,400	166,400	166,400	166,400
4230	Graffiti Removal-Contractual	12,370	12,000	12,000	12,000	12,000	12,000
4231	Reception Support	125,114	138,000	133,000	136,000	136,000	136,000
4232	Crossing Guards	37,508	36,000	23,000	36,000	36,000	36,000
4300	IRMA General Insurance	179,986	206,500	206,900	191,600	201,200	211,300
4301	Other Insurance	4,435	10,000	14,000	10,000	10,000	10,000
4423	Radio Equipment Maint. and Repair	14,075	17,800	17,800	17,800	17,800	17,800
4425	Hardware Maintenance	9,706	11,300	11,300	13,100	13,100	13,100
4501	Postage Meter Rental	958	1,200	1,200	1,200	1,200	1,200
4502	Copier Fees	7,072	6,700	8,000	6,900	6,900	6,900
Sub-Total		\$1,469,064	\$1,343,300	\$1,414,100	\$1,671,200	\$1,554,100	\$1,594,400
COMMODITIES:							
4600	Computer/Office Supplies	5,915	5,000	5,000	8,500	5,000	5,000
4601	Field Equipment	29,525	8,000	17,000	7,200	7,200	7,200
4607	Gas and Oil	66,794	76,300	48,000	76,500	76,500	76,500
4613	Postage	5,274	6,000	8,000	6,100	6,100	6,100
4615	Uniforms and Safety Equipment	45,052	78,000	72,000	51,900	51,900	51,900
4616	Vehicle License Fees	1,007	1,400	1,400	2,100	2,100	2,100
4617	First Aid Supplies	1,109	1,900	1,900	1,000	1,000	1,000
4618	Ammunition and Firearms	14,462	52,800	30,000	59,800	56,000	56,000
4627	Educational Programs	9,324	10,000	8,800	-	-	-
4629	CERT Supplies	3,272	5,000	-	5,000	5,000	5,000
4640	Crime Prevention	-	-	-	20,000	20,000	20,000
4650	Miscellaneous Commodities	17,306	14,700	14,600	18,000	16,500	16,500
Sub-Total		\$199,038	\$259,100	\$206,700	\$256,100	\$247,300	\$247,300
CAPITAL OUTLAY:							
4804	Vehicles	151,404	162,600	162,600	-	151,300	157,800
4806	Other Capital Outlay	75,763	-	86,900	-	-	-
Sub-Total		\$227,167	\$162,600	\$249,500	\$0	\$151,300	\$157,800
Total		\$9,864,827	\$10,849,100	\$10,658,400	\$10,911,000	\$11,366,800	\$11,727,700

City of West Chicago

POLICE DEPARTMENT Emergency Services and Disaster Agency (ESDA)

Description of Major Activities

In accordance with the Illinois Emergency Management Act of January 1992, the West Chicago Emergency Services and Disaster Agency (ESDA) exists to prevent, minimize, repair, and alleviate injury or damage resulting from disaster caused by enemy attack, sabotage, or other hostile action, or from natural or man-made disasters. Its primary function continues to be one of support/relief for the West Chicago Police Department. Typically, ESDA provides assistance at major traffic accidents, protects evidence at crime scenes, and protects the public and property in the event of weather-related damage.

ESDA volunteers are trained to spot potentially hazardous weather, which may affect the City or western DuPage County. It is part of a multi-county network of weather spotters, providing first-hand information to the DuPage County Office of Emergency Management. This information is used for countywide severe weather alerts, and is passed on to the National Weather Service. Storm spotting also enables ESDA to provide warnings of potentially dangerous weather conditions to the residents of West Chicago. All members of ESDA are required to maintain certification as Severe Weather Spotters.

Since 1991, ESDA has maintained an Outdoor Warning Siren System to warn residents of approaching tornados, major emergencies, or the possible threat of an attack on the United States. The current siren system contains seven sirens. With the new telemetry system in place, all sirens are "growl tested" weekly. Sirens are fully tested by DuComm on the first Tuesday of each month. The full test consists of a three-minute steady tone. The growl test activates each siren for approximately one second, and is used to verify that all key components in the siren system are operational.

FYE 2021 Program Objectives

- (1) License and install an ESDA VHF Repeater by September 2021.
- (2) Obtain Storm Ready Status by October 2021.

POLICE
Emergency Services and Disaster Agency (ESDA)

01-06-14

Expense Item		Actual 2019	Budgeted 2020	Estimated 2020	Proposed 2021	Projected 2022	Projected 2023
CONTRACTUAL:							
4110	Training and Tuition	160	200	200	200	200	200
4202	Telephone and Alarms	6,372	3,000	6,400	6,400	6,400	6,400
4225	Other Contractual Services	7,072	6,200	6,200	6,200	6,200	6,200
4429	Radio Repair	-	-	-	-	-	-
Sub-Total		\$13,605	\$9,400	\$12,800	\$12,800	\$12,800	\$12,800
COMMODITIES:							
4600	Computer/Office Supplies	-	-	-	-	-	-
4604	Tools & Equipment	10	100	100	100	100	100
4607	Gas and Oil	596	800	800	800	800	800
4615	Uniforms& Safety Equipment	2,823	10,800	-	10,800	800	800
4650	Miscellaneous Commodities	147	100	100	100	100	100
Sub-Total		3,575	\$11,800	\$1,000	\$11,800	\$1,800	\$1,800
CAPITAL OUTLAY:							
4804	Vehicles	4,500	4,500	4,500	7,600	9,100	7,500
4806	Other Capital Outlay	-	-	-	-	-	-
Sub-Total		\$4,500	\$4,500	\$4,500	\$7,600	\$9,100	\$7,500
Total		\$21,679	\$25,700	\$18,300	\$32,200	\$23,700	\$22,100

City of West Chicago
PUBLIC WORKS DEPARTMENT

Financial Summary

Program	2019 Actual	2020 Budgeted	2020 Estimated	2021 Proposed	2022 Projected
Administration	191,199	179,700	182,100	179,500	179,500
Municipal Properties	401,231	416,000	395,600	438,400	451,000
Forestry	93,210	158,900	100,000	158,900	108,900
Cemeteries	72,307	107,200	80,200	113,200	83,200
Road and Bridge	1,294,618	1,430,300	1,233,800	1,199,400	1,483,800
Maintenance Garage	425,552	451,000	413,600	459,100	453,300
Motor Fuel Tax	658,420	932,000	1,218,400	1,128,500	1,133,500
TOTAL	\$3,136,537	\$3,675,100	\$3,623,700	\$3,677,000	\$3,893,200

City of West Chicago

PUBLIC WORKS DEPARTMENT

Performance Report on FYE 2020 Major Program Objectives

The City's long-range Capital Improvement Program (CIP) and five-year Street Improvement Program priority list were updated and presented to the Infrastructure Committee in November 2020. The Infrastructure Committee concurred with staff's recommendations and authorized the City Administrator to include the CIP in the 2021 Proposed Budget.

In 2020, engineering consultants and City staff were responsible for completion of the Washington Street Reconstruction Project and the Sidewalk and Curb and Gutter Replacement Program. Staff also completed utility permit reviews and assisted the Community Development Department with private development project inspections. The City's Street Division completed asphalt pavement patching on Ingalt Avenue between Elmwood Avenue and Grandlake Boulevard, Alamance Drive, South Oak Street, and Gates Street. As a direct result of financial uncertainty associated with the COVID-19 Pandemic, street improvement projects to be funded in Fiscal Year 2020 with Motor Fuel Tax dollars that were not in-progress or had not been awarded a contract prior to March 2020 were moved to Fiscal Year 2021.

Facility Management Division staff continued inspecting, servicing, and maintaining all municipal buildings, all City street lights, and all City-owned properties. Bid proposals for Fiscal Year 2021 custodial services for City-owned and maintained facilities were received in October 2020 and a contract was awarded by City Council in November 2020. Truck storage garage doors at 135 W. Grandlake Boulevard were replaced in October 2020 with wider garage doors to allow ingress and egress of snow plow trucks with wing plows. HVAC improvements at City Hall and the Police Station were completed in 2020, along with security improvements at City Hall.

Forestry Program objectives continued to focus on the management of the Emerald Ash Borer (EAB) with soil insecticidal treatments being completed in November 2020. Contractual brush pick-up was completed during 2020 by Kramer Tree Specialists, Inc. Removal of dead, dying, or diseased trees were mostly completed by City staff, with contractually assistance when warranted. The City's annual contractual tree planting and tree trimming and removal programs were also completed in 2020.

Maintenance Garage and Road and Bridge objectives were also substantially completed in 2020. Cemeteries objectives associated with creating a digital map and electronic index of interments, entombments, or inurnments for the two City-owned cemeteries was not completed. This objective will be a priority for 2021.

The City Hall and Police Station parking lots, along with the drive aisles within the Glen Oak Cemetery, were contractually seal coated and restriped in September 2020.

City of West Chicago

PUBLIC WORKS DEPARTMENT Administration

Description of Major Activities

General public works department overhead expenses are charged to this program, in addition to the solid waste subsidy approved by the City Council in 2006. In 2009, the Kerr-McGee oversight expenses were added to this program.

FYE 2021 Program Objectives

- (1) Research available alternative funding sources for roadway and capital improvement projects and submit appropriate applications for funding by November 2021.
- (2) Re-evaluate and update the Capital Improvement Program and five-year Street Improvement Program priority list, and present to the Infrastructure Committee for concurrence in November 2021.
- (3) Accept the public improvements associated with the various private development projects, including, but not limited to, the St. Andrews Estates Subdivision, Pioneer Prairie Subdivision, Prairie Meadows Subdivision, Pioneer Park Improvements, Shoppes of West Chicago (191 W. North Ave.), Gateway Center 1 & 2 (515 & 540 Main St.), Educare (851 Pearl Road), and District 33 Middle School Expansion by December 2021.

Ongoing Activity Measures	2019 Actual	2020 Estimated	2021 Proposed	2022 Projected
Grant Program Applications Submitted	2	0	0	2
Stormwater Permits Issued	30	18	20	20
Acceptance of Public Improvements	1	0	5	5
Full Time Equivalent Positions	0.00	0.00	0.00	0.00

PUBLIC WORKS
Administration

01-09-10

Expense Item	Actual 2019	Budgeted 2020	Estimated 2020	Proposed 2021	Projected 2022	Projected 2023
CONTRACTUAL:						
4100 Legal Fees	2,948	1,000	11,400	1,000	1,000	1,000
4110 Training and Tuition	-	500	-	500	500	500
4112 Memberships/Dues/Subscriptions	1,201	900	900	900	900	900
4365 Payments to Taxing Bodies	184,419	175,000	169,000	175,000	175,000	175,000
Sub-Total	\$188,568	\$177,400	\$181,300	\$177,400	\$177,400	\$177,400
COMMODITIES:						
4600 Computer/Office Supplies	1,385	1,500	200	1,500	1,500	1,500
4613 Postage	-	100	100	100	100	100
4615 Uniforms & Safety Equipment	1,152	500	500	300	300	300
4650 Miscellaneous Commodities	93	200	-	200	200	200
Sub-Total	\$2,630	\$2,300	\$800	\$2,100	\$2,100	\$2,100
Total	\$191,199	\$179,700	\$182,100	\$179,500	\$179,500	\$179,500

City of West Chicago

PUBLIC WORKS DEPARTMENT MUNICIPAL PROPERTIES

Description of Major Activities

The maintenance of all City facilities is performed under the direction of the Public Works Department. The employees' main responsibilities are the daily upkeep and repair of City Hall, Museum, Police Station, Fleet Maintenance Garage, Water Treatment Plant, Utility Facilities, and the Streets Facility. Buildings and grounds maintenance includes limited painting, light electrical and plumbing repairs, replacement of worn-out parts and other general construction, repair and maintenance work. Major maintenance and repair work is performed by independent contractors, as is the janitorial cleaning of the municipal buildings.

FYE 2021 Program Objectives

- (1) Complete City Hall HVAC System Air Quality Improvements Project by April 2021.
- (2) Procure contractual custodial services for eight City-owned and maintained facilities by November 2021 for Fiscal Year 2022.
- (3) Procure contractual services and replace the roof over bays 4, 5, and 6 the Street Division Garage at 135 W. Grandlake Boulevard by September 2021.

Ongoing Activity Measures	2019 Actual	2020 Estimated	2021 Proposed	2022 Projected
Building Safety Inspections	12	12	12	12
Daily Building Inspections	250	250	250	250
Tunnel Inspections	250	250	250	250
Full Time Equivalent Positions	0.94	1.75	1.75	1.75

PUBLIC WORKS
Municipal Properties

01-09-21

Expense Item	Actual 2019	Budgeted 2020	Estimated 2020	Proposed 2021	Projected 2022	Projected 2023
SALARY & WAGES:						
4020 Administrative - Salary	92,079	81,400	77,700	83,200	85,700	88,300
4027 Operational - Salary	59,964	72,500	73,600	78,300	80,700	83,200
4029 Overtime	5,403	5,000	6,800	5,000	5,000	5,000
4050 FICA & Medicare	11,748	12,200	12,100	12,800	13,200	13,600
4056 IMRF	14,766	18,200	17,900	18,400	19,000	19,500
Sub-Total	\$183,960	\$189,300	\$188,100	\$197,700	\$203,600	\$209,600
CONTRACTUAL:						
4202 Telephone and Alarms	27,028	22,000	31,000	30,000	30,000	30,000
4203 Heating Gas	10,051	7,000	3,600	7,000	7,000	7,000
4204 Electric	4,006	5,000	2,200	5,000	5,000	5,000
4216 Grounds Maintenance	4,730	5,000	3,600	5,000	5,000	5,000
4219 Contract Janitorial Service	39,648	41,600	36,400	46,000	48,300	50,800
4225 Other Contractual Services	30,212	40,000	30,000	40,000	40,000	40,000
4300 IRMA General Insurance	13,600	15,400	15,500	14,400	15,600	16,900
4301 Other Insurance	11,735	10,000	6,500	10,000	10,000	10,000
Sub-Total	\$141,010	\$146,000	\$128,800	\$157,400	\$160,900	\$164,700
COMMODITIES:						
4607 Gas and Oil	4,744	5,000	3,000	5,000	5,000	5,000
4615 Uniforms & Safety Equipment	2,358	3,100	3,100	2,700	2,700	2,700
4650 Miscellaneous Commodities	56,559	60,000	60,000	60,000	60,000	60,000
Sub-Total	\$63,661	\$68,100	\$66,100	\$67,700	\$67,700	\$67,700
CAPITAL OUTLAY:						
4804 Vehicles	12,600	12,600	12,600	15,600	18,800	19,700
Sub-Total	\$12,600	\$12,600	\$12,600	\$15,600	\$18,800	\$19,700
Total	\$401,231	\$416,000	\$395,600	\$438,400	\$451,000	\$461,700

City of West Chicago

PUBLIC WORKS DEPARTMENT FORESTRY

Description of Major Activities

The three services included in this program are: brush collection; emergency tree removals/trimming from storm damage, and hornet nest removals. Each of these programs is handled by an independent contractor and administered by various staff in the Streets Division. The system of removing brush with a mechanized loader and chipping the brush at the contractor's site has resulted in faster brush removal. Completion time is typically less than one week, with no chipping debris left on the streets. The contractual Brush Collection Program is administered over a seven month period (May thru November), with brush collection commencing the first full week of each month.

FYE 2021 Program Objectives

- (1) Monitor parkway Ash Trees for continued signs of Emerald Ash Borer (EAB) infestation, maintain accurate records, update inventory, and update members of the Infrastructure Committee on success of 2020 Insecticidal Treatment Program by November 2021.
- (2) Complete the eleventh year of EAB insecticidal treatment program by July 2021.
- (3) Procure contractual services and complete the 2021 Tree Planting Program by June 2021.
- (4) Complete the 2021 Monthly Brush Collection Program by December 2021.

Ongoing Activity Measures	2019 Actual	2020 Estimated	2021 Proposed	2022 Projected
Emergency Tree Removals	2	3	6	6
Ash Tree Removals Due to EAB Damage	68	19	45	45
Average Time to Complete Brush Collection (Days)	5	5	5	5
Hornet Nest Removals	3	28	10	10

PUBLIC WORKS
Forestry

01-09-22

Expense Item		Actual 2019	Budgeted 2020	Estimated 2020	Proposed 2021	Projected 2022	Projected 2023
CONTRACTUAL:							
4200	Legal Notices	-	100	100	100	100	100
4214	Brush Pickup	87,850	96,800	96,800	96,800	96,800	96,800
4225	Other Contractual Services	3,500	60,000	1,100	60,000	10,000	10,000
Sub-Total		\$91,350	\$156,900	\$98,000	\$156,900	\$106,900	\$106,900
COMMODITIES:							
4604	Tools and Equipment	1,860	2,000	2,000	2,000	2,000	2,000
Sub-Total		\$1,860	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Total		\$93,210	\$158,900	\$100,000	\$158,900	\$108,900	\$108,900

City of West Chicago
PUBLIC WORKS DEPARTMENT
CEMETERIES

Description of Major Activities

The Public Works Department administers and oversees the activities of the two City-owned cemeteries (Glen Oak and Oakwood) that includes the sale of grave sites, interments, ground maintenance activities, records and reports through an independent contractor performing the duties of Cemetery Sexton.

FYE 2021 Program Objectives

- (1) Restore road edges and damaged areas of turf caused by plowing operations, grade and add gravel to Oakwood Cemetery prior to August 2021.
- (2) Develop a digital map of the two City-owned cemeteries delineating all lots or plots, blocks, sections, avenues, walks, alleys, and paths by December 2021.
- (3) Create and maintain an index that associates the identity of every deceased person interred, entombed, or inurned with their respective place of interment, entombment, or inurnment as identified on and corresponds with the cemetery map by December 2021.
- (4) Perform necessary asphalt pavement patching and seal coat drive aisles within the Glen Oak Cemetery by November 2021.

Ongoing Activity Measures	2019 Actual	2020 Estimated	2021 Proposed	2022 Projected
Mowings	27	30	30	30
Seal Coat Roads	0	1	1	1
Weed/Crabgrass Control				
Applications	3	3	3	3
Interments	26	32	30	30

PUBLIC WORKS
Cemeteries

01-09-23

Expense Item		Actual 2019	Budgeted 2020	Estimated 2020	Proposed 2021	Projected 2022	Projected 2023
CONTRACTUAL:							
4209	Interments	21,100	20,000	20,000	20,000	20,000	20,000
4216	Grounds Maintenance	43,170	50,000	47,700	50,000	50,000	50,000
4217	Cemetery Sexton	7,343	7,200	7,200	7,200	7,200	7,200
4225	Other Contractual Services	694	30,000	5,300	36,000	6,000	6,000
Sub-Total		\$72,307	\$107,200	\$80,200	\$113,200	\$83,200	\$83,200

Total	\$72,307	\$107,200	\$80,200	\$113,200	\$83,200	\$83,200
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City of West Chicago

PUBLIC WORKS DEPARTMENT ROAD & BRIDGE

Description of Major Activities

Street Division activities not listed elsewhere as their own Program are included in the Road and Bridge Program. Examples of these activities include: sign work, mowing, parkway cleanup, tree trimming/removals, sidewalk repairs, parkway restorations and landscaping, alley work, shoulder gravel, special events, and most service requests.

FYE 2021 Program Objectives

- (1) Complete all pavement re-stripping within all school zones by August 2021.
- (2) Procure contractual services and complete the Forestry Maintenance Program (Tree Removals only) by May 2021.
- (3) Continue storm structure and sewer line cleaning as part of a Citywide program, tracking progress, compliance and effectiveness through December 2021.
- (2) Track and record all street sweeping operations, documenting locations, dates swept, material picked up, personnel, man hours, and equipment used through December 2021.

Ongoing Activity Measures	2019 Actual	2020 Estimated	2021 Proposed	2022 Projected
Special Events Handled	8	2	8	8
Service Requests Fulfilled	146	150	250	250
Mowing Operations Completed	28	27	30	30
Full Time Equivalent Positions	8.75	8.69	8.69	8.69

PUBLIC WORKS
Road & Bridge

01-09-24

Expense Item		Actual 2019	Budgeted 2020	Estimated 2020	Proposed 2021	Projected 2022	Projected 2023
SALARY & WAGES:							
4020	Administrative - Salary	118,818	136,000	114,900	138,800	143,000	147,300
4027	Operational - Salary	429,388	504,100	399,400	509,200	524,500	540,300
4029	Overtime	52,578	50,000	20,800	50,000	50,000	50,000
4050	FICA & Medicare	45,468	52,800	41,000	53,400	54,900	56,500
4056	JMRF	56,627	79,000	60,900	77,100	79,300	81,500
Sub-Total		\$702,880	\$821,900	\$637,000	\$828,500	\$851,700	\$875,600
CONTRACTUAL:							
4108	Pre-Employment Exams	545	500	600	500	500	500
4110	Training and Tuition	4,233	2,000	3,300	2,000	2,000	2,000
4112	Memberships/Dues/Subscriptions	340	400	400	400	400	400
4202	Telephone and Alarms	31,360	25,000	39,700	30,000	30,000	30,000
4225	Other Contractual Services	2,180	5,000	5,000	5,000	5,000	5,000
4300	IRMA General Insurance	29,400	33,600	33,600	31,200	32,800	34,500
4301	Other Insurance	6,167	6,000	6,000	6,000	6,000	6,000
Sub-Total		\$74,225	\$72,500	\$88,600	\$75,100	\$76,700	\$78,400
COMMODITIES:							
4600	Computer/Office Supplies	1,349	2,000	500	2,000	2,000	2,000
4604	Tools and Equipment	4,281	5,500	4,000	5,500	5,500	5,500
4607	Gas and Oil	57,486	60,000	24,900	60,000	60,000	60,000
4615	Uniforms & Safety Equipment	12,519	9,400	9,800	8,300	8,300	8,300
4650	Miscellaneous Commodities	18,179	15,000	25,000	20,000	20,000	20,000
Sub-Total		\$93,813	\$91,900	\$64,200	\$95,800	\$95,800	\$95,800
CAPITAL OUTLAY:							
4804	Vehicles	423,700	444,000	444,000	200,000	459,600	459,300
Sub-Total		\$423,700	\$444,000	\$444,000	\$200,000	\$459,600	\$459,300
Total		\$1,294,618	\$1,430,300	\$1,233,800	\$1,199,400	\$1,483,800	\$1,509,100

City of West Chicago

PUBLIC WORKS DEPARTMENT MAINTENANCE GARAGE

Description of Major Activities

The mission of the municipal garage is to institute and continuously improve its preventative maintenance program which minimizes the occurrence of costly emergency vehicle, truck and equipment breakdowns, and prevents prolonged fleet downtime, thereby maintaining the timely delivery of municipal services to City residents. User departments are considered consumers of fleet maintenance services and charged a user fee based on their historical usage pattern to fund capital equipment purchases, depreciation expenses and general overhead (see Capital Equipment Replacement Fund).

FYE 2021 Program Objectives

- (1) Inspect and assess the condition of each vehicle and piece of equipment within the municipal fleet and update the Capital Equipment Replacement Schedule by November 2021.
- (2) Complete all required safety lane inspections by December 2021.
- (3) During off seasons (i.e., winter for mowing and forestry equipment, summer for snow plowing equipment), inspect all equipment, including small engine equipment, and complete needed repairs prior to start of 2021 seasonal needs (i.e., prior to May 2021 for mowing and forestry equipment, and prior to November 2021 for snow plowing equipment).

Ongoing Activity Measures	2019 Actual	2020 Estimated	2021 Proposed	2022 Projected
Preventative Maintenance Evaluations	175	200	250	250
Vehicle & Equipment Repairs Completed	1253	950	1250	1250
Safety Lane Inspections	60	60	60	60
Full Time Equivalent Positions	1.50	1.50	1.50	1.50

PUBLIC WORKS
Maintenance Garage

01-09-25

Expense Item	Actual 2019	Budgeted 2020	Estimated 2020	Proposed 2021	Projected 2022	Projected 2023
SALARY & WAGES:						
4027 Operational - Salary	98,598	102,700	98,900	107,900	111,200	114,600
4029 Overtime	21,366	20,000	13,000	20,000	20,000	20,000
4050 FICA & Medicare	9,179	9,400	9,000	9,800	10,100	10,300
4056 IMRF	11,337	14,100	12,700	14,200	14,500	14,900
Sub-Total	\$140,480	\$146,200	\$133,600	\$151,900	\$155,800	\$159,800
CONTRACTUAL:						
4110 Training and Tuition	990	1,000	1,000	1,000	1,000	1,000
4202 Telephone and Alarms	2,490	3,000	3,600	3,000	3,000	3,000
4300 IRMA General Insurance	4,600	5,200	5,200	4,800	5,100	5,400
4400 Vehicle Repair	50,569	40,000	40,000	40,000	40,000	40,000
Sub-Total	\$58,650	\$49,200	\$49,800	\$48,800	\$49,100	\$49,400
COMMODITIES:						
4603 Parts for Vehicles	196,414	175,000	175,000	175,000	175,000	175,000
4604 Tools and Equipment	22,594	70,000	40,000	70,000	60,000	20,000
4607 Gas and Oil	1,413	1,500	500	1,500	1,500	1,500
4615 Uniforms & Safety Equipment	2,073	2,100	2,800	1,900	1,900	1,900
4650 Miscellaneous Commodities	3,929	7,000	11,900	10,000	10,000	10,000
Sub-Total	\$226,423	\$255,600	\$230,200	\$258,400	\$248,400	\$208,400
Total	\$425,552	\$451,000	\$413,600	\$459,100	\$453,300	\$417,600

City of West Chicago

PUBLIC WORKS DEPARTMENT MOTOR FUEL TAX

Description of Major Activities

Right-of-way maintenance operations not listed elsewhere as their own program are included in the Motor Fuel Tax Program. Examples of these activities include: electricity charges for street lights and traffic signals; refuse disposal, and a portion of the various street improvement programs.

FYE 2021 Program Objectives

- (1) Procure contractual services and complete the various planned roadway resurfacing projects by November 2021.

Ongoing Activity Measures	2019 Actual	2020 Estimated	2021 Proposed	2022 Projected
# of Snow Operation Call-outs	25	28	25	25
# of Days Street Sweeping	127	143	150	150
Cubic Yards of Debris Swept Up	1,700	1,800	2,000	2,000
# of Days Spent Performing Street Overlays/Pothole Patching	57	42	50	50
Full Time Equivalent Positions	0.00	0.00	0.00	0.00

PUBLIC WORKS
Motor Fuel Tax

01-09-26

Expense Item	Actual 2019	Budgeted 2020	Estimated 2020	Proposed 2021	Projected 2022	Projected 2023
CONTRACTUAL:						
4204 Electric	56,348	130,000	203,000	130,000	130,000	130,000
4210 Refuse Disposal	36,016	45,000	45,000	45,000	45,000	45,000
Sub-Total	\$92,364	\$175,000	\$248,000	\$175,000	\$175,000	\$175,000
COMMODITIES:						
4807 Street Improvements	566,056	757,000	970,400	953,500	958,500	960,100
Sub-Total	\$566,056	\$757,000	\$970,400	\$953,500	\$958,500	\$960,100
Total	\$658,420	\$932,000	\$1,218,400	\$1,128,500	\$1,133,500	\$1,135,100

City of West Chicago

COMMUNITY DEVELOPMENT DEPARTMENT

Financial Summary

Program	2019 Actual	2020 Budgeted	2020 Estimated	2021 Proposed	2022 Projected
Planning, Engineering & Economic Dev.	399,427	566,000	382,400	666,800	544,100
Building & Code Enforcement	775,613	751,400	634,700	649,100	699,500
Special Events and City Museum	175,918	182,100	129,300	170,600	248,300
TOTAL	\$1,350,958	\$1,499,500	\$1,146,400	\$1,486,500	\$1,491,900

City of West Chicago

COMMUNITY DEVELOPMENT DEPARTMENT

Performance Report on FYE 2020 Major Program Objectives

The draft Economic Development Plan was completed in March. It is subject to review by the Development Committee which is ongoing presently.

The updated Comprehensive Plan was bid out and MUSE Community Design was selected. Work got underway in October.

Several City properties were sold.

A major downtown development proposal was evaluated and rejected as it sought much too heavy of a subsidy. Interest continued to be entertained for development of key downtown properties with some minor progress expected before the end of the year.

Unplanned projects included taking on the Census Committee, which in the end generated more completed forms than ten years ago and a 99.9% ultimate response rate. Monitoring the City's paratransit bus system was also added to the City Planner's duties, however use rates are quite low.

Hiring took longer than anticipated to find someone to replace John Fincham. As of this moment, John retired October 30 and the organization is still seeking a replacement, even with starting the recruitment process over the summer.

Replacement of the Special Events Coordinator was unexpected, but required. Nicolette Stefan started in March. All of the traditional events were ultimately cancelled due to COVID-19, but in some cases virtual replacement events were created by Nicolette to help keep the events on the minds of the public.

Offsite Museum digital storage was completed this year. Other Museum events were cancelled due to COVID-19. Agreements were not reached on the historic trail signs so this activity will be a goal for 2021.

City of West Chicago

COMMUNITY DEVELOPMENT DEPARTMENT Planning, Engineering & Economic Development

Description of Major Activities

This Program is responsible for development within the City, and includes business attraction and retention, short and long range planning, historic preservation, and engineering. As part of this program, staff also recommends revisions to the comprehensive plan, zoning and subdivision regulations, and the City Code to help improve the quality of development within the City and stay competitive with other communities by improving standards and clarifying the process. Staff guides developers through the review process by conducting development review meetings when appropriate, explaining code requirements, reviewing plan submittals and proactively contacting developers to discuss issues that may arise.

FYE 2021 Program Objectives

- (1) The target date, per the consultant, for completing the Comprehensive Plan is the end of 2021. This will require significant attention from City Staff and a variety of Committees (by December 2021).
- (2) Review and negotiation of multi-family development proposals for the Downtown (by June 2021).
- (3) Draft concealment standards for cell antennae to be developed by a consultant (by May 2021).
- (4) Consideration of park planning options on the land formerly owned by the Kerr McGee Chemical Corporation (by November 2021).

Ongoing Activity Measures	2019 Actual	2020 Estimated	2021 Proposed	2022 Projected
Review Plan Commission Applications	26	20	20	20
Review Commercial and Industrial Building Permit Applications	359	300	200	200
	1,367	1200		
Certificates of Appropriateness Reviewed	19	20	20	20
Meetings with Potential Developers	19	3	10	20
Review Residential Permit Applications (new homes)	1	1	50	50
Full Time Equivalent Positions	3.25	3.25	3.75	3.75

COMMUNITY DEVELOPMENT
Planning, Engineering & Economic Development

01-10-28

Expense Item	Actual 2019	Budgeted 2020	Estimated 2020	Proposed 2021	Projected 2022	Projected 2023
SALARY & WAGES:						
4016 Commissions - Salary	465	1,000	500	1,000	500	500
4020 Administrative - Salary	254,596	356,000	262,700	381,200	392,700	404,500
4029 Overtime	-	-	-	-	-	-
4050 FICA & Medicare	18,782	27,400	20,200	29,300	30,100	31,000
4056 IMRF	23,704	40,800	30,100	42,100	43,400	44,700
Sub-Total	\$297,547	\$425,200	\$313,500	\$453,600	\$466,700	\$480,700
CONTRACTUAL:						
4100 Legal Fees	34,897	30,000	5,500	5,500	6,000	6,000
4110 Training and Tuition	645	4,500	-	1,500	2,000	2,000
4112 Memberships/Dues/Subscriptions	1,783	3,000	1,900	2,000	2,100	2,200
4125 Software Maintenance	3,509	3,800	4,100	4,500	4,500	4,500
4200 Legal Notices	2,661	3,000	2,100	2,500	2,500	2,500
4202 Telephone and Alarms	20,877	15,000	20,800	21,000	21,000	22,000
4211 Printing & Binding	514	700	400	500	500	500
4223 Legal Reporter Fees	6,104	8,000	6,400	6,500	6,500	6,500
4225 Other Contractual Services	26,559	65,000	23,300	162,000	25,000	25,000
4300 IRMA General Insurance	1,600	1,800	1,700	1,600	1,700	1,900
Sub-Total	\$99,149	\$134,800	\$66,200	\$207,600	\$71,800	\$73,100
COMMODITIES:						
4600 Computer/Office Supplies	2,049	2,500	2,100	2,500	2,500	2,500
4602 Maps and Plats	282	500	300	600	600	600
4613 Postage	-	500	-	500	500	500
4700 Prospect Development	400	1,000	-	1,000	1,000	1,000
4720 Other Charges	-	500	300	500	500	500
Sub-Total	\$2,731	\$5,000	\$2,700	\$5,100	\$5,100	\$5,100
CAPITAL OUTLAY:						
4802 Office Equipment	-	1,000	-	500	500	500
Sub-Total	\$0	\$1,000	\$0	\$500	\$500	\$500
Total	\$399,427	\$566,000	\$382,400	\$666,800	\$544,100	\$559,400

City of West Chicago

COMMUNITY DEVELOPMENT DEPARTMENT Building & Code Enforcement

Description of Major Activities

The Building and Code Enforcement Program includes reviewing all building permit applications; conducting building, change of occupancy, overcrowding and rental inspections; investigating code violation complaints and proactively pursuing property maintenance violations by conducting routine inspections throughout the community. The code enforcement function includes issuing correction notices, inspecting for compliance, issuing "P" tickets for minor offenses, issuing Notice to Appear citations into the City's Administrative Adjudication process for more severe cases and tracking the status of all violations, citations, liens and fines. Staff also tracks temporary occupancy permits, letters of intent, letters of credit and stormwater deposits to ensure that construction is completed. Staff also proposes local amendments to the adopted national codes to improve the safety, image and appearance of the community.

FYE 2021 Program Objectives

- (1) Begin mentoring and adjustment period for the new Assistant Director/Building Official (starting February 2021).
- (2) Continuing the "soft" code enforcement process, which has gained compliance while reducing demands on Adjudication Hearings (ongoing).
- (3) Complete contract renewals for registering vacant/abandoned properties and tall grass/weed enforcement (Tall grass contract by March 2021; vacant properties by October 2021).

Ongoing Activity Measures	2019 Actual	2020 Estimated	2021 Proposed	2022 Projected
Building Permit Applications	1,367	1,200	1,200	1,200
Change of Occupancy Inspections	615	1,143	600	600
Overcrowding Investigations	17	3	10	10
Rental Inspections	1,195	1,300	1,300	1,300
Full Time Equivalent Positions	1.00	1.00	1.00	1.00

COMMUNITY DEVELOPMENT
Building & Code Enforcement

01-10-29

Expense Item		Actual 2019	Budgeted 2020	Estimated 2020	Proposed 2021	Projected 2022	Projected 2023
SALARY & WAGES:							
4020	Administrative - Salary	101,553	133,500	96,400	99,600	125,900	129,700
4029	Overtime	-	-	-	-	-	-
4050	FICA & Medicare	7,642	10,300	7,400	7,700	9,700	10,000
4056	IMRF	9,608	15,300	12,000	11,400	14,500	14,900
	Sub-Total	\$118,803	\$159,100	\$115,800	\$118,700	\$150,100	\$154,600
CONTRACTUAL:							
4100	Legal Fees	48,984	40,000	17,500	20,000	20,000	20,000
4110	Training and Tuition	-	300	-	300	300	300
4112	Memberships/Dues/Subscriptions	270	400	300	400	400	400
4113	Enforcement and Inspections	345,000	345,000	355,000	355,400	366,100	367,000
4115	Bond/Deposit Refunds	-	-	-	-	-	-
4120	Plan Review	194,066	150,000	87,000	90,000	95,000	100,000
4125	Software Maintenance	6,754	8,000	8,000	8,500	8,500	9,000
4200	Legal Notices	-	200	-	200	200	200
4202	Telephone and Alarms	36,457	25,000	36,100	36,500	36,500	37,000
4205	Weed Cutting	5,171	4,000	1,400	1,500	1,500	1,500
4211	Printing and Binding	2,178	2,500	1,600	2,000	2,000	2,000
4222	Filing Fees	2,432	3,000	1,000	2,000	2,000	2,000
4224	Microfiche	4,733	7,000	5,000	5,000	5,000	5,000
4300	IRMA General Insurance	1,600	1,800	1,700	1,600	1,800	2,000
4301	Other Insurance	2,655	-	2,400	2,500	2,600	2,700
	Sub-Total	\$650,300	\$587,200	\$517,000	\$525,900	\$541,900	\$549,100
COMMODITIES:							
4600	Office Supplies	111	100	100	100	100	100
4607	Gas and Oil	645	1,000	100	500	500	500
4613	Postage	-	300	-	300	300	300
4615	Uniforms & Safety Equipment	-	300	-	300	300	300
4650	Miscellaneous Commodities	448	500	-	500	500	500
4720	Other Charges	-	200	-	200	200	200
	Sub-Total	\$1,204	\$2,400	\$200	\$1,900	\$1,900	\$1,900
CAPITAL OUTLAY:							
4802	Office Equipment	3,906	1,300	300	1,000	1,000	1,000
4804	Vehicles	1,400	1,400	1,400	1,600	4,600	5,600
	Sub-Total	\$5,306	\$2,700	\$1,700	\$2,600	\$5,600	\$6,600
Total		\$775,613	\$751,400	\$634,700	\$649,100	\$699,500	\$712,200

City of West Chicago

COMMUNITY DEVELOPMENT DEPARTMENT *Special Events and City Museum*

Description of Major Activities

The Museum functions as an educational facility as well as a cultural resource center for the community by promoting the City and its rich history through a variety of outreach programs, changing exhibits, tours, publications and special events. These opportunities are designed for a wide range of audiences. The Museum also collects, stores and conserves two and three-dimensional artifacts representing the collective history of this community and its residents. It maintains extensive local history research files and reference library for use by the community. Special Events is located in the CD Department and has primary responsibility for several city-sponsored festivals and some coordination duties for other events.

FY 2021 Program Objectives

- (1) Renew Museum management contract (by November 2021).
- (2) Install five outdoor historic trail signs (by September 2021).
- (3) Proceed with actual Special Events or, in the case of more COVID-19 restrictions, develop more alternative events for City resident remote participation (throughout the year).

Ongoing Activity Measures	2019 Actual	2020 Estimated	2021 Proposed	2022 Projected
Program & Museum Attendance	5,185	5,500	5,000	5,000
Information Requests	111	125	125	100
Volunteer Hours	450	300	300	500
Donations Received (lots)*	19	15	15	20
Exhibits/Programs/Events	83	50	50	90
Full Time Equivalent Positions	0.50	0.50	0.50	0.50

(*each lot may contain numerous items)

**COMMUNITY DEVELOPMENT
SPECIAL EVENTS AND CITY MUSEUM**

01-10-30

Expense-Item	Actual 2019	Budgeted 2020	Estimated 2020	Proposed 2021	Projected 2022	Projected 2023
SALARY & WAGES:						
4020 Administrative - Salary	34,233	35,500	33,100	39,000	40,200	41,500
4050 FICA & Medicare	2,539	2,800	2,600	3,000	3,100	3,200
4056 IMRF	3,237	4,100	3,800	4,400	4,500	4,600
Sub-Total	\$40,009	\$42,400	\$39,500	\$46,400	\$47,800	\$49,300
CONTRACTUAL:						
4202 Telephone and Alarms	24,161	17,000	24,200	24,500	24,600	24,700
4225 Other Contractual Services	44,100	44,100	44,400	44,100	45,000	45,900
4300 IRMA General Insurance	1,600	1,800	1,700	1,600	1,800	2,000
4502 Copier Lease	1,127	1,000	800	900	1,000	1,100
Sub-Total	\$70,988	\$63,900	\$71,100	\$71,100	\$72,400	\$73,700
COMMODITIES:						
4680 Special Events	64,922	75,800	18,700	53,100	128,100	130,000
Sub-Total	\$64,922	\$75,800	\$18,700	\$53,100	\$128,100	\$130,000
Total	\$175,918	\$182,100	\$129,300	\$170,600	\$248,300	\$253,000

City of West Chicago

CAPITAL EQUIPMENT REPLACEMENT FUND PROJECTED REVENUE

04-00		2019 Actual	2020 Budgeted	2020 Estimated	2021 Proposed	2022 Projected
371000	Interest	1,381	400	600	400	400
387500	Asset Sales	22,171	0	0	0	0
389000	Miscellaneous	7,786	0	40,000	0	0
390000	Transfers In	896,500	953,800	953,800	538,800	955,200
	TOTAL	\$927,838	\$954,200	\$994,400	\$539,200	\$955,600

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City of West Chicago

CAPITAL EQUIPMENT REPLACEMENT FUND

Financial Summary

Program	2019 Actual	2020 Budgeted	2020 Estimated	2021 Proposed	2022 Projected
Operations	361,763	1,641,300	352,500	1,415,100	554,400
TOTAL	\$361,763	\$1,641,300	\$352,500	\$1,415,100	\$554,400

City of West Chicago

CAPITAL EQUIPMENT REPLACEMENT FUND

Performance Report on FYE 2020 Major Program Objectives

An updated ten-year vehicle and equipment purchase plan was developed during the year. All vehicles were identified and evaluated as to current condition and useful life expectancy. During the budgeting process, staff identified vehicles, which were no longer serviceable. Needed, budgeted vehicles and equipment were replaced either through the bidding process or participation in the State of Illinois Joint Purchasing Program, the Suburban Purchasing Cooperative (SPC) Joint Purchasing Program, the Sourcewell (formerly National Joint Powers Alliance (NJPA)) joint purchasing program, or other local joint purchasing opportunities. Surplus vehicles were sold through public auctions or trade in. The ten-year plan will receive annual scrutiny so that the City can more closely schedule major vehicle replacements in relation to available resources.

City of West Chicago

CAPITAL EQUIPMENT REPLACEMENT FUND

Description of Major Activities

These elements provide for the scheduled replacement of existing vehicles and equipment for all City departments. Funds for the replacement come from annual depreciation contributions charged to the department to which the vehicle or equipment is assigned.

FYE 2021 Program Objectives

- (1) Purchase vehicles and/or equipment in accordance with City policies on the Vehicle and Equipment Replacement Plan by December 2021.
- (2) Dispose of surplus vehicles and equipment through sale, trade or auction by December 2021.
- (3) Update the ten-year Vehicle and Equipment Replacement Plan by December 2021.

Ongoing Activity Measures	2019 Actual	2020 Estimated	2021 Proposed	2022 Projected
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Vehicles and Equipment
Replaced/Purchased

8

6

27

8

**CAPITAL EQUIPMENT REPLACEMENT FUND
OPERATIONS**

04-34-39

Expense Item	Actual 2019	Budgeted 2020	Estimated 2020	Proposed 2021	Projected 2022	Projected 2023
CAPITAL OUTLAY:						
4804 Vehicles	361,763	1,641,300	352,500	1,415,100	554,400	1,514,900
Sub-Total	\$361,763	\$1,641,300	\$352,500	\$1,415,100	\$554,400	\$1,514,900
Total	\$361,763	\$1,641,300	\$352,500	\$1,415,100	\$554,400	\$1,514,900

City of West Chicago

SEWER FUND Projected Revenue

05-00		2019 Actual	2020 Budgeted	2020 Estimated	2021 Proposed	2022 Projected
311100	Property Tax	8,877	9,000	9,000	9,000	9,000
331000	Sewer Services	4,435,397	5,300,000	5,832,300	5,300,000	5,300,000
342000	Sewer Connection Fees	63,955	25,000	22,000	25,000	25,000
342500	Sewer Capacity Fees	179,568	0	93,000	0	0
364000	Recapture Fees	0	0	0	0	0
371000	Interest	5,084	1,000	1,000	1,000	1,000
386000	Other Reimbursements	116,351	40,600	48,000	42,600	44,800
386100	Health Insurance Contributions	36,069	33,000	33,000	33,000	33,000
387500	Asset Sales	0	0	2,400	0	0
386500	IRMA/IPBC Revenue Adjustment	54,360	0	0	0	0
	TOTAL	\$4,899,661	\$5,408,600	\$6,040,700	\$5,410,600	\$5,412,800

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City of West Chicago

SEWER FUND

Financial Summary

Program	2019 Actual	2020 Budgeted	2020 Estimated	2021 Proposed	2022 Projected
SSA #2	14,162	63,800	20,100	64,800	15,300
Treatment and Sanitary Collection**	7,619,037	8,616,800	5,454,200	8,692,300	7,299,200
TOTAL	\$7,633,199	\$8,680,600	\$5,474,300	\$8,757,100	\$7,314,500

** Include the operating and capital expenses associated with the WWTP, which become associated with the WC/WWA as of January 1, 2019.

City of West Chicago

SEWER FUND

Performance Report on FYE 2020 Major Program Objectives

The West Chicago/Winfield Wastewater Authority Regional Wastewater Treatment Plant (WWTP) treated a total of 2.617 billion gallons (an average of 7.172 MGD) in 2019 with nearly 2.411 billion gallons (an average of 6.605 MGD) estimated for 2020. Zero excursions of the City's National Pollutant Discharge Elimination System (NPDES) permit were reported in 2019 with zero permit excursions estimated for 2020. As a result of the Pre-Treatment Program, the City issued five industrial user violation notices in 2019 with three violation notices estimated for 2020.

The long-term Capital Improvement Plan for the WWTP was re-evaluated and revised in November 2020 and such will be used to replace/upgrade critical operational equipment at the WWTP over the next ten years. Contractual services related to the Digester #1 Improvements Project, which consists of replacement of all internal digestion system and gas safety equipment and components, were procured in July 2020; however, construction will not be completed until Fiscal Year 2021 due to equipment manufacturing lead times.

Contractual services related to SCADA system improvements at all Sanitary Lift Stations was completed in November 2020.

The storm sewer and overland drainage conveyance systems associated with Special Service Area #2, which are tributary to the retention basin on Hawthorne Lane, Stormwater Lift Station #8, and Kress Creek, was maintained during Fiscal Year 2020. Replacement of the control cabinet at Stormwater Lift Station #8, using the existing control cabinet previously removed from Sanitary Lift Station #1, was completed by City staff in November 2020.

As a direct result of financial uncertainty associated with the COVID-19 Pandemic, those projects and programs planned for Fiscal Year 2020 that were not in-progress or had not been awarded a contract prior to March 2020 were moved to Fiscal Year 2021. Projects delayed until Fiscal Year 2021 included repair/replacement of the Stormwater Lift Station #8 outfall pipe, continuation of the Citywide Inflow and Infiltration Reduction Program, procurement of contractual services to replace the Emergency Backup Generator at Sanitary Lift Station #9 (Powis Road), and procurement of contractual services for the replacement of Sanitary Lift Station #5 (Burger King) and its associated forcemain. These projects will become priorities for Fiscal Year 2021.

City of West Chicago

SPECIAL SERVICE AREA #2

Description of Major Activities

Personnel from the Utility Division are responsible for the operation, maintenance and repair of the pumping facility. The pumps receive preventative maintenance and repairs as needed throughout the year. The station was constructed in 1984, the pumps were overhauled in 1998, and no service interruptions have occurred during the budget period.

FYE 2021 Program Objectives

- (1) Clean and inspect the storm sewer and overland drainage conveyance system to the pumping facility weekly during the months of May through November, monthly December through April.
- (2) Perform weekly preventative maintenance operations of the stormwater lift station, including monthly cleaning of stormwater intake and pump station outlet, during Fiscal Year 2021.
- (3) Repair/replace Stormwater Lift Station #8's outfall pipe, including necessary ditch grading and restoration, by October 2021.

Ongoing Activity Measures	2019 Actual	2020 Estimated	2021 Proposed	2022 Projected
Station Monitoring	365	328	150	150
Grounds Maintenance	27	28	30	30
Full Time Equivalent Positions	0.06	0.06	0.06	0.06

**SPECIAL SERVICE AREA #2
OPERATION AND MAINTENANCE**

05-34-40

Expense Item	Actual 2019	Budgeted 2020	Estimated 2020	Proposed 2021	Projected 2022	Projected 2023
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SALARY & WAGES:

4027	Operational - Salary	4,755	5,000	4,400	5,000	5,200	5,400
4029	Overtime	103	200	100	200	200	200
4050	FICA & Medicare	373	400	400	400	500	500
4056	IMRF	459	600	600	600	600	700
Sub-Total		\$5,691	\$6,200	\$5,500	\$6,200	\$6,500	\$6,800

CONTRACTUAL:

4204	Electric	6,216	5,000	5,600	6,000	6,000	6,000
4216	Grounds Maintenance	2,255	2,600	9,000	2,600	2,800	3,000
Sub-Total		\$8,471	\$7,600	\$14,600	\$8,600	\$8,800	\$9,000

CAPITAL OUTLAY:

4806	Other Capital Outlay	-	50,000	-	50,000	-	-
Sub-Total		\$0	\$50,000	\$0	\$50,000	\$0	\$0

Total	\$14,162	\$63,800	\$20,100	\$64,800	\$15,300	\$15,800
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City of West Chicago

SEWER FUND Treatment and Sanitary Collection

Description of Major Activities

The Sanitary Collection program covers all expenditures associated with the routine operation and maintenance of the entire sanitary sewer collection system, the City's fifteen sewer lift stations and sewer lift station force mains. Program personnel provide comprehensive maintenance and operational oversight to these facilities and associated infrastructure to assure a safe reliable sewage handling and conveyance system for the businesses and residents of West Chicago.

FYE 2021 Program Objectives

- (1) Continue with the Citywide Inflow and Infiltration Reduction Program by procuring contractual services for the 2021 Sanitary Sewer Evaluation Survey, and needed inflow and infiltration repairs/upgrades within the sanitary collection system, by July 2021.
- (2) Procure contractual services and complete construction associated with the replacement of Sanitary Lift Station #5 (Burger King) and its associated forcemain by December 2021.
- (3) Procure contractual services and replace the Emergency Backup Generator at Sanitary Lift Station #9 (Powis Road) by November 2021.

Ongoing Activity Measures	2019 Actual	2020 Estimated	2021 Proposed	2022 Projected
Lift Station Alarm Calls	179	90	75	75
Lift Station Overtime Hours	150	75	50	50
Sanitary Sewer Service Calls	18	31	20	20
Sanitary Sewer Main Back-ups	1	10	0	0
Sanitary Service Lines Repaired	2	4	5	5
Sanitary Mains Repaired	5	2	5	5
Full Time Equivalent Positions	16.31	16.88	16.88	16.88

**SEWER FUND
TREATMENT AND SANITARY COLLECTION**

05-34-43

Expense Item	Actual 2019	Budgeted 2020	Estimated 2020	Proposed 2021	Projected 2022	Projected 2023
SALARY & WAGES:						
4020 Administrative - Salary	613,084	582,300	565,600	595,000	612,900	631,300
4027 Operational - Salary	552,002	611,800	751,500	636,400	655,500	675,200
4029 Overtime	62,165	50,000	40,900	50,000	50,000	50,000
4050 FICA & Medicare	91,731	95,200	89,700	98,100	100,900	103,800
4052 I.C.M.A. - R.C.	6,777	6,900	6,900	7,300	7,700	8,100
4053 Health/Dental/Life Insurance	404,044	453,800	293,700	438,200	473,300	511,200
4054 Unemployment Insurance	251	-	2,100	-	-	-
4056 IMRF	144,754	142,400	134,900	141,500	145,600	149,800
4057 Opeb Pension	-	-	-	-	-	-
Sub-Total	\$1,874,806	\$1,942,400	\$1,885,300	\$1,966,500	\$2,045,900	\$2,129,400
CONTRACTUAL:						
4100 Legal Fees	9,527	15,000	3,000	15,000	15,000	15,000
4101 Auditing Fees	6,800	7,400	7,100	7,600	7,800	8,000
4102 JULIE System	1,740	2,200	2,300	2,500	2,600	2,700
4105 Consultants	50,276	100,000	100,000	100,000	100,000	100,000
4110 Training and Tuition	6,237	6,000	1,000	6,000	6,000	6,000
4125 Software Maintenance	11,139	12,000	14,500	12,000	12,000	12,000
4202 Telephone and Alarms	55,720	20,400	68,100	60,000	60,000	60,000
4203 Heating Gas	6,816	6,000	6,500	7,000	7,000	7,000
4204 Electric	52,792	50,000	37,100	50,000	50,000	50,000
4216 Grounds Maintenance	3,468	3,900	3,700	3,900	4,100	4,400
4225 Other Contractual Services	34,778	250,000	28,100	175,000	150,000	150,000
4235 WCW Wastewater Authority	4,733,501	2,900,000	2,771,900	2,870,100	2,935,500	2,997,200
4300 IRMA General Insurance	91,359	103,400	103,400	95,800	103,500	111,800
4400 Vehicle Repair	5,678	10,000	11,000	10,000	10,000	10,000
4402 Lift Station Repair	137,312	105,000	84,400	163,500	75,000	25,000
4410 Sewer Main Repair	258,978	875,000	-	950,000	875,000	875,000
4501 Postage Meter Rental	1,613	1,400	1,400	1,400	1,400	1,400
4502 Copier Fees	255	500	300	500	500	500
Sub-Total	\$5,467,989	\$4,468,200	\$3,243,800	\$4,530,300	\$4,415,400	\$4,436,000
COMMODITIES:						
4600 Computer/Office Supplies	5,939	5,000	2,500	5,000	5,000	5,000
4603 Parts for Vehicles	28,928	25,000	20,000	25,000	25,000	25,000
4604 Tools and Equipment	9,712	12,000	6,000	16,000	12,000	12,000
4607 Gas and Oil	10,807	15,000	6,400	15,000	15,000	15,000
4613 Postage	1,812	2,000	1,500	2,000	2,000	2,000
4626 Chemicals	3,099	1,500	2,000	1,500	1,500	1,500
4630 Parts - Lift Stations	9,415	25,000	25,000	25,000	25,000	25,000
4638 Trench Backfill Material	1,940	5,000	2,500	5,000	5,000	5,000
4639 Parts - Mains	3,030	3,000	5,000	3,000	3,000	3,000
4650 Miscellaneous Commodities	10,342	8,000	8,000	13,000	8,000	8,000
4702 Bank Charges	13,517	13,500	13,500	13,500	13,500	13,500
4719 LOC Interest	-	-	1,000	-	-	-
Sub-Total	\$98,541	\$115,000	\$93,400	\$124,000	\$115,000	\$115,000
CAPITAL OUTLAY:						
4804 Vehicles	177,700	196,200	196,200	176,500	192,900	190,100
4806 Other Capital Outlay	-	1,895,000	35,500	1,895,000	530,000	745,000
4900 Transfers Out	-	-	-	-	-	-
Sub-Total	\$177,700	\$2,091,200	\$231,700	\$2,071,500	\$722,900	\$935,100
Total	\$7,619,037	\$8,616,800	\$5,454,200	\$8,692,300	\$7,299,200	\$7,615,500

CAPITAL EXPENDITURES (FYE)	ACTUAL 2019	PROPOSED 2020	ESTIMATED 2020	PROPOSED 2021	PROPOSED 2022	PROPOSED 2023	PROPOSED 2024	PROPOSED 2025	5 Year Total (2021 thru 2025)
COLLECTION SYSTEM IMPROVEMENTS, 05-34-43-4806									
Forest Trails Lift Station (LS#11) Replacement - Engr.									
Forest Trails Lift Station (LS#11) Replacement - Constr.					70,000				70,000
Forest Trails Lift Station (LS#11) Replacement - Engr. Inspect.						500,000			500,000
Aspen Ridge Lift Station (LS#1) Replacement - Engr.						50,000			50,000
Aspen Ridge Lift Station (LS#1) Replacement - Constr.	1,073,075		28,500						
Aspen Ridge Lift Station (LS#1) Replacement - Engr. Inspect.	43,700		7,000						
Burger King Lift Station (LS#5) & Forcemain Replacement - Engr.		45,000		45,000					
Burger King Lift Station (LS#5) & Forcemain Replacement - Constr.	47,699	1,500,000		1,500,000					45,000
Burger King Lift Station (LS#5) & Forcemain Replacement - Engr. Inspect.		150,000		150,000					1,500,000
Powis Road Lift Station (LS#9) Replacement - Engr.									
Powis Road Lift Station (LS#9) Replacement - Constr.						70,000			70,000
Powis Road Lift Station (LS#9) Replacement - Engr. Inspect.							500,000		500,000
Joliet Street Lift Station (LS#4) - Protection Measures and Pavement Improvements									
Contle Parkway Sanitary Sewer Improvements - (Reimbursable to Developer)									
Driveway & Parking Lot Replacement - 1300 W. Hawthorne Lane - San. Equip. Storage Facility		100,000		100,000					
Emergency Backup Generator Replacement Project - Sanitary Lift Station #9 & #11		100,000		100,000					
05-34-43-4806 SUB-TOTAL	\$1,164,474	\$1,895,000	\$35,500	\$1,895,000	\$530,000	\$745,000	\$550,000	\$0	\$3,720,000
WCWWA TREATMENT PLANT CAPITAL IMPROVEMENT PROJECTS									
Headworks - Screening Equipment & Grit Removal Replacement									
Influent - Replace West Chicago Influent Flow Gate		52,500		75,200					
Primary Clarifiers - Primary Effluent Trough Replacement Program							31,000	31,800	138,000
Primary Clarifiers - Replace Clarifier Chains and Flights	141,929								
Primary Clarifiers - Scum Trough Replacement Program									
Primary Clarifiers - Concrete Rehab / Protective Wall Coating									
Aeration Basins - Concrete Rehab. & Valve Replacement									
Aeration Basins - Replace Blower Controls and Blowers									
Aeration Basins - Replace RAS Pumps, Controls, & Valves									
Secondary Clarifiers - Paint Clarifiers Internal Mechanicals									
Secondary Clarifiers - Replace Internal Mechanicals & Clarifier Drive									
Overflow Clarifier - Replace Internal Mechanical & Clarifier Drive		600,000		1,230,000					
Tertiary Filters - Filtration System Replacement Project						661,500			1,230,000
Disinfection - Upgrades to Chlorine Feed System									661,500
Solids Thickening - Upgrades to Waste Sludge Thickening									
Anaerobic Digestion - Repairs to Primary Digester Sludge Heating/Mixing System									
Anaerobic Digestion - Replacement of Gas Line to Flare		1,200,000	96,100	596,200	50,000				646,200
Anaerobic Digestion - Gas System Upgrade									
Anaerobic Digestion - Paint Digester Lid									
Solids Dewatering - Sludge Belt Press Upgrades									
SCADA - Upgrades / Replacement	438,264					300,000		262,500	512,500
Buildings & Grounds - Upgrades / Replacements	123,712								300,000
Engineering Services (Phase I Evaluations, Phase II Design, & Phase III Construction Oversight)	9,015	160,600	50,000	282,300	235,000	200,000	300,000		735,000
					192,100	157,500	182,000	162,800	
WCWWA TREATMENT PLANT CIP SUB-TOTAL	\$712,920	\$2,013,100	\$146,100	\$2,163,700	\$1,563,600	\$1,282,500	\$1,513,000	\$1,357,100	\$6,923,200
TOTAL SEWER FUND CAPITAL IMPROVEMENT PROGRAM	\$1,877,394	\$3,908,100	\$181,600	\$4,078,700	\$2,093,600	\$2,027,500	\$2,063,000	\$1,357,100	\$10,643,200

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City of West Chicago

WATER SERVICE PROJECTED REVENUE

06-00		2019 Actual	2020 Budgeted	2020 Estimated	2021 Proposed	2022 Projected
321000	Grants	48,183	0	0	0	0
331000	Water Services	3,890,786	4,500,000	5,000,000	4,500,000	4,500,000
332000	Hydrant Meter Fees	4,500	1,000	9,300	1,000	1,000
332500	Posting and Turn On Fees	49,055	20,000	20,000	20,000	20,000
341000	Water Connection Fees	33,925	20,000	13,500	20,000	20,000
341500	Water Capacity Fees	10,100	3,500	11,800	3,500	3,500
344000	Meter Sales	22,820	3,000	22,000	3,000	3,000
371000	Interest	2,517	1,000	2,500	1,000	1,000
386000	Reimbursements	3,523	0	185,200	0	0
386100	Health Insurance Contributions	36,069	32,000	32,000	32,000	32,000
386500	IRMA/IPBC Revenue Adjustment	54,360	0	0	0	0
388500	Tower Rental Fees	41,018	35,000	42,700	35,000	35,000
389000	Other Miscellaneous	28	0	3,400	0	0
394001	Asset Transfers	171,654	0	0	0	0
	TOTAL	\$4,368,538	\$4,615,500	\$5,342,400	\$4,615,500	\$4,615,500

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City of West Chicago

WATER FUND

Financial Summary

Program	2019 Actual	2020 Budgeted	2020 Estimated	2021 Proposed	2022 Projected
Water Production and Distribution	2,899,443	4,716,800	2,773,900	5,060,300	4,679,100
Water Treatment Plant Operations	3,697,366	2,865,400	2,399,000	2,525,700	2,631,100
Debt Service	706,856	707,000	707,000	707,000	707,000
TOTAL	\$7,303,665	\$8,289,200	\$5,879,900	\$8,293,000	\$8,017,200

City of West Chicago

WATER FUND

Performance Report on FYE 2020 Major Program Objectives

The Division operated and maintained pumping facilities that produced over 1.3 billion gallons of water during 2019 with nearly 1.1 billion gallons estimated for 2020. The Division successfully completed all IEPA and USEPA required sampling and monitoring requirements with no violations.

The well pump and motor assembly at Well Stations #8 was pulled and inspected in March 2020; complete rebuild and rehabilitation of the existing well equipment was required. Repairs were completed and the well was put back into service in November 2020. Repairs related to Well Station #3, which resulted from a motor failure in 2018, were completed and the well was put back into service in June 2020. To improve safety at all Well Stations, the antiquated chlorine gas feed system was removed and replaced with a liquid chlorine feed system in November 2020.

A Citywide water distribution system leak survey was completed in July 2020. As a direct result of said survey, 36 found system leaks were repaired by City staff between the months of July and September 2020, reducing water loss by approximately 350,000 gallons per day.

No major operational changes were made to the Plant during 2020; however, operational strategies to improve the treatment process and to balance water storage against demand continue.

Removal of waste lime sludge from lagoons at the Water Treatment Plant is anticipated to be completed in December 2020 with the removal and disposal of approximately 12,700 tons of waste lime sludge.

Two 16' diameter Destratification fans, used to control humidity within the Water Treatment Plant, were replaced in November 2020.

Contractual services related to SCADA and security system improvements at all Well Stations and at the Water Treatment Plant were delayed until 2021, along with the Water Treatment Plant's Surface Wash Supply Valve Replacement Project. Painting of the Fremont Street elevated water storage tank was delayed until 2022.

City of West Chicago

WATER PRODUCTION AND DISTRIBUTION

Description of Major Activities

This program covers all expenditures associated with the routine operation and maintenance of the City's nine wells, two elevated storage tanks, three ground storage tanks, watermain, fire hydrants, valves, water meters, and service connections. Program personnel provide comprehensive maintenance and operational oversight to these facilities and associated infrastructure to assure a safe, plentiful and uninterrupted source of water for the businesses and residents of West Chicago.

FYE 2021 Program Objectives

- (1) Procure contractual services and complete SCADA and security system improvements at all Well Stations by December 2021.
- (2) Procure construction services to pull the pump and motor assembly at Well Station #10 by February 2021; evaluate needed repairs and complete same by December 2021.
- (3) Procure contractual services and complete needed repairs to the Booster Station #4 ground storage tank by October 2021.

Ongoing Activity Measures	2019 Actual	2020 Estimated	2021 Proposed	2022 Projected
Average Daily Water Produced (MGD)	3.67	3.43	3.50	3.50
# Of Watermain Breaks Repaired	11	50	10	10
# Of Fire Hydrants Painted	0	0	500	500
# Of Major Well Station Repairs	1	2	1	1
 Full Time Equivalent Positions	 14.09	 14.25	 14.25	 14.25

WATER FUND
Water Production and Distribution

06-34-47

Expense Item		Actual 2019	Budgeted 2020	Estimated 2020	Proposed 2021	Projected 2022	Projected 2023
SALARY & WAGES:							
4020	Administrative - Salary	589,569	558,000	542,500	570,300	587,500	605,200
4027	Operational - Salary	403,174	441,500	413,100	461,700	475,600	489,900
4029	Overtime	43,671	35,000	33,600	35,000	35,000	35,000
4050	FICA & Medicare	74,455	79,200	74,500	81,700	84,100	86,500
4052	I.C.M.A. - R.C.	6,777	6,900	6,900	7,000	7,000	7,000
4053	Health/Dental/Life Insurance	404,044	453,800	293,700	438,200	473,300	511,200
4054	Unemployment Insurance	251	-	2,100	-	-	-
4056	IMRF	94,718	118,400	112,300	117,800	121,300	124,800
4057	Opeb Pension Exp	-	-	-	-	-	-
Sub-Total		\$1,516,658	\$1,692,800	\$1,478,700	\$1,711,700	\$1,783,800	\$1,859,600
CONTRACTUAL:							
4100	Legal Fees	112,194	35,000	63,800	50,000	50,000	50,000
4101	Auditing Fees	13,600	13,100	12,500	13,500	13,800	14,100
4102	JULIE System	1,740	2,200	2,300	2,500	2,600	2,700
4105	Consultants	50,276	100,000	100,000	100,000	100,000	100,000
4108	Pre-Employment Exams	940	600	600	600	600	600
4110	Training and Tuition	1,908	3,000	2,200	3,000	3,000	3,000
4112	Memberships/Dues/Subscriptions	2,731	2,500	300	2,500	2,500	-
4125	Software Maintenance	7,900	8,000	9,100	8,000	8,000	8,000
4200	Legal Notices	-	500	-	500	500	500
4202	Telephone and Alarms	79,289	30,100	88,900	85,000	85,000	85,000
4203	Heating Gas	2,961	2,500	2,100	2,500	2,500	2,500
4204	Electric	346,294	320,000	338,100	340,000	340,000	340,000
4207	Lab Services	39,509	7,000	7,000	7,000	7,000	7,000
4210	Refuse Disposal	-	-	-	-	-	-
4211	Printing and Binding	2,272	2,100	2,800	2,100	2,100	2,100
4216	Grounds Maintenance	7,605	8,700	7,600	11,000	11,600	12,200
4225	Other Contractual Services	37,409	250,000	25,700	175,000	150,000	150,000
4300	IRMA General Insurance	85,900	98,200	98,300	91,000	98,300	106,200
4301	Other Insurance	7,816	-	3,000	-	-	-
4400	Vehicle Repair	6,263	8,000	6,500	8,000	8,000	8,000
4401	Building Repair	590	92,000	100	71,000	1,000	1,000
4418	Distribution System Repair	119,882	57,000	70,000	35,000	35,000	35,000
4420	Pump Station Repair	59,402	460,000	143,700	450,000	250,000	250,000
4421	Reservoir Repair	1,340	45,000	18,800	500	500	500
4425	Hardware Maintenance	-	-	-	-	-	-
4501	Postal Meter Rental	1,613	1,400	1,400	1,400	1,400	1,400
4502	Copier Lease/Costs	255	500	300	500	500	500
Sub-Total		\$989,688	\$1,547,400	\$1,005,100	\$1,460,600	\$1,173,900	\$1,180,300
COMMODITIES:							
4600	Computer/Office Supplies	5,742	6,500	2,500	6,500	6,500	6,500
4603	Parts for Vehicles	22,601	20,000	20,000	20,000	20,000	20,000
4604	Tools and Equipment	4,761	10,000	10,000	10,000	10,000	10,000
4607	Gas and Oil	20,197	20,000	11,500	20,000	20,000	20,000
4613	Postage	4,259	5,000	5,000	5,000	5,000	5,000
4615	Uniforms & Safety Equipment	12,083	8,700	10,700	7,700	7,700	7,700
4620	Parts and Equipment - Wells	2,704	27,000	6,000	27,000	7,000	7,000
4621	Parts and Equipment - Distribution	29,507	45,000	45,000	75,000	45,000	45,000
4622	Parts and Equipment - Pump Stations	2,784	10,000	3,000	10,000	10,000	10,000
4625	Lab Supplies	417	500	-	500	500	500
4641	Water Meters/Parts	27,159	30,000	25,000	30,000	30,000	30,000
4650	Miscellaneous Commodities	8,608	8,500	8,500	8,500	8,500	8,500
4702	Bank Charges	13,517	15,000	15,000	15,000	15,000	15,000
Sub-Total		\$154,340	\$206,200	\$162,200	\$235,200	\$185,200	\$185,200
CAPITAL OUTLAY:							
4804	Vehicles	127,600	127,900	127,900	132,800	111,200	109,100
4806	Other Capital Outlay	11,156	1,117,500	-	1,495,000	1,400,000	1,010,000
4812	MIS Replacement	-	25,000	-	25,000	25,000	25,000
4900	Transfers Out	-	-	-	-	-	-
Sub-Total		\$138,756	\$1,270,400	\$127,900	\$1,652,800	\$1,536,200	\$1,144,100
Total		\$2,899,443	\$4,716,800	\$2,773,900	\$5,060,300	\$4,679,100	\$4,369,200

City of West Chicago

WATER TREATMENT PLANT OPERATIONS

Description of Major Activities

This program covers all expenditures associated with the overall operation and maintenance of the Water Treatment Plant.

FYE 2021 Program Objectives

- (1) Continue to evaluate operational strategies to improve the treatment process and to balance water storage against demand by December 2021.
- (2) Procure contractual services and complete SCADA and security system improvements at the Water Treatment Plant by December 2021.
- (3) Procure contractual services and paint the exterior walls of the cones/vessels/tanks at the Water Treatment Plant; to address rust spots, by December 2021.

Ongoing Activity Measures	2019 Actual	2020 Estimated	2021 Proposed	2022 Projected
Average Daily Water Treated (MGD)	3.58	3.43	3.50	3.50
Full Time Equivalent Positions	7.88	7.88	7.88	7.88

WATER FUND
Water Treatment Plant Operations

06-34-48

Expense Item	Actual 2019	Budgeted 2020	Estimated 2020	Proposed 2021	Projected 2022	Projected 2023
SALARY & WAGES:						
4020 Administrative - Salary	204,154	206,800	197,800	212,400	218,800	225,400
4027 Operational - Salary	460,741	470,100	393,600	463,100	477,000	491,400
4029 Overtime	63,615	70,000	63,100	70,000	70,000	70,000
4050 FICA & Medicare	54,673	57,200	50,000	57,100	58,600	60,200
4054 Unemployment Insurance	-	-	-	-	-	-
4056 IMRF	99,513	85,500	74,600	82,400	84,600	86,900
Sub-Total	\$882,696	\$889,600	\$779,100	\$885,000	\$909,000	\$933,900
CONTRACTUAL:						
4110 Training and Tuition	786	1,000	300	1,000	1,000	1,000
4112 Memberships/Dues/Subscriptions	398	500	400	500	500	500
4202 Telephone and Alarms	74,217	27,800	84,600	27,800	27,800	27,800
4203 Heating Gas	3,637	4,000	3,300	4,000	4,000	4,000
4204 Electric	160,629	150,000	130,000	150,000	150,000	150,000
4207 Lab Services	-	2,000	2,000	2,000	2,000	2,000
4210 Refuse Disposal	-	700,000	702,000	-	700,000	400,000
4216 Grounds Maintenance	6,840	27,500	21,400	7,500	27,900	8,300
4219 Contract Janitorial Services	20,810	22,000	20,900	19,300	21,300	23,500
4225 Other Contractual Services	19,888	19,000	19,000	19,000	19,000	19,000
4300 IRMA General Insurance	31,700	36,200	36,200	33,600	36,300	39,300
4401 Building Repair	45,423	20,000	20,000	155,000	20,000	20,000
4430 WTP Operations Repair	15,959	43,000	40,000	43,000	43,000	43,000
4502 Copier Lease/Costs	13,242	5,000	1,500	5,000	5,000	5,000
4503 Equipment Rental	1,350	3,000	2,100	3,000	3,000	3,000
Sub-Total	\$394,880	\$1,061,000	\$1,083,700	\$470,700	\$1,060,800	\$746,400
COMMODITIES:						
4600 Computer/Office Supplies	601	1,000	500	1,000	1,000	1,000
4603 Parts for Vehicles	1,023	2,000	500	2,000	2,000	2,000
4604 Tools and Equipment	1,617	2,000	1,000	2,000	2,000	2,000
4607 Gas and Oil	4,482	2,000	1,400	2,000	2,000	2,000
4615 Uniforms & Safety Equipment	4,648	4,700	4,800	4,600	4,600	4,600
4624 Parts - Building Repair	7,838	5,000	13,000	10,000	10,000	10,000
4625 Lab Supplies	13,388	13,000	9,500	13,000	13,000	13,000
4626 Chemicals	426,912	450,000	450,000	521,400	547,500	574,900
4642 Parts - WTP Operations	9,140	10,000	10,000	10,000	10,000	10,000
4650 Miscellaneous Commodities	1,716	1,500	1,500	1,500	1,500	1,500
Sub-Total	\$471,365	\$491,200	\$492,200	\$567,500	\$593,600	\$621,000
CAPITAL OUTLAY:						
4804 Vehicles	4,400	4,600	4,600	4,700	7,700	8,500
4806 Other Capital Outlay	-	419,000	39,400	597,800	60,000	150,000
4808 Depreciation	1,944,024	-	-	-	-	-
Sub-Total	\$1,948,424	\$423,600	\$44,000	\$602,500	\$67,700	\$158,500
Total	\$3,697,366	\$2,865,400	\$2,399,000	\$2,525,700	\$2,631,100	\$2,459,800

City of West Chicago

TREATMENT PLANT DEBT SERVICE

Description of Major Activities

The City issued 21.2 million dollars in alternate revenue bonds to pay for the Water Treatment Plant; this debt was paid off in 2011. The City also secured a \$10 million plus loan from the IEPA. The bonds and note are being paid off through water usage charges.

**WATER FUND
DEBT SERVICE**

06-34-49

Expense Item	Actual 2019	Budgeted 2020	Estimated 2020	Proposed 2021	Projected 2022	Projected 2023
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COMMODITIES:

4716	Note Principal	610,339	626,200	626,200	642,400	659,000	676,000
4717	Note Interest	96,517	80,800	80,800	64,600	48,000	30,900
Sub-Total		\$706,856	\$707,000	\$707,000	\$707,000	\$707,000	\$706,900

Total	\$706,856	\$707,000	\$707,000	\$707,000	\$707,000	\$706,900
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WATER FUND 5-YEAR CAPITAL IMPROVEMENT PROGRAM

CAPITAL EXPENDITURES (FYE)	ACTUAL 2019	PROPOSED 2020	ESTIMATED 2020	PROPOSED 2021	PROPOSED 2022	PROPOSED 2023	PROPOSED 2024	PROPOSED 2025
RAW WATER PRODUCTION IMPROVEMENTS								
Well #1 Standby Generator Installation - Engr.								
Well #2 Standby Generator Installation - Constr.								
Well #3 Standby Generator Installation - Engr. Inspect.					20,000			
Well #10 (and #11) Standby Generator Installation - Engr.					350,000			
Well #10 (and #11) Standby Generator Installation - Engr.					35,000			
Well #10 (and #11) Standby Generator Installation - Engr. Inspect.					35,000	350,000		
Well #9 (and #8) Standby Generator Installation - Engr.						35,000		
Well #9 (and #8) Standby Generator Installation - Constr.					35,000			
Well #9 (and #8) Standby Generator Installation - Engr. Inspect.							350,000	
Well #9 (and #8) Standby Generator Installation - Engr. Inspect.							35,000	
Well #6 Assembly Upgrade Project - Engr.						75,000		
Well #6 Assembly Upgrade Project - Engr. Inspect.								750,000
Well #5 Standby Generator Installation - Engr.							40,000	
Well #5 Standby Generator Installation - Constr.								75,000
Well #5 Standby Generator Installation - Engr. Inspect.								
Well #12 Installation Project - Engr.								
Well #12 Installation Project - Constr.	6,772	349,100	0					
Well #12 Installation Project - Engr. Inspect.	4,384	43,400	0					
Well #13 Installation Project - Engr.								
Well #13 Installation Project - Land Acquisition								
Well Station SCADA and Security System Improvements		100,000	0	100,000				
Booster Station #4 Rehabilitation Project - Engr.								
Booster Station #4 Rehabilitation Project - Engr. Inspect.	45,078							
Booster Station #4 Rehabilitation Project - Constr.	319,845							
Booster Station #8 Rehabilitation Project - Engr.				70,000				
Booster Station #8 Rehabilitation Project - Engr. Inspect.					50,000			
Booster Station #8 Rehabilitation Project - Constr.					300,000			
SUB-TOTAL	\$376,079	\$492,500	\$0	\$170,000	\$825,000	\$460,000	\$425,000	\$925,000
FINISHED WATER DISTRIBUTION SYSTEM IMPROVEMENTS								
South Leg - Route 59 Watermain Relocation Project - Engr.								
Tromp - Potomac & Branch Utility Improvement Project					75,000			
Water Meter Replacement Program								
Grove Avenue Water Main Replacement Project		125,000	0	125,000				
2017 Roadway & Water Main Rehabilitation Project (part of Capital Projects Fund)	45,200							
SUB-TOTAL	\$45,200	\$125,000	\$0	\$125,000	\$75,000	\$0	\$0	\$0
FINISHED WATER STORAGE TANK IMPROVEMENTS								
Palm Water Storage Tank								
3 MG Elevated Tank Project - Engr. (Tank 1)		500,000	0	400,000	500,000	500,000		
3 MG Elevated Tank Project - Constr. (Tank 1)						50,000		
3 MG Elevated Tank Project - Engr. Inspect. (Tank 1)							5,000,000	
Rehabilitation of Booster Station #4 Ground Storage Tank (KLM Engineering Report 2019)							117,800	
SUB-TOTAL	\$0	\$500,000	\$0	\$400,000	\$500,000	\$550,000	\$5,117,800	\$0
WATER TREATMENT PLANT IMPROVEMENTS								
Miscellaneous Professional Services								
Security System Upgrade/Modernization		60,000	0	60,000		150,000		
SCADA System Upgrade/Modernization		300,000	0	400,000				
Replace HVAC Controller		25,000	25,000					
Replace HVAC Roof Top Units (2)								
Replace 16" Diameter Air Circulation Industrial Fans (2)		18,000	15,500	20,000	20,000		200,000	
Surface Wash Supply Valve Replacement Project		16,000	0					
Paint Vertical Pipe Gallery					40,000			
Paint Exterior Walls of WTP Cones/Vessels/Tanks (to address rust spots)				100,000				
SUB-TOTAL	\$0	\$419,000	\$39,400	\$597,400	\$60,000	\$160,000	\$200,000	\$0
TOTAL WATER FUND CAPITAL IMPROVEMENT PROGRAM	\$421,279	\$1,536,500	\$39,400	\$2,092,800	\$1,460,000	\$1,160,000	\$5,742,800	\$925,000
TOTAL WATER DISTRIBUTION - CAPITAL IMPROVEMENT PROGRAM (00-34-47-4809)	\$421,279	\$1,117,500	\$0	\$1,495,000	\$1,400,000	\$1,010,000	\$5,542,800	\$925,000
TOTAL WTP - CAPITAL IMPROVEMENT PROGRAM (00-34-48-4800)	\$0	\$419,000	\$39,400	\$597,800	\$60,000	\$150,000	\$200,000	\$0

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City of West Chicago

CAPITAL PROJECTS FUND PROJECTED REVENUE

08-00		2019 Actual	2020 Budgeted	2020 Estimated	2021 Proposed	2022 Projected
311100	Property Tax	0	0	0	0	0
312000	Home Rule Sales Tax	2,771,516	2,378,000	2,500,000	2,500,000	2,500,000
315000	Utility Taxes	823,860	850,000	775,000	850,000	850,000
321000	Grants	122,826	0	0	800,000	0
371000	Interest	5,502	2,000	1,400	2,000	2,000
386000	Reimbursements	0	0	125,800	34,300	0
386500	IPBC & IRMA Revenue	0	0	0	0	0
386100	Health Insurance Contributions	3,490	4,200	4,200	4,300	4,400
389000	Miscellaneous	6,584	0	500	0	0
390000	Transfers	0	0	0	0	0
	TOTAL	\$3,733,778	\$3,234,200	\$3,406,900	\$4,190,600	\$3,356,400

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City of West Chicago

CAPITAL PROJECTS FUND

Financial Summary

Program	2019 Actual	2020 Budgeted	2020 Estimated	2021 Proposed	2022 Projected
Operations	5,450,998	4,940,800	2,619,600	5,776,700	3,705,300
TOTAL	\$5,450,998	\$4,940,800	\$2,619,600	\$5,776,700	\$3,705,300

City of West Chicago

CAPITAL PROJECTS FUND

Performance Report on FYE 2020 Major Program Objectives

As a direct result of financial uncertainty associated with the COVID-19 Pandemic, those capital projects and programs planned for Fiscal Year 2020 that were not in-progress or had not been awarded a contract prior to March 2020 were moved to Fiscal Year 2021. Projects completed during Fiscal Year 2020 included the Washington Street Reconstruction Project, construction of the road salt storage facility, the Sidewalk and Curb and Gutter Replacement Program, the Forestry Removal and Trimming Program, the Tree Replacement Program, the Right-of-Way Maintenance Program, and the Emerald Ash Borer Insecticidal Treatment Program (soil treatment method only).

The City Hall Security Improvements and City Hall HVAC Improvements Project were also completed in Fiscal Year 2020, but were paid for using money received from the CARES Act.

During 2020, the City's Street Division completed asphalt pavement patching on Ingaltan Avenue between Elmwood Avenue and Grandlake Boulevard, Alamance Drive, and the 900 and 1000 blocks of South Oak Street and Gates Street.

City of West Chicago

CAPITAL PROJECTS FUND

Description of Major Activities

The Capital Improvement Program covers a period of five years and consists of new construction as well as maintenance and repair to existing infrastructure. The specific projects and the financing program are described in a supplement to this program budget.

FYE 2021 Program Objectives

- (1) Complete the Prince Crossing Road Local Agency Functional Overlay (LAFO) Project by August 2021.
- (2) Complete the Hillside Addition and Roosevelt Highlands Subdivision Rehabilitation Project by September 2021.
- (3) Complete the Commerce Drive Reconstruction Project by October 2021.
- (4) Complete the 200 Main Street Renovation Project by December 2021.

Ongoing Activity Measures	2019 Actual	2020 Estimated	2021 Proposed	2022 Projected
Centerline Miles of Streets Striped	0	0	10.0	5.0
Square Feet of Sidewalk Replaced	6,000	11,464	11,000	11,000
Number of Streets Crack Sealed	0	0	30	15
Pounds of Crack Fill Material Used	0	0	70,000	35,000
Trees Removed	220	180	130	130
Parkway Trees Planted	160	180	130	130
Number of Mowings	27	28	30	30
Full Time Equivalent Positions	3.75	3.94	3.94	3.94

CAPITAL PROJECTS FUND

08-34-53

Expense Item	Actual 2019	Budgeted 2020	Estimated 2020	Proposed 2021	Projected 2022	Projected 2023
SALARY & WAGES:						
4020 Administrative - Salary	148,356	143,600	137,300	147,200	151,700	156,300
4027 Operational - Salary	173,328	186,000	169,900	189,700	195,400	201,300
4029 Overtime	20,255	20,000	12,000	20,000	20,000	20,000
4050 FICA & Medicare	25,253	26,800	24,500	27,400	28,100	28,900
4053 Health/Dental/Life Insurance	39,101	43,300	25,100	42,500	45,900	49,600
4054 Unemployment Insurance	-	-	-	-	-	-
4056 IMRF	31,980	40,000	36,000	39,500	40,600	41,700
Sub-Total	\$438,272	\$459,700	\$404,800	\$466,300	\$481,700	\$497,800
CONTRACTUAL:						
4100 Legal Fees	21,979	-	18,400	-	-	-
4101 Auditing Fees	4,000	3,700	3,600	4,000	4,200	4,400
4200 Legal Notices	412	1,000	100	1,000	1,000	1,000
4225 Other Contractual Services	897,702	943,900	1,053,800	964,900	984,700	1,004,800
4226 Traffic Signal Maintenance	38,175	25,000	19,000	25,000	25,000	25,000
4227 Street Light Maintenance	33,758	30,000	25,800	30,000	30,000	30,000
4300 IRMA General Insurance	4,600	5,200	5,200	4,800	5,200	5,700
4375 Utility Tax Rebate	39,997	60,000	60,000	60,000	60,000	60,000
4412 Materials	27,547	21,000	40,000	-	-	-
Sub-Total	\$1,068,169	\$1,089,800	\$1,225,900	\$1,089,700	\$1,110,100	\$1,130,900
COMMODITIES:						
4609 Street Patch Materials	456	1,000	600	1,000	1,000	1,000
4610 Street Paint	1,987	2,000	2,000	2,000	2,000	2,000
4611 Ice Control Materials	29,389	30,000	58,200	53,800	55,500	57,200
4612 Street Light Materials	-	-	-	41,000	21,000	21,000
4643 Storm Sewer Repair Materials	9,216	25,000	5,000	25,000	25,000	25,000
4650 Miscellaneous Commodities	-	-	-	-	-	-
4670 Rock Salt	342,984	415,700	221,200	496,500	500,000	500,000
4671 Bit Patch Materials - Cold	8,234	8,000	2,500	8,000	8,000	8,000
4672 Bit Patch Materials - Hot	39,798	45,000	45,000	45,000	45,000	45,000
Sub-Total	\$432,064	\$526,700	\$334,500	\$672,300	\$657,500	\$659,200
CAPITAL OUTLAY:						
4801 Building/Grounds Improvements	8,965	40,000	52,600	70,000	40,000	40,000
4807 Street Improvements	563,192	1,445,400	166,900	1,942,300	744,400	1,397,500
4809 Reque Road	468	250,000	-	250,000	-	-
4817 Salt Storage Facility	2,194,093	16,300	96,800	9,500	13,700	-
4818 200 Main Street Renovation Project	3,320	150,500	-	150,500	64,200	-
4819 City Hall HVAC Improvements	-	200,000	-	60,000	-	-
4845 St. Andrews Square/North Avenue Traffic Signal	500,000	-	-	-	100,000	100,000
4848 Curb and Gutter Removal and Replacement	-	-	-	-	-	-
4849 Early Warning Sirens	-	25,000	-	25,000	-	-
4854 Tree Replacement Program	48,030	48,000	41,200	40,500	35,000	35,000
4863 Sidewalk & Curb and Gutter Replacement Program	5,472	135,000	118,700	135,000	135,000	135,000
4867 Wilson/Joliet Culvert Reconstruction	-	-	-	-	-	-
4868 Crack Filling Program	-	50,000	-	100,000	50,000	50,000
4869 Street Striping Program	-	40,000	-	100,000	40,000	40,000
4870 Forestry - Removals and Replacements	8,723	70,000	50,500	70,000	70,000	70,000
4871 Right-of-Way Maintenance Program	65,805	79,400	73,200	80,600	88,700	97,600
4872 Right-of-Way Sign Material & Barricades	38,502	35,000	35,000	35,000	35,000	35,000
4873 Pedestrian Tunnel Improvements	-	-	-	-	-	-
4886 EAB Insecticidal Treatment Program	75,925	30,000	19,500	80,000	40,000	80,000
4888 Street Division Parking Lot Reconstruction	-	-	-	400,000	-	-
4890 City Hall Landscaping & Entrance Sign	-	-	-	-	-	-
4895 City Hall Security Improvements	-	250,000	-	-	-	-
4900 Transfers Out	-	-	-	-	-	-
Sub-Total	\$3,512,492	\$2,864,600	\$654,400	\$3,548,400	\$1,456,000	\$2,080,100
Total	\$5,450,998	\$4,940,800	\$2,619,600	\$5,776,700	\$3,705,300	\$4,368,000

FY 2021-2025 Capital Improvement Program

CAPITAL EXPENDITURES (FYE)	ACTUAL 2019	PROPOSED 2020	ESTIMATED 2020	PROPOSED 2021	PROPOSED 2022	PROPOSED 2023	PROPOSED 2024	PROPOSED 2025	5 Yr Total
Personnel, Benefits, and Insurance Costs of Engineer to Oversee Capital Projects	442,872	464,900	410,000	471,800	487,700	504,300	521,800	540,000	2,525,600
STREET IMPROVEMENTS									
Other Contractual Services - Thomas Engineering Group (4225)									
Annual Street Program - Engineering, Construction & Material Testing (4807)	897,702	943,900	1,053,800	964,900	984,700	1,004,800	1,025,700	1,047,400	5,027,500
Alia Vista Rehabilitation Project (4899)	563,192	1,445,400	166,900	1,942,300	744,400	1,397,500	706,700	818,000	5,608,900
Powis Road Resurfacing Project (4846)									0
Wood Street Reconstruction Project (4847)									0
OTHER ROW IMPROVEMENTS									0
Crack Filling (4869)		50,000		100,000	50,000	50,000	50,000	50,000	300,000
Contractual Street Striping (4869)		40,000		100,000	40,000	40,000	40,000	40,000	260,000
Sidewalk & Curb and Gutter Removals and Replacements (4863)	5,472	135,000	118,700		135,000	135,000	135,000	135,000	675,000
Forestry Removals and Trimmings (4870)	8,723	70,000	50,500	70,000	70,000	70,000	70,000	70,000	350,000
Right-Of-Way Maintenance (4871)	65,805	79,400	73,200	80,600	88,700	97,600	107,400	118,200	492,500
Right-Of-Way Sign Material & Baricades (4872)	38,502	35,000	35,000	35,000	35,000	35,000	35,000	35,000	175,000
Tree Replacement Program (4854)	48,030	46,000	41,200	40,500	35,000	35,000	35,000	35,000	180,500
ROW Signage Upgrades & 2009 MUTCD Compliance (4885)		30,000	19,500	80,000	40,000	80,000	40,000	80,000	320,000
EAB Insecticidal Treatment Program (4886)	75,925								0
Wilson Street Bridge Maintenance Program (4892)									0
Curb and Gutter Removals and Replacement (4848)									0
MUNICIPAL PROPERTIES									
Miscellaneous Major Municipal Building Repairs (4801)	8,965	40,000	52,600	70,000	40,000	40,000	40,000	4,000	194,000
Street Division Parking Lot Reconstruction (4888)				400,000					400,000
City Hall Landscape & Entrance Sign (4890)									
Land (4809)		250,000		250,000					250,000
City Hall Security Improvements (4895)	468	250,000							250,000
New Warning Signs (4849)		25,000		25,000					25,000
Salt Storage Facility (4817)	2,194,093	16,300	98,800	9,500	13,700				25,000
200 Main Street Renovation Project (4818)	3,320	150,500		150,500	84,200				214,700
EAB Insecticidal Treatment Program (4819)		200,000		60,000					60,000
STORMWATER/WETLANDS									
Wilson/Joliet Culvert Construction (4867)									0
CN Mitigation Projects (4876)									0
MISCELLANEOUS									
Legal Fees (4100)	21,979		18,400						
Audit Fees (4101)	4,000	3,700	3,600	4,000	4,200	4,400	4,600	4,800	22,000
Legal Notices (4200)	412	1,000	100	1,000	1,000	1,000	1,000	1,000	5,000
Precision Tunnel Improvements (4873)									
City-wide Bench Mark Replacement Program (4894)									
Demolition of 804 Forest Avenue (4896)									
Utility/Gates Tax Rebate (4375)									
Menards Traffic Signal (4845)	39,997	60,000	60,000	60,000	60,000	60,000	60,000	60,000	300,000
Miscellaneous Commodities (4650)	500,000				100,000	100,000	100,000	100,000	400,000
PREVIOUS MFT EXPENDITURES									
Traffic Signal Maintenance - Contractual (4226)	38,475	25,000	19,000	25,000	25,000	25,000	25,000	25,000	195,000
Street Light Maintenance - Contractual (4227)	33,756	30,000	25,800	30,000	30,000	30,000	30,000	30,000	150,000
Street Light Materials (4612)	27,947	21,000	40,000	41,000	21,000	21,000	21,000	21,000	125,000
Street Patch Materials (4609)	456	1,000	600	1,000	1,000	1,000	1,000	1,000	5,000
Street Paint (4610)	1,997	2,000	2,000	2,000	2,000	2,000	2,000	2,000	10,000
Ice Control Materials (4611)	29,389	30,000	58,200	53,800	55,500	57,200	59,000	60,000	286,300
Storm Sewer Repair Materials (4643)	9,216	25,000	5,000	25,000	25,000	25,000	25,000	25,000	125,000
Rock Salt (4670)	342,984	415,700	221,200	486,500	500,000	500,000	500,000	500,000	2,496,500
Bit Patch Materials - Cold (4671)	8,234	8,000	2,500	8,000	8,000	8,000	8,000	8,000	40,000
Bit Patch Materials - Hot (4672)	39,798	45,000	45,000	45,000	45,000	45,000	45,000	45,000	225,000
EXPENDITURE TOTAL	\$5,450,998	\$4,940,800	\$2,613,600	\$5,777,400	\$3,706,100	\$4,369,800	\$3,688,200	\$3,856,200	\$21,396,700

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City of West Chicago

DOWNTOWN TIF FUND PROJECTED REVENUE

09-00		2019 Actual	2020 Budgeted	2020 Estimated	2021 Proposed	2022 Projected
311100	Property Tax	1,034,727	975,000	1,013,000	1,000,000	1,000,000
371000	Interest	3,182	700	500	500	500
386100	Health Insurance Contributions	5,818	5,300	5,300	5,300	5,300
386500	IRMA/IPBC Revenue Adjustment	8,768	0	0	0	0
389000	Miscellaneous	7,290	1,500	0	0	0
	TOTAL	\$1,059,785	\$982,500	\$1,018,800	\$1,105,800	\$1,105,800

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City of West Chicago

DOWNTOWN TAX INCREMENT FINANCE DISTRICT FUND

Financial Summary

Program	2019 Actual	2020 Budgeted	2020 Estimated	2021 Proposed	2022 Projected
TIF Special Projects	741,047	1,007,700	747,300	1,019,000	660,200
TOTAL	\$741,047	\$1,007,700	\$747,300	\$1,019,000	\$660,200

City of West Chicago

DOWNTOWN TAX INCREMENT FINANCE DISTRICT

Performance Report on FYE 2020 Major Program Objectives

COVID-19 took a toll on all downtown special events, which were cancelled. These were replaced partially by a number of successful virtual events.

The façade program funds were allocated in whole especially quickly as demand for the program was strong. In fact, additional funds were made available to help fill in the gap between supply and demand.

City of West Chicago

DOWNTOWN TAX INCREMENT FINANCE DISTRICT

Description of Major Activities

TIF District funds are utilized to make improvements within the designated district that will revitalize the area and ultimately result in increased property values and a self-sustaining district. Specific activities conducted to accomplish revitalization include providing and promoting façade grants, creating sub-area plans for specific areas within the district and property assembly. Expenditures for promoting the downtown are also included in the TIF program.

FYE 2021 Program Objectives

- (1) Negotiate a development agreement for townhomes with a selected developer for Block 2 by April 2021.
- (2) Negotiate a development agreement for apartments with selected developer for Blocks 3 and/or 4 by August 2021.
- (3) Complete work on Gallery 200 building by July 2021.
- (4) Expand and award façade grants to eligible downtown buildings throughout year.

Ongoing Activity Measures	2019 Actual	2020 Estimated	2021 Proposed	2022 Projected
Façade Grants	3	8	4	4
New Businesses	6	0	5	5
Full Time Equivalent Positions	2.5	2.5	2.5	2.5

**DOWNTOWN TAX INCREMENT FINANCE DISTRICT FUND
SPECIAL PROJECTS**

09-34-54

Expense Item	Actual 2019	Budgeted 2020	Estimated 2020	Proposed 2021	Projected 2022	Projected 2023
SALARY & WAGES:						
4020 Administrative - Salary	280,610	218,800	276,900	198,700	204,700	210,900
4027 Operational - Salary	54,546	50,000	46,900	50,000	51,500	53,100
4029 Overtime	5,902	8,000	2,500	5,300	5,500	5,700
4050 FICA & Medicare	25,439	21,200	25,000	19,500	20,100	20,700
4053 Health/Dental/Life Insurance	65,168	60,200	51,000	65,000	70,200	75,900
4054 Unemployment Insurance	258	-	-	-	-	-
4056 IMRF	31,272	31,700	37,400	31,600	32,500	33,500
Sub-Total	\$463,196	\$389,900	\$439,700	\$370,100	\$384,500	\$399,800
CONTRACTUAL:						
4100 Legal Fees	3,615	5,000	600	3,000	3,000	3,000
4112 Memberships/Dues/Subscriptions	1,100	800	500	500	500	500
4200 Legal Notices	-	1,000	-	1,000	1,000	1,000
4202 Telephone and Alarms	11,880	9,000	13,600	14,000	14,500	15,000
4216 Grounds Maintenance	15,350	15,700	13,000	16,000	16,500	17,000
4225 Other Contractual Services	47,250	74,100	44,100	44,100	45,000	45,900
4365 Payments to Taxing Bodies	85,631	88,000	103,500	110,000	125,000	130,000
Sub-Total	\$164,827	\$193,600	\$175,300	\$188,600	\$205,500	\$212,400
COMMODITIES:						
4613 Postage	-	500	-	200	200	200
4650 Miscellaneous Commodities	-	-	-	-	-	-
4680 Special Events	42,236	43,000	12,000	40,000	43,000	43,000
4700 Prospect Development	-	-	-	500	500	500
4714 Interfund Loan Interest	250	700	700	500	500	500
Sub-Total	\$42,486	\$44,200	\$12,700	\$41,200	\$44,200	\$44,200
CAPITAL OUTLAY:						
4801 Buildings/Grounds Improvements	2,815	250,000	300	250,000	50,000	50,000
4806 Other Capital Outlay	-	-	-	-	-	-
4809 Land	52,252	55,000	54,800	55,000	56,000	57,000
4813 Façade Program	10,000	30,000	30,000	90,000	40,000	40,000
4815 Streetscape Program	5,471	5,000	4,500	5,000	5,000	7,000
4816 Retail Grant Program	-	40,000	30,000	20,000	-	-
Sub-Total	\$70,538	\$380,000	\$119,600	\$420,000	\$151,000	\$154,000
Total	\$741,047	\$1,007,700	\$747,300	\$1,019,900	\$785,200	\$810,400

City of West Chicago

PUBLIC BENEFIT FUND PROJECTED REVENUE

13-00		2019 Actual	2020 Budgeted	2020 Estimated	2021 Proposed	2022 Projected
371000	Interest	2,245	1,500	400	400	400
389000	Miscellaneous	0	0	0	0	0
390000	Transfers	0	0	0	0	0
	TOTAL	\$2,245	\$1,500	\$400	\$400	\$400

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City of West Chicago

PUBLIC BENEFIT FUND

Financial Summary

Program	2019 Actual	2020 Budgeted	2020 Estimated	2021 Proposed	2022 Projected
Operations	0	0	0	0	0
TOTAL	\$0	\$0	\$0	\$0	\$0

City of West Chicago

PUBLIC BENEFIT FUND

Performance Report on FYE 2020 Major Program Objectives

There were no projects completed using monies from this Fund.

City of West Chicago

PUBLIC BENEFIT FUND

Description of Major Activities

This Fund holds the money obtained in the settlement with the Kerr-McGee Chemical Corporation (now Tronox). In 1998, the West Chicago City Council adopted a policy that provided for only using the accrued interest from this fund, in addition covering the costs for oversight of the Kerr-McGee clean up. To date, funding has only been allocated to five projects from this Fund: Sesquicentennial Park; monument and wayfinding signage; loan to the TIF Fund for property acquisition; property acquisition and associated expenses for the government campus and along High Street; and the music and arts venue at Reed-Keppler Park.

FYE 2021 PROGRAM OBJECTIVES

None

PUBLIC BENEFIT FUND

13-34-56

Expense Item	Actual 2019	Budgeted 2020	Estimated 2020	Proposed 2021	Projected 2022	Projected 2023
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CAPITAL OUTLAY:

4801	Buildings/Grounds Improvements	-	-	-	-	-
4806	Other Capital Outlay	-	-	-	-	-
4809	Land	-	-	-	-	-
Sub-Total		\$0	\$0	\$0	\$0	\$0
Total		\$0	\$0	\$0	\$0	\$0

City of West Chicago

OLIVER SQUARE TAX INCREMENT FINANCE DISTRICT FUND PROJECTED REVENUE

15-00		2019 Actual	2020 Budgeted	2020 Estimated	2021 Proposed	2022 Projected
311100	Property Tax	13,600	13,500	18,800	20,000	20,000
371000	Interest	6	0	0	0	0
	TOTAL	\$13,606	\$13,500	\$18,800	\$20,000	\$20,000

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City of West Chicago
OLIVER SQUARE TAX INCREMENT FINANCE DISTRICT FUND

Financial Summary

Program	2019 Actual	2020 Budgeted	2020 Estimated	2021 Proposed	2022 Projected
Operations	0	100,000	58,100	100,000	100,000
TOTAL	\$0	\$100,000	\$58,100	\$100,000	\$100,000

City of West Chicago

OLIVER SQUARE TAX INCREMENT FINANCE DISTRICT FUND

Performance Report on FYE 2020 Major Program Objectives

Processed request for funds for partial reimbursement for owner's repair of a portion of the parking lot.

City of West Chicago

OLIVER SQUARE TAX INCREMENT FINANCE DISTRICT FUND

Description of Major Activities

TIF District funds are utilized to make improvements within the designated district that will revitalize the area and ultimately result in increased property values and a self-sustaining district. Specific activities conducted to accomplish revitalization include providing grants to improve the infrastructure of the district. Expenditures for promoting the district are also included in the TIF program, which includes marketing.

FYE 2021 Program Objectives

- (1) Process requests for reimbursement, if appropriate.

OLIVER SQUARE TAX INCREMENT FINANCE DISTRICT FUND

15-34-54

Expense Item	Actual 2019	Budgeted 2020	Estimated 2020	Proposed 2021	Projected 2022	Projected 2023
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CONTRACTUAL:

4100 Legal Fees

Sub-Total	\$0	\$0	\$0	\$0	\$0	\$0
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CONTRACTUAL:

4801 Buildings/Grounds Improvements

	-	100,000	58,100	100,000	100,000	100,000
Sub-Total	\$0	\$100,000	\$58,100	\$100,000	\$100,000	\$100,000

Total	\$0	\$100,000	\$58,100	\$100,000	\$100,000	\$100,000
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City of West Chicago

COMMUTER PARKING PROJECTED REVENUE

43-00		2019 Actual	2020 Budgeted	2020 Estimated	2021 Proposed	2022 Projected
334000	Daily Parking Fees	81,845	80,000	13,400	40,000	80,000
334500	Commuter Parking Cards	0	0	0	0	0
345600	Parking Permits	68,845	68,000	31,500	38,000	68,000
371000	Interest	0	0	0	0	0
389000	Miscellaneous	10,110	0	200	0	0
	TOTAL	\$160,800	\$148,000	\$45,100	\$78,000	\$148,000

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City of West Chicago

COMMUTER PARKING FUND

Financial Summary

Program	2019 Actual	2020 Budgeted	2020 Estimated	2021 Proposed	2022 Projected
Operation & Maintenance	114,232	201,000	90,700	303,500	210,700
TOTAL	\$114,232	\$201,000	\$90,700	\$303,500	\$210,700

City of West Chicago

COMMUTER PARKING FUND

Performance Report on FYE 2020 Major Program Objectives

As a direct result of financial uncertainty associated with the COVID-19 Pandemic, and very limited commuter usage during 2020, those projects planned for Fiscal Year 2020 that were not in-progress or had not been awarded a contract prior to March 2020 were moved to Fiscal Year 2021.

Landscape maintenance services around the commuter parking lots and METRA station were performed contractually in 2020. The grounds were maintained weekly from May through November, and included grass mowing, trimming, edging, trash and debris pickup, and weeding. In addition, all planting beds were mulched and all bushes were trimmed.

With a mostly empty commuter parking lot, the City's Street Division staff seized the opportunity to perform asphalt pavement patching within the parking lot, which was then contractually seal coated and restriped in May 2020.

City of West Chicago

COMMUTER PARKING FUND

Description of Major Activities

This program funds the maintenance of both commuter parking lots and the train station. Activities include snow removal, mowing and landscaping, trash removal, janitorial service and maintenance for the building, parking lots, and payment machines.

FYE 2021 Program Objectives

- (1) Replace exterior wood trim, siding, flashings, and windows on upper Cupola by November 2021.
- (2) Replace railings around the METRA Station platform by December 2021.
- (3) Replace all the glass in both METRA kiosks with tinted laminated safety glass by October 2021.
- (4) Evaluate landscaping around METRA Station parking lot, adjacent to Main Street and Wilson Avenue, and replace deficient areas by November 2021

Ongoing Activity Measures	2019 Actual	2020 Estimated	2021 Proposed	2022 Projected
Mowing/Weeding of Grounds	27	28	30	30
Snow Removal/Salting	25	25	25	25
Trash Removal, Sweeping & Cleaning Station	150	150	150	150
Full Time Equivalent Positions	0.25	0.25	0.25	0.25

**COMMUTER PARKING FUND
OPERATION & MAINTENANCE**

43-34-76

Expense Item	Actual 2019	Budgeted 2020	Estimated 2020	Proposed 2021	Projected 2022	Projected 2023
SALARY & WAGES:						
4020 Administrative - Salary	9,942	8,100	7,700	8,300	8,600	8,900
4027 Operational - Salary	10,066	12,100	12,300	13,100	13,500	14,000
4029 Overtime	910	1,000	1,200	1,000	100	1,000
4050 FICA & Medicare	1,597	1,700	1,700	1,800	1,700	1,900
4056 IMRF	2,474	2,700	2,500	2,500	2,500	2,700
Sub-Total	\$24,988	\$25,600	\$25,400	\$26,700	\$26,400	\$28,500
CONTRACTUAL:						
4101 Audit Fees	1,200	1,300	1,200	1,300	1,300	1,400
4202 Telephone and Alarms	4,802	2,000	4,900	5,000	5,000	5,000
4204 Electric	21,800	20,000	15,000	20,000	20,000	20,000
4211 Printing and Binding	380	400	400	400	400	400
4216 Grounds Maintenance	4,510	5,100	4,800	5,100	5,400	5,700
4219 Contract Janitorial Service	3,380	3,600	900	2,000	2,200	2,500
4225 Other Contractual Services	13,738	25,000	10,300	25,000	25,000	25,000
Sub-Total	\$49,809	\$57,400	\$37,500	\$58,800	\$59,300	\$60,000
COMMODITIES:						
4613 Postage	871	1,000	700	1,000	1,000	1,000
4649 Miscellaneous Commodities	3,392	3,000	1,100	3,000	3,000	3,000
4702 Bank Fees	9,245	6,000	6,000	6,000	6,000	6,000
Sub-Total	\$13,507	\$10,000	\$7,800	\$10,000	\$10,000	\$10,000
CAPITAL OUTLAY:						
4801 Building/Grounds Improvements	-	108,000	20,000	208,000	115,000	25,000
4806 Other Capital Outlay	12,002	-	-	-	-	-
4808 Depreciation	13,924	-	-	-	-	-
Sub-Total	\$25,927	\$108,000	\$20,000	\$208,000	\$115,000	\$25,000
Total	\$114,232	\$201,000	\$90,700	\$303,500	\$210,700	\$123,500

City of West Chicago

ROOSEVELT-FABYAN TAX INCREMENT FINANCE DISTRICT FUND PROJECTED REVENUE

17-00		2019 Actual	2020 Budgeted	2020 Estimated	2021 Proposed	2022 Projected
311100	Property Tax	12,630	10,000	16,500	18,000	18,000
371000	Interest	8	0	0	0	0
	TOTAL	\$12,638	\$10,000	\$16,500	\$18,000	\$18,000

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City of West Chicago

ROOSEVELT-FABYAN TAX INCREMENT FINANCE DISTRICT FUND

Financial Summary

Program	2019 Actual	2020 Budgeted	2020 Estimated	2021 Proposed	2022 Projected
Operations	0	0	0	0	0
TOTAL	\$0	\$0	\$0	\$0	\$0

City of West Chicago

ROOSEVELT-FABYAN TAX INCREMENT FINANCE DISTRICT FUND

Performance Report on FYE 2020 Major Program Objectives

There were no projects completed using monies from this Fund.

City of West Chicago

ROOSEVELT-FABYAN TAX INCREMENT FINANCE DISTRICT FUND

Description of Major Activities

TIF District funds are utilized to make improvements within the designated district that will revitalize the area and ultimately result in increased property values and a self-sustaining district. Specific activities conducted to accomplish revitalization include providing grants to improve the infrastructure of the district. Expenditures for promoting the district are also included in the TIF program, which includes marketing.

FYE 2021 Program Objectives

None

ROOSEVELT-FABYAN TAX INCREMENT FINANCE DISTRICT FUND

17-00-00

Expense Item	Actual 2019.	Budgeted 2020	Estimated 2020	Proposed 2021	Projected 2022	Projected 2023
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CONTRACTUAL:

4100 Legal Fees

Sub-Total	\$0	\$0	\$0	\$0	\$0	\$0
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CONTRACTUAL:

4700 Prospect Development

Sub-Total	\$0	\$0	\$0	\$0	\$0	\$0
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Total	\$0	\$0	\$0	\$0	\$0	\$0
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