

FISCAL YEAR 2024 BUDGET AMENDMENT REQUEST
PRIOR YEAR CARRYOVER REQUEST

Submitted by: Kira Tchang
Title: Assistant Village Manager/HR Director

		Prior Yr Budget From	Current Yr Budget To	Prior Yr. <u>Budget</u>	Prior Yr. <u>Unspent</u>	Current Yr <u>Budget</u>	Requested <u>C/O Amount</u>	Recommended Current Yr <u>Amended</u>
		<u>GL #</u>	<u>GL #</u>					
Account Descriptions	→	1001.41080.101.530667	1001.41080.101.530667	85,000	14,640	75,000	14,640	89,640
Budget Page #	→	External Support 100	External Support 18					

Explanation Below

2023 Purchase Order 3941 - was budgeted for the GovHR compensation and classification study. HR just received the last invoice for the remaining \$14,640.

NEW FUNDING BUDGET REQUEST

Fund Balance

	X

Title: Assistant Village Manager/ Neighborhood Services Director

Amended

Requested
Amendment

Current Yr
Amended
500,000

GL #

2078.41300.101.583671

Housing Forward Wright Inn Renov & Redev



** Includes any prior approved amendments

Explanation Below

On March 19, 2024 the Village Board approved RES 24-139, approving a total of \$500,000 in American Rescue Plan Act (ARPA) funds and authorized its execution for Housing Forward. These funds are to support the renovation of the Write Inn, 211 N. Oak Park Ave. This budget amendment is to reflect the approved funds in the budget to begin issuing payments.

FISCAL YEAR 2024 BUDGET AMENDMENT REQUEST
NEW FUNDING BUDGET REQUEST

Grant	<div></div>
Fund Balance	<div>x</div>

Submitted by: Bill McKenna
Title: Village Engineer / Assistant Public Works Director

		Current Yr	Requested	Recommended
		<u>Budget**</u>	<u>Amendment</u>	<u>Current Yr</u> <u>Amended</u>
		5,081,992	48,600	5,130,592
Account Description	→	3095.43780.101.570959		
Budget Page #	→	Streetscaping		
		87		

** Includes any prior approved amendments

Explanation Below

As approved by the Village Board on April 11, 2024, this Budget Amendment transfers \$48,600 from Fund Balance to the Capital Improvement Fund, Public Works - Engineering, Streetscaping in order to fund the electrical service, cabinet, and related work for an electrical service for special events in Parking Lot 10 as part of Project 24-8, Lot 10 Streetscape with Alliance Contractors, Inc.

FISCAL YEAR 2024 BUDGET AMENDMENT REQUEST
NEW FUNDING BUDGET REQUEST

Grant	<input type="checkbox"/>
Fund Balance	<input checked="" type="checkbox"/>

Submitted by: Bill McKenna Bill McKenna
 Title: Village Engineer / Assistant Public Works Director

		<u>GL #</u>	<u>Current Yr Budget**</u>	<u>Requested Amendment</u>	<u>Recommended Current Yr Amended</u>
		3095.43780.101.570967	959,697	36,309	996,006
Account Description	→	Bike Plan Improvements			
Budget Page #	→	87			

** Includes any prior approved amendments

Explanation Below

As approved by the Village Board on March 19, 2024, this Budget Amendment transfers \$36,309 from Fund Balance to the Capital Improvement Fund, Public Works - Engineering, Bike Plan Improvements in order to fund the Feasibility Study of Bike Lanes on Ridgeland Avenue with TranSystems Engineering.

FISCAL YEAR 2024 BUDGET AMENDMENT REQUEST
SAME YEAR BUDGET REALLOCATION

Submitted by: Alvin Nepomuceno
Title: Information Technology Director

Current Yr Budget		Current Yr Budget	MOVING FROM			MOVING TO		
From		To	Current Yr	Requested	Current Yr	Current Yr	Requested	Recommended
<u>GL #</u>		<u>GL #</u>	<u>Budget**</u>	<u>Amount</u>	<u>Amended</u>	<u>Budget**</u>	<u>Amount</u>	<u>Amended</u>
1001.41300.101.530695		1001.41040.101.540690	1,100,000	33,900	1,066,100	183,500	33,900	217,400
Account Descriptions	Alternative Response Pilot Plan	Telecommunication Charges						
Budget Page #	24	33						

** Includes any prior approved amendments

Explanation Below

Peerless provides legacy radio circuit services for the Fire, Police and Public Works which was under Information Technology (IT) funding for all related phone services. WSCDC/911 is switching service to digital StarCom which will eliminate the need of these circuits. However, WSCDC project and completed cut-over has been extended to end of July 2024. The FY24 IT Budget had allocated \$48,000 to pay Peerless through April which the last four monthly payments to Peerless were \$11,272.71 each. Rounding up to \$11,300 and extending the payments for three months, we are requesting an additional \$33,900 to be reallocated from savings within the FY2024 operating budget for the Alternative Response Program.

FISCAL YEAR 2024 BUDGET AMENDMENT REQUEST
SAME YEAR BUDGET REALLOCATION

Submitted by: Brandon Crawford
Title: Special Assistant to Village Manager for Economic Vitality

Current Yr Budget		Current Yr Budget	MOVING FROM			MOVING TO		
From		To	Current Yr	Requested	Current Yr	Current Yr	Requested	Recommended
<u>GL #</u>		<u>GL #</u>	<u>Budget**</u>	<u>Amount</u>	<u>Amended</u>	<u>Budget**</u>	<u>Amount</u>	<u>Amended</u>
1001.41300.101.530695		1001.46262.101.530667	1,066,100	47,500	1,018,600	161,000	47,500	208,500
Account Descriptions	→	Alternative Response Pilot Plan						
Budget Page #	→	24						
		External Support						
		26						

** Includes any prior approved amendments

Explanation Below

The requested amount of \$47,500 is to cover the budget gap for the Economic Vitality Strategic Plan. The Economic Vitality Strategic Plan will be completed by Camoin Associated under a not-to-exceed contract totaling \$125,000. The budgeted amount for the plan per the 2024 Economic Vitality budget is currently \$100,000, however approximately \$22,500 has been invoiced for work previously completed on the plan. We are requesting to reallocate these additional funds from FY2024 savings within the operating budget for the Alternative Response Program.

FISCAL YEAR 2024 BUDGET AMENDMENT REQUEST

SAME YEAR BUDGET REALLOCATION

Submitted by: Anjali Peterson
Title: Budget & Revenue Analyst

		Current Yr Budget	Current Yr Budget	MOVING FROM			MOVING TO		
		From	To	Current Yr	Requested	Current Yr	Current Yr	Requested	Recommended
		<u>GL #</u>	<u>GL #</u>	<u>Budget**</u>	<u>Amount</u>	<u>Amended</u>	<u>Budget**</u>	<u>Amount</u>	<u>Current Yr Amended</u>
Account Descriptions	→	1001.42400.101.530660	1001.42400.101.530642	265,450	9,600	255,850	30,000	9,600	39,600
Budget Page #	→	General Contractuals	Background Check						
		156	156						
Account Descriptions	→	1001.42400.101.530650	1001.42400.101.530642	157,850	40,000	117,850	39,600	40,000	79,600
Budget Page #	→	Conferences Training	Background Check						
		156	156						

** Includes any prior approved amendments

Explanation Below

Requested funds in the total amount of \$49,600 are to reallocate \$9,600 funds from General Contractuals and \$40,000 funds from Conferences Training to pay for the four (4) Independent Contractors for performing background checks. This request is due to the increased number of background checks the Independent Contractors are performing due to the historically low staffing of sworn officers within the Police Department.

FISCAL YEAR 2024 BUDGET AMENDMENT REQUEST
SAME YEAR BUDGET REALLOCATION

Submitted by: Bill McKenna
 Title: Village Engineer

		Current Yr Budget	Current Yr Budget	MOVING FROM			MOVING TO		
		From GL #	To GL #	Current Yr Budget**	Requested Amount	Current Yr Amended	Current Yr Budget**	Requested Amount	Recommended Current Yr Amended
Account Descriptions	→	1001.43700.723.510501	1001.43700.723.530667	325,139	199,906	125,233	63,366	199,906	263,272
Budget Page #	→	Regular Salaries 43	External Support 43						
Account Descriptions	→	1001.43700.723.520521	1001.43700.723.530667	66,137	47,736	18,401	263,272	47,736	311,008
Budget Page #	→	Health Insurance Expense 43	External Support 43						
Account Descriptions	→	1001.43700.101.510501	1001.43700.723.530667	88,335	1,910	86,425	311,008	1,910	312,918
Budget Page #	→	Regular Salaries 43	External Support 43						
Account Descriptions	→	1001.43700.101.520521	1001.43700.723.530667	12,112	448	11,664	312,918	448	313,366
Budget Page #	→	Health Insurance Expense 43	External Support 43						

** Includes any prior approved amendments

Explanation Below

As approved by the Village Board on July 16, 2024, this Budget Amendment reallocates \$250,000 from Transportation Engineering Salaries and Benefits to Public Works - Engineering, Transportation, External Support account no. 1001.43700.723.530667 in order to fund the work for consultant services with CivilTech Engineering for providing transportation engineering services, including staffing, traffic calming petition related services, and various other transportation related items due to changes in Village staffing.

FISCAL YEAR 2024 BUDGET AMENDMENT REQUEST

SAME YEAR BUDGET REALLOCATION

Submitted by: Dr. Theresa Chapple

Title: Public Health Department Director

		Current Yr Budget	Current Yr Budget	MOVING FROM			MOVING TO		
		From <u>GL #</u>	To <u>GL #</u>	Current Yr <u>Budget**</u>	Requested <u>Amount</u>	Current Yr <u>Amended</u>	Current Yr <u>Budget**</u>	Requested <u>Amount</u>	Recommended Current Yr <u>Amended</u>
Account Descriptions	→	1001.44550.101.510501 Regular Salaries	1001.44550.615.510501 Regular Salaries	243,087	10,000	233,087	40,278	10,000	50,278
Budget Page #	→	41							
Account Descriptions	→	1001.44550.101.510501 Regular Salaries	1001.44550.613.510501 Regular Salaries	233,087	2,781	230,306	92,700	2,781	95,481
Budget Page #	→	41							

** Includes any prior approved amendments

Explanation Below

GL#1001.44550.615.510501: Human Resources approved re-negotiation of recently hired Animal Control Officer's salary.

GL#1001.44550.613.510501: Budgeted amount for 2024 did not account for the late 2023 cost of living increase for the Community Health Nurse.

FISCAL YEAR 2024 BUDGET AMENDMENT REQUEST
SAME YEAR BUDGET REALLOCATION

Submitted by: Emily Egan
Title: Development Services Director

		Current Yr Budget	Current Yr Budget	MOVING FROM			MOVING TO		
		From	To	Current Yr	Requested	Current Yr	Current Yr	Requested	Recommended
		<u>GL #</u>	<u>GL #</u>	<u>Budget**</u>	<u>Amount</u>	<u>Amended</u>	<u>Budget**</u>	<u>Amount</u>	<u>Current Yr Amended</u>
Account Descriptions	→	1001.46250.101.530667	1001.46260.101.530667	1,400,000	3,840	1,396,160	126,130	3,840	129,970
Budget Page #	→	External Support 23	External Support 24						

** Includes any prior approved amendments

Explanation Below

This request is to reallocate \$3,840 from the Permits and Development Division into the Administration Division's external support to cover the cost of a CityView onsite training. As part of the contractual services agreement, the onsite support visits do not cover the cost of travel and expenses.

FISCAL YEAR 2024 BUDGET AMENDMENT REQUEST

SAME YEAR BUDGET REALLOCATION

Submitted by: Dr. Theresa Chapple McGruder

Title: Public Health Department Director

		Current Yr Budget	Current Yr Budget	MOVING FROM			MOVING TO		
		From	To	Current Yr	Requested	Current Yr	Current Yr	Requested	Recommended
		<u>GL #</u>	<u>GL #</u>	<u>Budget**</u>	<u>Amount</u>	<u>Amended</u>	<u>Budget**</u>	<u>Amount</u>	<u>Current Yr Amended</u>
Account Descriptions	→	2114.44560.101.510501	2114.44560.101.550605	42,010	1,343	40,667	-	1,343	1,343
Budget Page #	→	Regular Salaries 66	Travel & Mileage 66						
		From	To	Current Yr	Requested	Current Yr	Current Yr	Requested	Recommended
		<u>GL #</u>	<u>GL #</u>	<u>Budget**</u>	<u>Amount</u>	<u>Amended</u>	<u>Budget**</u>	<u>Amount</u>	<u>Current Yr Amended</u>
Account Descriptions	→	2114.44560.101.540690	2114.44560.101.560631	12,133	7,002	5,131	5,946	7,002	12,948
Budget Page #	→	Telecommunications 66	Operational Supplies 66						

** Includes any prior approved amendments

Explanation Below

The Department processed line item transfers through Illinois Public Health Department's FY24 Cities Readiness Initiative Grant. These amendments will reflect those changes in the Village's fiscal budget system.

FISCAL YEAR 2024 BUDGET AMENDMENT REQUEST
SAME YEAR BUDGET REALLOCATION

Submitted by: Dr. Theresa Chapple McGruder
Title: Public Health Department Director

		Current Yr Budget	Current Yr Budget	MOVING FROM			MOVING TO		
		From	To	Current Yr	Requested	Current Yr	Current Yr	Requested	Recommended
		GL #	GL #	Budget**	Amount	Amended	Budget**	Amount	Current Yr
									Amended
Account Descriptions	→	2184.44560.101.510501	2184.44560.101.570710	33,297	2,500	30,797	-	2,500	2,500
Budget Page #	→	Regular Salaries	Equipment						
		68	68						

** Includes any prior approved amendments

Explanation Below

The Department processed line item transfers through Illinois Public Health Department's FY24 Public Health Emergency Preparedness Grant. These amendments will reflect those changes in the Village's fiscal budget system.

FISCAL YEAR 2024 BUDGET AMENDMENT REQUEST
SAME YEAR BUDGET REALLOCATION

Submitted by: Dr. Theresa Chapple McGruder
Title: Public Health Department Director

		Current Yr Budget	Current Yr Budget	MOVING FROM			MOVING TO		
		From	To	Current Yr	Requested	Current Yr	Current Yr	Requested	Recommended
		<u>GL #</u>	<u>GL #</u>	<u>Budget**</u>	<u>Amount</u>	<u>Amended</u>	<u>Budget**</u>	<u>Amount</u>	<u>Current Yr</u>
									<u>Amended</u>
Account Descriptions	→	2194.44560.101.540690	2194.44560.101.560631	264	264	-	2,958	264	3,222
Budget Page #	→	Telecommunications	Operational Supplies						
		68	68						

** Includes any prior approved amendments

Explanation Below

The Department processed a line item transfer through Illinois Public Health Department's FY24 Illinois Tobacco-Free Communities Grant. This amendment will reflect those changes in the Village's fiscal budget system.

FISCAL YEAR 2024 BUDGET AMENDMENT REQUEST
SAME YEAR BUDGET REALLOCATION

Submitted by: Bill McKenna
Title: Village Engineer / Assistant Public Works Director

		Current Yr Budget	Current Yr Budget	MOVING FROM			MOVING TO		
		From	To	Current Yr	Requested	Current Yr	Current Yr	Requested	Recommended
		<u>GL #</u>	<u>GL #</u>	<u>Budget**</u>	<u>Amount</u>	<u>Amended</u>	<u>Budget**</u>	<u>Amount</u>	<u>Current Yr Amended</u>
Account Descriptions	→	3095.43780.101.570720	3095.43780.101.550652	4,300	1,600	2,700	3,000	1,600	4,600
Budget Page #	→	Computer Equipment 87	Legal Postings and Doc Fees 87						

** Includes any prior approved amendments

Explanation Below

Additional funds are needed for the legal notice and doc fees for posting legal notices for capital improvement projects or requests for proposals. This Budget Amendment transfers \$1,600 which was intended for purchasing a Microsoft Surface Tablet for the Assistant Village Engineer position which is still vacant from the Capital Improvement Fund, Public Works - Engineering, Computer Equipment account no. 3095.43780.101.570720 to the Capital Improvement Fund, Public Works - Engineering, Legal Postings and Doc Fees account no. 3095.43780.101.550652

FISCAL YEAR 2024 BUDGET AMENDMENT REQUEST
SAME YEAR BUDGET REALLOCATION

Submitted by: Bill McKenna
Title: Village Engineer

		Current Yr Budget	Current Yr Budget	MOVING FROM			MOVING TO		
		From	To	Current Yr	Requested	Current Yr	Current Yr	Requested	Recommended
		<u>GL #</u>	<u>GL #</u>	<u>Budget**</u>	<u>Amount</u>	<u>Amended</u>	<u>Budget**</u>	<u>Amount</u>	<u>Current Yr</u> <u>Amended</u>
Account Descriptions	→	3095.43780.101.570706	3095.43780.101.570967	3,412,391	42,800	3,369,591	996,006	42,800	1,038,806
Budget Page #	→	Project Engineering 87	Bicycle Plan Improvements 87						

** Includes any prior approved amendments

Explanation Below

As approved by the Village Board at the May 7, 2024 Board meeting, this Budget Amendment transfers \$42,800 needed for the Bike PLaN Update from the Capital Improvement Fund, Public Works-Engineering, Project Engineering account no. 3095.43780.101.570706 from savings from deferred work related to the Cap the Ike Study which has not yet started to the Capital Improvement Fund, Public Works-Engineering, Bicycle Plan Improvements account no. 3095.43780.101.570967 for the Bike Plan Update.

FISCAL YEAR 2024 BUDGET AMENDMENT REQUEST
SAME YEAR BUDGET REALLOCATION

Submitted by: Bill McKenna
Title: Village Engineer / Assistant Public Works Director

		Current Yr Budget	Current Yr Budget	MOVING FROM			MOVING TO		
		From	To	Current Yr	Requested	Current Yr	Current Yr	Requested	Recommended
		<u>GL #</u>	<u>GL #</u>	<u>Budget**</u>	<u>Amount</u>	<u>Amended</u>	<u>Budget**</u>	<u>Amount</u>	<u>Current Yr Amended</u>
Account Descriptions	→	3095.43780.101.570951	3095.43780.101.570964	5,209,215	222,393	4,986,822	1,913,506	222,393	2,135,899
Budget Page #	→	Local Street Construction 87	Alley Improvements 87						

** Includes any prior approved amendments

Explanation Below

As approved by the Village Board at the March 19, 2024 Board meeting, this Budget Amendment transfers \$222,393 need for the 24-4 Alley Improvement project from the Capital Improvement Fund, Public Works - Engineering, Local Street Construction account no. 3095-43780-101-570951 to the Capital Improvement Fund, Public Works - Engineering, Alley Improvements account no. 3095-43780-101-570964. There will be \$175,000 in savings in the CIP account for local street construction from the Austin Boulevard Resurfacing project since this project is being deferred to 2025 by CDOT and staff will reduce the scope of the upcoming 2024 local street resurfacing project by the additional \$47,393 needed for this transfer.

FISCAL YEAR 2024 BUDGET AMENDMENT REQUEST
SAME YEAR BUDGET REALLOCATION

Submitted by: Bill McKenna
Title: Village Engineer

		Current Yr Budget	Current Yr Budget	MOVING FROM			MOVING TO		
		From	To	Current Yr	Requested	Current Yr	Current Yr	Requested	Recommended
		<u>GL #</u>	<u>GL #</u>	<u>Budget**</u>	<u>Amount</u>	<u>Amended</u>	<u>Budget**</u>	<u>Amount</u>	<u>Current Yr Amended</u>
Account Descriptions	→	5040.43730.777.570707	5040.43730.776.570707	8,296,314	95,000	8,201,314	1,429,810	95,000	1,524,810
Budget Page #	→	Capital Improvements 98	Capital Improvements 98						

** Includes any prior approved amendments

Explanation Below

This Budget Amendment transfers \$95,000 needed for the 24-12 North Pump Station Generator Addition Project from the Water and Sewer Fund, Public Works - Water, Water Distribution, Capital Improvement account no. 5040.43730.777.570707 to the Water and Sewer Fund, Public Works - Water, Water Supply, Capital Improvement account no. 5040.43730.776.570707. The low bid of \$420,000 for the North Pump Station Generator project is over the budgeted amount of \$325,000. There are available funds for this project in the Water & Sewer Fund for water distribution from deferred projects.

FISCAL YEAR 2024 BUDGET AMENDMENT REQUEST
SAME YEAR BUDGET REALLOCATION

Submitted by: Emily Egan
Title: Development Services Director

		Current Yr Budget	Current Yr Budget	MOVING FROM			MOVING TO		
		From	To	Current Yr	Requested	Current Yr	Current Yr	Requested	Recommended
		GL #	GL #	Budget**	Amount	Amended	Budget**	Amount	Current Yr
		5060.43770.788.570705	5060.43770.788.540674	765,309	9,000	756,309	18,500	9,000	27,500
Account Descriptions	→	Building Improvements	Property Repair						
Budget Page #	→	94	93						

** Includes any prior approved amendments

Explanation Below

Vilage staff is requesting to increase the not-to-exceed amount for the Anderson Elevator contract for the parking garages. The increase is necessary to allow for the procurement and installation of a new circuit board for the west elevator car at the Village’s Holley Court parking garage. This circuit board needs to be fully replaced due to water damage.