

# Fiscal Year 2016 Budget Amendment Request

Date 11/17/2016

Request Submitted by: Steven Drazner

Fund 2072 Madison Street TIF Fund

Department 41300 Finance

Program 101 Base Program

Account 570707 Capital Improvements

Amendment Type:



New



Carry over from previous fiscal year

Current Budget Amount \$ 0.00

Net Change Requested \$ 45,828.00

Revised Budget Amount \$ 45,828.00

Page # in Detailed Annex:

176

Please describe the need for the requested amendment:

Covers total amount of expenditures for Capital Improvements - Soil Remediation.

What is the proposed funding source (if necessary)?



Reallocation from another account



Local Revenue Offset



Fund Balance



Grant Offset

For Internal Office Use Only:

Finance Dept:

Village Manager's Office:

Processed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Board Approval Date By: \_\_\_\_\_

Recommended \_\_\_\_ Yes \_\_\_\_ No

Recommended \_\_\_\_ Yes \_\_\_\_ No

System Entry Date: \_\_\_\_\_

# Fiscal Year 2016 Budget Amendment Request

☐ Date

Request Submitted by: Deputy Chief Pilafas

Fund

Department

Program

Account

Amendment Type:

☒ New

☐ Carry over from previous fiscal year

Current Budget Amount

Net Change Requested

Revised Budget Amount

Page # in Detailed Annex:

☐ Please describe the need for the requested amendment:

As of the 23rd payroll period of 2016, the Fire Department has used 99% of the overtime budget + or - 3%. The original 2016 overtime budget was \$350,000.00. At the end of the 2nd quarter an additional \$100,000.00 was added to the Fire Department overtime budget due to extended sick leave, work related injuries and vacant positions.

The Fire Department currently has 6 members on sick leave/sick accident and 1 vacant position. The FD is requesting an additional \$60,000.00 to the 2016 overtime budget to maintain minimum staffing.

If you have any questions about this request, please contact Deputy Chief Pilafas

What is the proposed funding source (if necessary)?

☐ Reallocation from another account ☐ Local Revenue Offset

☒ Fund Balance ☐ Grant Offset

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For Internal Office Use Only:

Finance Dept:

Village Manager's Office:

Processed By: \_\_\_\_\_

☐ Reviewed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Board Approval Date By: \_\_\_\_\_

Recommended \_\_\_\_ Yes \_\_\_\_ No

Recommended \_\_\_\_ Yes \_\_\_\_ No

System Entry Date: \_\_\_\_\_

# Fiscal Year 2016 Budget Amendment Request

Date 11/10/2016

Request Submitted by: A Schell

Fund 1001 General Fund  
Department 46202 DCS - Planning Division  
Program 101 Base Program  
Account 530667 External Support

Amendment Type:

- ☒ New  
☐ Carry over from previous fiscal year

Current Budget Amount \$ 225,000.00

Net Change Requested (\$ 35,000.00)

Revised Budget Amount \$ 190,000.00

Page # in Detailed Annex:

33

Please describe the need for the requested amendment:

Please reallocate this amount to 1001-46205-101-560634, Sign Replacement, for the project developing new wayfinding strategies.

What is the proposed funding source (if necessary)?

- ☐ Reallocation from another account ☐ Local Revenue Offset  
☒ Fund Balance ☐ Grant Offset

For Internal Office Use Only:

Finance Dept:

Village Manager's Office:

Processed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Board Approval Date By: \_\_\_\_\_

Recommended \_\_\_\_ Yes \_\_\_\_ No

Recommended \_\_\_\_ Yes \_\_\_\_ No

System Entry Date: \_\_\_\_\_

# Fiscal Year 2016 Budget Amendment Request

Date 11/10/2016

Request Submitted by: A Schell

Fund 1001 General Fund

Department 46205 DCS - Business Services

Program 101 Base Program

Account 560634 Sign Replacement

Amendment Type:



New



Carry over from previous fiscal year

Current Budget Amount \$ 75,000.00

Net Change Requested \$ 35,000.00

Revised Budget Amount \$ 110,000.00

Page # in Detailed Annex:

22

Please describe the need for the requested amendment:

Please reallocate this amount from 1001-46202-101-530667 to pay for the project to develop new wayfinding signage.

What is the proposed funding source (if necessary)?



Reallocation from another account



Local Revenue Offset



Fund Balance



Grant Offset

For Internal Office Use Only:

Finance Dept:

Village Manager's Office:

Processed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Board Approval Date By: \_\_\_\_\_

Recommended \_\_\_\_ Yes \_\_\_\_ No

Recommended \_\_\_\_ Yes \_\_\_\_ No

System Entry Date: \_\_\_\_\_

# Fiscal Year 2016 Budget Amendment Request

☐ Date

Request Submitted by: Steven Drazner

Fund

Department

Program

Account

Amendment Type:



New



Carry over from previous fiscal year

Current Budget Amount

Net Change Requested

Revised Budget Amount

Page # in Detailed Annex:

☐ Please describe the need for the requested amendment:

Covers total amount of expenditures for Finance Department Temporary Services costs incurred in 2016, not otherwise budgeted.

What is the proposed funding source (if necessary)?



Reallocation from another account



Local Revenue Offset



Fund Balance



Grant Offset

For Internal Office Use Only:

Finance Dept:

Village Manager's Office:

Processed By: \_\_\_\_\_

☐ Reviewed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Board Approval Date By: \_\_\_\_\_

Recommended \_\_\_\_ Yes \_\_\_\_ No

Recommended \_\_\_\_ Yes \_\_\_\_ No

System Entry Date: \_\_\_\_\_

# Fiscal Year 2016 Budget Amendment Request

Date 11/17/2016

Request Submitted by: Steven Drazner

Fund 1001 General Fund  
Department 41300 Finance  
Program 101 Base Program  
Account 550606 Books & Subscriptions

Amendment Type:

- ☒ New  
☐ Carry over from previous fiscal year

Current Budget Amount \$ 0.00

Net Change Requested \$ 1,500.00

Revised Budget Amount \$ 1,500.00

Page # in Detailed Annex:

35

Please describe the need for the requested amendment:

Covers total amount of expenditures for Finance Books & Subscription costs incurred in 2016, not otherwise budgeted.

What is the proposed funding source (if necessary)?

- ☐ Reallocation from another account ☐ Local Revenue Offset  
☒ Fund Balance ☐ Grant Offset

For Internal Office Use Only:

Finance Dept:

Village Manager's Office:

Processed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Board Approval Date By: \_\_\_\_\_

Recommended \_\_\_\_ Yes \_\_\_\_ No

Recommended \_\_\_\_ Yes \_\_\_\_ No

System Entry Date: \_\_\_\_\_

# Fiscal Year 2016 Budget Amendment Request

Date 11/17/2016

Request Submitted by: Steven Drazner

Fund 1001 General Fund

Department 41300 Finance

Program 101 Base Program

Account 550663 Software License Updates

Amendment Type:



New



Carry over from previous fiscal year

Current Budget Amount \$ 0.00

Net Change Requested \$ 6,593.00

Revised Budget Amount \$ 6,593.00

Page # in Detailed Annex:

35

Please describe the need for the requested amendment:

Covers total amount of expenditures for Finance Software License Update costs incurred in 2016, not otherwise budgeted.

What is the proposed funding source (if necessary)?



Reallocation from another account



Local Revenue Offset



Fund Balance



Grant Offset

For Internal Office Use Only:

Finance Dept:

Village Manager's Office:

Processed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Board Approval Date By: \_\_\_\_\_

Recommended \_\_\_\_ Yes \_\_\_\_ No

Recommended \_\_\_\_ Yes \_\_\_\_ No

System Entry Date: \_\_\_\_\_

# Fiscal Year 2016 Budget Amendment Request

☐ Date

Request Submitted by: Steven Drazner

Fund

Department

Program

Account

Amendment Type:



New



Carry over from previous fiscal year

Current Budget Amount

Net Change Requested

Revised Budget Amount

Page # in Detailed Annex:

☐ Please describe the need for the requested amendment:

Covers total amount of additional expenditures for Equipment Rental (copier) costs incurred in 2016.

What is the proposed funding source (if necessary)?



Reallocation from another account



Local Revenue Offset



Fund Balance



Grant Offset

For Internal Office Use Only:

Finance Dept:

Village Manager's Office:

Processed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Board Approval Date By: \_\_\_\_\_

Recommended ☐ Yes ☐ No

Recommended ☐ Yes ☐ No

System Entry Date: \_\_\_\_\_



# Fiscal Year 2016 Budget Amendment Request

☐ Date

Request Submitted by: Ken Crowley

Fund

Department

Program

Account

Amendment Type:



New



Carry over from previous fiscal year

Current Budget Amount

Net Change Requested

Revised Budget Amount

Page # in Detailed Annex:

☐ Please describe the need for the requested amendment:

Transfer excess funds into Vehicle Equipment Parts account 560637 that is projected to be short.

What is the proposed funding source (if necessary)?



Reallocation from another account



Local Revenue Offset



Fund Balance



Grant Offset

For Internal Office Use Only:

Finance Dept:

Village Manager's Office:

Processed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Board Approval Date By: \_\_\_\_\_

Recommended ☐ Yes ☐ No

Recommended ☐ Yes ☐ No

System Entry Date: \_\_\_\_\_

# Fiscal Year 2016 Budget Amendment Request

☐ Date

Request Submitted by: Ken Crowley

Fund

Department

Program

Account

Amendment Type:



New



Carry over from previous fiscal year

Current Budget Amount

Net Change Requested

Revised Budget Amount

Page # in Detailed Annex:

☐ Please describe the need for the requested amendment:

Transfer excess funds from Fuel account 560636 into Vehicle Equipment Parts account 560637 that is projected to be short.

What is the proposed funding source (if necessary)?



Reallocation from another account



Local Revenue Offset



Fund Balance



Grant Offset

For Internal Office Use Only:

Finance Dept:

Village Manager's Office:

Processed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Board Approval Date By: \_\_\_\_\_

Recommended ☐ Yes ☐ No

Recommended ☐ Yes ☐ No

System Entry Date: \_\_\_\_\_

# Fiscal Year 2016 Budget Amendment Request

Date 11/03/2016

Request Submitted by: Ken Crowley

Fund 1001 General Fund

Department 43900 DPW - Fleet Operations

Program 734 Other Vehicle Maint Services

Account 560636 Fuel

Amendment Type:



New



Carry over from previous fiscal year

Current Budget Amount \$ 100,000.00

Net Change Requested (\$ 10,000.00)

Revised Budget Amount \$ 90,000.00

Page # in Detailed Annex:

73

Please describe the need for the requested amendment:

Transfer excess funds from Fuel account 560636 into External Support account 530667 account to cover projected deficit.

What is the proposed funding source (if necessary)?



Reallocation from another account



Local Revenue Offset



Fund Balance



Grant Offset

For Internal Office Use Only:

Finance Dept:

Village Manager's Office:

Processed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Board Approval Date By: \_\_\_\_\_

Recommended \_\_\_\_ Yes \_\_\_\_ No

Recommended \_\_\_\_ Yes \_\_\_\_ No

System Entry Date: \_\_\_\_\_

# Fiscal Year 2016 Budget Amendment Request

☐ Date

Request Submitted by: Ken Crowley

Fund   
Department   
Program   
Account

Amendment Type:

- ☒ New  
☐ Carry over from previous fiscal year

Current Budget Amount   
Net Change Requested   
Revised Budget Amount

Page # in Detailed Annex:

☐ Please describe the need for the requested amendment:

Transfer funds into External Support account 530667 that is projected to be short from Fuel account 560636.

What is the proposed funding source (if necessary)?

- ☒ Reallocation from another account ☐ Local Revenue Offset  
☐ Fund Balance ☐ Grant Offset

For Internal Office Use Only:

Finance Dept:

Village Manager's Office:

Processed By: \_\_\_\_\_

☐ Reviewed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Board Approval Date By: \_\_\_\_\_

Recommended ☐ Yes ☐ No

Recommended ☐ Yes ☐ No

System Entry Date: \_\_\_\_\_

# Fiscal Year 2016 Budget Amendment Request

☐ Date

Request Submitted by: Ken Crowley

Fund

Department

Program

Account

Amendment Type:



New



Carry over from previous fiscal year

Current Budget Amount

Net Change Requested

Revised Budget Amount

Page # in Detailed Annex:

☐ Please describe the need for the requested amendment:

Transfer excess funds into Vehicle Equipment Parts account 560637 account from Fuel account 560636 to cover projected deficit.

What is the proposed funding source (if necessary)?



Reallocation from another account



Local Revenue Offset



Fund Balance



Grant Offset

For Internal Office Use Only:

Finance Dept:

Village Manager's Office:

Processed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Board Approval Date By: \_\_\_\_\_

Recommended ☐ Yes ☐ No

Recommended ☐ Yes ☐ No

System Entry Date: \_\_\_\_\_

# Fiscal Year 2016 Budget Amendment Request

☐ Date

Request Submitted by: Ken Crowley

Fund

Department

Program

Account

Amendment Type:



New



Carry over from previous fiscal year

Current Budget Amount

Net Change Requested

Revised Budget Amount

Page # in Detailed Annex:

☐ Please describe the need for the requested amendment:

Transfer excess funds from Fuel account 560636 account into Vehicle Equipment Parts account 560637 to cover projected deficit.

What is the proposed funding source (if necessary)?



Reallocation from another account



Local Revenue Offset



Fund Balance



Grant Offset

For Internal Office Use Only:

Finance Dept:

Village Manager's Office:

Processed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Board Approval Date By: \_\_\_\_\_

Recommended ☐ Yes ☐ No

Recommended ☐ Yes ☐ No

System Entry Date: \_\_\_\_\_

# Fiscal Year 2016 Budget Amendment Request

☐ Date

Request Submitted by: Ken Crowley

Fund   
Department   
Program   
Account

Amendment Type:

- ☒ New  
☐ Carry over from previous fiscal year

Current Budget Amount

Net Change Requested

Revised Budget Amount

Page # in Detailed Annex:

☐ Please describe the need for the requested amendment:

Transfer excess funds from Fuel account 560636 into Vehicle Equipment Parts 560637 account that are projected to be short.

What is the proposed funding source (if necessary)?

- ☒ Reallocation from another account ☐ Local Revenue Offset  
☐ Fund Balance ☐ Grant Offset

For Internal Office Use Only:

Finance Dept:

Village Manager's Office:

Processed By: \_\_\_\_\_

☐ Reviewed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Board Approval Date By: \_\_\_\_\_

Recommended \_\_\_\_ Yes \_\_\_\_ No

Recommended \_\_\_\_ Yes \_\_\_\_ No

System Entry Date: \_\_\_\_\_

# Fiscal Year 2016 Budget Amendment Request

☐ Date

Request Submitted by: Ken Crowley

Fund

Department

Program

Account

Amendment Type:



New



Carry over from previous  
fiscal year

Current Budget Amount

Net Change Requested

Revised Budget Amount

Page # in Detailed Annex:

☐ Please describe the need for the requested amendment:

Transfer funds into Vehicle Equipment Parts 560637 account that are projected to be short from the Fuel account 560636.

What is the proposed funding source (if necessary)?



Reallocation from another account



Local Revenue Offset



Fund Balance



Grant Offset

For Internal Office Use Only:

Finance Dept:

Village Manager's Office:

Processed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Board Approval Date By: \_\_\_\_\_

Recommended ☐ Yes ☐ No

Recommended ☐ Yes ☐ No

System Entry Date: \_\_\_\_\_



# Fiscal Year 2016 Budget Amendment Request

Date 11/03/2016

Request Submitted by: Ken Crowley

Fund 1001 General Fund  
Department 43900 DPW - Fleet Operations  
Program 733 Pub Wks Vehicle Maint Servc  
Account 560637 Vehicle Equipment Parts

Amendment Type:



New



Carry over from previous fiscal year

Current Budget Amount \$ 72,000.00

Net Change Requested \$ 15,000.00

Revised Budget Amount \$ 87,000.00

Page # in Detailed Annex:

73

Please describe the need for the requested amendment:

Transfer excess funds into Vehicle Equipment Parts account 560637 from Fuel account 560636 to cover projected deficit.

What is the proposed funding source (if necessary)?



Reallocation from another account



Local Revenue Offset



Fund Balance



Grant Offset

For Internal Office Use Only:

Finance Dept:

Village Manager's Office:

Processed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Board Approval Date By: \_\_\_\_\_

Recommended \_\_\_\_ Yes \_\_\_\_ No

Recommended \_\_\_\_ Yes \_\_\_\_ No

System Entry Date: \_\_\_\_\_

# Fiscal Year 2016 Budget Amendment Request

Date 11/10/2016

Request Submitted by: Vic Sabaliauskas - DPW - Bldg. Maint.

Fund 3012 Capital Bldg Improvements  
Department 43790 DPW - Building Maintenance  
Program 101 Base Program  
Account 540673 Building Maintenance

Amendment Type:

- ☒ New  
☐ Carry over from previous fiscal year

Current Budget Amount \$ 2,787,464.00

Net Change Requested (\$ 5,000.00)

Revised Budget Amount \$ 2,782,464.00

Page # in Detailed Annex:

111

Please describe the need for the requested amendment:

Additional funds are needed for air filters for HVAC systems at the PWC in account #1001-43790-713-560627. Funds are being taken from CIP Bldg. Imp. Fund 3012-43790-101-540673.

What is the proposed funding source (if necessary)?

- ☒ Reallocation from another account ☐ Local Revenue Offset  
☐ Fund Balance ☐ Grant Offset

For Internal Office Use Only:

Finance Dept:

Village Manager's Office:

Processed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Board Approval Date By: \_\_\_\_\_

Recommended \_\_\_\_ Yes \_\_\_\_ No

Recommended \_\_\_\_ Yes \_\_\_\_ No

System Entry Date: \_\_\_\_\_

# Fiscal Year 2016 Budget Amendment Request

Date

Request Submitted by: Vic Sabaliauskas - DPW - Bldg. Maint.

Fund

Department

Program

Account

Amendment Type:



New



Carry over from previous fiscal year

Current Budget Amount

Net Change Requested

Revised Budget Amount

Page # in Detailed Annex:

Please describe the need for the requested amendment:

Additional funds are needed for air filters for HVAC systems at the PWC. Funds are being taken from CIP Bldg. Imp. Fund 3012-43790-101-540673.

What is the proposed funding source (if necessary)?



Reallocation from another account



Local Revenue Offset



Fund Balance



Grant Offset

For Internal Office Use Only:

Finance Dept:

Village Manager's Office:

Processed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Board Approval Date By: \_\_\_\_\_

Recommended ☐ Yes ☐ No

Recommended ☐ Yes ☐ No

System Entry Date: \_\_\_\_\_

# Fiscal Year 2016 Budget Amendment Request

Date 10/31/2016

Request Submitted by: Bill McKenna

Fund 3095 Capital Improvement Fund

Department 43780 DPW - Capital Projects

Program 101 Base Program

Account 570951 Local Street Construction

Amendment Type:



New



Carry over from previous fiscal year

Current Budget Amount \$ 4,345,738.00

Net Change Requested (\$ 64,227.00)

Revised Budget Amount \$ 4,281,511.00

Page # in Detailed Annex:

107

Please describe the need for the requested amendment:

Transfer from Street Resurfacing Projects on Local Streets to South Boulevard Streetscaping project. This is from item RES 15-505 "A Resolution Approving a Revised Local Public Agency Agreement for Federal Participation with the State of Illinois for the Construction of the South Boulevard Streetscaping Project and Authorizing its Execution" from the 12/7/2015 Board meeting.

The Illinois Department of Transportation opened bids for the federally funded streetscaping project on South Boulevard from Harlem Avenue to Marion Street in early November 2015. The low bid of \$2,762,133.27 was \$374,215 above the budgeted amount for the project. The Engineering Division was able to secure an additional \$300,000 in Federal Surface Transportation Funds to cover 80% of these additional costs. The increased cost for this project results in an increased Village share of this project of \$64,227 over the FY2016 budgeted amounts in the CIP fund for Streetscaping.

What is the proposed funding source (if necessary)?



Reallocation from another account



Local Revenue Offset



Fund Balance



Grant Offset

For Internal Office Use Only:

Finance Dept:

Village Manager's Office:

Processed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Board Approval Date By: \_\_\_\_\_

Recommended \_\_\_\_ Yes \_\_\_\_ No

Recommended \_\_\_\_ Yes \_\_\_\_ No

System Entry Date: \_\_\_\_\_

# Fiscal Year 2016 Budget Amendment Request

☐ Date

Request Submitted by: Bill McKenna

Fund

Department

Program

Account

Amendment Type:



New



Carry over from previous fiscal year

Current Budget Amount

Net Change Requested

Revised Budget Amount

Page # in Detailed Annex:

☐ Please describe the need for the requested amendment:

Transfer from Street Resurfacing Projects on Local Streets to South Boulevard Streetscaping project. This is from item RES 15-505 "A Resolution Approving a Revised Local Public Agency Agreement for Federal Participation with the State of Illinois for the Construction of the South Boulevard Streetscaping Project and Authorizing its Execution" from the 12/7/2015 Board meeting.

The Illinois Department of Transportation opened bids for the federally funded streetscaping project on South Boulevard from Harlem Avenue to Marion Street in early November 2015. The low bid of \$2,762,133.27 was \$374,215 above the budgeted amount for the project. The Engineering Division was able to secure an additional \$300,000 in Federal Surface Transportation Funds to cover 80% of these additional costs. The increased cost for this project results in an increased Village share of this project of \$64,227 over the FY2016 budgeted amounts in the CIP fund for Streetscaping.

What is the proposed funding source (if necessary)?



Reallocation from another account



Local Revenue Offset



Fund Balance



Grant Offset

For Internal Office Use Only:

Finance Dept:

Village Manager's Office:

Processed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Board Approval Date By: \_\_\_\_\_

Recommended \_\_\_\_ Yes \_\_\_\_ No

Recommended \_\_\_\_ Yes \_\_\_\_ No

System Entry Date: \_\_\_\_\_

# Fiscal Year 2016 Budget Amendment Request

☐ Date

Request Submitted by: Bill McKenna

Fund

Department

Program

Account

Amendment Type:



New



Carry over from previous fiscal year

Current Budget Amount

Net Change Requested

Revised Budget Amount

Page # in Detailed Annex:

☐ Please describe the need for the requested amendment:

The Village's 50/50 sidewalk program generated \$2,297 in revenues collected from resident participation in the program. Transfer the collected revenues from the Capital Improvement Account 3095-43700-822-440474 (Cashier Code C16) into the FY 2016 Capital Improvement Fund 3095-43780-101-570953 to cover a change order for the 2015 Sidewalk and Curb & Gutter Replacement Project 15-3 from the 12/5/16 Board meeting.

What is the proposed funding source (if necessary)?



Reallocation from another account



Local Revenue Offset



Fund Balance



Grant Offset

For Internal Office Use Only:

Finance Dept:

Reviewed By: \_\_\_\_\_

Recommended ☐ Yes ☐ No

Village Manager's Office:

Reviewed By: \_\_\_\_\_

Recommended ☐ Yes ☐ No

Processed By: \_\_\_\_\_

Board Approval Date By: \_\_\_\_\_

System Entry Date: \_\_\_\_\_

# Fiscal Year 2016 Budget Amendment Request

☐ Date

Request Submitted by: Robert Sproule

Fund

Department

Program

Account

Amendment Type:



New



Carry over from previous  
fiscal year

Current Budget Amount

Net Change Requested

Revised Budget Amount

Page # in Detailed Annex:

☐ Please describe the need for the requested amendment:

The Village Claims Division collected revenue for the removal of public parkway trees on Euclid Avenue at the District House Development site. This revenue is intended to be used for the FY2017 parkway tree replacement. Transfer the collected revenue from the General Fund 1001-43780-000-441475 (Recovered Damages) into the Capital Improvement fund 3095-43780-570957 (Tree Replacement) for FY 2016. Funds will be carried forward into FY2017 under a separate budget amendment.

What is the proposed funding source (if necessary)?

☐ Reallocation from another account ☒ Local Revenue Offset

☐ Fund Balance ☐ Grant Offset

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For Internal Office Use Only:

Finance Dept:

Village Manager's Office:

Processed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Board Approval Date By: \_\_\_\_\_

Recommended \_\_\_\_ Yes \_\_\_\_ No

Recommended \_\_\_\_ Yes \_\_\_\_ No

System Entry Date: \_\_\_\_\_

# Fiscal Year 2016 Budget Amendment Request

☐ Date

Request Submitted by: Bill McKenna

Fund

Department

Program

Account

Amendment Type:



New



Carry over from previous fiscal year

Current Budget Amount

Net Change Requested

Revised Budget Amount

Page # in Detailed Annex:

☐ Please describe the need for the requested amendment:

Transfer from FY2016 Capital Improvement Fund, Public Works - Engineering, Local Street Construction, for Home Avenue Bridge Deck Repairs, account no. 3095-43780-101-570951 to cover \$5,077 needed for a change order for 2016 Sidewalk and Curb and Gutter Replacement project 16-3 from the 12/5/16 Board meeting and \$269 from the same account needed for a change order for the 2015 Sidewalk and Curb and Gutter Replacement project 15-3 from the 12/5/16 Board meeting account 3095-43780-101-570953.

What is the proposed funding source (if necessary)?



Reallocation from another account



Local Revenue Offset



Fund Balance



Grant Offset

For Internal Office Use Only:

Finance Dept:

Reviewed By: \_\_\_\_\_

Village Manager's Office:

Reviewed By: \_\_\_\_\_

Processed By: \_\_\_\_\_

Board Approval Date By: \_\_\_\_\_

Recommended ☐ Yes ☐ No

Recommended ☐ Yes ☐ No

System Entry Date: \_\_\_\_\_



# Fiscal Year 2016 Budget Amendment Request

☐ Date

Request Submitted by: Bill McKenna

Fund

Department

Program

Account

Amendment Type:



New



Carry over from previous fiscal year

Current Budget Amount

Net Change Requested

Revised Budget Amount

Page # in Detailed Annex:

☐ Please describe the need for the requested amendment:

Transfer from FY2016 Capital Improvement Fund, Public Works - Engineering, Local Street Construction, for Home Avenue Bridge Deck Repairs, account no. 3095-43780-101-570951 to cover \$5,077 needed for a change order for 2016 Sidewalk and Curb and Gutter Replacement project 16-3 from the 12/5/16 Board meeting and \$269 from the same account needed for a change order for the 2015 Sidewalk and Curb and Gutter Replacement project 15-3 from the 12/5/16 Board meeting.

What is the proposed funding source (if necessary)?



Reallocation from another account



Local Revenue Offset



Fund Balance



Grant Offset

-----  
For Internal Office Use Only:

Finance Dept:

Village Manager's Office:

Processed By: \_\_\_\_\_

☐ Reviewed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Board Approval Date By: \_\_\_\_\_

Recommended \_\_\_\_ Yes \_\_\_\_ No

Recommended \_\_\_\_ Yes \_\_\_\_ No

System Entry Date: \_\_\_\_\_

# Fiscal Year 2016 Budget Amendment Request

☐ Date

Request Submitted by: John Youkhana

Fund

Department

Program

Account

Amendment Type:



New



Carry over from previous fiscal year

Current Budget Amount

Net Change Requested

Revised Budget Amount

Page # in Detailed Annex:

☐ Please describe the need for the requested amendment:

Please reallocate the amounts as follows;  
\$100,000 to 5060-43770-101-530660  
\$30,000 to 5060-43770-783-530660

What is the proposed funding source (if necessary)?



Reallocation from another account



Local Revenue Offset



Fund Balance



Grant Offset

-----  
For Internal Office Use Only:

Finance Dept:

Village Manager's Office:

Processed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Board Approval Date By: \_\_\_\_\_

Recommended \_\_\_\_ Yes \_\_\_\_ No

Recommended \_\_\_\_ Yes \_\_\_\_ No

System Entry Date: \_\_\_\_\_

# Fiscal Year 2016 Budget Amendment Request

☐ Date

Request Submitted by: John Youkhana

Fund

Department

Program

Account

Amendment Type:



New



Carry over from previous fiscal year

Current Budget Amount

Net Change Requested

Revised Budget Amount

Page # in Detailed Annex:

☐ Please describe the need for the requested amendment:

Please reallocate this amount from 5060-43770-788-530660 to cover additional security and unexpected temp. costs.

What is the proposed funding source (if necessary)?



Reallocation from another account



Local Revenue Offset



Fund Balance



Grant Offset

For Internal Office Use Only:

Finance Dept:

Village Manager's Office:

Processed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Board Approval Date By: \_\_\_\_\_

Recommended ☐ Yes ☐ No

Recommended ☐ Yes ☐ No

System Entry Date: \_\_\_\_\_

# Fiscal Year 2016 Budget Amendment Request

☐ Date

Request Submitted by: John Youkhana

Fund

Department

Program

Account

Amendment Type:



New



Carry over from previous  
fiscal year

Current Budget Amount

Net Change Requested

Revised Budget Amount

Page # in Detailed Annex:

☐ Please describe the need for the requested amendment:

Please reallocate this amount from 5060-43770-788-530660 to cover additional and unexpected OPRF garage costs

What is the proposed funding source (if necessary)?



Reallocation from another account



Local Revenue Offset



Fund Balance



Grant Offset

-----  
For Internal Office Use Only:

Finance Dept:

☐ Reviewed By: \_\_\_\_\_

Village Manager's Office:

Reviewed By: \_\_\_\_\_

Processed By: \_\_\_\_\_

Board Approval Date By: \_\_\_\_\_

Recommended \_\_\_\_ Yes \_\_\_\_ No

Recommended \_\_\_\_ Yes \_\_\_\_ No

System Entry Date: \_\_\_\_\_

# Fiscal Year 2016 Budget Amendment Request

☐ Date

Request Submitted by: John Youkhana

Fund

Department

Program

Account

Amendment Type:



New



Carry over from previous fiscal year

Current Budget Amount

Net Change Requested

Revised Budget Amount

Page # in Detailed Annex:

☐ Please describe the need for the requested amendment:

Please reallocate this amount from 5060-43770-786-570705 to cover additional and unexpected costs from DIVVY Bike Project

What is the proposed funding source (if necessary)?



Reallocation from another account



Local Revenue Offset



Fund Balance



Grant Offset

-----  
For Internal Office Use Only:

Finance Dept:

Village Manager's Office:

Processed By: \_\_\_\_\_

☐ Reviewed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Board Approval Date By: \_\_\_\_\_

Recommended \_\_\_\_ Yes \_\_\_\_ No

Recommended \_\_\_\_ Yes \_\_\_\_ No

System Entry Date: \_\_\_\_\_

# Fiscal Year 2016 Budget Amendment Request

☐ Date

Request Submitted by: John Youkhana

Fund

Department

Program

Account

Amendment Type:



New



Carry over from previous  
fiscal year

Current Budget Amount

Net Change Requested

Revised Budget Amount

Page # in Detailed Annex:

☐ Please describe the need for the requested amendment:

Please reallocate this amount into 5060-43770-787-570705

What is the proposed funding source (if necessary)?



Reallocation from another account



Local Revenue Offset



Fund Balance



Grant Offset

-----  
For Internal Office Use Only:

Finance Dept:

Village Manager's Office:

Processed By: \_\_\_\_\_

☐ Reviewed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Board Approval Date By: \_\_\_\_\_

Recommended \_\_\_\_ Yes \_\_\_\_ No

Recommended \_\_\_\_ Yes \_\_\_\_ No

System Entry Date: \_\_\_\_\_

# Fiscal Year 2016 Budget Amendment Request

☐ Date

Request Submitted by: John Youkhana

Fund

Department

Program

Account

Amendment Type:



New



Carry over from previous  
fiscal year

Current Budget Amount

Net Change Requested

Revised Budget Amount

Page # in Detailed Annex:

☐ Please describe the need for the requested amendment:

Please reallocate this amount from 5060-43770-787-530660 to cover external support costs which were accounted for but not allocated correct in 2016.

What is the proposed funding source (if necessary)?



Reallocation from another account



Local Revenue Offset



Fund Balance



Grant Offset

-----  
For Internal Office Use Only:

Finance Dept:

☐ Reviewed By: \_\_\_\_\_

Recommended ☐ Yes ☐ No

Village Manager's Office:

Reviewed By: \_\_\_\_\_

Recommended ☐ Yes ☐ No

Processed By: \_\_\_\_\_

Board Approval Date By: \_\_\_\_\_

System Entry Date: \_\_\_\_\_

# Fiscal Year 2016 Budget Amendment Request

☐ Date

Request Submitted by: John Youkhana

Fund

Department

Program

Account

Amendment Type:



New



Carry over from previous fiscal year

Current Budget Amount

Net Change Requested

Revised Budget Amount

Page # in Detailed Annex:

☐ Please describe the need for the requested amendment:

Please reallocate this amount into 5060-43770-101-530667

What is the proposed funding source (if necessary)?



Reallocation from another account



Local Revenue Offset



Fund Balance



Grant Offset

For Internal Office Use Only:

Finance Dept:

Village Manager's Office:

Processed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Board Approval Date By: \_\_\_\_\_

Recommended \_\_\_\_ Yes \_\_\_\_ No

Recommended \_\_\_\_ Yes \_\_\_\_ No

System Entry Date: \_\_\_\_\_



# Fiscal Year 2016 Budget Amendment Request

☐ Date

Request Submitted by: Vic Sabaliauskas - DPW - Bldg. Maint.

Fund

Department

Program

Account

Amendment Type:



New



Carry over from previous fiscal year

Current Budget Amount

Net Change Requested

Revised Budget Amount

Page # in Detailed Annex:

☐ Please describe the need for the requested amendment:

The overhead metal door no. 2 at the Public Works Center is in need of replacement. It currently is not operational. Due to the frequency the doors are opened and closed, there are two overhead doors at each door location, one which serves as a backup. If the remaining door becomes not operational there will be a security concern and a heating concern. The cost for replacement is \$10,985.88. The Fire Department Storage Garage project which was previously approved by the Village Board for \$122,779.00 will not be moving forward due to unforeseen underground utility issues. Funds for this emergency door replacement are available from the unspent monies of the Storage Garage Project. The budget for the CIP Bldg. Imp. Fund will not be increased or decreased, this is merely a reallocation of funds from a previously approved project.

What is the proposed funding source (if necessary)?

☐ Reallocation from another account ☐ Local Revenue Offset

☐ Fund Balance ☐ Grant Offset

For Internal Office Use Only:

Finance Dept:

Village Manager's Office:

Processed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Board Approval Date By: \_\_\_\_\_

Recommended \_\_\_\_ Yes \_\_\_\_ No

Recommended \_\_\_\_ Yes \_\_\_\_ No

System Entry Date: \_\_\_\_\_