

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST
PRIOR YEAR CARRYOVER REQUEST

Submitted by: Tammie Grossman
 Title: Director, Development Customer Services

	Prior Yr Budget From <u>GL #</u>	Current Yr Budget To <u>GL #</u>	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>
Account Descriptions	2083.46201.101.583611 CARES Public Services Assistance	2083.46201.101.583611 CARES Public Services Assistance	162,107	84,212	50,000	34,212	84,212
Budget Page #	188	188					

Explanation Below

The Village Board approved Resolution 20-166 on July 20, 2020 approving Sub-Recipient Agreements in an amount not to exceed \$162,107 for nine (9) public service agencies: Beyond Hunger, Hephzibah, New Moms, Oak Leyden, the Oak Park-River Forest Infant Welfare Society, Thrive, UCP-Seguin, the Way Back Inn and the West Cook YMCA. \$77,895.00 of this funding was expended in 2020 and therefore this budget amendment is necessary to carry forward the unexpended funds that were not budgeted in 2021.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST
PRIOR YEAR CARRYOVER REQUEST

Submitted by: Tammie Grossman
 Title: Director, Development Customer Services

	Prior Yr Budget From <u>GL #</u>	Current Yr Budget To <u>GL #</u>	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>
Account Descriptions	2083.46201.101.583629 CARES Administraton / Implementation	2083.46201.101.583629 CARES Administration / Implementation	147,000	115,087	77,647	37,440	115,087
Budget Page #	188	188					

Explanation Below

As part of the overall \$980,107 in CDBG CARES Act funding initially awarded to the Village to prevent, prepare for, and respond to COVID-19 and provide assistance to income eligible residents and businesses economically impacted by COVID-19, \$118,000 was earmarked for staff expenses in administering the programs. In Q4 of 2020, the Village received notification of an additional award of \$279,647in CARES Act funding. As a result of this increase, on October 5, 2020, the Village Board approved a motion to increase the overall administrative expenses by \$29,000, resulting in a total FY20 Budget for CARES Administration / Implementation of \$147,000. \$31,913.00 of this funding was expended in 2020 and therefore this budget amendment is necessary to carry forward the unexpended funds that were not budgeted in 2021.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST

PRIOR YEAR CARRYOVER REQUEST

Submitted by: Tammie Grossman

Title: Director, Development Customer Services

		Prior Yr Budget From <u>GL #</u>	Current Yr Budget To <u>GL #</u>	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>
Account Descriptions	→	2083.46201.101.583610 CARES Business Assistance	2083.46201.101.583610 CARES Business Assistance	550,000	352,515	250,000	102,515	352,515
Budget Page #	→	188	188					

Explanation Below

The Village Board approved RES 20-146 on June 15, 2020, authorizing the creation of a Business Assistance Loan Program using \$300,000 from the CARES Act. Due to an additional allotment of funding from the CARES Act, The Village Board approved ORD 20-069 on October 5, 2020, increasing the Business Assistance Loan Program by \$250,000, from \$300,000 to \$550,000. \$197,485 in loans were granted in 2020 and therefore this budget amendment is necessary to carry forward the unexpended grant program funds that were not budgeted in 2021

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST
PRIOR YEAR CARRYOVER REQUEST

Submitted by: Tammie Grossman
 Title: Director, Development Customer Services

	Prior Yr Budget From <u>GL #</u>	Current Yr Budget To <u>GL #</u>	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>
Account Descriptions	2083.46201.101.583609 CARES Housing Assistance	2083.46201.101.583609 CARES Housing Assistance	400,000	335,087	200,000	135,087	335,087
Budget Page #	188	188					

Explanation Below

The Village Board approved Resolution 20-144 on June 15, 2020 awarding \$400,000 to Housing Forward for COVID-10 rental, mortgage and utility assistance. \$64,912.79 of this contract was expended in 2020 and therefore this budget amendment is necessary to carry forward the unexpended funds that were not budgeted in 2021.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST
NEW FUNDING BUDGET REQUEST

Submitted by: Robert H. Anderson

Title: Director, Adjudication

		Current Yr	Requested	Recommended
		<u>Budget**</u>	<u>Amendment</u>	<u>Current Yr</u> <u>Amended</u>
<u>GL #</u>				
1001.41030.101.550603		30,000	19,500	49,500
Account Description	→			
Budget Page #	→	70		

** Includes any prior approved amendments

Explanation Below

Additional funding requested to cover additional postage charges resulting from an increase in mail volume and postage fee increases not previously anticipated.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST
NEW FUNDING BUDGET REQUEST

Submitted by: John Kramer
 Title: Deputy CFO

			Current Yr	Requested	Recommended
			<u>Budget**</u>	<u>Amendment</u>	<u>Current Yr Amended</u>
		GL #			
Transfer To General Fund	Exp	2078.41300.101.591801	-	9,949,271	9,949,271
Transfer To Parking Fund	Exp	2078.41300.101.591860	-	3,899,581	3,899,581
Transfer To Sustainability Fund	Exp	2078.41300.101.591890	-	82,366	82,366
Transfer To Capital Improvement Fund	Exp	2078.41300.101.591895	-	148,602	148,602
Transfer From ARP Fund	Rev	1001.41300.101.491490	-	(9,949,271)	(9,949,271)
Transfer From ARP Fund	Rev	2310.41300.101.491490	-	(82,366)	(82,366)
Transfer From ARP Fund	Rev	3095.41300.101.491490	-	(148,602)	(148,602)
Transfer From ARP Fund	Rev	5060.41300.101.491490	-	(3,899,581)	(3,899,581)

Budget Page #  N/A (ARP is a newly created Fund)

** Includes any prior approved amendments

Explanation Below

The above amendments are being requested to record the transfer of funds from the American Rescue Plan Fund to various Village funds to reimburse the Village for actual lost revenues due to COVID-19 for 2020 and estimated lost revenues due to COVID-19 for 2021. It is important to note that this lost revenue will require approval by the US Treasury following Village Board approval of this budget amendment. However, staff believes that the estimated loss revenue amounts portrayed above are reasonable and eligible based on guidance from various sources.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST
NEW FUNDING BUDGET REQUEST

Submitted by: Tammie Grossman

Title: Director, Development Customer Services

		<u>GL #</u>	<u>Current Yr Budget**</u>	<u>Requested Amendment</u>	<u>Recommended Current Yr Amended</u>
		5060.43770.786.560634	-	600	600
Account Description	→	Sign Replacement			
Budget Page #	→	265			

** Includes any prior approved amendments

Explanation Below

As part of the relief efforts for businesses impacted by the COVID-19 pandemic, the Village purchased twelve (12) additional A-Frame sidewalks signs, indicating locations for 15 minute parking for customers picking up from food establishments. This was not a budgeted expense and therefore a budget amendment is necessary to provide adequate budget authority.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST
NEW FUNDING BUDGET REQUEST

Submitted by: Tammie Grossman

Title: Director, Development Customer Services

		Current Yr <u>Budget**</u>	Requested <u>Amendment</u>	Recommended Current Yr <u>Amended</u>
	GL #			
	5060.43770.101.530667	30,000	9,900	39,900
Account Description	→			
Budget Page #	→	264		

** Includes any prior approved amendments

Explanation Below

This budget amendment is necessary to pay the 2019 annual permit and support fee for the Village's parking software. Due to a billing error, the Village was not invoiced for this fee in 2019.

Due to this miscommunication, the vendor has discounted the balance due, reducing the fee from \$17,500 to \$9,900.

It should also be noted that the vendor has agreed to void the open balance of three other invoices, totaling over \$46,000.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST

NEW FUNDING BUDGET REQUEST

Submitted by: Tammie Grossman

Title: Director, Development Customer Services

		<u>GL #</u>	<u>Current Yr Budget**</u>	<u>Requested Amendment</u>	<u>Recommended Current Yr Amended</u>
		5060.43770.101.510501	158,003	10,800	168,803
Account Description	→	Regular Salaries			
Budget Page #	→	262			
		5060.43770.101.520521	26,995	950	27,945
Account Description	→	Health Insurance Expense			
Budget Page #	→	263			-
		5060.43770.101.520522	15,016	670	15,686
Account Description	→	Social Security Expense			-
Budget Page #	→	263			-
		5060.43770.101.520523	3,646	157	3,803
Account Description	→	Medicare Expense			-
Budget Page #	→	263			-
		5060.43770.101.520527	20,972	901	21,873
Account Description	→	IMRF Expense			-
Budget Page #	→	263			-

** Includes any prior approved amendments

Explanation Below

Due to COVID-19 stay-at-home orders, mitigation efforts and resulting economic impacts, the Village realized a significant downturn in parking revenue beginning in mid-March 2020 to present. A series of cost-saving measures, including the deferral of capital improvements, were implemented in June 2020 and as part of the FY 21 budget process in an effort to avoid deficit spending in the Parking Fund. Additionally, the Parking & Mobility Services Manager position was budgeted to commence on September 1, 2021, resulting in salary and benefit cost savings for January through August 2021. As the Village Board is aware, on March 11, 2021, President Biden signed H.R. 1319, entitled the American Rescue Plan (ARP) Act of 2021, providing \$1.9 trillion in economic stimulus and COVID-19 relief. The Act allows municipalities to recover or replace lost public sector revenue, as a result of the COVID-19 emergency. Therefore, staff recommends the Village Board approve this budget amendment to provide for the Parking & Mobility Services Manager position to have an effective start date of July 19, 2021 rather than September 1, 2021.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST
NEW FUNDING BUDGET REQUEST

Submitted by: Tammie Grossman

Title: Director, Development Customer Services

		<u>GL #</u>	<u>Current Yr Budget**</u>	<u>Requested Amendment</u>	<u>Recommended Current Yr Amended</u>
		5060.43770.793.550601	70,000	7,500	77,500
Account Description	→	Printing			
Budget Page #	→	264			
Account Description	→	5060.43770.793.550603	15,000	7,500	22,500
Budget Page #	→	Postage 264			

** Includes any prior approved amendments

Explanation Below

This budget amendment is necessary to pay an invoice from 2019 from the Village's parking software vendor related to vehicle license renewals and parking permit renewals. Due to a billing error, the Village was not invoiced for these fees in 2019.

Due to this miscommunication, the vendor has discounted the balance due, reducing the fees from \$30,002.18 to \$14,998.10.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST
NEW FUNDING BUDGET REQUEST

Submitted by: Tammie Grossman

Title: Director, Development Customer Services

		Current Yr <u>Budget**</u>	Requested <u>Amendment</u>	Recommended Current Yr <u>Amended</u>
	<u>GL #</u>			
	1001.41300.101.530667	80,200	40,000	120,200
Account Description	→ External Support			
Budget Page #	→ 123			

** Includes any prior approved amendments

Explanation Below

Increased security staffing levels at Village Hall, due to COVID-19 protocols, have resulted in additional security expenses. The FY 2021 General Fund budget contains \$40,000.00 for security services at Village Hall (#1001-41300-101-530667). The contract for the term of August 1, 2020 through July 31, 2021 requires an increase of \$25,000 from a not-to-exceed amount of \$30,000.00 to a not-to-exceed amount of \$55,000.00. The renewal contract for the term of August 1, 2021 - July 31, 2022 will also allocate \$55,000.00 for security services at Village Hall, making the assumption that the security operations at Village Hall will remain the same for the term of the contract. This budget amendment is necessary given the increase to the current contract (08/01/20 - 07/31/21) and the proposed increase to the renewal agreement (08/01/21 - 07/31/22).

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST
NEW FUNDING BUDGET REQUEST

Submitted by: Tammie Grossman

Title: Director, Development Customer Services

		Current Yr <u>Budget**</u>	Requested <u>Amendment</u>	Recommended Current Yr <u>Amended</u>
	GL #			
	5060.43770.783.570705	75,000	7,050	82,050
Account Description	→ Building Improvements			
Budget Page #	→ 265			

** Includes any prior approved amendments

Explanation Below

The elevator on the second level of the OPRF High School parking structure is not adequately sheltered, with machinery and equipment exposed to inclement weather conditions throughout the year. This exposure has contributed to malfunctions, necessitating regular repairs to the elevator equipment. A total of \$75,000.00 was budgeted for this project in FY21 (GL# 5060.43770.783.570705). However, based on the bids, the total project will exceed the budgeted amount by \$7,050. A budget amendment is hereby presented to account for the additional needed funds.

For the design phase, the Village executed a Professional Services Agreement with Walker Consultants, Inc. for design and construction management services in an amount not to exceed \$8,600.00 pursuant to the Village Manager's spending authority.

The lowest responsive bidder was JLJ Contracting, Inc for a total amount of \$73,450.00. This contract was approved by the Village Board on July 6, 2021.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST
NEW FUNDING BUDGET REQUEST

Submitted by: Tammie Grossman

Title: Director, Development Customer Services

		Current Yr <u>Budget**</u>	Requested <u>Amendment</u>	Recommended Current Yr <u>Amended</u>
	<u>GL #</u>			
	2027.43014.101.530851	-	12,000.00	12,000.00
Account Description	→ Crossing Guard Sharing Program			
Budget Page #	→ 199			

** Includes any prior approved amendments

Explanation Below

This budget amendment is necessary to pay for contracted crossing guard services at the Village-sanctioned Farmer's Market, which is held every Saturday from mid-May through October. In 2020, the market was reconfigured and Village staff were utilized to staff the market, including crossing guard services. For the 2021 season, the market returned to its original location and contracted crossing guard services are necessary to ensure the safety of market patrons.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST

NEW FUNDING BUDGET REQUEST

Submitted by: Tammie Grossman

Title: Director, Development Customer Services

		<u>GL #</u>	<u>Current Yr Budget**</u>	<u>Requested Amendment</u>	<u>Recommended Current Yr Amended</u>
		5060.43770.101.530658	-	13,500.00	13,500.00
Account Description	→	Temporary Services			
Budget Page #	→	263			

** Includes any prior approved amendments

Explanation Below

Due to staffing vacancies in the Parking & Mobility Services Division of the Development Customer Services Department, staff is seeking to contract temporary staffing services for a ninety (90) day period.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST
NEW FUNDING BUDGET REQUEST

Submitted by: John Kramer
 Title: Deputy CFO

		<u>GL #</u>	<u>Current Yr Budget**</u>	<u>Requested Amendment</u>	<u>Recommended Current Yr Amended</u>
Account Description	→	1001.41300.101.530667	120,200	4,100	124,300
Budget Page #	→	External Support 123			

** Includes any prior approved amendments

Explanation Below

Additional funding requested to cover maintenance contract on Kronos timeclocks not previously budgeted.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST
NEW FUNDING BUDGET REQUEST

Submitted by: S. Drazner
 Title: CFO

		<u>GL #</u>	<u>Current Yr Budget**</u>	<u>Requested Amendment</u>	<u>Recommended Current Yr Amended</u>
		1001.41300.101.530667	124,300	67,000	191,300
Account Description	→	External Support			
Budget Page #	→	123			

** Includes any prior approved amendments

Explanation Below

Requested amendment will cover the purchase of an indoor kiosk at Village Hall to provide 24/7 cashier services for payments at Village Hall. Currently, the Village takes credit card payments online 24/7, however, this does not provide equitable service levels to customers who do not have a personal computer, bank account or credit card. This amount of \$51,682 includes hardware, configuration, and implementation of the kiosk as well as annual support services for years 2 and 3 of the agreement but excludes integration with the Passport application which is estimated to cost an additional \$15,000.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST
NEW FUNDING BUDGET REQUEST

Submitted by: Kobyleski
 Title: Interim Fire Chief

		<u>GL #</u>	<u>Current Yr Budget**</u>	<u>Requested Amendment</u>	<u>Recommended Current Yr Amended</u>
		1001.42510.101.510503	500,000	560,000	1,060,000
Account Description	→	Overtime			
Budget Page #	→	130			

** Includes any prior approved amendments

Explanation Below

Due to extended COVID-19 leave and running short staffed, the staffing of an 3rd ambulance for COVID-19 operations and staffing an ambulance for COVID-19 vaccination PODs the fire operations overtime budget will fall short of our needs for 2021. This forecast is assumnig we will we continue to run a 3rd ambulance but staffing and sick leave return to pre-COVID-19 levels due to wide spread vaccinations. This request is for the amount of \$560,000.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST
NEW FUNDING BUDGET REQUEST

Submitted by: T. Chapple
 Title: Director of Public Health

			Current Yr <u>Budget**</u>	Requested <u>Amendment</u>	Recommended Current Yr <u>Amended</u>
	<u>GL #</u>				
	1001.44550.612.530667.0000		21,120	1,920	23,040
Account Description	→ External Support				
Budget Page #	→ 155				

** Includes any prior approved amendments

Explanation Below

Increased rat activity between Lake Street and Holly Court Garage. Increase in third party bating for small section of town.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST

NEW FUNDING BUDGET REQUEST

Submitted by: Rahel Woldemichael

Title: Grants Coordinator

		Current Yr <u>Budget**</u>	Requested <u>Amendment</u>	Recommended Current Yr <u>Amended</u>
	<u>GL #</u>			
	2174.44560.101.560631.0000	-	4,087	4,087
Account Description	→ Local Health Protection - Operational Supplies			
Budget Page #	→			

** Includes any prior approved amendments

Explanation Below

Amendments are needed to offset additional funds received for printing COVID-19 related materials.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST

NEW FUNDING BUDGET REQUEST

Submitted by: Rahel Woldemichael

Title: Grants Coordinator

		Current Yr <u>Budget**</u>	Requested <u>Amendment</u>	Recommended <u>Current Yr Amended</u>
	<u>GL #</u>			
	2138.44560.101.570669.0000.	-	21,818	21,818
Account Description	DE MINIMIS RATE 10% INDIRECT COST			
Budget Page #	New Fund			

** Includes any prior approved amendments

Explanation Below

Amendments are needed to account for new funds received from the state.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST

NEW FUNDING BUDGET REQUEST

Submitted by: Rahel Woldemichael

Title: Grants Coordinator

		Current Yr <u>Budget**</u>	Requested <u>Amendment</u>	Recommended Current Yr <u>Amended</u>
	<u>GL #</u>			
	2138.44560.101.560631.0000.	-	88,182	88,182
Account Description	→ Fringe Benefits			
Budget Page #	→ New Grant			

** Includes any prior approved amendments

Explanation Below

Amendments are needed to account for new funds recieved from the state.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST

NEW FUNDING BUDGET REQUEST

Submitted by: Rahel Woldemichael

Title: Grants Coordinator

		Current Yr <u>Budget**</u>	Requested <u>Amendment</u>	Recommended Current Yr <u>Amended</u>
	<u>GL #</u>			
	2138.44560.101.510501.0000.	-	130,000	130,000
Account Description	→ Regular Salaries			
Budget Page #	→ New Grant			

** Includes any prior approved amendments

Explanation Below

Amendments are needed to account for new funds received from the state.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST

NEW FUNDING BUDGET REQUEST

Submitted by: Rahel Woldemichael

Title: Grants Coordinator

		<u>GL #</u>	<u>Current Yr Budget**</u>	<u>Requested Amendment</u>	<u>Recommended Current Yr Amended</u>
		2151.44560.101.510501.0000.	153,167	129,414	282,581
Account Description	→	Regular Salaries			
Budget Page #	→	208			

** Includes any prior approved amendments

Explanation Below

Amendments are needed to move unused grant funds from fiscal year 2020 to 2021 for the Contact Tracing State grant and additional funds recieved from the state.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST

NEW FUNDING BUDGET REQUEST

Submitted by: Rahel Woldemichael

Title: Grants Coordinator

		Current Yr <u>Budget**</u>	Requested <u>Amendment</u>	Recommended Current Yr <u>Amended</u>
	<u>GL #</u>			
	2184.44560.101.510501.0000.	38,978	19,000	57,978
Account Description	Regular Salaries			
Budget Page #	208			

** Includes any prior approved amendments

Explanation Below

Amendments are needed to account for additional funds received from the state.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST

NEW FUNDING BUDGET REQUEST

Submitted by: Rahel Woldemichael

Title: Grants Coordinator

		Current Yr <u>Budget**</u>	Requested <u>Amendment</u>	Recommended Current Yr <u>Amended</u>
	<u>GL #</u>			
	2184.44560.101.560631.0000.	4,500	6,000	10,500
Account Description	→ Fringe Benefits			
Budget Page #	→ 208			

** Includes any prior approved amendments

Explanation Below

Amendments are needed to account for new funds received from the state.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST

NEW FUNDING BUDGET REQUEST

Submitted by: Rahel Woldemichael

Title: Grants Coordinator

			Current Yr <u>Budget**</u>	Requested <u>Amendment</u>	Recommended Current Yr <u>Amended</u>
	<u>GL #</u>				
	2151.44560.101.530656.0000		40,000	55,000	95,000
Account Description	→ Covid contact tracing				
Budget Page #	→ 208				

** Includes any prior approved amendments

Explanation Below

Amendment needed to move additional grant funds to 2021 for the Contact Tracing State grant.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST

NEW FUNDING BUDGET REQUEST

Q2

Submitted by: Diane Stanislavski

Title: Budget Revenue Analyst

Title: Budget Revenue Analyst			Current Yr	Requested	Recommended
			<u>Budget**</u>	<u>Amendment</u>	<u>Current Yr</u>
<u>GL #</u>					<u>Amended</u>
1001-43710-710-560631			6,600	25,000	31,600
Account Description	→	Operational Supplies			
Budget Page #	→	168			

** Includes any prior approved amendments

Explanation Below

Due to Covid-19 expenses the Public Works Administration/Safety account needs to be increased for items purchased. This has been the primary account used for the purchase of PPE by the Logistics Section of the Emergency Operating Center. To date, \$16,746.97 has been spent on these items. Public Works is requesting a total amount of \$25,000 to cover current and any additional purchases needed for Covid-19.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST

NEW FUNDING BUDGET REQUEST

Q2

Submitted by: Diane Stanislavski

Title: Budget Revenue Analyst

		<u>GL #</u>	<u>Current Yr Budget**</u>	<u>Requested Amendment</u>	<u>Recommended Current Yr Amended</u>
		1001-43790-711-530660	243,000	40,000	283,000
Account Description	→	General Contractual			
Budget Page #	→	173			

** Includes any prior approved amendments

Explanation Below

Due to Covid-19 expenses the Public Works Building Maintenance / General Contractual account needs to be increased for items purchased. This has been the primary account used for the purchases by the Logistics Section of the Emergency Operating Center. To date, \$34,973.89 has been spent on these items. Public Works is requesting a total amount of \$40,000 to cover current and any additional purchases needed for Covid-19.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST

NEW FUNDING BUDGET REQUEST

Q2

Submitted by: Diane Stanislavski

Title: Budget Revenue Analyst

		Current Yr <u>Budget**</u>	Requested <u>Amendment</u>	Recommended Current Yr <u>Amended</u>
	<u>GL #</u>			
	1001-43790-713-530660	194,000	35,000	229,000
Account Description	→ General Contractual			
Budget Page #	→ 173			

** Includes any prior approved amendments

Explanation Below

Due to Covid-19 expenses the Public Works Building Maintenance / General Contractual account for Public Works needs to be increased for items purchased. This has been the primary account used for the purchases by the Logistics Section of the Emergency Operating Center. To date, \$4,378.41 has been spent on these items. Public Works is requesting a total amount of \$35,000 to cover current and any additional purchases needed for Covid-19.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST

NEW FUNDING BUDGET REQUEST

Q2 - 2

Submitted by: Diane Stanislavski

Title: Budget Revenue Analyst

			Current Yr <u>Budget**</u>	Requested <u>Amendment</u>	Recommended Current Yr <u>Amended</u>
	<u>31,896.61</u>	<u>GL #</u>			
		1001-43790-713-540674	55,000	30,500	85,500
Account Description	→	Property Repairs			
Budget Page #	→	173			

** Includes any prior approved amendments

Explanation Below

Due to Covid-19 expenses the Public Works Building Maintenance / Property Repairs account for Public Works needs to be increased for items purchased. This has been one of the primary accounts used for the purchases by the Logistics Section of the Emergency Operating Center. To date, \$20,500 has been spent on these items. Also, there were added emergency repairs at Public Works that were needed to be done plus any other Covid-19 charges anticipated until the end of the year. Public Works is requesting a total amount of \$30,500 to cover current and any additional purchases needed for Covid-19.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST

NEW FUNDING BUDGET REQUEST

Q2

Submitted by: Diane Stanislavski

Title: Budget Revenue Analyst

		<u>GL #</u>	<u>Current Yr Budget**</u>	<u>Requested Amendment</u>	<u>Recommended Current Yr Amended</u>
		1001-43720-752-530660	10,000	10,000	20,000
Account Description	→	General Contractual			
Budget Page #	→	169			

** Includes any prior approved amendments

Explanation Below

The State of Illinois and the Village share in the responsibility for the maintenance costs for all traffic signals located on the State highway system on the boarder of the Village of Oak Park (Harlem Ave. , North Ave., Roosevelt Rd.). The State enters into Intergovernmental Agreements with local Governmental Bodies to define responsibilities for the maintenance and energy costs for these traffic signals. The Village will now be responsible for their shared cost of maintenance for these traffic signals.

The current agreement for this maintenance expires June 30, 2021. The State advised the Village that the successor agreement (approved by the Village Board June 24, 2021) will require the Village to pay it's share of the maintenance for the traffic signals serving Oak Park. Since the Village just found out there would be Village costs the item was not budgeted in FY 2021.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST

NEW FUNDING BUDGET REQUEST

Q2

Submitted by: Bill McKenna

Title: Village Engineer

		Current Yr <u>Budget**</u>	Requested <u>Amendment</u>	Recommended Current Yr <u>Amended</u>
	<u>GL #</u>			
	1001-43700-723-530667	10,000	250,000	260,000
Account Description	→ External Support			
Budget Page #	→ 166			

** Includes any prior approved amendments

Explanation Below

There are approximately 20 traffic calming petitions currently waiting to be processed by staff and presented to the Transportation Commission and ultimately Village Board. This backlog of petitions was a result of the an increased number of petitions received; the COVID pandemic impacting traffic and preventing traffic data collection; reduced budgets for traffic data collection due to COVID; and a shortage of engineering staff. Based on available staff and budget for collecting traffic data, staff estimates that this current backlog of petitions will take at least 3-years to process through the Transportation Commission and Village Board.

Should the Village Board desire to expedite the processing of these petitions, staff recommends hiring a transportation engineering firm to process these petitions, collect and analysis the traffic data, and present the recommendations to the commission and ultimately Board. Staff estimates the average cost to process these petitions to be about \$10,000 per petition. Bringing a consultant on board for this work should reduce the turn around time to 1-2 years based mostly on the Transportation Commission's other work plan items and Village Board priorities.

Other options for administering traffic calming petitions are being evaluated by the Transportation Commission at this time with a potential recommendation for using a pre-screening tool to screen petitions and reject petitions where available traffic and accident data does not support moving the petition forward to the commission and implementing a moratorium on traffic calming petitions until the backlog can be addressed.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST
NEW FUNDING BUDGET REQUEST

Submitted by: Diane Stanislavski
 Title: Budget & Revenue Analyst

		<u>GL #</u>	<u>Current Yr Budget**</u>	<u>Requested Amendment</u>	<u>Recommended Current Yr Amended</u>
		1001.43790.713.540674	45,000	10,000	55,000
Account Description	→	Property Repairs			
Budget Page #	→	173			

** Includes any prior approved amendments

Explanation Below

This request is due to emergency repairs needed at Public Works.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST
NEW FUNDING BUDGET REQUEST

Submitted by: Cara Pavlicek
 Title: Village Manager

		<u>GL #</u>	<u>Current Yr Budget**</u>	<u>Requested Amendment</u>	<u>Recommended Current Yr Amended</u>
		1001.41010.101.530667	-	25,000	25,000
Account Description	→	External Support			
Budget Page #	→	183			

** Includes any prior approved amendments

Explanation Below

This amendment will cover contractual professional services with an outside employment agency for the recruitment of new Village Manager.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST
SAME YEAR BUDGET REALLOCATION

Submitted by: John Kramer
Title: Deputy Chief Financial Officer

		Current Yr Budget	Current Yr Budget	<u>MOVING FROM</u>			<u>MOVING TO</u>		
		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	→	1001.43740.765.510503	2038.43740.765.510503	140,000	(140,000)	-	-	140,000	140,000
Budget Page #	→	Overtime 171	Overtime 217						

** Includes any prior approved amendments

Explanation Below

Snow overtime was erroneously budgeted in Public Works in the General Fund rather than in the Motor Fuel Tax Fund.