

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST
SAME YEAR BUDGET REALLOCATION

Submitted by: Kira Tchang
Title: Assistant Village Manager / HR 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>
1001.41080.134.530667		1001.41080.101.530646	74,000	(7,000)	(67,000)	12,000	7,000	19,000
Account Descriptions	→	External Support						
Budget Page #	→	94						

** Includes any prior approved amendments

Explanation Below

Due to increased hiring, more pre-employment testing is needed than originally forecasted.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST
SAME YEAR BUDGET REALLOCATION

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

		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	→	Training Services	Advertising						
Budget Page #	→	1001.41080.101.530652	1001.41080.101.560639	30,000	(5,000)	25,000	13,000	5,000	18,000
		94	94						

** Includes any prior approved amendments

Explanation Below

Due to increased hiring, more advertising is needed than originally forecasted.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST
SAME YEAR BUDGET REALLOCATION

Submitted by: Kira Tchang
Title: Assistant Village Manager / HR 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 <u>Current Yr Amended</u>
Account Descriptions	→	Membership Dues	Advertising						
Budget Page #	→	1001.41080.101.550602	1001.41080.101.560639	5,000	(3,000)	2,000	10,000	3,000	13,000
		94	94						

** Includes any prior approved amendments

Explanation Below

Due to increased hiring, more advertising is needed than originally forecasted.

FISCAL YEAR 2020 BUDGET AMENDMENT REQUEST

NEW FUNDING BUDGET REQUEST

Q3

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>				
1001-43700-101-530667		151,650	30,000	181,650
Account Description	→	External Support		
Budget Page #	→	166		

** Includes any prior approved amendments

Explanation Below

Due to above normal permit applications received in 2021 and the complexity of permits associated with utility relocations and small cellular equipment, additional hours for permit reviews and administration will be required from the Engineering Division's consultant, Chastain & Associates. An amendment to the agreement with Chastain & Associates to increase the amount of the agreement from \$150,000 to \$180,000 is being presented at this same Village Board meeting on October 4th for approval.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST
SAME YEAR BUDGET REALLOCATION

Submitted by: Vic Sabaliauskas
 Title: Building Maintenance Superintendent

		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	→	1001.43790.711.540674		65,000	(8,000)	57,000			
Budget Page #	→	Property Repair 173							
Account Descriptions	→	1001.43790.714.540674		10,000	(2,500)	7,500			
Budget Page #	→	Property Repair 173							
Account Descriptions	→	1001.43790.717.540674		1,500	(1,000)	500			
Budget Page #	→	Property Repair 173							
Account Descriptions	→		1001.43790.713.540674						
Budget Page #	→		Property Repair 173	Total:	(11,500)		85,500	11,500	97,000

** Includes any prior approved amendments

Explanation Below

In early 2021 the Public Works Center was identified as the location for Village sponsored Drive-through Clinic for COVID-19 vaccines. Facility improvements were necessary to provide the necessary infrastructure to manage these events and protect the necessary staff and supplies. Electrical work was needed to provide the necessary light, power, and security for staff and vaccines. Funds must be transferred to the Public Works Property Repair fund to replace funds used for that project and cover other necessary repairs at the end of fiscal year 2021.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST

NEW FUNDING BUDGET REQUEST

Q3

Submitted by: Ken Crowley

Title: Fleet Superintendent

		Current Yr	Requested	Recommended
		<u>Budget**</u>	<u>Amendment</u>	<u>Current Yr</u> <u>Amended</u>
		<u>GL #</u>		
Account Description	→	1001-43900-731-530667	15,000	10,000
Budget Page #	→	External Support		25,000
		176		

** Includes any prior approved amendments

Explanation Below

Unexpected engine repairs required on a fire engine and an ambulance have exceeded our annual estimates. Emergency fuel island repairs were also required to pass State Fire Marshal inspection. There are not sufficient funds to cover the expenses for the remainder of the year.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST

NEW FUNDING BUDGET REQUEST

Q3

Submitted by: Ken Crowley

Title: Fleet Superintendent

		Current Yr	Requested	Recommended
		<u>Budget**</u>	<u>Amendment</u>	<u>Current Yr</u> <u>Amended</u>
		<u>GL #</u>		
Account Description	→	1001-43900-731-560644	4,500	1,000
Budget Page #	→	Lubricants		5,500
		176		

** Includes any prior approved amendments

Explanation Below

Base stock material prices for necessary lubricant products have increased at unprecedented rates in fiscal year 2021. This is partially the result of a fire in Rockton, Illinois at a major producer of grease for several manufacturers along with Hurricane Ida. It is estimated that there are not sufficient funds to cover necessary expenses for the end of the year.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST

NEW FUNDING BUDGET REQUEST

Q3

Submitted by: Ken Crowley

Title: Fleet Superintendent

		Current Yr	Requested	Recommended
		<u>Budget**</u>	<u>Amendment</u>	<u>Current Yr</u> <u>Amended</u>
		<u>GL #</u>		
Account Description	→	1001-43900-732-530667	30,000	12,000
Budget Page #	→	External Support		42,000
		176		

** Includes any prior approved amendments

Explanation Below

Unexpected accidents have exceeded our annual estimates. Emergency fuel island repairs were also required to pass State Fire Marshal inspection. There are not sufficient funds to cover the expenses for the remainder of the year.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST

NEW FUNDING BUDGET REQUEST

Q3

Submitted by: Ken Crowley

Title: Fleet Superintendent

Title: Fleet Superintendent		Current Yr	Requested	Recommended	
		<u>Budget**</u>	<u>Amendment</u>	<u>Current Yr</u>	
		<u>GL #</u>		<u>Amended</u>	
		1001-43900-732-560637	60,000	12,000	72,000
Account Description	→	Vehicle Equipment Parts			
Budget Page #	→	176			

** Includes any prior approved amendments

Explanation Below

Historically the account expenses have averaged \$69,000 annually. Staff budgeted conservatively at \$60,000 , but current estimates are the account will exceed the budgeted amount. There are not sufficient funds to cover the expenses for the remainder of the year.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST

NEW FUNDING BUDGET REQUEST

Q3

Submitted by: Ken Crowley

Title: Fleet Superintendent

		Current Yr	Requested	Recommended
		<u>Budget**</u>	<u>Amendment</u>	<u>Current Yr</u> <u>Amended</u>
		<u>GL #</u>		
Account Description	→	1001-43900-733-530667	30,000	6,500
Budget Page #	→	External Support		36,500
		176		

** Includes any prior approved amendments

Explanation Below

A major accident, an unexpected transmission repair, brakes on a back hoe, mobile generator diagnostic have exceeded our estimated expenditures. Emergency fuel island repairs were also required to pass State Fire Marshal inspection. There are not sufficient funds to cover the expenses for the remainder of the year. \$12,500 in accident repair funds may be recouped in the future.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST

NEW FUNDING BUDGET REQUEST

Q3

Submitted by: Ken Crowley

Title: Fleet Superintendent

		Current Yr	Requested	Recommended
		<u>Budget**</u>	<u>Amendment</u>	<u>Current Yr</u> <u>Amended</u>
		<u>GL #</u>		
Account Description	→	1001-43900-733-560644	4,000	1,100
Budget Page #	→	Lubricants		5,100
		176		

** Includes any prior approved amendments

Explanation Below

Base stock material prices for necessary lubricant products have increased at unprecedented rates in fiscal year 2021. This is partially the result of a fire in Rockton, Illinois at a major producer of grease for several manufacturers along with Hurricane Ida. It is estimated that there are not sufficient funds to cover necessary expenses for the end of the year.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST

NEW FUNDING BUDGET REQUEST

Q3

Submitted by: Ken Crowley

Title: Fleet Superintendent

		Current Yr <u>Budget**</u>	Requested <u>Amendment</u>	Recommended Current Yr <u>Amended</u>
	<u>GL #</u>			
	1001-43900-734-560644	3,500	200	3,700
Account Description	→ Lubricants			
Budget Page #	→ 176			

** Includes any prior approved amendments

Explanation Below

Base stock material prices for necessary lubricant products have increased at unprecedented rates in fiscal year 2021. This is partially the result of a fire in Rockton, Illinois at a major producer of grease for several manufacturers along with Hurricane Ida. It is estimated that there are not sufficient funds to cover necessary expenses for the end of the year.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST

NEW FUNDING BUDGET REQUEST

Q3

Submitted by: Theresa Chapple

Title: Public Health Director

		Current Yr	Requested	Recommended
		<u>Budget**</u>	<u>Amendment</u>	<u>Current Yr</u>
				<u>Amended</u>
		<u>GL #</u>		
		1001.44550.612.530667	23,540	10,000
Account Description	→	External Support		33,540
Budget Page #	→	155		

** Includes any prior approved amendments

Explanation Below

Additional funding needed for increasing rodent control services. This is a new funding request, as there are no additional funds elsewhere to transfer into this account.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST
NEW FUNDING BUDGET REQUEST

Submitted by: Olga Golubeva

Title: Sr. Accountant

		Current Yr	Requested	Recommended
		<u>Budget**</u>	<u>Amendment</u>	<u>Current Yr</u> <u>Amended</u>
		<u>GL #</u>		
Account Description	→	1001.44550.101.530667	8,700.00	14,000.00
Budget Page #	→	External Support		22,700.00
		155		

** Includes any prior approved amendments

Explanation Below

Two invoices for vaccination personnel wasn't budgeted before. Both invoices are submitted for FEMA reimbursement.

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>			
	2078.41300.101.583618	-	42,500	42,500
Account Description	→ Beyond Hunger			
Budget Page #	→ N/A			

** Includes any prior approved amendments

Explanation Below

On August 30, 2021, the Village Board approved RES 21-166, A Resolution Approving a Funding Grant Agreement Between the Village of Oak Park and Beyond Hunger in an Amount Not to Exceed \$85,000 and Authorizing its Execution. This grant funding will be used by Beyond Hunger to offset the costs (approximately 9%) of providing low-income Oak Park residents with critical COVID-19 response services to enhance food security. Funding will cover staffing, volunteer costs, supplies, food, printing, and indirect costs such as rent and electricity.

\$42,500 is anticipated to be paid out in 2021, with the remaining \$42,500 budgeted in 2022.

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 #				
	2078.41300.101.583672		-	75,000	75,000
Account Description	→	BNPCR Non-Profit PPE Grant Program			
Budget Page #	→	N/A			

** Includes any prior approved amendments

Explanation Below

On August 30, 2021, the Village Board approved RES 21-180, A Resolution Authorizing the Creation of an Oak Park Business and Non-Profit Coronavirus Recovery (BNPCR) Grant Program Using American Rescue Plan Act Funding in an Amount Not to Exceed \$550,000 and Approving Guidelines for the Program.

\$100,000 of this funding is earmarked be used for reimbursement of costs incurred by non-profits for the purchase of PPE and safety equipment installation related to the COVID-19 public health emergency. \$75,000 of the \$100,000 is anticipated to be paid out in 2021, with the remaining \$25,000 budgeted in 2022.

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 #			
	2078.41300.101.583673	-	112,500	112,500
Account Description	BNPCR Small Business PPE Assistance Grant			
Budget Page #	Program N/A			

** Includes any prior approved amendments

Explanation Below

On August 30, 2021, the Village Board approved RES 21-180, A Resolution Authorizing the Creation of an Oak Park Business and Non-Profit Coronavirus Recovery (BNPCR) Grant Program Using American Rescue Plan Act Funding in an Amount Not to Exceed \$550,000 and Approving Guidelines for the Program.

\$150,000 of this funding is earmarked be used to assist small, licensed Oak Park businesses by reimbursing said businesses for costs related to PPE and safety equipment installation expenses that they have incurred since March 2020. \$112,500 of the \$150,000 is anticipated to be paid out in 2021, with the remaining \$37,500 budgeted in 2022.

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 #			
	2078.41300.101.583674	-	225,000	225,000
Account Description	BNPCR Rent or Mortgage Assistance Grant			
Budget Page #	Program N/A			

** Includes any prior approved amendments

Explanation Below

On August 30, 2021, the Village Board approved RES 21-180, A Resolution Authorizing the Creation of an Oak Park Business and Non-Profit Coronavirus Recovery (BNPCR) Grant Program Using American Rescue Plan Act Funding in an Amount Not to Exceed \$550,000 and Approving Guidelines for the Program.

\$300,000 of this funding is earmarked be used to assist small, licensed Oak Park businesses iin paying off past-due rent or mortgage payments. \$225,000 of the \$300,000 is anticipated to be paid out in 2021, with the remaining \$75,000 budgeted in 2022.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST
NEW FUNDING BUDGET REQUEST

Submitted by: Tammie Grossman

Title: Director, Development Customer Services

		Current Yr	Requested	Recommended
		<u>Budget**</u>	<u>Amendment</u>	<u>Current Yr Amended</u>
		<u>GL #</u>		
Account Description	→	2078.41300.101.583675	-	250,000
Budget Page #	→	Housing Forward	250,000	250,000
		N/A		

** Includes any prior approved amendments

Explanation Below

On August 30, 2021, the Village Board approved RES 21-168, A Resolution Approving a Funding Grant Agreement Between the Village of Oak Park and Housing Forward in an Amount Not to Exceed \$500,000 and Authorizing its Execution. Housing Forward will use this grant funding to provide a combination of direct assistance for food, rent, and security assistance for individuals and families leaving homelessness and will also use the funds to prevent eviction. Additional direct assistance will be used for transitional wages for those enrolled in Housing Forward's Career Passport job training program. Housing Forward also proposes to use ARPA funds to provide needed case management and life skill services to improve housing stability for 33 individuals who are currently homeless with a documented disability and who received a mainstream housing choice voucher through the Oak Park Housing Authority.

\$250,000 is anticipated to be paid out in 2021, with the remaining \$250,000 budgeted in 2022.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST

SAME YEAR BUDGET REALLOCATION

Q3
Submitted by: Bill McKenna
Title: Village Engineer

	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 <u>Current Yr Amended</u>
Account Descriptions	3095-43780-101-570706		3095-43780-101-570955		2,677,589	(10,000)	2,677,589	596,699	10,000	606,699
Budget Page #	Project Engineering 251		Traffic Calming Improvement 251							

** Includes any prior approved amendments

Explanation Below

A Budget Amendment is needed to transfer funds for the change order with Site Design Group for the design of the Forest and Ontario Traffic Calming and Landscaping project and directed staff to prepare the necessary Budget Amendment to transfer the \$10,000 needed for this change order from the Capital Improvement Fund, Public Works – Engineering, for Project Engineering account no 3095-43780-101-570706 to the Capital Improvement Fund, Public Works – Engineering, Traffic Calming Improvements account no. 3095-43780-101-570955. A Village Board item for approving an Amendment to the Agreement with Site Design Group is being presented to the Village Board for approval at tonight's meeting.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST
SAME YEAR BUDGET REALLOCATION

Submitted by: Michael Bills
Title: Water & Sewer Superintendent

		Current Yr Budget	Current Yr Budget	MOVING FROM			MOVING TO		
		From GL #	To GL #	Current Yr <u>AmendedBudget**</u>	Requested <u>Amount</u>	Current Yr <u>Amended</u>	Current Yr <u>Amended Budget**</u>	Requested <u>Amount</u>	Recommended Current Yr <u>Amended</u>
		5040-43750-781-570707	5040-43730-777-570707	4,898,937	(50,000)	4,848,937	6,397,500	50,000	6,447,500
Account Descriptions	→	Sewer Capital Improvements	Water Capital Improvements						
Budget Page #	→	273	273						

** Includes any prior approved amendments

Explanation Below

At the September 20, 2021 meeting, the Village Board approved an amendment to an agreement with Camco, Inc. for Water Service Line Replacement in 2021 and directed staff to prepare the necessary Budget Amendment to transfer the \$50,000 needed for this amendment from the Sewer Capital Improvement Fund account no 5040-43750-781-570707 to the Water Capital Improvement account no. 5040-43730-777-570707.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST
SAME YEAR BUDGET REALLOCATION

Submitted by: Scott Brinkman
Title: Street Division Superintendent

		Current Yr Budget	Current Yr Budget	MOVING FROM			MOVING TO		
		From GL #	To GL #	Current Yr AmendedBudget**	Requested Amount	Current Yr Amended	Current Yr Amended Budget**	Requested Amount	Recommended Current Yr Amended
		5040-43750-781-560631	5040-43730-777-560633	25,000	(5,000)	20,000	35,000	5,000	40,000
Account Descriptions	→	W&S Operational Supplies	W&S Roadway Maintenance						
Budget Page #	→	273	273						

** Includes any prior approved amendments

Explanation Below

On March 22, 2021 the Village Manager approved a purchase price agreement with Elmhurst-Chicago Stone Company to supply Redi Mix Concrete for street restoration in 2021. There have been many restorations this year due to an increase of service upgrade requests, sewer collapses and main breaks. We expect this to continue. Therefore, we will need to amend our agreement with Elmhurst-Chicago Stone Company from \$15,000.00 to \$20,000.00. In order to achieve this, it is necessary for a Budget Amendment to transfer the \$5,000 needed for this amendment from the Water and Sewer Operational Supplies account no 5040-43750-781-560631 to the Water and Sewer Roadway Maintenance account no. 5040-43730-777-560633.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST
SAME YEAR BUDGET REALLOCATION

Submitted by: Michael Bills
Title: Water & Sewer Superintendent

		Current Yr Budget	Current Yr Budget	MOVING FROM			MOVING TO		
		From <u>GL #</u>	To <u>GL #</u>	Current Yr <u>AmendedBudget**</u>	Requested <u>Amount</u>	Current Yr <u>Amended</u>	Current Yr <u>Amended Budget**</u>	Requested <u>Amount</u>	Recommended Current Yr <u>Amended</u>
Account Descriptions	→	5040-43750-781-570707	5040-43730-777-530667	4,848,937	(50,000)	4,798,937	339,000	50,000	389,000
Budget Page #	→	Sewer Capital Improvements 273	Water External Support 272						

** Includes any prior approved amendments

Explanation Below

At the September 20, 2021 meeting, the Village Board approved a renewal amendment with GA Paving for Village Wide Utility Pavement Patching Services in 2021 and directed staff to prepare the necessary Budget Amendment to transfer the \$50,000 needed for this amendment from the Sewer Capital Improvement Fund account no 5040-43750-781-570707 to the Water External Support account no. 5040-43730-777-530667.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST
NEW FUNDING BUDGET REQUEST

Submitted by: Sean Keane
 Title: Parking & Mobility Services Manager

		Current Yr <u>Budget**</u>	Requested <u>Amendment</u>	Recommended Current Yr <u>Amended</u>
	<u>GL #</u>			
	5060.43770.787.540657	67,000	16,971	83,971
Account Description	→ Property Taxes on Leased Lots			
Budget Page #	→ 264			

** Includes any prior approved amendments

Explanation Below

The Village leases Lot 16 from Calvary Memorial Church of Oak Park. The agreement allows the Village to use the lot for permit and meter parking, with 50% of the net permit receipts going to the Church. Additionally, pursuant to the agreement, the Village is responsible for payment of the property tax bills for the two parcels on which the parking lot is located.

Additional budget authority is needed to pay the 2020 tax year second installment property tax bill pursuant to the license agreement between the Village and Calvary Memorial Church of Oak Park.

FISCAL YEAR 2021 BUDGET AMENDMENT REQUEST

NEW FUNDING BUDGET REQUEST

Submitted by: Sean Keane

Title: Parking & Mobility Services Manager

		<u>GL #</u>	<u>Current Yr Budget**</u>	<u>Requested Amendment</u>	<u>Recommended Current Yr Amended</u>
Account Description	→	5060.43770.783.540692	7,000	1,500	8,500
Budget Page #	→	Electricity (OPRF High School) 264			
Account Description	→	5060.43770.784.540692	24,000	1,500	25,500
Budget Page #	→	Electricity (The Avenue) 264			
Account Description	→	5060.43770.788.540692	44,000	6,000	50,000
Budget Page #	→	Electricity (Holley Court) 264			

** Includes any prior approved amendments

Explanation Below

This amendment is necessary to pay electric utility costs projected through the end of the year for the Village-owned OPRF High School, The Avenue and Holley Court parking structures.