



City of Sandwich

FINAL BUDGET FOR THE FISCAL YEAR ENDED APRIL 30, 2023

Approved April 25, 2022



CITY OF SANDWICH
FINAL BUDGET FOR THE
FISCAL YEAR ENDED APRIL 30, 2023

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City of Sandwich

City Wide Summary

CITY OF SANDWICH

BUDGET SUMMARY - ALL FUNDS

FINAL FY 2023 BUDGET

DESCRIPTION / FUND	GENERAL FUND	CAPITAL IMPROVEMENT FUND	MOTOR FUEL TAX FUND	DRUG ABUSE FUND	IMPACT FEE FUND	TOURISM FUND	ANNEXATION / EXCAVATION DEPOSITS	POLICE PENSION FUND	SEWER SYSTEM	SEWER RESERVE	WATER SYSTEM	WATER RESERVE	TOTAL CITY WIDE
ESTIMATED CASH AS OF MAY 1, 2022	\$ 2,725,000	\$ 2,200,000	\$ 1,840,000	\$ 62,500	\$ 275,000	\$ 30,000	\$ 32,000	\$ -	\$ 295,000	\$ 2,562,000	\$ 354,000	\$ 1,622,000	\$ 11,997,500
REVENUES													
TAXES	\$ 4,411,500	\$ -	\$ 376,512	\$ 15,040	\$ -	\$ 20,000	\$ -	\$ 888,750	\$ -	\$ -	\$ -	\$ -	\$ 5,711,802
LICENSES & PERMITS	48,000	-	-	-	20,000	-	20,000	-	-	5,000	-	3,000	96,000
INTERGOVERNMENTAL SERVICE	589,200	1,815,000	-	-	-	-	-	-	-	-	-	100,000	2,504,200
CHARGES FOR SERVICE	4,500	-	-	-	-	-	-	-	1,497,000	10,000	689,500	10,000	2,211,000
FINES & FORFEIT	80,125	-	-	-	-	-	-	-	8,000	-	3,500	-	91,625
INTREST AND OTHER	46,850	10,000	750	-	-	-	-	-	1,500	20,000	1,000	-	80,100
TOTAL REVENUES	5,180,175	1,825,000	377,262	15,040	20,000	20,000	20,000	888,750	1,506,500	35,000	694,000	113,000	10,694,727
OPERATING TRANSFERS IN	-	186,191.00	-	-	-	-	-	-	-	-	37,820	-	224,011
LOAN PROCEEDS	-	-	-	-	-	-	-	-	-	2,500,000	-	-	2,500,000
TOTAL FUNDS AVAILABLE FOR BUDGETING	7,905,175	4,211,191	2,217,262	77,540	295,000	50,000	52,000	888,750	1,801,500	5,097,000	954,878	2,015,692	25,416,238
EXPENDITURES													
PERSONNEL SERVICES	\$ 3,156,879	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 888,750	\$ 295,470	\$ -	\$ 299,720	\$ -	\$ 4,640,819.00
PROFESSIONAL DEVELOPMENT	28,800	-	-	-	-	-	-	-	6,000	-	3,850	-	38,650
UTILITIES	162,770	-	-	-	-	-	-	-	101,600	-	52,600	-	316,970
COMMODITIES SERVICE	284,005	-	54,000	-	-	-	-	-	70,600	-	125,000	-	533,605
OUTSIDE SERVICES	1,029,480	-	-	-	-	20,000	-	-	152,417	-	189,200	-	1,391,097
OTHER EXPENSES	55,395	-	-	-	16,500	-	20,000	-	38,700	-	1,450	-	132,045
CAPITAL / EQUIPMENT	76,005	3,783,250	1,445,000	15,040	-	-	-	-	20,000	2,500,000	60,000	1,419,000	9,318,295
BOND & DEBT SERVICE	200,650	-	-	-	-	-	-	-	574,000	-	-	-	774,650
TOTAL EXPENDITURES	\$ 4,993,984	\$ 3,783,250	\$ 1,499,000	\$ 15,040	\$ 16,500	\$ 20,000	\$ 20,000	\$ 888,750	\$ 1,258,787	\$ 2,500,000	\$ 731,820	\$ 1,419,000	\$ 17,146,131
OPERATING TRANSFERS OUT	186,191	\$ -	-	-	-	-	\$ -	\$ -	\$ -	\$ -	-	37,820	\$ 224,011
EXCESS (DEFICIT)	-	(1,772,059)	(1,121,738)	-	3,500	-	-	-	247,713	35,000	-	(1,343,820)	(3,951,404)
ENDING CASH BALANCE	\$ 2,725,000	\$ 427,941	\$ 718,262	\$ 62,500	\$ 278,500	\$ 30,000	\$ 32,000	\$ -	\$ 542,713	\$ 2,597,000	\$ 391,820	\$ 278,180	\$ 8,046,096



City of Sandwich

Governmental Funds Summary

CITY OF SANDWICH

BUDGET SUMMARY - GOVERNMENTAL FUNDS

DRAFT FY 2023 BUDGET

DESCRIPTION / FUND	GENERAL FUND	CAPITAL IMPROVEMENT FUND	MOTOR FUEL TAX FUND	DRUG ABUSE FUND	IMPACT FEE FUND	TOURISM FUND	ANNEXATION / EXCAVATION DEPOSITS	POLICE PENSION FUND	TOTAL CITY WIDE
ESTIMATED CASH AS OF MAY 1, 2022	\$ 2,725,000	\$ 2,200,000	\$ 1,840,000	\$ 62,500	\$ 275,000	\$ 30,000	\$ 32,000	\$ -	\$ 7,164,500
REVENUES									
TAXES	\$ 4,411,500	\$	\$ 376,512	\$ 15,040	\$	\$ 20,000	\$	\$ 888,750	\$ 5,711,802
LICENSES & PERMITS	48,000				20,000		20,000		88,000
INTERGOVERNMENTAL SERVICE	589,200	1,815,000							2,404,200
CHARGES FOR SERVICE	4,500								4,500
FINES & FORFEIT	80,125								80,125
INTREST AND OTHER	46,850	10,000	750						57,600
TOTAL REVENUES	5,180,175	1,825,000	377,262	15,040	20,000	20,000	20,000	888,750	8,346,227
OPERATING TRANSFERS IN		212,191.00							212,191.00
LOAN PROCEEDS									
TOTAL FUNDS AVAILABLE FOR BUDGETING	7,905,175	4,237,191	2,217,262	77,540	295,000	50,000	52,000	888,750	15,722,918
EXPENDITURES									
PERSONNEL SERVICES	\$ 3,156,879	\$	\$	\$	\$	\$	\$	\$ 888,750	\$ 4,045,629
PROFESSIONAL DEVELOPMENT	28,800								28,800
UTILITIES	162,770								162,770
COMMODITIES SERVICE	284,005		54,000						338,005
OUTSIDE SERVICES	1,029,480					20,000			1,049,480
OTHER EXPENSES	55,395				16,500		20,000		91,895
CAPITAL / EQUIPMENT	56,005	3,783,250	1,445,000	15,040					5,299,295
BOND & DEBT SERVICE	200,650								200,650
TOTAL EXPENDITURES	\$ 4,973,984	\$ 3,783,250	\$ 1,499,000	\$ 15,040	\$ 16,500	\$ 20,000	\$ 20,000	\$ 888,750	\$ 11,216,524
OPERATING TRANSFERS OUT	212,191	\$					\$	\$	\$ 212,191
EXCESS (DEFICIT)	(6,000)	(1,746,059)	(1,121,738)	-	3,500	-	-	-	(2,870,297)
ENDING CASH BALANCE	\$ 2,719,000	\$ 453,941	\$ 718,262	\$ 62,500	\$ 278,500	\$ 30,000	\$ 32,000	\$ -	\$ 4,294,203



City of Sandwich

Enterprise Fund Summary

CITY OF SANDWICH

BUDGET SUMMARY - GOVERNMENTAL FUNDS

FINAL FY 2023 BUDGET

DESCRIPTION / FUND	GENERAL FUND	CAPITAL IMPROVEMENT FUND	MOTOR FUEL TAX FUND	DRUG ABUSE FUND	IMPACT FEE FUND	TOURISM FUND	ANNEXATION / EXCAVATION DEPOSITS	POLICE PENSION FUND	TOTAL CITY WIDE
ESTIMATED CASH AS OF MAY 1, 2022	\$ 2,725,000	\$ 2,200,000	\$ 1,840,000	\$ 62,500	\$ 275,000	\$ 30,000	\$ 32,000	\$ -	\$ 7,164,500
REVENUES									
TAXES	\$ 4,411,500	\$ -	\$ 376,512	\$ 15,040	\$ -	\$ 20,000	\$ -	\$ 888,750	\$ 5,711,802
LICENSES & PERMITS	48,000	-	-	-	20,000	-	20,000	-	88,000
INTERGOVERNMENTAL SERVICE	589,200	1,815,000	-	-	-	-	-	-	2,404,200
CHARGES FOR SERVICE	4,500	-	-	-	-	-	-	-	4,500
FINES & FORFEIT	80,125	-	-	-	-	-	-	-	80,125
INTREST AND OTHER	46,850	10,000	750	-	-	-	-	-	57,600
TOTAL REVENUES	5,180,175	1,825,000	377,262	15,040	20,000	20,000	20,000	888,750	8,346,227
OPERATING TRANSFERS IN	-	186,191.00	-	-	-	-	-	-	186,191.00
LOAN PROCEEDS	-	-	-	-	-	-	-	-	-
TOTAL FUNDS AVAILABLE FOR BUDGETING	7,905,175	4,211,191	2,217,262	77,540	295,000	50,000	52,000	888,750	15,696,918
EXPENDITURES									
PERSONNEL SERVICES	\$ 3,156,879	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 888,750	\$ 4,045,629
PROFESSIONAL DEVELOPMENT	28,800	-	-	-	-	-	-	-	28,800
UTILITIES	162,770	-	-	-	-	-	-	-	162,770
COMMODITIES SERVICE	284,005	-	54,000	-	-	-	-	-	338,005
OUTSIDE SERVICES	1,029,480	-	-	-	-	20,000	-	-	1,049,480
OTHER EXPENSES	55,395	-	-	-	16,500	-	20,000	-	91,895
CAPITAL / EQUIPMENT	76,005	3,783,250	1,445,000	15,040	-	-	-	-	5,319,295
BOND & DEBT SERVICE	200,650	-	-	-	-	-	-	-	200,650
TOTAL EXPENDITURES	\$ 4,993,984	\$ 3,783,250	\$ 1,499,000	\$ 15,040	\$ 16,500	\$ 20,000	\$ 20,000	\$ 888,750	\$ 11,236,524
OPERATING TRANSFERS OUT	186,191	\$ -	-	-	-	-	\$ -	\$ -	\$ 186,191
EXCESS (DEFICIT)	-	(1,772,059)	(1,121,738)	-	3,500	-	-	-	(2,890,297)
ENDING CASH BALANCE	\$ 2,725,000	\$ 427,941	\$ 718,262	\$ 62,500	\$ 278,500	\$ 30,000	\$ 32,000	\$ -	\$ 4,274,203



City of Sandwich

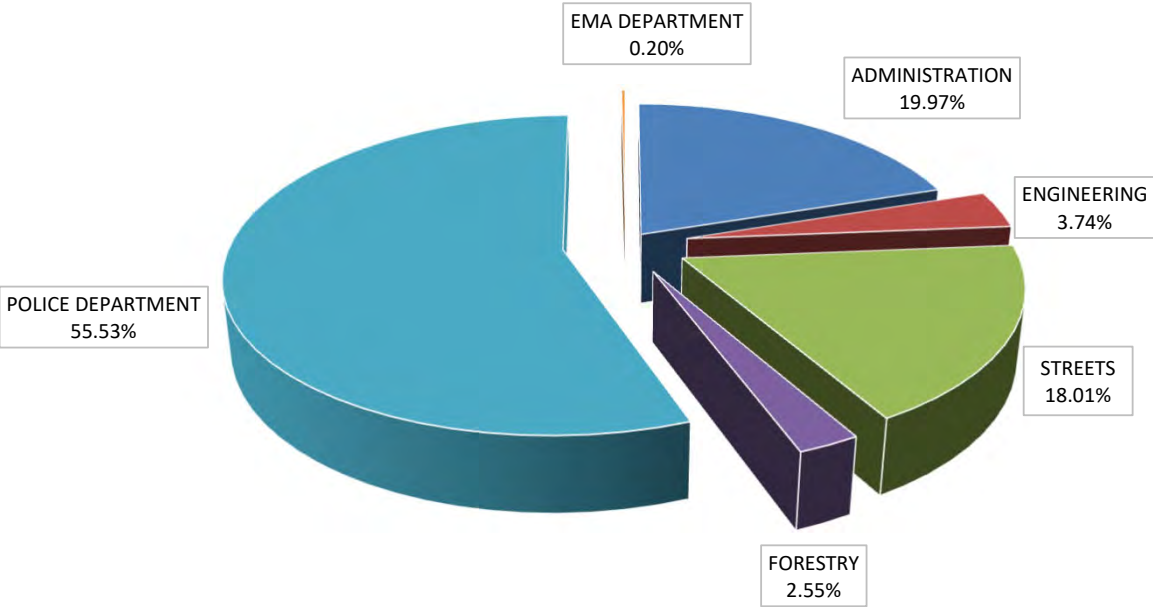
General Fund Summary

GENERAL FUND SUMMARY

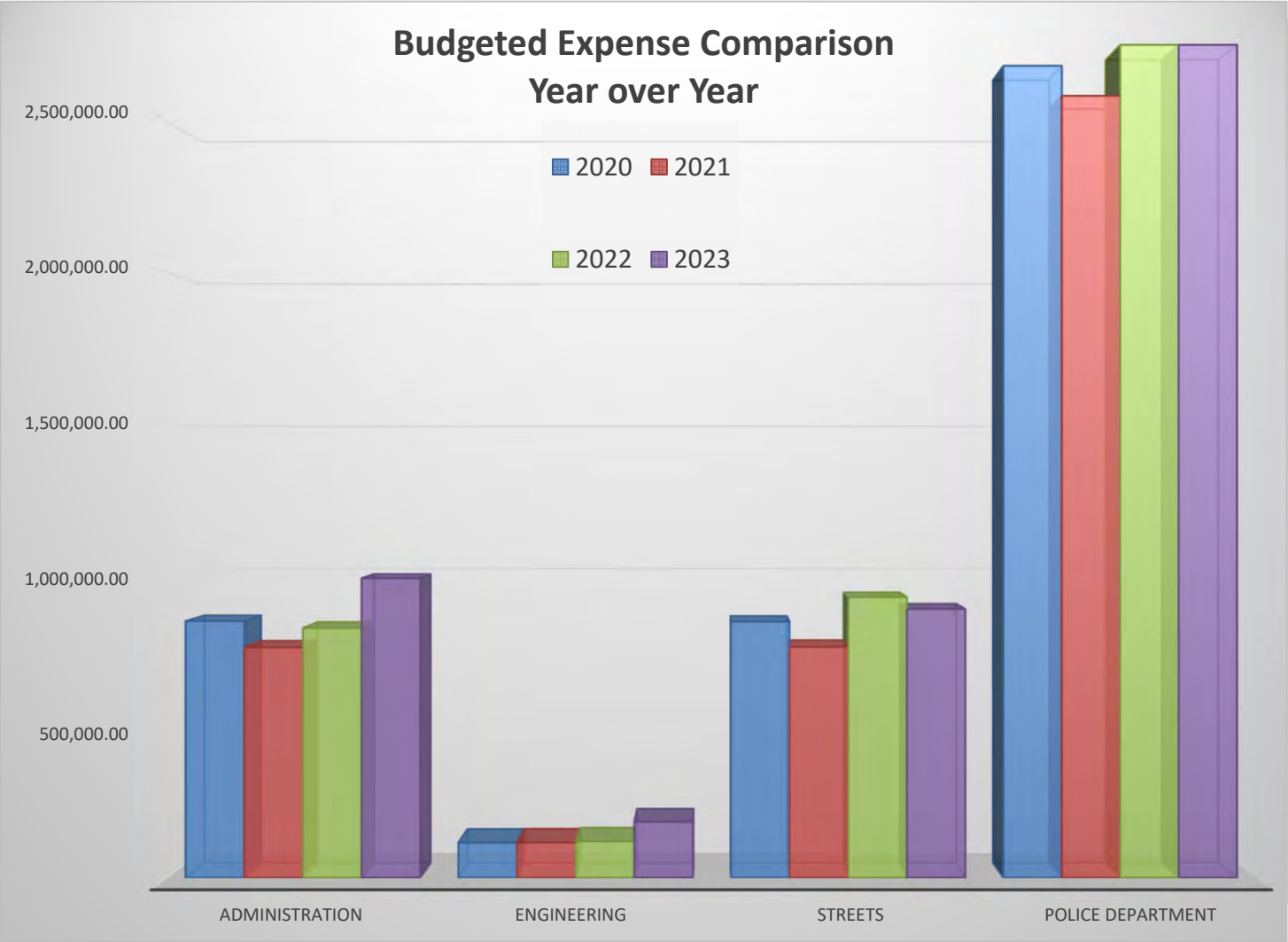
	FYE 2019 ACTUAL	FYE 2020 ACTUAL	FYE 2021 ACTUAL	FYE 2022 APPROVED BUDGET	FYE 2022 PROJECTED	FYE 2023 FINAL BUDGET
REVENUES						
TAXES	\$ 4,523,391	\$ 4,610,602	\$ 4,337,163	\$ 4,069,600	\$ 4,450,000	\$ 4,411,500
LICENSES & PERMITS	57,023	45,213	55,262	48,000	25,000	48,000
INTERGOVERNMENTAL SERVICE	33,239	116,594	392,929	485,000	532,000	589,200
CHARGES FOR SERVICE	6,009	3,639	7,950	4,500	3,950	4,500
FINES & FORFEITS	83,994	83,283	67,915	77,250	60,000	80,125
INTEREST INCOME	27,745	14,136	293	3,500	2,100	2,500
OTHER INCOME	126,699	85,160	44,415	57,600	41,500	44,350
TOTAL REVENUES	\$ 4,858,100	\$ 4,958,628	\$ 4,905,927	\$ 4,745,450	\$ 5,114,550	\$ 5,180,175
EXPENDITURES BY DEPARTMENT						
ADMINISTRATION	\$ 950,829	\$ 850,625	\$ 763,010	\$ 827,653	\$ 815,000	\$ 991,945
ENGINEERING	92,128	116,519	117,083	120,805	138,000	186,025
STREETS	710,333	848,601	765,078	929,250	702,000	900,870
FORESTRY	-	39,203	58,452	85,725	95,000	126,625
POLICE DEPARTMENT	2,353,985	2,680,961	2,582,205	2,822,286	2,485,000	2,758,769
EMA DEPARTMENT	8,363	9,973	9,334	34,800	9,100	29,750
OTHER OPERATIONS	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ 4,115,637	\$ 4,545,881	\$ 4,295,162	\$ 4,820,519	\$ 4,244,100	\$ 4,993,984
INTERFUND TRANSFERS IN	-	92,810	-	-	-	-
INTERFUND TRANSFERS (OUT)	(515,775)	(452,899)	(575,000)	-	(270,000)	(186,191)
INTERFUND TRANSFERS (OUT FROM OTHER DEPT)	(170,240)	-	-	-	-	-
EXCESS (DEFICIT)	\$ 56,448	\$ 52,658	\$ 35,765	\$ (75,069)	\$ 600,450	\$ -
BEGINNING CASH BALANCE	\$ 1,990,168	\$ 1,708,736	\$ 1,761,394	\$ 1,808,271	\$ 2,124,550	\$ 2,725,000
ENDING CASH BALANCE	\$ 2,046,616	\$ 1,761,394	\$ 1,797,159	\$ 1,733,202	\$ 2,725,000	\$ 2,725,000

NOTE: This is a draft of the proposed FY21 Budget and it may be modified, changed or revised before its final adoption by the City Council

2022 Budgeted General Fund - Expenditures By Department



Budgeted Expense Comparison Year over Year





City of Sandwich

General Fund Revenues

BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
GENERAL DEPARTMENT							
TAXES SERVICE							
001.0000.01.4000 STATE SALES TAX	1,975,000.00-	1,966,511.43-	1,577,254.00-	1,934,174.36-	1,810,000.00-	1,911,378.46-	1,970,000.00-
001.0000.01.4005 STATE INCOME TAX	775,000.00-	804,319.91-	731,236.00-	850,723.34-	805,000.00-	942,338.42-	925,000.00-
001.0000.01.4010 COUNTY TAXES	1,102,250.00-	1,081,215.03-	890,000.00-	866,880.23-	725,000.00-	712,177.96-	725,000.00-
001.0000.01.4015 ROAD & BRIDGE TAX	26,000.00-	28,028.77-	28,600.00-	25,796.70-	28,600.00-	26,148.27-	29,000.00-
001.0000.01.4020 UTILITY TAXES	600,000.00-	563,109.35-	600,000.00-	538,439.51-	585,000.00-	467,212.29-	565,000.00-
001.0000.01.4025 REPLACEMENT TAXES	46,000.00-	69,989.30-	48,000.00-	64,848.01-	48,000.00-	121,365.44-	70,000.00-
001.0000.01.4035 CHARITABLE GAMES TAX	2,000.00-	930.26-	2,500.00-	128.47-	1,500.00-	673.54-	1,500.00-
001.0000.01.4040 VIDEO GAMING TAX	85,000.00-	95,283.70-	69,587.00-	50,085.99-	60,000.00-	116,495.89-	115,000.00-
001.0000.01.4045 AUTO RENTAL TAX				20.66-			
001.0000.01.4050 CANNABIS TAX		1,214.37-	6,500.00-	6,065.73-	6,500.00-	10,381.72-	11,000.00-

TAXES TOTAL	4,611,250.00-	4,610,602.12-	3,953,677.00-	4,337,163.00-	4,069,600.00-	4,308,171.99-	4,411,500.00-
LICENCES & PERMITS SERVICE							
001.0000.05.4100 CITY LICENCES	36,000.00-	28,391.68-	36,000.00-	39,376.91-	30,000.00-	4,802.00-	30,000.00-
001.0000.05.4105 BUILDING PERMITS	20,000.00-	16,821.60-	20,000.00-	15,885.82-	18,000.00-	20,853.96-	18,000.00-
001.0000.05.4250 911 FROM COUNTY			7,000.00-				

LICENCES & PERMITS TOTAL	56,000.00-	45,213.28-	63,000.00-	55,262.73-	48,000.00-	25,655.96-	48,000.00-
INTERGOVERNMENTAL SERVICE							
001.0000.10.4210 STATE GRANTS	80,000.00-		25,000.00-		250,000.00-		
001.0000.10.4211 VIDEO MONITORING GRANT	25,000.00-						
001.0000.10.4212 IPRF GRANT		18,578.00-		20,292.00-	15,000.00-	21,994.00-	15,000.00-
001.0000.10.4215 CURES ACT				306,136.03-	150,000.00-		

BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
001.0000.10.4216 ARPA GRANT						509,782.94-	504,200.00-
001.0000.10.4250 911 FROM COUNTY	7,000.00-	34,958.40-					
001.0000.10.4255 SRO REIMBURSEMENT	45,000.00-	63,057.94-	45,000.00-	66,501.12-	70,000.00-		70,000.00-
							589,200.00-
INTERGOVERNMENTAL TOTAL	157,000.00-	116,594.34-	70,000.00-	392,929.15-	485,000.00-	531,776.94-	
CHARGES FOR SERVICES SERVICE							
001.0000.15.4305 SANDWICH FIRE INSP FEES	1,000.00-	1,695.00-	1,250.00-	3,300.00-	2,000.00-	2,345.00-	2,000.00-
001.0000.15.4310 PLANNING/ZONING HEARING FEES	2,000.00-	950.00-	2,000.00-	4,275.00-	2,000.00-	1,900.00-	2,000.00-
001.0000.15.4340 MOWING FEES	500.00-	994.00-	500.00-	375.00-	500.00-		500.00-
							4,500.00-
CHARGES FOR SERVICES TOTAL	3,500.00-	3,639.00-	3,750.00-	7,950.00-	4,500.00-	4,245.00-	
FINES & FORFEITS SERVICE							
001.0000.20.4600 CIRCUIT COURT FINES	35,000.00-	22,148.39-	25,000.00-	21,778.53-	25,000.00-	26,363.24-	25,000.00-
001.0000.20.4601 BOND FINES				375.00-		275.00	375.00-
001.0000.20.4606 MUNICIPAL VIOLATIONS	2,000.00-		2,000.00-		2,000.00-	1,850.00-	1,000.00-
001.0000.20.4610 E-CITATIONS	250.00-	230.80-	250.00-	202.00-	250.00-	158.00-	250.00-
001.0000.20.4611 IMPOUND/SEIZURES	30,000.00-	38,550.00-	32,000.00-	28,483.00-	28,000.00-	16,000.00-	25,000.00-
001.0000.20.4612 MISCELLANEOUS PD	2,500.00-	3,477.45-	3,000.00-	4,570.14-	3,000.00-	2,014.80-	3,000.00-
001.0000.20.4615 ADJUDICATION VIOLATIONS	20,000.00-	18,500.89-	20,000.00-	11,023.28-	18,500.00-	6,472.42-	25,000.00-
001.0000.20.4616 COLLECTION ADJUDICATION	250.00-		250.00-			174.00-	
001.0000.20.4620 TOBACCO VIOLATIONS						375.00-	
001.0000.20.4625 ANIMAL CONTROL FINES	1,000.00-	375.00-	1,000.00-	150.00-	500.00-	525.00-	500.00-
001.0000.20.4631 ASSET FORFEITURES REV				1,330.89-		650.00-	
FINES & FORFEITS TOTAL	91,000.00-	83,282.53-	83,500.00-	67,912.84-	77,250.00-	54,307.46-	80,125.00-

BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
INTEREST INCOME SERVICE							
001.0000.25.4675 INTEREST INCOME	20,000.00-	23,256.40-	15,000.00-	2,293.87-	3,500.00-	1,222.90-	2,500.00-
INTEREST INCOME TOTAL	20,000.00-	23,256.40-	15,000.00-	2,293.87-	3,500.00-	1,222.90-	2,500.00-
OTHER INCOME SERVICE							
001.0000.30.4690 CREDIT CARD SERVICE CHARGE	1,000.00-	1,015.65-	1,500.00-	664.20-	1,000.00-	362.50-	750.00-
001.0000.30.4695 MISCELLANEOUS INCOME	50,000.00-	4,428.66-	50,000.00-	7,367.39-	25,000.00-	3,295.07-	15,000.00-
001.0000.30.4740 DONATIONS				1,500.00-			
001.0000.30.4755 REIMBURSEMENT PD OT	5,000.00-	10,940.13-	5,000.00-	17,922.22-	7,500.00-	15,465.43-	7,500.00-
001.0000.30.4760 PROCEEDS SALE CITY ASSETS		6,768.00-	5,000.00-	1,692.00-	10,500.00-		10,000.00-
001.0000.30.4783 PLUMBING INSPECTIONS		35.00-					
001.0000.30.4784 ELECTRICAL INSPECTIONS		75.00-					
001.0000.30.4790 MISCELLANEOUS REIMBURSEMENTS		21,205.76-	12,500.00-	9,268.52-	10,000.00-	9,622.46-	7,500.00-
001.0000.30.4996 FARM LEASE		3,581.79-	3,600.00-	6,000.68-	3,600.00-	6,795.51-	3,600.00-
OTHER INCOME TOTAL	56,000.00-	48,049.99-	77,600.00-	44,415.01-	57,600.00-	35,540.97-	44,350.00-
TRANSFERS IN SERVICE							
001.0000.35.4850 IFT FROM OTHER FUNDS	185,000.00-	92,810.42-		344.37-			
TRANSFERS IN TOTAL	185,000.00-	92,810.42-	.00	344.37-	.00	.00	.00
CARRY OVER SERVICE							
GENERAL TOTAL	5,179,750.00-	5,023,448.08-	4,266,527.00-	4,908,270.97-	4,745,450.00-	4,960,921.22-	5,180,175.00-



City of Sandwich

*General Fund
Administration Department*

Administration Budget Narrative

Personal Services

<u>001.0005.50.5001</u> Elected Officials Salaries	2021/2022	\$81,000	2022/2023	\$81,000
Mayor \$20,000 plus \$1,000 liquor Commissioner				
City Clerk \$22,000				
Treasurer \$2,000				
Aldermen \$4,500 / each				
<u>001.0005.50.5002</u> Plan / ZBA Commission Salaries	2021/2022	\$2,000	2022/2023	\$2,000
7 Commissioners (Bill Hall, Dave DeCraene, Frank Moran, Richard Kell, Matthew Blocker, Gene Westerberg & Heather Brunoehler)				
Chairman & Secretary \$40/meeting Commissioners \$30/meeting				
<u>001.0005.50.5003</u> Police Commission Salaries	2021/2022	\$2,700	2022/2023	\$2,700
3 Commissioners (Chuck Fish, Jeff Beverage & Greg Sullivan) \$900/each				
<u>001.0005.50.5010</u> Salaries	2021/2022	\$90,680	2022/2023	\$151,000
Michele Hoisington – 60%				
Lisa Mangers – 10%				
Denise li – 100%				
City Manager – 75%				
<u>001.0005.50.5015</u> Part Time	2021/2022	\$	2022/2023	\$22,500
<u>001.0005.50.5040</u> Employee Insurance Benefits	2021/2022	\$50,000	2022/2023	\$40,000
<u>001.0005.50.5045</u> Accrued Vacation / Sick	2021/2022	\$5,000	2022/2023	\$5,000
<u>001.0005.50.5055</u> IMRF ER Contribution	2021/2022	\$8,262	2022/2023	\$8,900
<u>001.0005.50.5060</u> Unemployment Insurance	2021/2022	\$ 561	2022/2023	\$525
<u>001.0005.50.5065</u> Workman’s Comp Ins	2021/2022	\$8,466	2022/2023	\$7,500
<u>001.0005.50.5070</u> FICA Match	2021/2022	\$7,242	2022/2023	\$13,500
<u>001.0005.50.5075</u> Other Insurance Benefits	2021/2022	\$30,000	2022/2023	\$32,000
The City pays 100% insurance for Mike Nelson; Budgeted amount equates to current monthly premiums.				

Professional Development

<u>001.0005.55.5100</u> Training/Travel/Meeting Exp	2021/2022 \$4,500	2022/2023 \$4,000
Would include webinar classes and payroll training		

<u>001.0005.55.5105</u> Dues & Memberships	2021/2022 \$3,000	2022/2023 \$4,500
IML Annual Membership \$825	Thomas Reuter (Statutes) \$222	DeKalb Co Plan \$500
Chamber of Commerce \$250	Illinois (BASSETT) \$307	Kendall Co Transit \$244
DeKalb Co Economic Dev \$1,500	CMAP \$500	

Utilities

<u>001.0005.60.5200</u> Electric	2021/2022 \$86,000	2022/2023 \$92,000
<u>001.0005.60.5205</u> Gas	2021/2022 \$0	2022/2023 \$0
<u>001.0005.60.5210</u> Telephone	2021/2022 \$ 5,750	2022/2023 \$6,500
<u>001.0005.60.5215</u> Cable/Internet	2021/2022 \$ 1,400	2022/2023 \$1,400
<u>001.0005.60.5220</u> Trash Removal	2021/2022 \$ 875	2022/2023 \$900

Commodities

<u>001.0005.65.5300</u> Office Supplies	2021/2022 \$5,000	2022/2023 \$5,000
<u>001.0005.65.5305</u> Operating / Cleaning Supplies	2021/2022 \$ 500	2022/2023 \$500
<u>001.0005.65.5315</u> Postage	2021/2022 \$ 1,250	2022/2023 \$1,250
<u>001.0005.65.5320</u> Printing Expense	2021/2022 \$ 700	2022/2023 \$750

Outside Services

<u>001.0005.70.5410</u> Audit Fees	2021/2022 \$19,800	2022/2023 \$19,800
<u>001.0005.70.5415</u> ARCH Management	2021/2022 \$12,000	2022/2023 \$12,000

<u>001.0005.70.5420</u> Outside Consultant	2021/2022	\$59,500	2022/2023	\$54,720
<u>001.0005.70.5445</u> Legal Services	2021/2022	\$75,000	2022/2023	\$75,000
<u>001.0005.70.5450</u> Contractual Services Jennifer Boring – Janitorial Schindler – Opera House AID Group – IT Cintas Fire – Annual Fire Extinguishers	2021/2022	\$32,500	2022/2023	\$40,000
<u>001.0005.70.5465</u> Liability Insurance	2021/2022	\$101,667	2022/2023	\$130,000
<u>001.0005.70.5475</u> Computer Maintenance Agreements Computer Maint Agreement Imaging Software annual License \$2,700	2021/2022	\$22,700	2022/2023	\$60,000
<u>001.0005.70.5480</u> Rental/Lease Agreements BNSF leases reflecting an annual 3% increase	2021/2022	\$2,000	2022/2023	\$8,400
<u>001.0005.70.5485</u> Legal Notices & Advertising Consists of mowing & water liens & releases (90% reimbursable); notary applications & renewals; newspaper legal notices & ordinance publications; publication of annual Treasurer’s Report	2021/2022	\$3,000	2022/2023	\$2,000
<u>001.0005.70.5495</u> Ordinances Supplements	2021/2022	\$4,500	2022/2023	\$2,500
<u>001.0005.70.5500</u> Sandwich Economic Develop	2021/2022	\$30,000	2022/2023	\$30,000
<u>001.0005.70.5575</u> Building Maintenance	2021/2022	– 40,000	2022/2023	\$40,000

Other Expenses

<u>001.0005.75.5602</u> Plan / ZBA Expenses	2021/2022	\$800	2022/2023	\$800
<u>001.0005.75.5603</u> Police Commission Expenses	2021/2022	\$4,000	2022/2023	\$4,000
<u>001.0005.75.5605</u> Contributions (Flowers, etc)	2021/2022	\$500	2022/2023	\$500
<u>001.0005.75.5610</u> Employee Relations	2021/2022	\$1,5000	2022/2023	\$2,500
<u>001.0005.75.5630</u> Drainage District Re Taxes	2021/2022	\$2,500	2022/2023	\$2,500
<u>001.0005.75.5650</u> Donations	2021/2022	\$5,000	2022/2023	\$5,000
<u>001.0005.75.5660</u> Taste of Sandwich	2021/2022	\$300	2022/2023	\$300

<u>001.0005.75.5690</u> Refunds	2021/2022	\$1,500	2022/2023	\$1,500
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<u>001.0005.75.5695</u> Misc Expenses	2021/2022	\$6,000	2022/2023	\$6,000
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Telephone system replacement to be budgeted from this account.

Equipment

<u>001.0005.80.5705</u> Office Equipment	2021/2022	\$5,500	2022/2023	\$ 5,500
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New Computers

Back up Storage Server

Other misc office equipment

<u>001.0005.85.5805</u> Computer Programs / Updates	2021/2022	\$7,500	2022/2023	\$7,500
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BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
ADMIN DEPARTMENT							
PERSONNAL SERVICES SERVICE							
001.0005.50.5001 ELECTED OFFICIALS SALARIES	81,000.00	75,782.63	81,000.00	74,156.16	81,000.00	75,101.71	81,000.00
001.0005.50.5002 PLAN/ZON COMMISSION SALARIES	2,000.00	1,150.00	2,000.00	1,610.00	2,000.00	1,090.00	2,000.00
001.0005.50.5003 POLICE COMMISSION SALARIES	2,700.00	2,550.00	2,700.00	2,700.00	2,700.00	2,025.00	2,700.00
001.0005.50.5010 SALARIES	76,500.00	85,692.57	84,000.00	78,981.37	90,680.00	76,423.57	151,000.00
001.0005.50.5015 PART TIME							22,500.00
001.0005.50.5030 LONGEVITY SALARY	2,350.00	2,453.01		661.24			
001.0005.50.5040 EMPLOYEE INSURANCE BENEFITS	66,000.00	46,384.05	52,500.00	44,551.42	50,000.00	22,762.60	40,000.00
001.0005.50.5045 ACCRUED VACATION/SICK	3,500.00	9,483.64	5,000.00	19,612.17	5,000.00	4,203.59	5,000.00
001.0005.50.5055 IMRF ER CONTRIBUTION	5,850.00	13,481.52	8,100.00	11,241.78	8,262.00	8,832.27	8,900.00
001.0005.50.5060 UNEMPLOYMENT INSURANCE	550.00	400.96	550.00	483.74	561.00	318.16	525.00
001.0005.50.5065 WORKMAN'S COMP INS	8,200.00	7,730.00	8,300.00	7,847.00	8,466.00	6,336.00	7,500.00
001.0005.50.5070 FICA MATCH	6,026.00	11,085.49	7,100.00	12,936.85	7,242.00	11,719.60	13,500.00
001.0005.50.5075 OTHER-INSURANCE BENEFIT	31,000.00	31,325.90	30,000.00	28,765.06	30,000.00	32,646.03	30,000.00
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PERSONNAL SERVICES TOTAL	285,676.00	287,519.77	281,250.00	283,546.79	285,911.00	241,458.53	364,625.00
PROFESSIONAL DEVELOPMENT SERVICE							
001.0005.55.5100 TRAINING/TRAVEL/MEETING EXP	3,000.00	1,769.81	4,000.00	1,078.87	4,500.00	2,130.92	4,000.00
001.0005.55.5105 DUES & MEMBERSHIPS	3,000.00	2,909.44	3,000.00	2,462.44	3,000.00	3,087.40	4,500.00
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PROFESSIONAL DEVELOPMENT TOTA	6,000.00	4,679.25	7,000.00	3,541.31	7,500.00	5,218.32	8,500.00
UTILITIES SERVICE							
001.0005.60.5200 UTILITIES - ELECTRIC	81,000.00	98,583.53	86,000.00	100,764.95	86,000.00	82,393.66	92,000.00
001.0005.60.5205 UTILITIES - GAS	500.00		500.00				

**BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022**

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET	
001.0005.70.5495 ORDINANCES - SUPPLEMENTS			4,500.00		2,500.00		2,500.00	
001.0005.70.5500 SANDWICH ECONOMIC DEV CORP	40,000.00	40,000.00	30,000.00	32,500.00	30,000.00	27,500.00	30,000.00	
001.0005.70.5505 SW CABLE & TELE CONSORTIUM	40,000.00	39,129.74	40,000.00					
001.0005.70.5575 BUILDING MAINTENANCE	64,400.00	62,347.59	64,000.00	34,150.06	40,000.00	13,245.09	40,000.00	
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OUTSIDE SERVICES TOTAL	428,975.00	424,132.02	412,500.00	345,343.67	397,667.00	340,002.64	474,420.00	
			OTHER EXPENSES SERVICE					
001.0005.75.5600 ELECTED OFFICIALS-EXPENSES	100.00						800.00	
001.0005.75.5602 PLANNING/ZONING EXPENSES	800.00	462.65	800.00	6,517.50	800.00	833.31	4,000.00	
001.0005.75.5603 POLICE COMMISSION EXPENSES	4,000.00	2,078.18	6,600.00	1,277.50	4,000.00	920.08	500.00	
001.0005.75.5605 CONTRIBUTIONS (FLOWERS, ETC)	500.00	755.00	500.00	608.43	500.00		2,500.00	
001.0005.75.5610 EMPLOYEE RELATIONS	2,500.00	2,820.00	2,500.00	430.00	1,500.00	3,540.22	2,500.00	
001.0005.75.5630 DRAINAGE DISTRICT RE TAXES	5,500.00	2,292.91	2,500.00	2,336.98	2,500.00	2,364.42	5,000.00	
001.0005.75.5650 DONATIONS	2,500.00	4,479.99	7,550.00	100.00	5,000.00	200.00	300.00	
001.0005.75.5660 TASTE OF SANDWICH	500.00	266.32	300.00	2,075.00	300.00	287.82	1,500.00	
001.0005.75.5690 REFUNDS	1,000.00	2,250.23	1,500.00	7,078.36	1,500.00	765.54	6,000.00	
001.0005.75.5695 MISC EXPENSE	25,550.00	9,647.73	10,000.00	2,810.47	6,000.00	52,057.13	23,100.00	
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OTHER EXPENSES TOTAL	42,950.00	25,053.01	32,250.00	23,234.24	22,100.00	60,968.52		
			EQUIPMENT (\$0 - \$4,999) SERVICE					
001.0005.80.5705 OFFICE EQUIPMENT			2,000.00		5,500.00		5,500.00	
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EQUIPMENT (\$0 - \$4,999) TOTAL	.00	.00	2,000.00	.00	5,500.00	.00		
			EQUIPMENT (\$5,000 +) SERVICE					
001.0005.85.5805 COMPUTER PGRMS/UPGRADES	4,000.00	72.41	15,000.00	3,719.66	7,500.00	164.89	7,500.00	



City of Sandwich

*General Fund
Engineering Department*

Engineering Budget Narrative

The City's adopted building codes are as follows:

- **Building Code: International Building Code, 2006 Edition with local amendments**
- **Residential Code: International Residential Code, 2006 Edition including Appendix F, Appendix G, and with local amendments**
- **Mechanical Code: International Mechanical Code, 2006 Edition**
- **Fuel Gas Code: International Fuel Gas Code, 2006 Edition**
- Energy Conservation Code: Illinois Energy Conservation Code, 2018 Edition
(Illinois Compiled Statutes: 20 ILCS 3125/ Energy Efficient Building Act)
- Property Maintenance Code: International Property Maintenance Code, 2015 Edition with local amendments
- **Electric Code: NFPA 70 - National Electric Code, 2005 Edition**
- Fire and Life Safety Code:
 - o International Fire Code, 2015 Edition with local amendments, including Appendices B, C, D, and F
 - o NFPA 101 Code for Safety to Life from Fire in Buildings and Structures, 2015 Edition with local amendments
- Plumbing Code: Illinois Plumbing Code, 2014 Edition
(Illinois Administrative Code: Title 77 IAC Part 890 Illinois Plumbing Code)

Personal Services

001.0010.50.5010 Salaries	2021/2022 \$71,452	2022/2023 \$64,000
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This line item covers annual salary for the building official

001.0010.50.5040 Employee Insurance Benefit	2021/2022 \$15,300	2022/2023 \$13,400
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Under current plans, the City pays for 85% of an employee's medical insurance and dental insurance. The City pays for 100% of an employee's vision insurance. The City maintains a life insurance policy in the amount of \$25,000.00 for each employee. Monthly Best Flex fee per person is included.

<u>001.0010.50.5055</u> IMRF ER Contribution	2021/2022	\$6,600	2022/2023	\$4,900
<u>001.0010.50.5060</u> Unemployment Insurance	2021/2022	\$270	2022/2023	\$175
<u>001.0010.50.5065</u> Workman's Comp Insurance	2021/2022	\$1,938	2022/2023	\$880
<u>001.0010.50.5070</u> FICA Match	2021/2022	\$5,450	2022/2023	\$4,100

Professional Development

<u>001.0010.55.5100</u> Training/Travel/Meeting Expenses	2021/2022	\$400	2022/2023	\$200
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This line item is used for engineering department training expenses.

ICC Residential Inspector Class

<u>001.0010.55.5105</u> Dues & Memberships	2021/2022	\$150	2022/2023	\$150
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This line item covers memberships and dues for organizations that the City has belonged to: the International Code Council (Member 5156540) and the National Fire Protection Association. The memberships provide regular news and information resources and reduced pricing for codes and standards.

Utilities Service

<u>001.0010.60.5210</u> Telephone	2021/2022	\$1,920	2022/2023	\$1,920
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This line item has been used to pay for the Frontier landline service for the 8802 phone line and the cellular phone reimbursement for the Building Official.

Commodities Service

<u>001.0010.65.5300</u> Office Supplies	2021/2022	\$1,400	2022/2023	\$750
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This line item has been used for general office supplies: paper clips, binders, printer toner/inks, pens, etc.

<u>001.0010.65.5310</u> Clothing Uniforms/Supplies	2021/2022	\$150	2022/2023	\$150
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<u>001.0010.65.5315</u> Postage	2021/2022	\$50	2022/2023	\$50
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This line item is used for mailings by the engineering department. It is possible that adjudication correspondence sent by the Building Official would come from this line item.

<u>001.0010.65.5320</u> Printing Expense	2021/2022	\$300	2022/2023	\$150
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This line item is used for expenses related to building permit documentation and business cards. The City's District Map will be expended from here.

<u>001.0010.65.5325</u> Publications	2021/2022	\$500	2022/2023	\$250
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BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
ENGINEERING DEPARTMENT							
PERSONNAL SERVICES SERVICE							
001.0010.50.5010 SALARIES	77,500.00	76,599.99	60,247.00	71,985.16	71,452.00	64,811.13	64,000.00
001.0010.50.5020 OVERTIME @ 1.5	600.00						
001.0010.50.5030 LONGEVITY SALARY	1,940.00	1,630.75		245.18			
001.0010.50.5040 EMPLOYEE INSURANCE BENEFITS	14,000.00	14,058.83	15,000.00	15,864.92	15,300.00	13,973.57	13,400.00
001.0010.50.5045 ACCRUED VACATION/SICK	1,250.00	708.09	1,250.00	6,532.11	625.00		
001.0010.50.5055 IMRF ER CONTRIBUTION	6,032.00	4,857.58	5,600.00	7,294.38	6,600.00	5,624.49	4,900.00
001.0010.50.5060 UNEMPLOYMENT INS	260.00	426.92	265.00	496.72	270.00	318.16	175.00
001.0010.50.5065 WORKMAN'S COMP INS	1,800.00	1,644.00	1,900.00	1,626.00	1,938.00	1,049.00	880.00
001.0010.50.5070 FICA MATCH	6,456.00	4,339.70	4,650.00	5,577.25	5,450.00	4,595.47	4,100.00
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PERSONNAL SERVICES TOTAL	109,838.00	104,265.86	88,912.00	109,621.72	101,635.00	90,371.82	87,455.00
PROFESSIONAL DEVELOPMENT SERVICE							
001.0010.55.5100 TRAINING/TRAVEL/MEETING EXP	400.00		400.00	49.00	400.00		200.00
001.0010.55.5105 DUES & MEMBERSHIPS	200.00	135.00	140.00	145.00	150.00	777.44	150.00
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PROFESSIONAL DEVELOPMENT TOTA	600.00	135.00	540.00	194.00	550.00	777.44	350.00
UTILITIES SERVICE							
001.0010.60.5210 UTILITIES - TELEPHONE	1,800.00	1,771.86	1,920.00	1,723.13	1,920.00	1,276.47	1,920.00
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UTILITIES TOTAL	1,800.00	1,771.86	1,920.00	1,723.13	1,920.00	1,276.47	1,920.00
COMMODITIES SERVICE							
001.0010.65.5300 OFFICE SUPPLIES	1,400.00	1,336.63	1,400.00	975.85	1,400.00	221.30	750.00



City of Sandwich

*General Fund
Streets Department*

Street Department Budget Narrative

The Street Department responsibilities generally include the maintenance and repair of assets located within the City's rights of way and public parking areas. Typical operations include the following:

- Roadway pavement, parking lot pavement, curb, and sidewalk maintenance and repairs.
- Street sign maintenance and replacement.
- Pavement marking.
- Bridge maintenance.
- Pesticide application.
- Street light maintenance and repairs.
- Traffic signal maintenance and repairs.
- Storm sewer and roadway culvert maintenance and repairs.
- Tree trimming and brush removal. (Forestry funding)
- Leaf vacuuming. (Forestry funding)
- Snow removal and salting.
- Mowing.
- Sanitary sewer and water main maintenance.

Some JULIE operational expenses have been expensed from the Street Department in previous years. We are going to place all of the JULIE expenses in the Water Department going forward.

Revenues

Revenues to fund the Street Department operations come from the property tax levy, state sales taxes, state income taxes, IDOT reimbursement (Master Agreement for Traffic Signal Maintenance), utility taxes, video gaming taxes, and federal/state grants.

Expenditures

Personal Services

<u>001.0015.50.5010 Salaries</u>	2021/2022 \$344,020	2022/2023 \$2 0,020
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Salaries for employees whose primary department in public works is the street department.

- (1) Street Superintendent
- (5) Maintenance Workers

<u>001.0015.50.5015 Part Time</u>	2021/2022 – \$20,200	2022/2023 \$29,000
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- 1) Part time Mower \$15.00hr 1,000 hours max
- 2) Part time Mower \$15.00hr 600 hours max
- 3) Part time Snowplow driver \$25.00hr 100 hours max
- 4) Part time Snowplow driver \$25.00hr 100 hours max

<u>001.0015.50.5020 Overtime at 1.5</u>	2021/2022	\$12,750	2022/2023	\$14,400
Regular work hours for the Street Department are M F from 7:00 am to 3:30 pm. Overtime for Street Department functions generally occur outside of those hours. Typical overtime functions include snow plowing, traffic signal troubleshooting, stop sign replacement, and placing barricades. 320 hours @ \$45/hr. = \$14,400.00				
<u>001.0015.50.5025 Overtime at 2.0</u>	2021/2022	– \$8,160	2022/2023	\$7,200
Overtime for Street Department functions occurring on holidays is paid from this line item. 120 hours @ \$60/hr = \$7,200.00				
<u>001.0015.50.5040 Employee Insurance Benefit</u>	2021/2022	\$86,900	2022/2023	\$86,900
This line item covers the City’s portion of health insurance for street department employees.				
<u>001.0015.50.5045 Accrued Vacation/Sick</u>	2021/2022	\$10,000	2022/2023	\$10,000
A number of employees have accumulated balances.				
<u>001.0015.50.5055 IMRF ER Contribution</u>	2021/2022	\$29,580	2022/2023	\$24,300
<u>001.0015.50.5060 Unemployment Insurance</u>	2021/2022	\$1,530	2022/2023	\$1,500
<u>001.0015.50.5065 Workman’s Comp Insurance</u>	2021/2022	\$62,500	2022/2023	\$63,500
<u>001.0015.50.5070 FICA Match</u>	2021/2022	\$26,520	2022/2023	\$26,520

Professional Development Service

<u>001.0015.55.5100 Training/Travel Expense</u>	2021/2022	\$4,000	2022/2023	\$5,000.
Includes tuition for training classes, hotel accommodations, meal reimbursements and mileage to and from the training site. Pesticide Operator Training, General Standards, Rights of Way Pest Control, Larvacide Training Mosquito Larvacides (DeKalb County), Flagger Training for all street department employees, Snow Plow Operator Training, JULIE Excavator Safety, Trench Safety, IMSA Work Zone Temporary Traffic Control Technician, IMSA Traffic Signal Level 1, IMSA Signs and Markings Level 1, IMSA Roadway Lighting Level 1				
<u>001.0015.55.5110 Medical Expense/Immunizations</u>	2021/2022	\$2,000	2022/2023	\$2,000.
This line item is used for drug and alcohol screenings, audiograms, and physicals.				

Utilities

<u>001.0015.60.5200 Electric</u>	2021/2022	\$0	2022/2023	\$
207 E. Railroad Street (Ordinance Consideration Act) 307 E. Railroad Street (Ordinance Consideration Act) 311 E. Railroad Street (Ordinance Consideration Act) 600 N. Ash Street (1 1D47 432) has been charging to this line item but should be covered by the Ordinance Consideration Act. Additionally, 12 E. Center Street is charging to this line item but should be charged to the location where other street lighting is charged to. (001.0005.60.5200)				

001.0015.60.5205 Gas 2021/2022 \$5,500 2022/2023 \$5,000
 207 E. Railroad Street (84 31 31 2000 2)
 307 E. Railroad Street (Gas service comes from 207 E Railroad)
 311 E. Railroad Street (27 95 96 8177 9)

001.0015.60.5210 Telephone 2021/2022 \$3,400 2022/2023 \$3,400
 207 E. Railroad Street (815.786.8552)
 307 E. Railroad Street (No telephone service)
 311 E. Railroad Street (No telephone service)
 Employee cell phone reimbursement

001.0015.60.5220 Trash Removal 2021/2022 \$7,500 2022/2023 \$30,000
 This line item covers the dumpster at 207 E. Railroad Street.
 Dumpster 207 Railroad St. \$1,500
 Street sweeper sweeping disposal \$13,500
 Spoils removal: Dirt, Asphalt, Concrete \$15,000

Commodities

001.0015.65.5300 Office Supplies 2021/2022 \$400 2022/2023 \$400
 Basic office supplies like pens, printer ink, etc.

001.0015.65.5305 Operating/Cleaning Supplies 2021/2022 \$10,000 2022/2023 \$8,000
 This covers just about anything that can be bought at a hardware store that isn't covered under another line item.

Cleaning supplies	Street sweeper brooms	Field tools
Snow plow blades	Hand tools	Weed eater string
Lumber	Flags	Batteries
Saw blades	Grass seed	Hardware and fasteners
Electrical supplies	Straw blanket	Paint

Herbicide: Spraying along rights of way, fence lines, buildings, street lights, utility poles, parking lots, and fire hydrants.

(10) Roundup 1.67 gallons @\$59.99: \$599.99
 (10) RM43 2.5 gallons @\$89.99: \$899.99
 (5) Tordon Tree Herbicide @ \$15.99: \$79.95
 (1) box Latex gloves: \$20.00

Snow plow supplies: cutting edges, hyd motors, plow guides, hyd hoses, plow blade repairs, salt spreader repairs \$5,000.

001.0015.65.5310 Clothing Uniform/Supplies 2021/2022 \$5,000 2022/2023 \$5,000
 (6) Street Department employees @ \$500/ea. and an additional \$2,000 for misc items

<u>001.0015.65.5330 Postage</u>	2021/2022	\$20	2022/2023	\$20
<u>001.0015.65.5330 Vehicle Fuel</u>	2021/2022	\$20,000	2022/2023	\$20,000
<u>001.0015.65.5340 Safety Equipment</u>	2021/2022	\$5,000	2022/2023	\$5,000
Safety vests	Safety glasses		Hearing protection	
Gloves	Fall protection		Gas monitor	
Confined space equipment	Trench safety		Particulate masks/respirators	

Traffic Control

This category includes the equipment (barricades, temporary signs, cones, flags, etc.) for creating work zones and controlling traffic around work zones. The labor cost is covered in 001.0015.50.5010; there is no material cost.

\$4,000

<u>001.0015.65.5350 Vehicles and Equipment</u>	2021/2022	\$40,000	2022/2023	\$49,235
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This line item is for vehicle and equipment maintenance/repair parts.

2015 Edgco Concrete Walk-Behind Saw: (44.4hrs)

Used for pavement and sidewalk cutting. Saw is in good condition with normal wear and tear.

Oil service once per year:	\$50
Replace cutting blade:	\$350
Miscellaneous:	\$50

2012 International 4900 – Vehicle #1: (25,316 miles)(2,043hrs)

Truck is 9 years old bought used from Marion Township for \$65,000 replacement for the 1993 4700 International going to surplus \$5,000 to \$15,000

Used for snowplowing/salting, brush pick up, hauling spoils, asphaltting, Tires are in good condition. Cab and chassis are in good condition. Box condition is above average. Truck is need in minor rust repairs to air tanks control box, battery box, and truck steps.

Oil service once per year:	\$250
Miscellaneous:	\$250

2009 International 7400, 5 yard Dump Truck – Vehicle #2: (31,110 miles) (3,183hrs)

Used for brush pickup, snowplowing/salting, and hauling spoils and stone. Tires are in good condition – new rear tires in 2019. New front tires in fall of 2021. Cab and chassis are in good condition and rust free. Cab and some chassis parts rust repairs in 2020 Frame and dump box should be scheduled for sandblasting and painting in the 2022/2023 budget.

Oil service – once per year:	\$250
Miscellaneous:	\$500

2012 International 7400, 5-yard Dump Truck – Vehicle #3: (28,985 miles) (3,257hrs)

Used for brush pickup, snowplowing/salting, and hauling spoils and stone. Truck is in good shape: cab and chassis are rust free. Tailgate requires sandblasting and painting, dump box frame repairs needed.

Oil service – once per year: \$250
Miscellaneous: \$500

2004 International 7300, 5-yard Dump Truck – Vehicle #4: (37,864 miles)(4,847hrs)

Used for brush pickup, snowplowing/salting, and hauling spoils and stone. Truck is in good shape: cab and chassis are rust free. Dump box, rear frame, and plow hitch were sandblasted and painted two years ago. Rear suspension replaced in 2018. Plow frame was replaced in 2019 after being damaged at the end of last season. New front tires summer of 2021 Hydraulic tank is starting to leak at mounting brackets non repairable also houses hydraulic controls for the chassis. Repairs are between \$3,500 & \$4,500.

Oil service – once per year: \$250
Miscellaneous: \$500
Replacement salt spreader \$5,000

2016 International 7400, 5-yard Dump Truck – Vehicle #5: (15,188) (1,230hrs)

Used for brush pickup, snowplowing/salting, hauling spoils and stone, and pulling the leaf vacuum trailer. Truck is in good condition as cab and chassis are rust free and the dump box is stainless steel. Since purchased new from Rush Truck Centers, the truck pulls to the right when breaking hard but no permanent fix has been identified. There are constant check engine light and emissions system problems with this truck that require service resets. Fuel tank is dented but not currently leaking. Cab steps on both sides are damaged. Left rear fender cover miss mounted causing rubbing on the tires working with Bonnel to remedy the problem. Truck went if for emissions problems in October 9 weeks at dealer waiting on parts 3,000. in repairs and towing.

Oil service – once per year: \$250
Miscellaneous: \$500
Def fluid \$150

2004 Ford F350 4x4 Dump Bed – Vehicle #7: (66,193 miles)

Truck is 18 years old value of the truck is \$5,000 to \$10,000. Body and chassis are ok; dump box and subframe are in poor condition and cannot carry full loads.

Used in day to day operations like brush pickup, chipper top, street maintenance, snowplowing, hauling spoils and stone. Truck is in below average condition: some surface rust on the body, rear hinges for dump box frame are failing, and there are too many holes in the box to use for salting. To repair the box would cost \$5,500. Replacement box \$10,000 to \$12,000.

Oil service – once per year: \$250
Miscellaneous: \$250

2010 Dodge 5500 4x4 Bucket Truck (42 feet) – Vehicle #8: (113,184 miles) (2,179 arial hrs)

Used for tree trimming and removal, street light maintenance, traffic signal maintenance, building maintenance, flag raising/lowering, and seasonal decorations. Truck is in good condition and rust free. Hood was damaged a few years ago during tree trimming. Truck was purchased used from Utility Fleet Sales in Texas in 2015. This truck cannot reach some of the City’s street lighting at Gletty Road and Fairwind Boulevard.

Oil service – once per year:	\$250
Miscellaneous:	\$350

2014 Ford F350 Compressor Truck with Utility Box – Vehicle #10: (17,112 miles)

Used for street sign maintenance, building maintenance, street maintenance, equipment and vehicle repairs, and water and sewer field repairs. Truck is in good condition and rust free.

Oil service – twice per year:	\$200
Add more storage for tools and equipment:	\$400
Miscellaneous:	\$500.

1997 Elgin Eagle Street Sweeper – Vehicle #11: (13,660 miles) (5,261hrs)

Used for street sweeping. Truck is in below average condition. Replacement parts are difficult to find due to age of vehicle. Rusted panels can be replaced. Conveyor assembly will need to be replaced.

Oil service – once per year for front engine:	\$250
Oil service – once per year for auxiliary engine:	\$250
Replace side brooms – twice per year:	\$700
Replace rear broom – once per year:	\$800
Hydraulic lines:	\$500
Conveyor assembly:	\$5,500
Miscellaneous:	\$500

2008 John Deere 410 SE Backhoe #12– Equipment #12: (5,177 hours)

Used in day to day operations like brush pickup, street maintenance, snow removal/plowing, and water and sewer repairs. Backhoe is in below average condition with recent repairs to the hydraulic system and transmission. Air conditioning system not working repair cost between \$1,000 \$2,000.

Oil service – twice per year:	\$500
Front bucket cylinder rebuild:	\$1,500
Hydraulic lines:	\$1,000
Miscellaneous:	\$500

2021 John Deer 324 L Wheel Loader #13 New (282hrs)

Oil service – twice per year:	\$1,000
Miscellaneous:	\$250

2015 Bobcat S650 Skid Steer # 14 – Equipment #14: (689 hours)

Used in day to day operations like brush pickup, street maintenance, snow removal/plowing, street sweeping, tree removal, and equipment repairs. Skid Steer is in good shape and with proper maintenance should have a 15 year service life.

Oil service – twice per year:	\$300
Sweeper broom replacement:	\$600
Sweeper broom bearings:	\$150
Miscellaneous:	\$500

2004 Ford Ranger – Vehicle #15: (73,368 miles)

Used for small day to day operations like herbicide spraying, weed whipping, and meter reading. This vehicle carries an auxiliary diesel tank. Vehicle is in good condition but limited in function due to the size.

Oil service – once per year:	\$100
Miscellaneous:	\$200

2014 Ford F350 4x4 Dump Bed – Vehicle #19: (39,741 miles)

Used for brush pickup, street maintenance, snowplowing/salting, water and sewer field repairs, building maintenance, and hauling spoils and stone. Vehicle is in good condition and rest free. The hydraulic system is undersized for the capacity of the dump box. Dump box paint needs to be touched up. Rear suspension rebuilt add a leaf added and 4 wheel alignment in 01/21

Oil service – twice per year:	\$200
Miscellaneous:	\$500

2018 John Deere Z997R Mower – Equipment #20: (1,2045)

Used for mowing detention basins, rights of way, City buildings, and force mowing. Mower is in good condition. Mowers have been traded in every two or three years depending on the hours. This mower would be traded in Spring of 2021 (this budget) to maintain maximum trade in value.

Oil service – three times per year:	\$300
Mower blades – three sets:	\$300
Belts:	\$200
Deck spindles:	\$360
Bogie wheels	\$150
Miscellaneous:	\$450

2021 John Deere 5075 Utility Tractor – Equipment #21: (315. hrs)

Tractor is new spring of 2021 from AHW John Deere. Used for wide area mowing with 12 foot bat wing, rototilling, grading shoulders, final grading seeded areas, brush mowing ditches, herbicide spraying, fine cut mowing, and snow removal.

Oil service – twice per year:	\$500
PTO shaft seals:	\$75
Miscellaneous:	\$500

2018 Ford F150 – Vehicle #24: (20,806 miles)(1303hrs)

Used for day to day operations, Superintendent’s vehicle, building maintenance, field repairs for water and sewer, and equipment and vehicle repairs. Truck is in good shape and rust free.

Oil service – twice per year:	\$200
Add more storage for tools and equipment:	\$400
Miscellaneous:	\$200

2001 International – Vehicle #25: (51,144miles) (4,919hrs)

Used for brush pickup, snowplowing/salting, and hauling spoils and stone.

Truck was purchased in 01/18 from Bonnel Industries in Dixon, IL. Prior to the purchase of the truck, it was sandblasted and painted, in turn hide parts of the rusting chassis. There are electrical issues with the cab and body has been back to Bonnel to be looked at the controller for the hydraulic system, are no longer being supported from the manufacture of the system causing issues with the hydraulic system. We have had the rear dump frame refabricated, replaced battery box and mounting, hydraulic tank, 4 new rear tires. Engine rebuild fall of 2021 \$10,000. Truck needs to be move from front line to reserve status.

Oil service – once year:	\$250
Miscellaneous:	\$1,500

2002 Bomag BM 120 Roller: (Unknown hours)

Used for hot patching, cold patching, shoulder maintenance, alley ways, lawn rolling city properties.

Roller is in good shape for its age. Roller was purchased used from First Place Rental in 2007. Hour meter does not work. Little maintenance has gone into this machine everything operates as it should.

Oil service once year:	\$100
Miscellaneous:	\$100

2018 Frontier FM1012 Batwing Finish Mower: (Approximately 850 mowing hours)

Belts for decks:	\$250
Mower deck blades:	\$250
Deck spindles:	\$400
Light repairs:	\$100
Miscellaneous:	\$200

2021 Kenworth Vector Truck #6 (4,204 miles) (427.9hrs)

Truck purchased spring of 2021 demo from Standard Equipment Main uses: sewer jetting, pot holing, catch basin cleaning, water main breaks, water service repairs and replacements, hydrant repairs and replacements, lift station maintenance, and wastewater plant maintenance.

Oil service once a year:	\$800
Miscellaneous repairs:	\$2,500
Jetter hose replacement:	\$1,800
Suction hoses replacement	\$2,500
Top boom tubes	\$2,200

Small Engines:

(3) Generators: 5000W generator needs to be replaced as it starts hard, is difficult to keep running, and does not supply steady voltage. We are unable to find parts for the generator.

(4) Ditch pumps: 3" needs to be replaced as the seals leak on the back side of the pump, pump housing is corroded together, and part of the housing is broken off. This pump cannot draw greater than 2 feet below grade.

(1) Post pounder

(2) Compactors

(2) Concrete saws

Pneumatic jackhammers: The 65# jackhammer from the 1970s has been out of service for three years and needs to be replaced.

Oil service – once per year for all:	\$250
New cutting blades for concrete saw:	\$500 (12") and \$800 (16")
Replacement flat hose for ditch pumps	\$800

Miscellaneous \$2,200

Paint sprayer \$1,000

001.0015.65.5360 Streets

2021/2022 \$67,000

2022/2023 \$67,000

Pavement Marking

This category includes the materials (pavement paint and glass beads) that are placed on the pavement. The labor cost is covered in 001.0015.50.5010. The equipment cost for the paint sprayer and miscellaneous repair/replacement components (tips, hoses, etc.) are covered in 001.0015.65.5350. Vehicles used for pavement marking include a truck and trailer to transport the sprayer. \$8,000.

Culvert Maintenance

Repair and replacement of culverts in roadways and driveways pipe, band clamps, hardware, blocks, flare ends
\$10,000

Traffic Signal Maintenance

This category includes the materials (lenses, lamps, housings, filters, sealant, fasteners, loop, etc.) to maintain the eight traffic signal intersections. The City shares in some of the costs with IDOT to maintain the traffic signal systems.

\$5,000

Concrete/Concrete Repair

This category includes the materials for sidewalks, driveways, curbs, gutters, and street pavement.

\$10,000

Hot Mix Asphalt

This category includes the materials for driveways, multi use paths, and street pavement. Not for water main repair or sanitary sewer repairs.

\$6,000

Cold Patch Mix

This category includes the materials for cold weather repairs for driveways, multi use paths, and street pavement.

\$7,000

Shoulder Aggregate

\$3,000

Backfill Materials (Sand, Aggregate, Flowable Fill – not for water main or sanitary sewer main)

Backfill for sidewalks, driveway pavement, street pavement, curbs, gutters, storm sewer, and storm structures.
\$5,000

Street Sign

The City is responsible for maintaining and replacing street signs. The City purchased street name sign equipment and will begin replacing street name signs. Damaged signs and posts that need to be replaced will come from this line item.

\$8,000

Street Lighting

The City is responsible for the maintenance and operation of street lights in the following areas. Electric charges are expensed from 001.00005.60.5200. Equipment used to maintain the street lighting includes the various hand tools, etc. Vehicles used to maintain the street lighting includes the bucket truck. (The City's bucket truck cannot reach the street lighting at Gletty Road or Fairwind Boulevard. A subcontractor is called to maintain these.) Materials for the street lighting system include lamps, fuses, ballasts, photo eyes, and lenses.

\$5,000

- Westfield Meadows Subdivision (Charlotte Street, Lisbon Street)
- Fairwinds of Sandwich Subdivision (including Fairwind Boulevard from Lisbon Street to Autumn Ridge Road)

- Fieldcrest Subdivision (Bender Street)
- Bohnstedt Addition (Drew Ave and Tara Street)
- Sandy Bluff Dutch Acres II Subdivision (Kees Lane, Johanna Drive, Ernest Drive, Bluff Lane, Dutch Street)
- Indian Springs Subdivision (Duvick Avenue from Griswold Springs Road to Church Street)
- Fairwind Boulevard from Church Street to Center Street
- Downtown Lighting
 - Main Street from Church Street to 95 N. Main Street
 - Railroad Street from 44 W. Railroad Street to 200 E. Railroad Street
 - Center Street from Green Street to 107 E. Center Street
 - Wells Street from Church Street to BNSF tracks
 - Eddy Street from BNSF tracks to 1st Street
- Intersection Lighting at Church Street (U.S. Route 34) intersections controlled by traffic signals
 - Gletty Road
 - Fairwind Boulevard
 - Main Street
 - Latham Street
 - Duvick Avenue
 - Indian Springs Drive
 - Drew Avenue
 - Tara Street

<u>001.0015.65.5370 Storm Sewer</u>		2021/2022	\$20,000	2022/2023	\$20,000
Pipe and fittings	Mastic/sealants			Mortar and grout materials	
Concrete rings	Catch basins			Repair couplings	

This line item includes storm sewer pipes, catch basins, frames, mortar, culverts, etc.
15 to 20 storm basin repair/ replacements planned for the 2022/2023 budget year.

<u>001.0015.65.5375 Building Maintenance</u>		2021/2022	\$5,000	2022/2023	\$7,000
General building maintenance items for Street Department buildings. Examples include light bulbs, paint and miscellaneous repair and maintenance items.					
207 E. Railroad Street: painting interior building, replace bathroom floors, lighting replacement					
307 E. Railroad Street: 2 Service door replacement, building trim repairs, gutter replacement					

Outside Services

<u>001.0015.70.5450 Contractual Services</u>		2021/2022	\$30,000	2022/2023	\$33,500
Misc. (Fire extinguishers etc.)		\$1,000			
Pratt Road Bridge tree removal		\$1,500			
Street Light Maintenance		\$5,000			
Televise Storm Sewer		\$8,000			
Traffic Signal Maintenance		\$15,000 (Partial reimbursement from IDOT)			
Traffic Control Contractor		\$3,000			

001.0015.70.5475 Computer Maintenance

2021/2022 \$2,500

2022/2023 \$4,500

Funds should be allocated to have the Street Department connected to the City Hall network. Additional funds are necessary for the Summit program.

Replacement laptop street department: \$2,500

Replacement sign shop computer \$2,000

001.0015.70.5485 Legal Notices & Advertising

2021/2022 \$1,000

2022/2023 \$1,000

001.0015.70.5550 Vehicles and Equipment

2021/2022 \$20,000

2022/2023 \$30,000

Used for mechanical work done by outside contractors. This line item includes repairs to the Wheel Loader, 410, the plow trucks, snow plows, and other equipment. This line item will include any vehicle inspections.

2012 International 7400 – Vehicle #1: (26,589 miles)

Safety Lane – twice per year: \$80

2009 International 7400, 5 yard Dump Truck – Vehicle #2: (31,110 miles)

Safety Lane – twice per year: \$80

Sandblast and paint salt spreader: \$1,200

2012 International 7400, 5 yard Dump Truck – Vehicle #3: (28,985 miles)

Safety Lane – twice per year: \$80

Sandblast and paint tailgate: \$1,200

Sandblast and paint salt spreader: \$1,200

2004 International 7300, 5 yard Dump Truck – Vehicle #4: (37,864 miles)

Safety Lane – twice per year: \$80

Sandblast and paint salt spreader: \$1,200

2016 International 7400, 5 yard Dump Truck – Vehicle #5: (15,188 miles)

Safety Lane – twice per year: \$80

Reset engine and emissions codes: \$3,000

2004 Ford F350 4x4 Dump Bed – Vehicle #7: (66,193 miles)

Safety Lane – twice per year: \$80

Replace hubs for 4 wheel drive: \$300

2010 Dodge 5500 4x4 Bucket Truck (42 feet) – Vehicle #8: (113,184 miles)

Safety Lane – twice per year: \$80

Aerial safety inspection – once per year: \$650

2014 Ford F350 Compressor Truck with Utility Box – Vehicle #10: (17,112 miles)

Safety Lane – twice per year: \$80

1997 Elgin Eagle Street Sweeper – Vehicle #11: (13,696 miles)

Safety Lane – twice per year: \$80
Replace tires – two front: \$1,500

2008 John Deere 410 SE Backhoe – Equipment #12: (5,177 hours)

It is anticipated that additional unknown repairs will be necessary.

West Side Tractor: \$15,000

2021 John Deere 324L Wheel Loader New

3 year warranty

2014 Ford F350 4x4 Dump Bed – Vehicle #19: (39,741 miles)

Safety Lane – twice per year: \$80

2000 Corn Pro Trailer 12,000# 20ft deck

Safety Lane – Twice per year \$80
Tire replacement tires are 20 years old @\$250.each \$1,000

2021 John Deere 5075 utility tractor

2 year warranty

2021 Kenworth 880 /Vactor 2100I Vehicle #6 (4,204 miles)(427.9hrs)

Safety Lane twice year: \$80
Reset engine and emissions codes \$2,950.

001.0015.70.5560 Streets

2021/2022 \$40,000 2022/2023 \$40,000

This is for contractual work done for the Street Department and includes rural roads being striped under the DeKalb County bid letting for \$4,000. We have an electrical contractor do some technical repairs for traffic signals on Route 34.

Aggregate hauling	Traffic signals (US 34)	Bridge inspections
Concrete	Equipment rental	Storm water (televising)
Excavator help	General hauling/trucking	Asphalt patching

001.0015.70.5562 Snow Removal

2021/2022 \$2,500 2022/2023 \$2,500

In 2018/2019, this line item was used to rent a wheel loader to assist with snow removal. In the future, this line item could be used for contracted snow removal for public sidewalks or public parking areas.

001.0015.70.5575 Building maintenance

2021/2022 \$30,000 2022/2023 \$20,000

Contractual services for Street Department buildings. We do most maintenance and repair work ourselves. Common expenses include garage doors and HVAC. Add heat detection and smoke alarms throughout the Street Department facilities.

207 E. Railroad Street
 Painting exterior building \$5,000
 Tuckpointing brick work \$8,000
 Floor replacement office area \$7,000

307 E. Railroad Street
 311 E. Railroad Street

Other Expenses

<u>001.0015.75.5630 Drainage District Fees</u>	2021/2022 \$70	2022/2023 \$75
1936103008 – 2017 Taxes \$29.70		
1936103004 – 2017 Taxes \$29.70		

Equipment

<u>001.0015.80.5710 Field Equipment</u>	2021/2022 \$8,000	2022/2023 \$18,900
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Steam pressure washer gas powers: \$5,000.

Cleaning of equipment, trucks, buildings, floors, sidewalks. At this time, we do not have a pressure washer everything is hand scrubbed causing extra man hours to clean. Cleaning could be cut in half saving on labor and cleaning chemicals. Also, to prolong the life of the equipment and vehicles.

Replacement backpack blower: \$600.

Replacement generator 5,000wt to 7,500wt : \$1,600 unable to find replacement parts

Replacement 65lb jackhammer: \$1,400 unable to find rebuild parts

Welder \$1,500. Multiple use unit MIG, TIG, Stick

Tool Cart \$250. Shop supplies

Port a power \$550 Shop Supplies

9ft snow plow for Skid steer/ wheel loader \$5,000.

Weed Whips 2 \$500.00

Miscellaneous \$2,500.

BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
STREETS DEPARTMENT							
PERSONNAL SERVICES SERVICE							
001.0015.50.5010 SALARIES	308,350.00	298,726.16	334,000.00	249,567.79	344,020.00	272,519.34	260,020.00
001.0015.50.5012 BASE WAGES-OTHER DEPARTMENTS		682.41		2,768.10		2,986.42	
001.0015.50.5015 PART TIME	13,500.00	4,690.75	10,000.00	37,746.50	20,200.00	20,453.25	29,000.00
001.0015.50.5020 OVERTIME @ 1.5	20,000.00	13,942.90	12,500.00	27,819.95	12,750.00	21,095.86	14,400.00
001.0015.50.5025 OVERTIME @ 2.0	8,000.00	6,394.56	8,000.00	2,281.39	8,160.00	3,278.26	7,200.00
001.0015.50.5030 LONGEVITY SALARY	12,420.00	8,392.87		1,304.53			
001.0015.50.5040 EMPLOYEE INSURANCE BENEFITS	65,000.00	88,236.27	95,000.00	68,786.05	86,900.00	56,968.34	86,900.00
001.0015.50.5045 ACCRUED VACATION/SICK	5,000.00	14,028.52	10,000.00	20,260.63	10,000.00	12,174.54	10,000.00
001.0015.50.5050 OTHER BENEFITS	500.00						
001.0015.50.5055 IMRF ER CONTRIBUTION	24,774.00	27,878.95	29,000.00	28,173.67	29,580.00	26,198.24	24,300.00
001.0015.50.5060 UNEMPLOYMENT INS.	1,300.00	1,754.16	1,500.00	1,702.74	1,530.00	954.48	1,500.00
001.0015.50.5065 WORKMAN'S COMP INS	67,000.00	65,115.00	68,000.00	66,251.00	62,500.00	57,251.00	63,500.00
001.0015.50.5070 FICA MATCH	27,592.00	25,282.13	26,000.00	25,240.90	26,520.00	24,680.75	26,520.00
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PERSONNAL SERVICES TOTAL	553,436.00	555,124.68	594,000.00	531,903.25	602,160.00	498,560.48	523,340.00
PROFESSIONAL DEVELOPMENT SERVICE							
001.0015.55.5100 TRAINING/TRAVEL/MEETING EXP	4,000.00	814.99	4,000.00	593.31	4,000.00	894.90	5,000.00
001.0015.55.5110 MEDICAL EXP/IMMUNIZATIONS	1,000.00	366.00	2,000.00	473.34	2,000.00	873.25	2,000.00
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PROFESSIONAL DEVELOPMENT TOTA	5,000.00	1,180.99	6,000.00	1,066.65	6,000.00	1,768.15	7,000.00
UTILITIES SERVICE							
001.0015.60.5200 UTILITIES - ELECTRIC	350.00	888.38					
001.0015.60.5205 UTILITIES - GAS	5,500.00	5,434.40	5,500.00	1,254.14	5,500.00		5,000.00

BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
001.0015.60.5210 UTILITIES - TELEPHONE	3,400.00	3,104.73	3,400.00	2,764.87	3,400.00	2,525.80	3,400.00
001.0015.60.5220 TRASH REMOVAL	1,100.00	1,231.00	1,100.00	6,554.06	7,500.00	2,410.60	30,000.00
<hr/>							38,400.00
UTILITIES TOTAL	10,350.00	10,658.51	10,000.00	10,573.07	16,400.00	4,936.40	
COMMODITIES SERVICE							
001.0015.65.5300 OFFICE SUPPLIES	350.00	139.78	350.00	84.60	400.00	235.14	400.00
001.0015.65.5305 OPERATING/CLEANING SUPPLIES	10,000.00	4,269.72	10,000.00	6,718.86	8,000.00	4,664.39	8,000.00
001.0015.65.5310 CLOTHING-UNIFORMS/SUPPLIES	4,200.00	2,915.41	5,000.00	2,090.40	5,000.00	3,499.17	5,000.00
001.0015.65.5315 POSTAGE				8.00	20.00		20.00
001.0015.65.5330 VEHICLE FUEL	20,000.00	14,635.94	20,000.00	15,255.30	20,000.00	20,611.14	20,000.00
001.0015.65.5340 SAFETY EQUIPMENT	3,000.00	6,745.05	4,000.00	804.83	5,000.00	1,470.10	5,000.00
001.0015.65.5350 VEHICLES & EQUIPMENT	18,000.00	49,804.27	33,000.00	28,558.72	40,000.00	20,058.60	49,235.00
001.0015.65.5360 STREETS	36,000.00	25,137.90	29,500.00	31,137.58	67,000.00	15,823.86	67,000.00
001.0015.65.5365 STREET SALT	33,000.00	58,266.78					
001.0015.65.5370 STORM SEWER	10,000.00	2,738.74	10,000.00	39,137.94	20,000.00	2,320.78	20,000.00
001.0015.65.5375 BUILDING MAINTENANCE	1,000.00	1,424.55	1,000.00	6,475.07	5,000.00	3,348.32	7,000.00
<hr/>							181,655.00
COMMODITIES TOTAL	135,550.00	166,078.14	112,850.00	130,271.30	170,420.00	72,031.50	
OUTSIDE SERVICES SERVICE							
001.0015.70.5450 CONTRACTUAL SERVICES	12,000.00	43,345.42	27,000.00	13,371.85	30,000.00	4,161.86	33,500.00
001.0015.70.5475 COMPUTER MAINTENANCE AGREEMTS	1,700.00		1,700.00	594.55	2,500.00	1,195.70	4,500.00
001.0015.70.5485 LEGAL NOTICES & ADVERTISING	1,000.00		1,000.00		1,000.00		1,000.00
001.0015.70.5550 VEHICLES & EQUIPMENT	18,000.00	6,377.62	18,000.00	19,795.37	20,000.00	7,068.70	30,000.00
001.0015.70.5560 STREETS	36,000.00	11,997.50	36,000.00	21,633.55	40,000.00	16,451.82	40,000.00
001.0015.70.5562 SNOW REMOVAL	1,000.00		1,000.00	450.00	2,500.00		2,500.00

BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
001.0015.70.5575 BUILDING MAINTENANCE	89,000.00	9,738.75	8,000.00	786.25	30,000.00	24,837.72	20,000.00
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OUTSIDE SERVICES TOTAL	158,700.00	71,459.29	92,700.00	56,631.57	126,000.00	53,715.80	131,500.00
OTHER EXPENSES SERVICE							
001.0015.75.5610 EMPLOYEE RELATIONS					200.00	86.30	
001.0015.75.5630 DRAINAGE DISTRICT FEES	70.00		70.00		70.00		75.00
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OTHER EXPENSES TOTAL	70.00	.00	70.00	.00	270.00	86.30	75.00
EQUIPMENT (\$0 - \$4,999) SERVICE							
001.0015.80.5710 FIELD EQUIPMENT	2,000.00	10,718.94	2,000.00	1,421.29	8,000.00	13,218.00	18,900.00
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EQUIPMENT (\$0 - \$4,999) TOTAL	2,000.00	10,718.94	2,000.00	1,421.29	8,000.00	13,218.00	18,900.00
EQUIPMENT (\$5,000 +) SERVICE							
001.0015.85.5815 PUBLIC WORKS EQUIPMENT	40,000.00						
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EQUIPMENT (\$5,000 +) TOTAL	40,000.00	.00	.00	.00	.00	.00	.00
CAPITAL IMPROVEMENTS SERVICE							
001.0015.90.6800 CAPITAL IMPROVEMENTS	50,000.00	33,380.01		50,130.25			
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CAPITAL IMPROVEMENTS TOTAL	50,000.00	33,380.01	.00	50,130.25	.00	.00	.00
STREETS TOTAL	955,106.00	848,600.56	817,620.00	781,997.38	929,250.00	644,316.63	900,870.00



City of Sandwich

*General Fund
Forestry Department*

Forestry Department Budget Narrative

The job functions that are covered by the Forestry Department and are performed by City public works employees include leaf vacuuming, tree trimming, brush collection, and tree removal. The job functions that are covered by the Forestry Department and are performed by outside contractors includes tree trimming, tree removal, stump removal, tree planting, and tree professional consultation. The Forestry Department has no assigned employees to it; the personnel expenditures are transferred from the Forestry Department into the specific employee’s assigned department. The Forestry Department does have a large vehicle asset (leaf vacuum) and equipment assets (chainsaws, chipper) that are directly assigned to the forestry department. The Forestry Department job functions also necessitate the use of other vehicular assets (bucket truck, dump trucks) and equipment assets (headsets) that are assigned to other departments.

Personal Services

001.0017.50.5012 Base Wages Other Dept 2021/2022 \$31,875 2022/2023 \$51,900
 Projected task estimates are as follows. A reduction in expenditures would occur if we reduced the frequency of the collections.

Vehicle/Equipment Maintenance: 20 hours annually
 20 hours x \$40/hour average = \$800

Brush pickup: 3 workers for 7.5 hours per day, 1 day a week for 32 weeks per year
 610 hours x \$40/hour average = \$24,400

Leaf vacuuming: 2 workers for 6.2 hours per day, 5 days a week for 5 weeks per year (Fall)
 310 hours x \$40/hour average = \$12,400
 25 hours overtime x \$60/hour average= \$1,500

Tree trimming/ Removal: 4 workers for 8 hours per day, 10 days per year.
 320 hours x \$40/hour average = \$12,800

<u>001.0017.50.5015 Part Time</u>	2021/2022 \$1,500	2022/2023 \$4,375
<u>001.0017.50.5020 Overtime @ 1.5</u>	2021/2022 – \$1,530	2022/2023 \$2,500
<u>001.0017.50.5055 IMRF ER Contribution</u>	2021/2022 \$2,958	2022/2023 \$3,800
<u>001.0017.50.5070 FICA Match</u>	2021/2022 \$2,397	2022/2023 \$5,200

Professional Development Service

001.0017.55.5100 Training/Travel/Meeting Expenses 2021/2022 \$500 2022/2023 \$500

The City should consider funding the training of forestry activities. Safe use of the bucket truck and properly pruning tree limbs are examples of training opportunities that the City should make available to the employees. The Morton Arboretum usually has training opportunities available.

Utilities Services

001.0017.60.5220 Trash Removal 2021/2022 \$350 2022/2023 \$350

Disposal of tree waste unable to recycle.

Leaf program collected 61 loads in 2020 with no fees for dumping. All leaves went to local farms for recycling / organic farming. If we can no longer use local farms for disposal, we would have to haul all loads to a recycling farm at \$250 per load. In the 2020 season it would have cost \$15,250 in tipping fees plus hauling to the recycling center approximately another \$5,000 in trucking labor and fuel.

Commodities

001.0017.65.5330 Vehicle Fuel 2021/2022 \$2,000 2022/2023 \$2,000

The vehicle fuel charged to the Forestry Department includes the operation of the leaf vacuum and the chipper as well as the trucks that pull those items throughout the City. The fuel used in the chainsaws is also charged to this line item. The amount of fuel used in the trucks is estimated and not definitively tracked.

001.0017.65.5345 Forestry Stock 2021/2022 \$2,500 2022/2023 \$2,500

The forestry stock line item includes the purchase of trees that would be planted by City employees. The City has an opportunity to acquire approximately 40 trees from King Nursery in exchange for delivering the collected leaves to the nursery.

001.0017.65.5350 Vehicles & Equipment 2021/2022 \$3,000 2022/2023 \$5,000

Typical commodities of the forestry department include bar oil, engine oil, saw blades, chipper blades, chains, batteries, and filters. The replacement of worn leaf vacuum tubes would be considered commodities if the City purchased the tubes and self installed them.

2015 Spartan Leaf Vac Trailer 30yds box (820.2hrs)

Main use Leaf pick up City wide October thru November 5 weeks of collection Leaf vac is in good shape no rusting.

Oil service once a year: \$35

Replacement suction tube: \$1,800

Miscellaneous: \$250

1995 Promark Brush Chipper 395 (217.hrs)

Main use: Tree trimming and removal of trees in public right away

Brush Chipper is in good shape for its age, has low hours of use. Due to the size of the chipper, it can only handle up to 5 inch diameter limbs, in turn limits the use of the machine to just tree trimming and not removal of full trees. There is a lack of modern safety devices on the chipper itself for the age of the machine.

The company that built this machine sold out to Gravely in 1997 to be sold again in 2005. Engine parts are easy to find, but the rest of the machine have to search the internet for and not finding much for parts.

Oil service once a year: \$150

Replacement blades: \$250

Miscellaneous: \$250

Hand Tools

6 Stihl Chainsaws 14” to 28”, 2 12ft Stihl power pole saw

20 – Chainsaw chains: \$500

6 – Replacement bars \$500

7 Tune up kits: \$250

6 – Bar oil: \$150

12 50:1 oil mix

Other Misc items: \$1,300

Outside Services

001.0017.70.5450 Contractual Services 2021/2022 \$20,000 2022/2023 \$30,000

Contractual services are those that are performed by entities other than the City of Sandwich with their equipment and/or vehicles. Tree trimming, removal, planting, stump removal

001.0017.70.5550 Vehicles & Equipment 2021/2022 \$10,000 2022/2023 \$15,000

Typical outside services performed on the forestry department vehicles and equipment would include tire replacement or the maintenance of the vehicles and equipment by someone other than the City employees.

(e.g. Bonnell, Arneson’s) 8 Tires for Leaf Vac \$2,500

Equipment

001.0017.80.5715 Field Equipment 2021/2022 \$2,500 2022/2023 \$3,500

Typical examples of field equipment for the forestry departments include chainsaws, rakes, blowers, pruning saws, and hand saws.

New 12ft power pruning saw: \$750, Pruning hand saw: \$75, Hand loopers: \$125

Replacement trimming chain saw: \$500 Pruning pole saw manual: \$250, Misc items \$1,300

Safety rope lines: \$500

001.0017.90.6800 Capital Improvements Service 2021/2022 \$0 2022/2023 \$0

BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
FORESTRY DEPARTMENT							
PERSONNAL SERVICES SERVICE							
001.0017.50.5012 BASE WAGES-OTHER DEPARTMENTS	30,000.00	20,476.84	31,250.00	29,547.47	31,875.00	31,356.96	51,900.00
001.0017.50.5015 PART TIME	3,500.00	833.75	1,500.00		1,530.00		4,375.00
001.0017.50.5020 OVERTIME @ 1.5	750.00		750.00	504.10	765.00	2,898.96	2,500.00
001.0017.50.5030 LONGEVITY SALARY	1,190.00	1,198.99					
001.0017.50.5042 EMP INS BENEFITS	11,000.00	4,320.44	5,000.00	7,375.63	5,100.00	5,222.50	
001.0017.50.5045 ACCRUED VACATION/SICK	500.00		500.00		250.00		
001.0017.50.5055 IMRF ER CONTRIBUTION	2,288.00	59.00	2,900.00	2,543.44	2,958.00	3,153.52	3,800.00
001.0017.50.5070 FICA MATCH	2,432.00	1,660.80	2,350.00	2,191.40	2,397.00	2,531.85	5,200.00
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PERSONNAL SERVICES TOTAL	51,660.00	28,549.82	44,250.00	42,162.04	44,875.00	45,163.79	67,775.00
PROFESSIONAL DEVELOPMENT SERVICE							
001.0017.55.5100 TRAINING/TRAVEL/MEETING EXP	500.00		500.00		500.00	80.00	500.00
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PROFESSIONAL DEVELOPMENT TOTA	500.00	.00	500.00	.00	500.00	80.00	500.00
UTILITIES SERVICE							
001.0017.60.5220 TRASH REMOVAL				160.00	350.00		350.00
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UTILITIES TOTAL	.00	.00	.00	160.00	350.00	.00	350.00
COMMODITIES SERVICE							
001.0017.65.5330 VEHICLE FUEL	500.00	573.29	600.00	447.06	2,000.00	635.80	2,000.00
001.0017.65.5345 FORESTRY STOCK	1,500.00	2,368.22	1,500.00	963.22	2,500.00	992.23	2,500.00
001.0017.65.5350 VEHICLES & EQUIPMENT	500.00	1,174.82	1,500.00	1,689.38	3,000.00	691.14	5,000.00
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BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
COMMODITIES TOTAL	2,500.00	4,116.33	3,600.00	3,099.66	7,500.00	2,319.17	9,500.00
		OUTSIDE SERVICES SERVICE					
001.0017.70.5450 CONTRACTUAL SERVICES	8,000.00	6,536.95	9,500.00	10,133.00	20,000.00	21,940.00	30,000.00
001.0017.70.5550 VEHICLES & EQUIPMENT	2,000.00		14,000.00	1,172.11	10,000.00	15,236.75	15,000.00
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OUTSIDE SERVICES TOTAL	10,000.00	6,536.95	23,500.00	11,305.11	30,000.00	37,176.75	45,000.00
		EQUIPMENT (\$0 - \$4,999) SERVICE					
001.0017.80.5715 FIELD EQUIPMENT	500.00		250.00	1,725.90	2,500.00	353.68	3,500.00
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EQUIPMENT (\$0 - \$4,999) TOTAL	500.00	.00	250.00	1,725.90	2,500.00	353.68	3,500.00
		CAPITAL IMPROVEMENTS SERVICE					
001.0017.90.6800 CAPITAL IMPROVEMENTS	-----	-----	8,000.00	-----	-----	-----	-----
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CAPITAL IMPROVEMENTS TOTAL	.00	.00	8,000.00	.00	.00	.00	.00
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FORESTRY TOTAL	65,160.00	39,203.10	80,100.00	58,452.71	85,725.00	85,093.39	126,625.00



City of Sandwich

*General Fund
Police Department*

Police Department Budget Narrative

Personal Services

<u>001.0020.50.5010</u> Salaries	2021/2022 – \$1,479,061	2022/2023 – 1,400,000
<p>This line item covers annual salaries for full time employees of the Sandwich Police Department. Currently, the Police Department employs the following full time employees: 1 Chief, 3 Sergeants, 11 Sworn Police Officers, 1 Support Services Supervisor, 1 Support Services/Administrative Clerk and 1 Community Relations Coordinator. Currently we are down a Patrol Officer and are requesting that this position be filled this fiscal year.</p>		
<u>001.0020.50.5015</u> Part Time	2021/2022 \$10,000	2022/2023 – \$10,000
<p>This line item covers the projected costs for part time employees currently working at the Police Department. The amount will stay the same for this fiscal year.</p>		
<u>001.0020.50.5020</u> Overtime at 1.5	2021/2022 \$30,000	2022/2023 – 40,000
<p>The projected cost for this line item will not be increased, except pay raises for employees during the 2022/2023. There is also a projected \$15,000 reimbursement for HIDTA overtime.</p>		
<u>001.0020.50.5025</u> Overtime at 2.0	2021/2022 – \$51,000	2022/2023 – 51,000
<p>The projected cost, except pay increases, show no increase for the 2022/2023 budget.</p>		
<u>001.0020.50.5027</u> Court Time Salaries	2021/2022 \$9,000	2022/2023 – 9,000
<p>The projected cost, except for pay increases, will remain the same.</p>		
<u>001.0020.50.5028</u> Salaries School Crossing Guard	2021/2022 \$26,300	2022/2023 – \$27,206
<p>There are currently 5 Crossing Guards that make \$15.00 per hour. Crossing guards have 2 crossings a day that are 1 hour a piece. They only get paid if they do their crossing. A typical 5 day week is 10 hours for a total of \$150 a week per crossing guard.</p>		
<u>001.0020.50.5030</u> Longevity Pay	2021/2022 \$0	2022/2023 – \$0
<p>Due to the pending Collective Bargaining Agreement, and prior city policy changes longevity is included in 001.0020.50.5010 – salaries.</p>		
<u>001.0020.50.5040</u> Employee Insurance Benefit	2021/2022 \$310,000	2022/2023 –\$ 320,000
<u>001.0020.50.5045</u> Accrued Vacation/Sick	2021/2022 \$37,500	2022/2023 – \$37,500
<u>001.0020.50.5055</u> IMRF ER Contribution	2021/2022 \$16,850	2022/2023 – \$14,450
<u>001.0020.50.5060</u> Unemployment Insurance	2021/2022 \$4,080	2022/2023 – \$4,080
<u>001.0020.50.5065</u> Workman’s Comp Insurance	2021/2022 \$86,250	2022/2023 – \$85,450
<u>001.0020.50.5070</u> FICA Match	2021/2022 – \$120,500	2022/2023 – \$115,000

Professional Development

001.0020.55.5100 Training/Travel/Meeting Expenses 2021/2022 \$9,500 2022/2023 – \$10,000

The projected cost shows a \$500 increase for the 2022/2023 budget. This line item represents all costs for employees of the Police Department to attend training and task specific meetings during the projected fiscal year. Current contractual agreements are included in these calculations, as well as projected costs for additional training as a need arises.

Current projected training and meetings for the 2022/2023 budget includes:

CPR Certification Class

Illinois Chief of Police Training

Illinois Valley Crime Prevention Commission

Northern Illinois Training Advisory Board

Police Law Institute

Police Training Institute

001.0020.55.5105 Dues & Memberships 2021/2022 \$1,450 2022/2023 – \$1,450

This line item represents all annual costs for dues and membership in specific Law Enforcement related organizations and business organizations.

The projected cost shows no increase for the 2022/2023 budget.

DCLEEA (DeKalb County Law Enforcement Executive Association)

ILEAS

Illinois Association of Chiefs of Police

Illinois Department of Fin. & Prof Reg.-Canine Train License App Fee

Kendall County Chiefs Association

National Association of School Resource Officers

Sandwich Chamber of Commerce

Three Fires Council/Explorer Cadet Program

001.0020.55.5110 Medical Expenses / Immunizations 2021/2022 \$1,000 2022/2023 – \$1,000

This line item consists of the cost to provide medical care and immunizations to Officers exposed to offenders/citizens afflicted with high risk diseases.

The projected cost shows no increase for the 2022/2023 budget.

Utilities

<u>001.0020.60.5200</u> Utilities – Electric	2021/2022	\$1,000	2022/2023 – \$2,000
<u>001.0020.60.5205</u> Utilities Gas	2021/2022	\$1,500	2022/2023 – \$2,000
<u>001.0020.60.5210</u> Utilities Phone	2021/2022	\$12,000	2022/2023 – \$12,000
<u>001.0020.60.5220</u> Trash Removal	2021/2022	\$1,000	2022/2023 – \$1,000

Commodities

<u>001.0020.65.5300</u> Office Supplies	2021/2022	\$6,000	2022/2023 – \$6,000
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The projected cost shows no increase for the 2022/2023 budget.

<u>001.0020.65.5305</u> Operating/Cleaning Supplies	2021/2022	\$5,000	2022/2023 – \$5,000
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The projected cost shows no increase for the 2022/2023 budget.

<u>001.0020.65.5310</u> Clothing – Uniforms/Supplies	2021/2022	\$15,700	2022/2023 – \$15,700
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There are currently 10 members of the CBA with an anticipated 1 additional officer, Chief and 4 Sergeants that under Article I 1.1 that provides \$725 in clothing allowance. That is a total of 16 @ \$725 each for a total of \$11,600. There are 3 non sworn is \$400 each for a total of \$1200, and the additional \$2,900 is for unexpected replacement of clothing for damage or failure resulting in line of duty issues.

<u>001.0020.65.5315</u> Postage	2021/2022	\$ 1,300	2022/2023 – \$1,300
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The projected cost shows no increase for the 2022/2023 budget.

<u>001.0020.65.5320</u> Printing Expense	2021/2022	\$1,750	2022/2023 – \$1,750
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The projected cost shows no increase for the 2022/2023 budget.

<u>001.0020.65.5325</u> Publications	2021/2022	\$500	2022/2023 – \$500
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The projected cost shows no increase for the 2022/2023 budget.

<u>001.0020.65.5330</u> Vehicle Fuel	2021/2022	\$33,000	2022/2023 – \$45,000
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The projected cost for this line item will be increased by \$12,000 due to inflation, and gas prices increasing for 2022/2023.

<u>001.0020.65.5335</u> Supplies Officer	2021/2022	\$2,200	2022/2023 – \$2,200
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The projected cost shows no increase for the 2021/2022 budget.

<u>001.0020.65.5336</u> Supplies Investigations	2021/2022	\$1,000	2022/2023 – \$1,000
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The projected cost shows no increase for the 2022/2023 budget.

001.0020.65.5338 Supplies Ammunition 2021/2022 \$3,000 2022/2023 – \$3,000
The projected cost shows no increase for the 2022/2023 budget.

001.0020.65.5350 Vehicles & Equipment (Small Items) 2021/2022 \$2,000 2022/2023 – \$2,000
Outside Services

001.0020.70.5445 Legal Services & Adjudication 2021/2022 \$7,500 2022/2023 – \$7,500
The projected cost shows no increase for the 2022/2023 budget.

001.0020.70.5450 Contractual Services 2021/2022 \$203,976 2022/2023 – \$202,360
May and June is \$14,250 per month or \$28,500. The remaining 10 months is \$14,750 per month or \$147,500 for a total of \$176,000.

All contracts are an annual fee:

Cintas Fire Protection: \$448.67

DeKalb County Government Annual Services: \$3,000

Eden K9 Consulting & KATS software: \$174

Itouch Biometrics and Printer Scanner Palm Printer: \$2,480

ITouch Biometrics Print Scanner: \$990

Kendall County Sheriff Range Use Fee: \$500

LeadsOnline Investigation System Service Package: \$2,128

Lexipol Policy Manual & Daily Training Bulletins: \$5,767

PACE Systems: \$2,900

Porter Lee BEAST Evidence software: \$1,052

Survey Monkey: \$384

Thomas Reuters Book of Statutes: \$167.88

Konica Minolta Business Solutions \$713.04

Janitorial Services to include estimated \$1000 increase for New Building: \$10,000

Thomas Reuters West Investigative Software: \$2,361.60

001.0020.70.5475 Computer Maintenance Agreements 2021/2022 \$44,400 2022/2023 – \$44,400
The projected cost shows no increase for the 2022/2023 budget.

001.0020.70.5485 Legal Notices & Advertising 2021/2022 \$300 2022/2023 – \$300
The projected cost shows no increase for the 2022/2023 budget.

001.0020.70.5510 Investigation Services 2021/2022 \$2,000 2022/2023 – \$2,000
The projected cost shows no increase for the 2022/2023 budget.

001.0020.70.5550 Vehicles & Equipment (Outside Svcs) 2021/2022 \$15,000 2022/2023 – \$15,000
The projected cost shows no increase for the 2022/2023 budget.

001.0020.70.5575 Building Maintenance 2021/2022 \$5,000 2022/2023 – \$2,500
The projected cost shows a decrease for the 2022/2023 budget due to the pending move.

001.0020.70.5576 New Building Maintenance 2021/2022 \$6,000 2022/2023 – \$6,000
The projected cost shows no increase for the 2022/2023 budget.

Other Expenses

001.0020.75.5610 Employee Relations 2021/2022 \$1,500 2022/2023 – \$1,500
The projected cost shows no increase for the 2022/2023 budget.

001.0020.75.5632 Adjudication Expenses 2021/2022 \$21,000 2022/2023 – \$21,900
The Adjudication Expenses line item covers the \$15,000 yearly fee for the software provided by Dacra. This is a \$2000 increase from last year. The remaining funds go to the Hearing Officer for the monthly hearing. I did include an additional 10% to this year's budget in anticipation of an increase.

001.0020.75.5635 Cadet Expenses 2021/2022 \$1,000 2022/2023 – \$1,000
The projected cost shows no increase for the 2022/2023 budget.

001.0020.75.5695 Miscellaneous Expense 2021/2022 \$2,500 2022/2023 – \$2,500
The projected cost shows no increase for the 2022/2023 budget.

001.0020.75.5721 Video Monitoring Prog Expense 2021/2022 \$4,070 2022/2023 – \$4,070
The projected cost shows no increase for the 2022/2023 budget. Keep remaining funds in line item so the funds can be used for moving the cameras in the current PD to other locations after the new Public Safety Building is occupied.

001.0020.75.5722 K9 Expenses 2021/2022 \$1,000 2022/2023 – \$1,000
The projected cost shows no increase for the 2022/2023 budget.

Police Equipment

001.0020.80.5715 Field Equipment 2021/2022 \$0 2022/2023 – \$0
This line item will remain at zero, which is the same as the 2022/2023 fiscal year.

001.0020.80.5720 Police Equipment \$0 \$4,999 2021/2022 \$10,200 2022/2023 – \$12,200

The projected cost shows the purchase of 2 Stalker Pole Mounted Graphic Display Radar with Traffic Data. The Stalker Units are portable and can be implemented at numerous locations within the City. The addition of these units along with the current Speed Trailer will help to identify traffic patterns and concerns as well as help reducing speeding vehicles. The remaining funds will be used for 3 ballistic vests replacement and TASER equipment. ((15) X26P training cartridges \$459.30, (1) Conductuve Ruggedized Target \$150.00, (50) X26P 25ft extra penetrative live cartridges \$1,802.50,

The Ballistic Vest Replacement Schedule is as follows:

Name	Vest Purchased	Expiration/Replacement year
Bright	2017	2022
Ikemire	2021	2026
Fasnacht	2021	2026
Whitecotton	2019	2024
Eisenberg	2019	2024
Bianchi	2019	2024
Kurtz	2021	2026
Meisner	2017	2022
Karge	2020	2025
Goss	2019	2024
Malkowski	2017	2022
Marcellis	2021	2026
Romiski	2019	2024
Gagner	2020	2025
Michaels	2019	2024
Ravnikar	2020	2025

001.0020.85.5820 Police Equipment \$5,000+ 2021/2022 \$17,000 2022/2023 – \$7,305
Stalker 15” Display with Traffic Analyst

001.0020.95.6900 Debt Service Principal 2021/2022 \$0 2022/2023 – \$115,000

001.0020.95.6915 Debt Service Interest 2021/2022 \$0 2022/2023 – \$85,650

debt service schedule is on the following page

City of Sandwich, Illinois

\$2,995,000 General Obligation Bonds (ARS), Series 2021

Net Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Net New D/S	Fiscal Total
03/29/2021	-	-	-	-	-	-
12/01/2021	140,000.00	3.000%	60,399.17	200,399.17	200,399.17	-
04/30/2022	-	-	-	-	-	200,399.17
06/01/2022	-	-	42,825.00	42,825.00	42,825.00	-
12/01/2022	115,000.00	3.000%	42,825.00	157,825.00	157,825.00	-
04/30/2023	-	-	-	-	-	200,650.00
06/01/2023	-	-	41,100.00	41,100.00	41,100.00	-
12/01/2023	115,000.00	3.000%	41,100.00	156,100.00	156,100.00	-
04/30/2024	-	-	-	-	-	197,200.00
06/01/2024	-	-	39,375.00	39,375.00	39,375.00	-
12/01/2024	120,000.00	3.000%	39,375.00	159,375.00	159,375.00	-
04/30/2025	-	-	-	-	-	198,750.00
06/01/2025	-	-	37,575.00	37,575.00	37,575.00	-
12/01/2025	125,000.00	3.000%	37,575.00	162,575.00	162,575.00	-
04/30/2026	-	-	-	-	-	200,150.00
06/01/2026	-	-	35,700.00	35,700.00	35,700.00	-
12/01/2026	130,000.00	3.000%	35,700.00	165,700.00	165,700.00	-
04/30/2027	-	-	-	-	-	201,400.00
06/01/2027	-	-	33,750.00	33,750.00	33,750.00	-
12/01/2027	130,000.00	3.000%	33,750.00	163,750.00	163,750.00	-
04/30/2028	-	-	-	-	-	197,500.00
06/01/2028	-	-	31,800.00	31,800.00	31,800.00	-
12/01/2028	135,000.00	3.000%	31,800.00	166,800.00	166,800.00	-
04/30/2029	-	-	-	-	-	198,600.00
06/01/2029	-	-	29,775.00	29,775.00	29,775.00	-
12/01/2029	140,000.00	3.000%	29,775.00	169,775.00	169,775.00	-
04/30/2030	-	-	-	-	-	199,550.00
06/01/2030	-	-	27,675.00	27,675.00	27,675.00	-
12/01/2030	145,000.00	3.000%	27,675.00	172,675.00	172,675.00	-
04/30/2031	-	-	-	-	-	200,350.00
06/01/2031	-	-	25,500.00	25,500.00	25,500.00	-
12/01/2031	150,000.00	3.000%	25,500.00	175,500.00	175,500.00	-
04/30/2032	-	-	-	-	-	201,000.00
06/01/2032	-	-	23,250.00	23,250.00	23,250.00	-
12/01/2032	155,000.00	3.000%	23,250.00	178,250.00	178,250.00	-
04/30/2033	-	-	-	-	-	201,500.00
06/01/2033	-	-	20,925.00	20,925.00	20,925.00	-
12/01/2033	155,000.00	3.000%	20,925.00	175,925.00	175,925.00	-
04/30/2034	-	-	-	-	-	196,850.00
06/01/2034	-	-	18,600.00	18,600.00	18,600.00	-
12/01/2034	160,000.00	3.000%	18,600.00	178,600.00	178,600.00	-
04/30/2035	-	-	-	-	-	197,200.00
06/01/2035	-	-	16,200.00	16,200.00	16,200.00	-
12/01/2035	165,000.00	3.000%	16,200.00	181,200.00	181,200.00	-
04/30/2036	-	-	-	-	-	197,400.00
06/01/2036	-	-	13,725.00	13,725.00	13,725.00	-
12/01/2036	170,000.00	3.000%	13,725.00	183,725.00	183,725.00	-
04/30/2037	-	-	-	-	-	197,450.00
06/01/2037	-	-	11,175.00	11,175.00	11,175.00	-
12/01/2037	175,000.00	3.000%	11,175.00	186,175.00	186,175.00	-
04/30/2038	-	-	-	-	-	197,350.00
06/01/2038	-	-	8,550.00	8,550.00	8,550.00	-
12/01/2038	185,000.00	3.000%	8,550.00	193,550.00	193,550.00	-
04/30/2039	-	-	-	-	-	202,100.00
06/01/2039	-	-	5,775.00	5,775.00	5,775.00	-
12/01/2039	190,000.00	3.000%	5,775.00	195,775.00	195,775.00	-
04/30/2040	-	-	-	-	-	201,550.00
06/01/2040	-	-	2,925.00	2,925.00	2,925.00	-
12/01/2040	195,000.00	3.000%	2,925.00	197,925.00	197,925.00	-
04/30/2041	-	-	-	-	-	200,850.00
Total	\$2,995,000.00	-	\$992,799.17	\$3,987,799.17	\$3,987,799.17	-

BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
POLICE DEPARTMENT							
PERSONNAL SERVICES SERVICE							
001.0020.50.5010 SALARIES	1,354,000.00	1,472,925.70	1,525,059.61	1,447,055.36	1,479,061.00	1,335,879.50	1,400,000.00
001.0020.50.5015 PART TIME	25,000.00	32,752.50	30,000.00	2,173.50	10,000.00		10,000.00
001.0020.50.5020 OVERTIME @ 1.5	75,000.00	71,375.22	25,000.00	44,175.26	30,000.00	40,090.36	40,000.00
001.0020.50.5025 HOLIDAY PAY	60,000.00	57,241.40	50,000.00	42,504.37	51,000.00	31,152.58	51,000.00
001.0020.50.5027 COURT TIME SALARIES	6,000.00	8,810.53	6,000.00	8,573.36	9,000.00	8,288.31	9,000.00
001.0020.50.5028 SALARIES-SCHOOL CROSSING GUARD	24,000.00	7,540.00	26,300.00	12,368.50	26,300.00	24,026.50	27,204.00
001.0020.50.5030 LONGEVITY SALARY	43,200.00	47,731.58		6,332.27			
001.0020.50.5040 EMPLOYEE INSURANCE BENEFITS	322,000.00	283,891.58	322,000.00	273,863.33	310,000.00	243,891.49	320,000.00
001.0020.50.5045 ACCRUED VACATION/SICK	101,500.00	133,584.41	75,000.00	148,171.84	37,500.00	43,540.72	37,500.00
001.0020.50.5055 IMRF ER CONTRIBUTION	9,270.00	24,121.62	17,500.00	16,059.27	16,850.00	12,792.60	14,450.00
001.0020.50.5060 UNEMPLOYMENT INS	550.00	7,490.32	4,000.00	7,824.94	4,080.00	4,772.40	4,080.00
001.0020.50.5065 WORKMAN'S COMP INS	92,400.00	87,116.00	94,750.00	87,569.00	86,250.00	66,930.00	85,450.00
001.0020.50.5070 FICA MATCH	36,360.00	136,296.58	116,500.00	127,135.96	120,500.00	109,982.83	115,000.00
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PERSONNAL SERVICES TOTAL	2,149,280.00	2,370,877.44	2,292,109.61	2,223,806.96	2,180,541.00	1,921,347.29	2,113,684.00
PROFESSIONAL DEVELOPMENT SERVICE							
001.0020.55.5100 TRAINING/TRAVEL/MEETING EXP	21,000.00	7,207.18	13,300.00	6,952.03	9,500.00	8,802.15	10,000.00
001.0020.55.5105 DUES & MEMBERSHIPS	1,650.00	865.00	1,450.00	815.00	1,450.00	1,001.00	1,450.00
001.0020.55.5110 MEDICAL EXP/IMMUNIZATIONS	1,000.00	249.00	1,000.00		1,000.00		1,000.00
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PROFESSIONAL DEVELOPMENT TOTA	23,650.00	8,321.18	15,750.00	7,767.03	11,950.00	9,803.15	12,450.00
UTILITIES SERVICE							
001.0020.60.5200 UTILITIES - ELECTRIC	900.00	1,259.74	10,000.00	759.70	1,000.00	710.26	2,000.00

BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
001.0020.60.5205 UTILITIES - GAS	1,500.00	1,971.93	1,500.00	522.33	1,500.00		2,000.00
001.0020.60.5210 UTILITIES - TELEPHONE	12,000.00	8,649.61	12,000.00	8,147.55	12,000.00	8,553.08	12,000.00
001.0020.60.5220 TRASH REMOVAL	925.00	936.00	925.00	948.00	1,000.00	908.00	1,000.00
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UTILITIES TOTAL	15,325.00	12,817.28	24,425.00	10,377.58	15,500.00	10,171.34	17,000.00
COMMODITIES SERVICE							
001.0020.65.5300 OFFICE SUPPLIES	6,000.00	3,148.56	6,000.00	8,742.64	6,000.00	2,649.34	6,000.00
001.0020.65.5305 OPERATING/CLEANING SUPPLIES	5,000.00	2,287.37	5,000.00	6,591.97	5,000.00	2,689.87	5,000.00
001.0020.65.5310 CLOTHING-UNIFORMS/SUPPLIES	18,000.00	9,828.85	15,700.00	14,418.15	15,700.00	5,297.96	15,700.00
001.0020.65.5315 POSTAGE	1,300.00	1,146.28	1,300.00	2,162.26	1,300.00	406.00	1,300.00
001.0020.65.5320 PRINTING EXPENSE	2,000.00	112.60	1,750.00	115.02	1,750.00	1,658.85	1,750.00
001.0020.65.5325 PUBLICATIONS	500.00	259.95	500.00	124.95	500.00	166.00	500.00
001.0020.65.5330 VEHICLE FUEL	28,000.00	22,188.04	30,000.00	31,109.71	33,000.00	23,402.79	45,000.00
001.0020.65.5335 SUPPLIES - OFFICER	1,900.00	4,097.53	2,200.00	2,565.84	2,200.00	433.35	2,200.00
001.0020.65.5336 SUPPLIES - INVESTIGATIONS	1,000.00	417.18	1,000.00	1,028.12	1,000.00	207.90	1,000.00
001.0020.65.5338 SUPPLIES - AMMUNITION	3,000.00	2,859.47	3,000.00	5,886.27	3,000.00		3,000.00
001.0020.65.5350 VEHICLES & EQUIPMENT	2,000.00	2,105.50	2,000.00	2,797.94	2,000.00	393.41	2,000.00
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COMMODITIES TOTAL	68,700.00	48,451.33	68,450.00	75,542.87	71,450.00	37,305.47	83,450.00
OUTSIDE SERVICES SERVICE							
001.0020.70.5445 LEGAL SERVICES	7,500.00	4,200.00	7,500.00	3,018.75	7,500.00	4,331.25	7,500.00
001.0020.70.5450 CONTRACTUAL SERVICES	100,525.00	113,540.98	197,976.00	194,880.70	203,976.00	201,534.94	202,360.00
001.0020.70.5475 COMPUTER MAINTENANCE AGREEMTS	43,500.00	30,231.64	44,400.00	44,928.82	44,400.00	31,483.22	44,400.00
001.0020.70.5485 LEGAL NOTICES & ADVERTISING	300.00	95.99	300.00	128.54	300.00	10.00	300.00
001.0020.70.5510 INVESTIGATION SERVICES	2,000.00		2,000.00	180.00	2,000.00		2,000.00

BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
001.0020.70.5550 VEHICLES & EQUIPMENT	15,000.00	17,846.93	15,000.00	24,662.45	15,000.00	14,453.85	15,000.00
001.0020.70.5575 BUILDING MAINTENANCE	5,000.00	8,636.65	5,000.00	988.65	5,000.00	342.07	2,500.00
001.0020.70.5576 NEW BUILDING MAINTENANCE			6,000.00	4,248.34	6,000.00	2,340.00	6,000.00
<hr/>							280,060.00
OUTSIDE SERVICES TOTAL	173,825.00	174,552.19	278,176.00	273,036.25	284,176.00	254,495.33	
OTHER EXPENSES SERVICE							
001.0020.75.5610 EMPLOYEE RELATIONS	1,500.00		1,500.00	42.00	1,500.00		1,500.00
001.0020.75.5632 ADJUDICATION EXP	19,000.00	27,767.13	19,000.00	5,086.45	21,000.00	18,687.50	21,900.00
001.0020.75.5635 CADET EXPENSES	1,000.00		1,000.00		1,000.00		1,000.00
001.0020.75.5690 REFUNDS		1,500.00		500.00			
001.0020.75.5695 MISC EXPENSE	2,500.00	1,256.63	2,500.00	1,907.27	2,500.00	15.26	2,500.00
001.0020.75.5721 VIDEO MONITORING PROG EXPENSE	8,634.00	4,120.18	4,070.00	1,691.00	4,070.00		4,070.00
001.0020.75.5722 K9 EXPENSES	1,000.00	1,033.94	1,000.00	246.98	1,000.00	464.78	1,000.00
<hr/>							31,970.00
OTHER EXPENSES TOTAL	33,634.00	35,677.88	29,070.00	9,473.70	31,070.00	19,167.54	
EQUIPMENT (\$0 - \$4,999) SERVICE							
001.0020.80.5720 POLICE EQUIPMENT	14,076.00	13,888.21	7,000.00	12,485.26	10,200.00	3,932.93	12,200.00
001.0020.80.5723 DISPATCH EQUIPMENT		130.00		1,057.94			
<hr/>							12,200.00
EQUIPMENT (\$0 - \$4,999) TOTAL	14,076.00	14,018.21	7,000.00	13,543.20	10,200.00	3,932.93	
EQUIPMENT (\$5,000 +) SERVICE							
001.0020.85.5820 POLICE EQUIPMENT	25,000.00	16,245.34	18,000.00		17,000.00	16,245.34	7,305.00
<hr/>							7,305.00
EQUIPMENT (\$5,000 +) TOTAL	25,000.00	16,245.34	18,000.00	.00	17,000.00	16,245.34	

BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
BOND & DEBT SERVICE SERVICE							
001.0020.95.6900 DEBT RETIREMENT-PRINCIPAL				14,269.21			115,000.00
001.0020.95.6915 DEBT RETIREMENT-INTEREST				1,976.13			85,650.00
							200,650.00
BOND & DEBT SERVICE TOTAL	.00	.00	.00	16,245.34	.00	.00	
===== TRANSFERS OUT SERVICE =====							
POLICE TOTAL	2,503,490.00	2,680,960.85	2,732,980.61	2,629,792.93	2,621,887.00	2,272,468.39	2,758,769.00



City of Sandwich

*General Fund
EMA Department*

EMA Budget Narrative

Professional Development

001.0025.55.5105 Dues & Memberships 2021/2022 \$100 2022/2023 \$0

The projected expense for dues & memberships will stay the same for budget year 2021/2022.

Utilities

001.0025.60.5200 Electric 2021/2022 \$800 2022/2023 \$800

The projected expense for electric will stay the same for budget year 2021/2022.

001.0025.60.5210 Telephone 2021/2022 \$2,550 2022/2023 \$2,400

The projected expense for telephone expense will stay the same for budget year 2021/2022.

001.0025.60.5215 Cable/Internet 2021/2022 \$1,000 2022/2023 \$1,100

The projected expense for cable & internet will stay the same for budget year 2021/2022.

Commodities

001.0025.65.5300 Office Supplies 2021/2022 \$100 2022/2023 \$100

The projected expense for office supplies will stay the same for budget year 2021/2022.

001.0025.65.5330 Vehicle Fuel 2021/2022 \$100 2022/2023 \$100

The projected expense for vehicle fuel will stay the same for budget year 2021/2022.

Outside Services

001.0025.70.5450 Contractual Services 2021/2022 \$4,650 2022/2023 \$4,750

The projected expense for contractual services will stay the same for budget year 2021/2022.

001.0025.70.5550 Vehicles & Equipment 2021/2022 \$250 2022/2023 \$250

The projected expense for vehicles & equipment will stay the same for budget year 2021/2022.

Other Expenses

001.0025.75.5695 Misc Expenses 2021/2022 \$250 2022/2023 \$250

The projected expense for miscellaneous expenses will stay the same for budget year 2021/2022.

Equipment

001.0025.85.5830 Equipment 2021/2022 \$25,000 2022/2023 \$20,000

Buildout with Trans Canada Grant Funds

BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
EMA DEPARTMENT							
PROFESSIONAL DEVELOPMENT SERVICE							
001.0025.55.5105 DUES & MEMBERSHIPS	100.00		100.00		100.00		
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PROFESSIONAL DEVELOPMENT TOTA	100.00	.00	100.00	.00	100.00	.00	.00
UTILITIES SERVICE							
001.0025.60.5200 UTILITIES - ELECTRIC	750.00	809.59	800.00	886.01	800.00	766.60	800.00
001.0025.60.5205 UTILITIES - GAS							2,400.00
001.0025.60.5210 UTILITIES - TELEPHONE	2,500.00	2,702.91	2,550.00	2,729.11	2,550.00	2,404.03	1,100.00
001.0025.60.5215 UTILITIES - CABLE/INTERNET	975.00	1,048.80	1,000.00	1,060.80	1,000.00	982.90	
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UTILITIES TOTAL	4,225.00	4,561.30	4,350.00	4,675.92	4,350.00	4,153.53	4,300.00
COMMODITIES SERVICE							
001.0025.65.5300 OFFICE SUPPLIES			100.00		100.00		100.00
001.0025.65.5330 VEHICLE FUEL		59.92	100.00		100.00		100.00
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COMMODITIES TOTAL	.00	59.92	200.00	.00	200.00	.00	200.00
OUTSIDE SERVICES SERVICE							
001.0025.70.5450 CONTRACTUAL SERVICES	4,500.00	4,215.00	4,650.00	4,215.00	4,650.00	4,340.00	4,750.00
001.0025.70.5550 VEHICLES & EQUIPMENT		129.99	250.00	549.12	250.00		250.00
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OUTSIDE SERVICES TOTAL	4,500.00	4,344.99	4,900.00	4,764.12	4,900.00	4,340.00	5,000.00
OTHER EXPENSES SERVICE							
001.0025.75.5695 MISC EXPENSE	250.00	440.20	250.00		250.00		250.00
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BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
OTHER EXPENSES TOTAL	250.00	440.20	250.00	.00	250.00	.00	250.00
EQUIPMENT (\$0 - \$4,999) SERVICE							
001.0025.80.5725 RADIO EQUIPMENT	1,000.00	567.00					
EQUIPMENT (\$0 - \$4,999) TOTAL	1,000.00	567.00	.00	.00	.00	.00	.00
EQUIPMENT (\$5,000 +) SERVICE							
001.0025.85.5830 EQUIPMENT	25,000.00		25,000.00		25,000.00		20,000.00
EQUIPMENT (\$5,000 +) TOTAL	25,000.00	.00	25,000.00	.00	25,000.00	.00	20,000.00
TRANSFERS OUT SERVICE							
EMA TOTAL	35,075.00	9,973.41	34,800.00	9,440.04	34,800.00	8,493.53	29,750.00



City of Sandwich

Capital Improvement Fund

Capital Equipment Fund Budget Narrative

Revenues

<u>010.0000.10.4210</u> Grants	2021/2022	\$10,000	2022/2023	\$1,815,000
K Com Funds – 781,854				
STP – 1,033,147				
<u>010.0000.25.4675</u> Interest Income	2021/2022	\$12,000	2022/2023	\$ 10,000
<u>010.0000.30.4775</u> Proceeds from Bond Sales	2021/2022	\$3,200,000	2022/2023	\$ 0
<u>010.0000.35.4850</u> IFT From Other Funds	2021/2022	\$0	2022/2023	\$186,191
<u>010.0000.85.7000</u> Sale of Capital Assets	2021/2022	\$25,000	2022/2023	\$ 10,000

Expenditures

<u>010.0000.85.5815</u> Public Works Equipment \$5,000+	2021/2022	\$250,000	2022/2023	– \$491,000
Replacement 5yd dump truck: \$220,000				
Replacement of truck # 1 1993 International 4900 5yard Dump Truck (42,316 miles) 28 years old				
Diesel, dump bed, snowplow, salt spreader, shouldering box.				
Ford F 550 Dump Truck w/ Plow		\$90,000		
Ford F 250 Utility Truck w/ Plow		\$60,000		
Wood Chipper		\$80,000		
10 FT Rhino Bat Wing Mower		\$13,000		
John Deere 997 72in Zero Turn		\$28,000		
<u>010.0000.85.5820</u> Police Equipment/Services \$5,000+	2021/2022	\$45,000	2022/2023	\$50,000
The projected cost shows \$50,000 for the purchase of a new squad, which may only be purchased with prior council approval				
<u>010.0101.85.5860</u> Emergency Management	2021/2022	\$30,000	2022/2023	\$30,000
Siren replacement				
<u>010.0102.90.6800</u> Capital Improvements	2021/2022	\$50,000	2022/2023	\$130,000
This line item is budgeted for sidewalk maintenance/replacement.				
<u>010.0105.90.6800</u> Capital Improvements	2021/2022	\$22,000	2022/2023	\$2,073,250
Street Lighting Original Costs				
<ul style="list-style-type: none"> • Westfield Meadows Subdivision: • Fairwinds of Sandwich Subdivision <ul style="list-style-type: none"> ○ Phase One A: \$21,250 ○ Phase Two: \$131,750 				

- Phase Three: \$57,750
- Phase Four: Plat vacated; street lights not installed
- Fieldcrest Subdivision: \$17,500
- Bohnstedt Addition:
- Sandy Bluff Dutch Acres II Subdivision, \$10,000 Engineering, \$20,000 for work
- Indian Springs Subdivision
- Fairwind Boulevard from Church Street to Center Street
- Downtown Lighting
 - Main Street from Church Street to 95 N. Main Street
 - Railroad Street from 44 W. Railroad Street to 200 E. Railroad Street
 - Center Street from Green Street to 107 E. Center Street
 - Wells Street from Church Street to BNSF tracks
 - Eddy Street from BNSF tracks to 1st Street
- Intersection Lighting at Church Street (U.S. Route 34) intersections controlled by traffic signals
 - Gletty Road

010.0107.90.6800 Capital Improv–Police Station 2021/2022 \$3,200,000 2022/2023 \$954,000

A new Metal building to be attached to the new Public Safety building is valued at \$100,000. The goal will be to use savings from the New Public Safety Building project to offset the costs of the Metal building, but this item should be considered "restricted" and may only be acted on with prior council approval although it is included in the budget.

010.0200.90.6800 Capital Improvements 2021/2022 \$40,000 2022/2023 \$5,000

This line item was budgeted for the Little Rock Creek Watershed Management Plan.

Project	Estimated Cost	General Funds	MFT Funds	Water Funds	Sewer Funds	Rebuild IL Funds	STP Funds	KKCOM Funds	TOTAL COSTS
Latham Street (Construction 2022)									
Construction									
Roadway (80/20 Min)	\$ 1,661,075.39		\$ 255,268.85			\$ 160,000.00	\$ 463,952.30	\$ 781,854.24	\$ 1,661,075.39
Sewer	\$ 152,190.00				\$ 152,190.00				\$ 152,190.00
Water	\$ 852,655.00			\$ 852,655.00					\$ 852,655.00
Storm	\$ 562,000.00		\$ 140,500.00				\$ 421,500.00		\$ 562,000.00
Construction Engineering (Assume 8%)	\$ 256,532.00		\$ 70,574.40	\$ 68,212.40	\$ 12,175.20		\$ 105,570.00		\$ 256,532.00
	\$ 3,484,452.39		\$ 466,343.25	\$ 920,867.40	\$ 164,365.20	\$ 160,000.00	\$ 991,022.30	\$ 781,854.24	\$ 3,484,452.39
Main Street (Construction 2026)									
Engineering Phase A	\$ 101,675.00	\$ 101,675.00							\$ 101,675.00
Engineering Phase B (Est)	\$ 50,000.00	\$ 50,000.00							\$ 50,000.00
Construction									
Roadway	\$ 450,000.00	\$ 205,464.00	\$ 244,536.00						\$ 450,000.00
Sewer	\$ -	\$ -							\$ -
Water	\$ 175,000.00			\$ 175,000.00					\$ 175,000.00
Storm	\$ 130,000.00	\$ 130,000.00							\$ 130,000.00
Lighting	\$ 100,000.00	\$ 100,000.00							\$ 100,000.00
Construction Engineering (Assume 8%)	\$ 68,000.00	\$ 54,000.00		\$ 14,000.00					\$ 68,000.00
	\$ 1,074,675.00	\$ 641,139.00	\$ 244,536.00	\$ 189,000.00					\$ 1,074,675.00
US 34 Traffic Signals (Construction 2022)									
Engineering	\$ 34,465.00		\$ 34,465.00						\$ 34,465.00
Construction									\$ -
Roadway	\$ 137,011.00		\$ 137,011.00						\$ 137,011.00
Sewer	\$ -								\$ -
Water	\$ -								\$ -
Storm	\$ -								\$ -
Construction Engineering (Included in agreement above)	\$ -								\$ -
	\$ 171,476.00		\$ 171,476.00						\$ 171,476.00
2022 MFT Program									
Engineering (5% + 1250)	\$ 29,672.90		\$ 29,672.90						\$ 29,672.90
Construction									\$ -
Roadway	\$ 579,957.93		\$ 579,957.93						\$ 579,957.93
Sewer	\$ -								\$ -
Water	\$ -								\$ -
Storm	\$ -								\$ -
Construction Engineering (Assume 6%)	\$ 34,107.48		\$ 34,107.48						\$ 34,107.48
	\$ 643,738.31		\$ 643,738.31						\$ 643,738.31
Pratt Road Bridge (Construction 2026 est.)									
Engineering Phase I and II (Assume 15%)	\$ 167,000.00	\$ 208,000.00							\$ 208,000.00
Construction									\$ -
Roadway	\$ 1,110,000.00		\$ 222,000.00				\$ 888,000.00		\$ 1,110,000.00
Sewer	\$ -								\$ -
Water	\$ -								\$ -
Storm	\$ -								\$ -
Construction Engineering (Assume 10%)	\$ 111,000.00		\$ 56,000.00				\$ 55,000.00		\$ 111,000.00
	\$ 1,388,000.00	\$ 208,000.00	\$ 278,000.00				\$ 943,000.00		\$ 1,429,000.00
	Estimated Cost	General Funds	MFT Funds	Water Funds	Sewer Funds	Rebuild IL Funds	STP Funds	KKCOM Funds	TOTAL COSTS
TOTAL Expenditures	\$ 6,762,341.70	\$ 849,139.00	\$ 1,804,093.56	\$ 1,109,867.40	\$ 164,365.20	\$ 160,000.00	\$ 1,934,022.30	\$ 781,854.24	\$ 6,803,341.70
2023 Budget Figures	\$ 4,299,666.70	\$ -	\$ 1,281,557.56	\$ 920,867.40	\$ 164,365.20	\$ 160,000.00	\$ 991,022.30	\$ 781,854.24	\$ 4,299,666.70

2022 - 2023 Fiscal Year Projects
Future Projects - need to know if \$ needed for 2023 Fiscal year

**BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022**

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
GENERAL DEPARTMENT							
INTERGOVERNMENTAL SERVICE							
010.0000.10.4209 COUNTY GRANTS		14,000.00-					
010.0000.10.4210 STATE GRANTS		8,349.47-	10,000.00-	19,906.54-	10,000.00-	12,868.50-	1,815,000.00-
INTERGOVERNMENTAL TOTAL	.00	22,349.47-	10,000.00-	19,906.54-	10,000.00-	12,868.50-	1,815,000.00-
FINES & FORFEITS SERVICE							
010.0000.20.4604 ACQUISITION/MAINTENANCE		880.00-		61,237.25-		20.00-	
FINES & FORFEITS TOTAL	.00	880.00-	.00	61,237.25-	.00	20.00-	.00
INTEREST INCOME SERVICE							
010.0000.25.4675 INTEREST INCOME		10,229.20-	12,000.00-	9,154.16-	12,000.00-	6,801.68-	10,000.00-
INTEREST INCOME TOTAL	.00	10,229.20-	12,000.00-	9,154.16-	12,000.00-	6,801.68-	10,000.00-
OTHER INCOME SERVICE							
010.0000.30.4775 PROCEEDS FROM BOND ISSUE	3,000,000.00-		3,200,000.00-	3,201,188.13-	3,200,000.00-		
OTHER INCOME TOTAL	3,000,000.00-	.00	3,200,000.00-	3,201,188.13-	3,200,000.00-	.00	.00
TRANSFERS IN SERVICE							
010.0000.35.4850 IFT FROM OTHER FUNDS	400,000.00-	458,347.59-		575,000.00-			186,191.00-
TRANSFERS IN TOTAL	400,000.00-	458,347.59-	.00	575,000.00-	.00	.00	186,191.00-
EQUIPMENT (\$5,000 +) SERVICE							
010.0000.85.7000 SALE OF CAPITAL ASSETS				138,000.00-	25,000.00-		

BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
EQUIPMENT (\$5,000 +) TOTAL	.00	.00	.00	138,000.00-	25,000.00-	.00	.00
GENERAL TOTAL	3,400,000.00-	491,806.26-	3,222,000.00-	4,004,486.08-	3,247,000.00-	19,690.18-	2,037,191.00-
EQUIPMENT (\$5,000 +) SERVICE							
010.0000.85.5815 PUBLIC WORKS EQUIPMENT					250,000.00	246,678.28	491,000.00
010.0000.85.5820 POLICE EQUIPMENT	112,000.00	93,074.17			45,000.00	44,650.00	50,000.00
EQUIPMENT (\$5,000 +) TOTAL	112,000.00	93,074.17	.00	.00	295,000.00	291,328.28	541,000.00
CAPITAL IMPROVEMENTS SERVICE							
010.0000.90.6800 CAPTIAL IMPROVEMENTS	30,000.00	12,680.00					
010.0000.90.6805 GLETTY ROAD CLEANUP		11,227.10	165,000.00	146,210.75			
CAPITAL IMPROVEMENTS TOTAL	30,000.00	23,907.10	165,000.00	146,210.75	.00	.00	.00
TRANSFERS OUT SERVICE							
GENERAL TOTAL	142,000.00	116,981.27	165,000.00	146,210.75	295,000.00	291,328.28	541,000.00
BRIDGE CONSTRUCTION/REPAI DEPARTMENT							
CAPITAL IMPROVEMENTS SERVICE							
010.0100.90.6800 CAPITAL IMPROVEMENTS	100,000.00						
CAPITAL IMPROVEMENTS TOTAL	100,000.00	.00	.00	.00	.00	.00	.00

**BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022**

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
BRIDGE CONSTRUCTION/REPAI TOTA	100,000.00	.00	.00	.00	.00	.00	.00
EMERGENCY MANAGEMENT DEPARTMENT							
EQUIPMENT (\$5,000 +) SERVICE							
010.0101.85.5830 Emergency Management					30,000.00	23,255.00	30,000.00
EQUIPMENT (\$5,000 +) TOTAL	.00	.00	.00	.00	30,000.00	23,255.00	30,000.00
CAPITAL IMPROVEMENTS SERVICE							
010.0101.90.6800 CAPITAL IMPROVEMENTS							2,073,250.00
CAPITAL IMPROVEMENTS TOTAL	.00	.00	.00	.00	.00	.00	2,073,250.00
EMERGENCY MANAGEMENT TOTAL	.00	.00	.00	.00	30,000.00	23,255.00	2,103,250.00
SIDEWALK MAINTENANCE DEPARTMENT							
CAPITAL IMPROVEMENTS SERVICE							
010.0102.90.6800 CAPITAL IMPROVEMENTS			50,000.00		50,000.00		130,000.00
CAPITAL IMPROVEMENTS TOTAL	.00	.00	50,000.00	.00	50,000.00	.00	130,000.00
SIDEWALK MAINTENANCE TOTAL	.00	.00	50,000.00	.00	50,000.00	.00	130,000.00
STREET LAMP / LIGHTING UP DEPARTMENT							
CAPITAL IMPROVEMENTS SERVICE							
010.0105.90.6800 CAPITAL IMPROVEMENTS			80,000.00	74,900.00	22,000.00		50,000.00

BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
CAPITAL IMPROVEMENTS TOTAL	.00	.00	80,000.00	74,900.00	22,000.00	.00	50,000.00
=====							
STREET LAMP / LIGHTING UP TOTA	.00	.00	80,000.00	74,900.00	22,000.00	.00	50,000.00
=====							
NEW POLICE STATION DEPARTMENT							
CAPITAL IMPROVEMENTS SERVICE							
010.0107.90.6800 CAPITAL IMPROVEMENTS	3,200,000.00	10,625.00	3,200,000.00	76,692.33	3,200,000.00	2,099,129.82	954,000.00

CAPITAL IMPROVEMENTS TOTAL	3,200,000.00	10,625.00	3,200,000.00	76,692.33	3,200,000.00	2,099,129.82	954,000.00
=====							
NEW POLICE STATION TOTAL	3,200,000.00	10,625.00	3,200,000.00	76,692.33	3,200,000.00	2,099,129.82	954,000.00
=====							
LIL ROCK CREEK WATERSHED DEPARTMENT							
CAPITAL IMPROVEMENTS SERVICE							
010.0200.90.6800 CAPITAL IMPROVEMENT					40,000.00	4,939.14	5,000.00

CAPITAL IMPROVEMENTS TOTAL	.00	.00	.00	.00	40,000.00	4,939.14	5,000.00
=====							
LIL ROCK CREEK WATERSHED TOTA	.00	.00	.00	.00	40,000.00	4,939.14	5,000.00
=====							
MAIN ST-CENTER TO 2ND DEPARTMENT							
CAPITAL IMPROVEMENTS SERVICE							
CAPITAL IMPROVEMENTS 010.0307.90.6800	80,000.00	26,386.89	92,000.00	38,673.97			

CAPITAL IMPROVEMENTS TOTAL	80,000.00	26,386.89	92,000.00	38,673.97	.00	.00	.00
=====							
MAIN ST-CENTER TO 2ND TOTAL	80,000.00	26,386.89	92,000.00	38,673.97	.00	.00	.00
=====							
CAPITAL EQUIP/PROJECTS FU TOTA	122,000.00	337,813.10-	365,000.00	3,668,009.03-	390,000.00	2,398,962.06	1,772,059.00
=====							



City of Sandwich

Impact Fee Fund

Impact Fee Fund Budget Narrative

Revenues

<u>020.0000.05.4190</u> Impact Fees Received	2021/2022	\$20,000	2022/2023	\$20,000
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The projected revenue for this line item will stay the same for FY 2021/2022.

<u>020.0000.90.6870</u> Police Services / Impact Fees	2021/2022	\$0	2022/2023	\$0
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<u>020.0000.75.5686</u> Sandwich Fire Impact Fee PD	2021/2022	\$2,000	2022/2023	\$2,000
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The projected revenue for this line item will stay the same for FY 2021/2022.

<u>020.0000.75.5687</u> Sandwich Library Impact Fee PD	2021/2022	\$1,000	2022/2023	\$1,000
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The projected revenue for this line item will stay the same for FY 2021/2022.

<u>020.0000.75.5688</u> Sandwich School Impact Fee PD	2021/2022	\$15,000	2022/2023	\$13,500
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BUDGET WORKSHEET
CALENDAR 1/2022, FISCAL 9/2022

PCT OF FISCAL YTD 75.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
GENERAL DEPARTMENT							
LICENCES & PERMITS SERVICE							
020.0000.05.4190 IMPACT FEES RECEIVED	10,000.00-	19,903.20-	20,000.00-		20,000.00-	6,539.10-	20,000.00-
020.0000.05.4191 PW BUILDING IMPACT FEE		800.00-				1,600.00-	
020.0000.05.4192 MUNI BLDG IMPACT FEE		250.00-				500.00-	
020.0000.05.4193 PD FACILITIIY IMPACT FEE		400.00-				800.00-	
020.0000.05.4197 ESDA IMPACT FEE		75.00-				150.00-	
020.0000.05.4198 FIRE DIST IMPACT FEE		500.00-				1,000.00-	
020.0000.05.4199 LIBRARY DIST IMPACT FEE		250.00-				750.00-	
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LICENCES & PERMITS TOTAL	10,000.00-	22,178.20-	20,000.00-	.00	20,000.00-	11,339.10-	20,000.00-
CARRY OVER SERVICE							
=====	=====	=====	=====	=====	=====	=====	=====
GENERAL TOTAL	10,000.00-	22,178.20-	20,000.00-	.00	20,000.00-	11,339.10-	20,000.00-
GENERAL SERVICE							
020.0000.90.6870 POLICE SERVICES	89,104.00						
-----	-----	-----	-----	-----	-----	-----	-----
GENERAL TOTAL	89,104.00	.00	.00	.00	.00	.00	.00
OTHER EXPENSES SERVICE							
020.0000.75.5686 SANDWICH FIRE IMPACT FEE PD		1,500.00	2,000.00		2,000.00	1,000.00	2,000.00
020.0000.75.5687 SANDWICH LIBRARY IMPACT FEE PD		750.00	1,000.00		1,000.00	750.00	1,000.00
020.0000.75.5688 SANDWICH SCHOOL IMPACT FEE PD		13,828.20	15,000.00		15,000.00	6,539.10	13,500.00
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OTHER EXPENSES TOTAL	.00	16,078.20	18,000.00	.00	18,000.00	8,289.10	16,500.00
OTHER OPERATIONS DEPARTMENT							
OTHER OPERATIONS SERVICE							
=====	=====	=====	=====	=====	=====	=====	=====
IMPACT FEE TOTAL	79,104.00	6,100.00-	2,000.00-	.00	2,000.00-	3,050.00-	3,500.00-
=====	=====	=====	=====	=====	=====	=====	=====



City of Sandwich

Police Pension Fund

Police Pension Fund Budget Narrative

Revenue

<u>102.0000.01.4010</u> County Taxes	2021/2022	\$843,000	2022/2023	\$888,750
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Expense

<u>102.0040.98.6870</u> Police Pension Contribution	2021/2022	\$843,000	2022/2023	\$888,750
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Pension Funding Status, Actuarially determined suggested contribution and statutory minimum contribution details are on the following 2 pages.

STATUTORY MINIMUM CONTRIBUTION

	Prior Valuation	Current Valuation
Statutory Minimum Contribution	\$842,337	\$886,149
Expected Payroll	\$1,319,604	\$1,364,505
Statutory Minimum Contribution as a Percent of Expected Payroll	63.83%	64.94%

*The Statutory
Minimum
Contribution has
Increased by
\$43,812 from the
Prior Valuation.*

FUNDED STATUS – STATUTORY MINIMUM

	Prior Valuation	Current Valuation
Normal Cost	\$465,908	\$422,054
Market Value of Assets	\$5,485,864	\$6,503,276
Actuarial Value of Assets	\$5,738,581	\$6,289,050
Actuarial Accrued Liability	\$14,622,959	\$16,412,624
Unfunded Actuarial Accrued Liability/(Surplus)	\$8,884,378	\$10,123,574
<u>Percent Funded</u>		
Actuarial Value of Assets	39.24%	38.32%
Market Value of Assets	37.52%	39.62%

*The Statutory
Minimum Percent
Funded has
Decreased by
0.92% on an
Actuarial Value of
Assets Basis.*

RECOMMENDED CONTRIBUTION

	Prior Valuation	Current Valuation
Recommended Contribution	\$1,018,373	\$1,065,505
Expected Payroll	\$1,319,604	\$1,364,505
Recommended Contribution as a Percent of Expected Payroll	77.17%	78.09%

The Recommended Contribution has Increased by \$47,132 from the Prior Valuation.

FUNDED STATUS

	Prior Valuation	Current Valuation
Normal Cost	\$479,573	\$478,868
Market Value of Assets	\$5,485,864	\$6,503,276
Actuarial Value of Assets	\$5,738,581	\$6,289,050
Actuarial Accrued Liability	\$15,228,740	\$16,083,897
Unfunded Actuarial Accrued Liability/(Surplus)	\$9,490,159	\$9,794,847
<u>Percent Funded</u>		
Actuarial Value of Assets	37.68%	39.10%
Market Value of Assets	36.02%	40.43%

The Percent Funded has Increased by 1.42% on an Actuarial Value of Assets Basis.

BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
GENERAL DEPARTMENT							
TAXES SERVICE							
102.0000.01.4010 COUNTY TAXES	387,518.00-	385,058.94-	654,691.00-	634,867.26-	843,000.00-	839,663.56-	888,750.00-
	-----	-----	-----	-----	-----	-----	-----
TAXES TOTAL	387,518.00-	385,058.94-	654,691.00-	634,867.26-	843,000.00-	839,663.56-	888,750.00-
INTEREST INCOME SERVICE							
102.0000.25.4675 INTEREST INCOME		.14-					
	-----	-----	-----	-----	-----	-----	-----
INTEREST INCOME TOTAL	.00	.14-	.00	.00	.00	.00	.00
CARRY OVER SERVICE							
GENERAL TOTAL	387,518.00-	385,059.08-	654,691.00-	634,867.26-	843,000.00-	839,663.56-	888,750.00-
GENERAL SERVICE							
102.0040.98.6870 POLICE PENSION CONTRIBUTION	387,518.00	385,113.50	654,691.00	634,867.87	843,000.00	839,663.56	888,750.00
	-----	-----	-----	-----	-----	-----	-----
GENERAL TOTAL	387,518.00	385,113.50	654,691.00	634,867.87	843,000.00	839,663.56	888,750.00
TRANSFERS OUT SERVICE							
GENERAL TOTAL	387,518.00	385,113.50	654,691.00	634,867.87	843,000.00	839,663.56	888,750.00
	-----	-----	-----	-----	-----	-----	-----
POLICE PENSION TOTAL	.00	54.42	.00	.61	.00	.00	.00
	-----	-----	-----	-----	-----	-----	-----
Report Total	.00	54.42	.00	.61	.00	.00	.00



City of Sandwich

Motor Fuel Tax Fund

Motor Fuel Tax Fund Budget Narrative

The Illinois Motor Fuel Tax (MFT) Fund is derived from a tax on the privilege of operating motor vehicles upon public highways and of operating recreational watercraft upon the waters of the State of Illinois, based on the consumption of motor fuel.

The City operations that are typically paid for from the MFT fund include the engineering and construction of pavement patching, crack sealing, pavement marking, and pavement resurfacing/milling. Road salt is also going to be expensed from the MFT budget. The City can also use MFT funding for local offsets for the Latham Street Project or the Pratt Road Bridge Replacement Project. In addition, prior MFT expenditures have included the engineering and construction of the Fairwind Boulevard/U.S. Route 34 Intersection Improvements.

Revenue

110.0000.10.4230 Motor Fuel Tax Receipts: 2021/2022 \$260,000 2022/2023 \$295,000

This line item represents the monthly MFT allotments from IDOT.

Budget a monthly allotment of \$21,666 for an annual budget amount of \$260,000.00.

110.0000.10.4235 Rebuild IL MFT Receipts: 2021/2022 – \$163,024 2022/2023 \$81,512.18

110.0000.25.4675 Interest Income: 2021/2022 \$500 2022/2023 \$500

This line item represents an amount of interest on the MFT balance in the bank.

Expenditures

110.0000.65.5365 Street Salt: 2021/2022 \$54,000 2022/2023 \$54,000

110.0000.90.6860 Street Improvement: 2021/2022 \$625,000 2022/2023 \$1,445,000

The following projects will not be able to be funded in the next fiscal year, and they may eventually have components of general or alternative funding. They are currently shown in this draft for discussion purposes.

- Griswold Springs Road – Sandy Bluff to Burr Oak (Maintenance)
- County Line Road – E. 2750th to Gletty Road (Maintenance)
- Main Street – Church to BNSF ROW (Maintenance)
- Main Street – Center to 2nd (Reconstruction)
- 6th Street – Reimann to Duvick (Maintenance after Police Department buildout)
- Railroad Street – Fremont to Latham (Sidewalk replacement)
- Center Street/Fairwind Boulevard (Pavement patching)
- Center Street/Castle Street (Pavement patching)
- Latham Street – Center to Sandhurst (Reconstruction with Federal funding)
- Pratt Road Bridge Replacement (Reconstruction with State funding)

BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
INTERGOVERNMENTAL SERVICE							
110.0000.10.4230 MOTOR FUEL TAX RECEIPTS	192,000.00-	269,990.52-	237,207.00-	280,051.86-	260,000.00-	306,987.00-	295,000.00-
110.0000.10.4235 REBUILD IL				244,536.54-	163,024.36-	163,024.36-	81,512.18-
-----	-----	-----	-----	-----	-----	-----	-----
INTERGOVERNMENTAL TOTAL	192,000.00-	269,990.52-	237,207.00-	524,588.40-	423,024.36-	470,011.36-	376,512.18-
INTEREST INCOME SERVICE							
110.0000.25.4675 INTEREST INCOME	1,200.00-	5,222.83-	1,500.00-	540.38-	500.00-	585.59-	500.00-
-----	-----	-----	-----	-----	-----	-----	-----
INTEREST INCOME TOTAL	1,200.00-	5,222.83-	1,500.00-	540.38-	500.00-	585.59-	500.00-
CARRY OVER SERVICE							
=====	=====	=====	=====	=====	=====	=====	=====
GENERAL TOTAL	193,200.00-	275,213.35-	238,707.00-	525,128.78-	423,524.36-	470,596.95-	377,012.18-
COMMODITIES SERVICE							
110.0000.65.5365 STREET SALT			51,355.13	29,952.73	54,000.00	39,269.50	54,000.00
-----	-----	-----	-----	-----	-----	-----	-----
COMMODITIES TOTAL	.00	.00	51,355.13	29,952.73	54,000.00	39,269.50	54,000.00
OUTSIDE SERVICES SERVICE							
110.0000.70.5485 LEGAL NOTICES & ADVERTISING	400.00		1,000.00		1,000.00		
-----	-----	-----	-----	-----	-----	-----	-----
OUTSIDE SERVICES TOTAL	400.00	.00	1,000.00	.00	1,000.00	.00	.00
CAPITAL IMPROVEMENTS SERVICE							
110.0000.90.6800 CAPITAL IMPROVEMENTS		26,336.72		12,209.22			
110.0000.90.6860 STREET IMPROVEMENTS	396,000.00	242,040.63	280,000.00	192,836.44	625,000.00	52,385.67	1,445,000.00
-----	-----	-----	-----	-----	-----	-----	-----
CAPITAL IMPROVEMENTS TOTAL	396,000.00	268,377.35	280,000.00	205,045.66	625,000.00	52,385.67	1,445,000.00
GENERAL TOTAL	396,400.00	268,377.35	332,355.13	234,998.39	680,000.00	91,655.17	1,499,000.00
MOTOR FUEL TAX TOTAL	203,200.00	6,836.00-	93,648.13	290,130.39-	256,475.64	378,941.78-	1,121,987.82
=====	=====	=====	=====	=====	=====	=====	=====



City of Sandwich

Drug Abuse Fund

Drug Abuse Fund Budget Narrative

Revenue

<u>120.0000.20.4630</u> Traffic School	2021/2022	\$20	2022/2023	\$20
<u>120.0000.20.4635</u> Alcohol Program	2021/2022	\$5,000	2022/2023	\$7,500
<u>120.0000.20.4640</u> Drug Program	2021/2022	\$5,000	2022/2023	\$7,500
<u>120.0000.25.4675</u> Interest Income	2021/2022	\$75	2022/2023	\$20

Expense

<u>120.0000.85.5820</u> Equipment \$5,000+	2021/2022	\$20,000	2022/2023	\$15,040
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Purchase of 7 cellular phones and 1 hot spot. The cost per month is \$38.49 per month. Each phone includes unlimited talk, text and data with Priority Access. Currently there are \$30 monthly payouts for the Chief, 4 Sergeants and the Detective. We would include the Mayor's phone for the 7th phone. I am not sure how much the Mayor's phone is monthly. There would be an \$8.49 increase for each phone per month. That comes out to \$59.43 per month or \$713.16 per year. This purchase would provide the senior staff from the Police Department and the Mayor priority cell service during disasters and major events to include Sandwich Fair. Should this be acceptable, AT&T will provide a test phone and conduct an analysis of "DEAD ZONES" within the City. Service towers would then be installed to improve these areas. An example would be when Kendall County Sheriff found poor service within the jail, a booster was added to correct the problem.

BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
GENERAL DEPARTMENT							
FINES & FORFEITS SERVICE							
120.0000.20.4630 TRAFFIC SCHOOL DISTRIBUTION	20.00-	8.00-	20.00-	2.00-	20.00-		20.00-
120.0000.20.4635 ALCOHOL PROGRAM DISTRIBUTION	4,000.00-	8,494.00-	5,000.00-	10,840.50-	5,000.00-	9,891.83-	7,500.00-
120.0000.20.4640 DRUG PROGRAM DISTRIBUTION	5,000.00-	546.00-	5,000.00-	129.00-	5,000.00-		7,500.00-
	-----	-----	-----	-----	-----	-----	-----
FINES & FORFEITS TOTAL	9,020.00-	9,048.00-	10,020.00-	10,971.50-	10,020.00-	9,891.83-	15,020.00-
INTEREST INCOME SERVICE							
120.0000.25.4675 INTEREST INCOME	50.00-	112.94-	75.00-	20.73-	75.00-	14.00-	20.00-
	-----	-----	-----	-----	-----	-----	-----
INTEREST INCOME TOTAL	50.00-	112.94-	75.00-	20.73-	75.00-	14.00-	20.00-
CARRY OVER SERVICE							
	=====	=====	=====	=====	=====	=====	=====
GENERAL TOTAL	9,070.00-	9,160.94-	10,095.00-	10,992.23-	10,095.00-	9,905.83-	15,040.00-
EQUIPMENT (\$5,000 +) SERVICE							
120.0000.85.5820 POLICE EQUIPMENT			20,000.00	2,876.00	20,000.00	217.70	15,040.00
	-----	-----	-----	-----	-----	-----	-----
EQUIPMENT (\$5,000 +) TOTAL	.00	.00	20,000.00	2,876.00	20,000.00	217.70	15,040.00
	=====	=====	=====	=====	=====	=====	=====
GENERAL TOTAL	.00	.00	20,000.00	2,876.00	20,000.00	217.70	15,040.00
	=====	=====	=====	=====	=====	=====	=====
DRUG ABUSE TOTAL	9,070.00-	9,160.94-	9,905.00	8,116.23-	9,905.00	9,688.13-	.00
	=====	=====	=====	=====	=====	=====	=====



City of Sandwich

Tourism Fund

BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
GENERAL DEPARTMENT							
TAXES SERVICE							
130.0000.01.4030 HOTEL OPERATOR'S OCCUPATION	27,000.00-	19,380.92-	24,500.00-	10,711.66-	17,500.00-	22,389.74-	20,000.00-
TAXES TOTAL	27,000.00-	19,380.92-	24,500.00-	10,711.66-	17,500.00-	22,389.74-	20,000.00-
CARRY OVER SERVICE							
GENERAL TOTAL	27,000.00-	19,380.92-	24,500.00-	10,711.66-	17,500.00-	22,389.74-	20,000.00-
GENERAL SERVICE							
130.0000.00.6890 TOURISM BENEFIT	2,000.00		2,500.00	500.00	2,500.00		2,500.00
GENERAL TOTAL	2,000.00	.00	2,500.00	500.00	2,500.00	.00	2,500.00
OUTSIDE SERVICES SERVICE							
130.0000.70.5425 AREA CONV & VISITORS BUREAU	20,000.00	16,807.93	22,000.00	6,893.77	18,500.00	22,425.58	17,500.00
OUTSIDE SERVICES TOTAL	20,000.00	16,807.93	22,000.00	6,893.77	18,500.00	22,425.58	17,500.00
OTHER EXPENSES SERVICE							
GENERAL TOTAL	22,000.00	16,807.93	24,500.00	7,393.77	21,000.00	22,425.58	20,000.00
TOURISM TOTAL							
TOURISM TOTAL	5,000.00-	2,572.99-	.00	3,317.89-	3,500.00	35.84	.00



City of Sandwich

Excavation Deposits Fund

BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
GENERAL DEPARTMENT							
LICENCES & PERMITS SERVICE							
202.0000.05.4140 STREET CUT DEPOSIT							20,000.00-
		9,000.00-	5,000.00-	26,000.00-	15,000.00-	17,000.00-	
		-----	-----	-----	-----	-----	-----
LICENCES & PERMITS TOTAL	.00	9,000.00-	5,000.00-	26,000.00-	15,000.00-	17,000.00-	20,000.00-
CARRY OVER SERVICE							
		=====	=====	=====	=====	=====	=====
GENERAL TOTAL	.00	9,000.00-	5,000.00-	26,000.00-	15,000.00-	17,000.00-	20,000.00-
OTHER EXPENSES SERVICE							
202.0000.75.5690 REFUND DEPOSIT							20,000.00
		6,000.00	5,000.00	16,000.00	15,000.00	15,000.00	
		-----	-----	-----	-----	-----	-----
OTHER EXPENSES TOTAL	.00	6,000.00	5,000.00	16,000.00	15,000.00	15,000.00	20,000.00
		=====	=====	=====	=====	=====	=====
GENERAL TOTAL	.00	6,000.00	5,000.00	16,000.00	15,000.00	15,000.00	20,000.00
		=====	=====	=====	=====	=====	=====
EXCAVATION DEPOSITS TOTAL	.00	3,000.00-	.00	10,000.00-	.00	2,000.00-	.00
		=====	=====	=====	=====	=====	=====
Report Total	.00	3,000.00-	.00	10,000.00-	.00	2,000.00-	.00



City of Sandwich

Sewer Fund

Sewer Fund Budget

Narrative

The Sewer Fund covers the personnel and the operation, maintenance, replacement, and expansion of the wastewater field equipment, wastewater collection system, the wastewater treatment plant, and the sewer appurtenances.

Much of the City's collection system is comprised of pipes that were installed over 50 years ago. Those clay pipes are more susceptible to infiltration at the pipe joints than current construction materials. The City is undertaking programs to identify the areas with excessive infiltration in order to eliminate those conditions. Groundwater or surface water that enters the collection system through inflow or infiltration puts an additional unfunded treatment burden at the plant and can cause capacity issues within the pipes themselves. Pipes can be lined to extend or maintain their service lives, but the City's Capitalization Policy indicates that the pipe service life would be a maximum of 50 years. The property owners own and are financially responsible for the repair and maintenance of the sanitary sewer service piping from the sanitary sewer main into the buildings. Older sanitary sewer services and private sump pumps are also a source of infiltration into the collection system.

The wastewater treatment plant upgrade was completed in 2003. Ultraviolet treatment was finalized in 2008 as a result of the 2006 NPDES permit renewal process. The City received a reissued NPDES permit on October 1, 2018 that requires phosphorus removal modifications to occur within 48 months. The City has excess flow basins as part of the permitted treatment works, and the City will investigate the modification of the excess flow piping under Harvey Creek and the upgrade of chlorination/dichlorination equipment for the excess flow basins.

The treatment plant modifications to achieve a .5 mg/l phosphorus limit will be a substantial investment for the City and the completed Rate Study should be utilized to determine if action is needed concerning user rates.

Revenue

<u>300.0000.15.4400 Sewer Charges</u>	2021/2022 \$1,167,500	2022/2023 \$1,497,000
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<u>300.0000.20.4645 Sewer Late Charges</u>	2021/2022 \$7,500	2022/2023 \$ 8,000
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Out of the \$10.00 charged to a user when the utility bill is not timely paid, the sewer department receives \$7.00.

300.0000.30.4690 Credit Card Service Charge 2021/2022-\$1,000 2022/2023-1,000

Revenue from the credit card processing appears to go into the 300.0000.00.0100 instead of this line item. There is also an expense Credit Card Service Charge line item 300.0000.75.5615. I believe that the rate that the City is collecting for credit card processing fees is the same rate charged by the payment processor. The City should consider raising the processing fees and generating a bit of income.

300.0000.30.4695 Miscellaneous Income 2021/2022-\$500 2022/2023-\$500

300.0000.35.4850 IFT from Other Funds 2021/2022-\$189,691 2022/2023-\$24,287

Expenditures

Personal Services

300.0000.50.5010 Salaries 2021/2022-\$217,464 2022/2023-\$210,000

As Superintendent 70% of my days are spent on daily operations, general maintenance and equipment repairs with the remainder of time used for process control and bookkeeping duties. The Lab Tech./Operator spends 80% percent of his day performing lab testing and the remainder used for clerical work and lift station checks. This leaves us with no time to properly monitor grease interceptors and perform industrial monitoring. As the buildings and equipment age even more frequent and larger repairs will be necessary as well as the addition of phosphorus removal to the process will only add to the time deficit.

(1) Wastewater Superintendent (100%)

(1) Wastewater Operator (100%)

(1) Billing Clerk (45%)

(1) Accounting Clerk (20%)

(1) Administrator (12.5%)

300.0000.50.5020 Overtime at 1.5 2021/2022-\$4,680 2022/2023-\$4,680

Weekend Plant Checks

52 Weekends; 2 hour per Weekend at \$45/hr: \$4,680.00

This is for scheduled weekend overtime work. The remaining time (59 hours) is for call outs. Call outs include sewer backups and plant and lift station alarms.

1120 E. Church Street/WWTP
 (Constellation Acct 1-119YHJ9)
 (ComEd Acct 1236134009)
 (Dynergy Acct 1236134009)

1120 E. Church Street/WWTP Equipment
 (Constellation Acct 1-EL-1548)
 (ComEd Acct 0073164020)
 (Dynergy Acct 0073164020)

101 N. Sandy Bluff Road/Pumping Station
 (Constellation Acct 1-8RX4YP)
 (ComEd Acct 0507065090)
 (Dynergy Acct 0507065090)

3100 E. Church Street/Pumping Station
 (Constellation Acct 1-8RX51A)
 (ComEd Acct 3360016005)
 (Dynergy Acct 3360016005)

999 N. Fairwind Boulevard/Pumping Station
 (Constellation Acct 1-8RX50F)
 (ComEd Acct 1519084024)
 (Dynergy Acct 1519084024)

1398 S. Cindy Lane/Pumping Station
 (Constellation Acct 1-8RX4ZK)
 (ComEd Acct 0570093015)
 (Dynergy Acct 0570093015)

500 W. Hall Street/Pumping Station
 (Constellation Acct 1-1D47-435)
 (ComEd Acct 0243074115)
 (Dynergy Acct 0243074115)

300.0000.60.5205 Utilities – Gas

2021/2022-\$5,000 2022/2023-\$6,000

1120 E. Church Street/WWTP
 (Nicor Acct 74 38 79 5078 0)

500 W. Hall Street/Pumping Station/Generator
 (Nicor Acct 94 88 99 4137 6)

300.0000.60.5210 Utilities – Telephone

2021/2022-\$5,500 2022/2023-\$5,500

1120 E. Church Street/WWTP (815.786.6471)
 1120 E. Church Street/WWTP Alarm Dialer (815.786.8499)

300.0000.65.5350 Vehicles & Equipment 2021/2022-\$7,000 2022/2023-\$8,000

Sewer Pickup Truck #23: \$500.00

This will cover any parts or equipment for the pickup truck #23.

2021 Kenworth Vactor truck-Vehicle : \$5,500

This will cover repair and replacement parts and wear items on the Vactor truck. All of the vacuum tubing parts are wear items that are subject to heavy wear. This line also covers the 600' jetter hose. The Vactor is used for jetting sewers, lift station maintenance, cleaning manholes and catch basins, and hydro-excavating for water main breaks, water service repairs and replacement, hydrant repairs and replacements. Plates were welded in the debris tank January 2020 to extend the life. The transmission was replaced in 2019.

This vehicle is a high priority for replacement.

Oil service-twice per year for front engine: \$500

Oil service-twice per year for auxiliary engine: \$500

Portable Generator Maintenance: \$500

Wacker 6" Pump Maintenance: \$500

300.0000.65.5355 Chemicals & Testing 2021/2022-\$15,000 2022/2023-\$15,000

Polymer and Process Chemicals

 Polymer (4 drums @ \$900.00/ea) \$3,600

 Sodium Hypochlorite (Excess Flow Chlorination) \$500

 Sodium Thiosulfate (Excess Flow Dechlorination) \$500

Testing Supplies \$3,500

TSS Sampling-Daily

- 6 packs of 90mm glass fiber filters \$453
- 4 packs of 45 cm glass fiber filters \$150

Fecal coliform 27 weeks x two tests per week =54 total test days x 3 per day = 162

- 162 petri dishes \$70
- Coliform broth \$240
- Sterile filters \$75
- Sterile dilution water \$180
- 1 liter of ethyl alcohol \$25

• 1 case 10 ml disposable pipettes	\$80
Ammonia Nitrogen-Three per week minimum	
• Hach TNT830	\$270
Total Phosphorus – twice per week	
- Hach TNT 844	\$275
COD Influent COD testing twice per week	
- Hach TNT 823	\$280
Nitrate test once a month	
- Hach TNT 835 Nitrate	\$53.90/pack
pH-Two tests per week minimum	
• pH 4, 7, 10 buffer	\$300
BOD-Two tests per week	
• Nitrification inhibitor	\$50
• Nutrient buffer	\$75
• Dilution water	\$350
• Disposable BOD Bottles (5 bottles/test)	\$485
Total Chlorine Testing during an Excess Flow Event	
- Hach TNT 867 Total Chlorine	\$41.79/pack

Lab Equipment \$1,000
 Lab equipment includes beakers, pipettes, graduated cylinders, sample bottles etc.

300.0000.65.5375 Building Maintenance 2021/2022-\$25,000 2022/2023-\$25,000

WWTP Process Equipment Repairs & Maintenance/General Building Maintenance

This covers repairs and maintenance that may be needed for equipment that is part of the treatment process. This will also cover general maintenance items like grease, oil and fasteners.

Some equipment covered under this line item includes:

- Influent step screen (1)

- Screenings wash press (1)
- Influent pumps (4)
- Influent level sensing equipment
 - Vortex Industries bar screen flow meter calibration - \$425 (annual)
- Influent and effluent flow meters
 - Vortex Industries influent flow meter calibration - \$425 (annual)
 - Vortex Industries effluent flow meter calibration - \$425 (annual)
 - Vortex Industries excess flow meter calibration - \$425 (annual)
- Non-potable water pumps (2)
- Oxidation ditch mixers (2)
- Oxidation ditch aerators (4)
- Oxidation ditch dissolved oxygen analyzer (1)
- Final clarifiers (3)
- Return activated sludge pumps (4)
- Waste activated sludge pumps (2)
- Thickened waste activated sludge pumps (2)
- TWAS level sensing equipment
- Plant water pumps and screening (2)
- Sump pumps (3)
- Polymer feed system (1)
- Belt filter press (1)
 - Replacement gravity belt - \$1,500 (5 years)
 - Replacement pressure belts - \$3,000 (5 years)
- Conveyors (2)
- Digester blowers (3)
- Digester fine bubble aeration system (3)
- Process return pumps and level sensing equipment (2)
- Digested sludge pumps (2)
- Influent and effluent automatic samplers and accessories (2)
- Ultra Violet disinfection equipment
- All motor control equipment and variable frequency drives
- Exhaust and supply air fans and louvers

300.0000.65.5380 Sewer

2021/2022-\$400

2022/2023-\$400

This will cover sand and stone for the drying beds. Each time we clean a bed we have to add sand.

300.0000.65.5382 Material/Lift Station Repair

2021/2022-\$4,800

2022/2023-\$4,800

This will cover any materials needed to repair and maintain lift station components. Common replacement parts are electrical and level sensing equipment.

- Indian Springs Pumping Station
- Fritsch Pumping Station
- Thomas Pumping Station
- WWTP Pumping Station
- Fairwinds Pumping Station
- Hall Street Pumping Station

Outside Services

300.0000.70.5410 Audit Fees 2021/2022-\$2,500 2022/2023-\$3,000

The auditors should include the annual fiscal report for the sewer (IEPA requires by January 31), the bond disclosure information, and the required information from Sandwich Municipal Code Section 86-193(b). and this budget represents 17.5% of the audit fee.

300.0000.70.5450 Contractual Services 2021/2022-\$113,000 2022/2023-\$40,000

These are reoccurring operational expenses

Lab Equipment Calibration and Certification	\$800
Industrial Users Monitoring	\$1,500
Sanitary Sewer System Conveyance	\$7,000
Sanitary Sewer Main Televising	\$12,000
Sanitary Sewer Lining	\$40,000
Oxidation Ditch Switch/Cleaning	\$15,000
Environmental Resource Associates (DMRQA-41)	\$600
DR-3900 Service Agreement	\$800
Sand Blasting & Painting Clarifier #3	\$9,000
Excess Aeration Basin SRB dosing	\$8,000
4xFlygt Pump Repair at Hall St. Lift Station	\$10,000

300.0000.70.5465 Liability Insurance 2021/2022-\$10,000 2022/2023-\$25,000

300.0000.70.5475 Computer Operations/Service 2021/2022-\$10,000 2022/2023-\$12,000

ITRON FC300 Units Maintenance Agreement	\$1,300
ITRON MVRs Software Maintenance Agreement	\$1,800
Reliable Computer Service Maintenance Agreement	\$1,800
WIMS Base SPT MU, 1 User, 1 Facility (1 year)	\$900
Basic Support (1 year)	\$600

Office365 (1 year)	\$150
Office365 (1 year)	\$150
Avast	\$400
Unallocated	\$600

300.0000.70.5480 Rental/Lease Agreements 2021/2022-\$1,000 2022/2023-\$1,000

300.0000.70.5550 Vehicles & Equipment 2021/2022-\$10,000 2022/2023-\$12,072

This will cover any vehicle repair services for truck #23 and truck #6.

2006 International 7400 Vactor Truck – Vehicle #6: (15,450 miles)

Safety Lane – twice per year:	\$72
Replace tires – two front:	\$1,200
Replace tires – two rear:	\$800
Outside services:	\$10,000

300.0000.70.5555 Testing Including Postage 2021/2022-\$10,000 2022/2023-\$8,345

This covers all laboratory testing of wastewater samples by an outside lab. Examples are below.

- Quarterly biosolids sampling for metals and nutrients \$1,300
- Yearly biosolids sampling for fecal coliform \$375
- Yearly biosolids sampling for radium in biosolids \$250
- Semi-annual sampling of plant effluent \$1,200
- Monthly Dissolved P, Total P, TKN, Nitrate/Nitrite/Alkalinity \$2,220
- Industrial monitoring \$3,000

300.0000.70.5575 Building Maintenance 2021/2022-\$15,000 2022/2023-\$15,000

This is for contractual work on the WWTP buildings and some equipment within the buildings such as backflow prevention and HVAC.

300.0000.70.5580 Sewer 2021/2022-\$4,000 2022/2023-\$4,000

This covers any contracted work done to maintain the sanitary sewer collection system. An example of this would be using an excavator to dig up a sanitary sewer repair.

300.0000.70.5582 Maintenance – Lift Stations 2021/2022-\$12,000 2022/2023-\$12,000

This line item covers pump inspections, pump rebuilding, changing impellers, oil changes, and other servicing performed by a contracted entity. This line item also includes electrical troubleshooting performed by an electrician.

Indian Springs Pumping Station

Fritsch Pumping Station
 Thomas Pumping Station
 WWTP Pumping Station
 Fairwinds Pumping Station
 Hall Street Pumping Station

300.0000.70.5583 Sludge Hauling 2021/2022-\$20,000 2022/2023-\$20,000

This line item covers the land application of biosolids that are hauled and applied by a licensed contractor.

Other Expenses

300.0000.75.5615 Credit Card Service Charges 2021/2022-\$2,500 2022/2023-\$500

This line item appears to be offset by 300.0000.00.0100. I believe that the rate that the City is collecting for credit card processing fees is the same rate charged by the payment processor. The City should consider raising the processing fees and generating a bit of income.

300.0000.75.5630 Drainage District Fees 2021/2022-\$200 2022/2023-\$200

500 W. Hall Street	19-35-251-003	2021 Taxes \$16.88
1120 E. Church Street	19-36-227-012	2021 Taxes \$181.50

300.0000.75.5690 Refunds 2021/2022-\$5,000 2022/2023-\$5,000

This line item is budgeted to capture potential refunds.

300.0000.75.5692 Regulatory Permits 2021/2022-\$- 2022/2023-\$18,000

NPDES Permit IL0030970, General NPDES Permit ILR006781, IEPA Permit 2015-SC-59408

300.0000.75.5695 Misc Expense 2021/2022-\$20,500 2022/2023-\$15,000

Equipment

300.0000.80.5730 Equipment (<\$5,000) 2021/2022-\$18,000 2022/2023-\$10,000

300.0000.85.5830 Equipment (+\$5,000) 2021/2022-\$10,000 2022/2023-\$10,000

Capital Improvements

Bond & Debt Service

300.0000.95.6900 Debt Retirement

2021/2022-\$595,000 2022/2023-\$545,000

The net debt service schedule for the \$4,880,000 General Obligation Waterworks & Sewerage Refunding Bonds (ARS), Series 2013 Dated Date 10/15/13, S&P "A+" Rated is as follows:

Budget	Date	Principal	Interest	Total P+I
2013/2014	3/15/2014	\$ -	\$ 54,760	\$ 54,760
2014/2015	9/15/2014	\$ 500,000	\$ 65,713	\$ 565,713
	3/15/2015	\$ -	\$ 60,713	\$ 60,713
2015/2016	9/15/2015	\$ 510,000	\$ 60,713	\$ 570,713
	3/15/2016	\$ -	\$ 55,613	\$ 55,613
2016/2017	9/15/2016	\$ 520,000	\$ 55,613	\$ 575,613
	3/15/2017	\$ -	\$ 50,413	\$ 50,413
2017/2018	9/15/2017	\$ 530,000	\$ 50,413	\$ 580,413
	3/15/2018	\$ -	\$ 43,788	\$ 43,788
2018/2019	9/15/2018	\$ 545,000	\$ 43,788	\$ 588,788
	3/15/2019	\$ -	\$ 36,975	\$ 36,975
2019/2020	9/15/2019	\$ 560,000	\$ 36,975	\$ 596,975
	3/15/2020	\$ -	\$ 28,575	\$ 28,575
2020/2021	9/15/2020	\$ 575,000	\$ 28,575	\$ 603,575
	3/15/2021	\$ -	\$ 19,950	\$ 19,950
2021/2022	9/15/2021	\$ 595,000	\$ 19,950	\$ 614,950
	3/15/2022	\$ -	\$ 9,538	\$ 9,538
2022/2023	9/15/2022	\$ 545,000	\$ 9,538	\$ 554,538
Total		\$ 4,880,000	\$ 731,603	\$ 5,611,603

This line item will cover the yearly principal payment due for the bond. The 2022/2023 payment is due on September 15, 2022 in an amount of \$545,000. (See above.)

300.0000.95.6910 Bond & Interest Payment

2021/2022-\$29,488 2022/2023-\$29,000

This line item will cover the biannual interest payment due for the bond. The 2022/2023 payments are due on September 15, 2022 in an amount of \$9,538 and March 15, 2021. (See above.)

**BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022**

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
GENERAL DEPARTMENT							
CHARGES FOR SERVICES SERVICE							
300.0000.15.4400 SEWER CHARGES	1,050,000.00-	1,155,891.49-	1,150,000.00-	1,189,308.19-	1,167,500.00-	1,229,946.09-	1,497,000.00-
300.0000.15.4405 SEWER USER FEE	50,000.00-						
CHARGES FOR SERVICES TOTAL	1,100,000.00-	1,155,891.49-	1,150,000.00-	1,189,308.19-	1,167,500.00-	1,229,946.09-	1,497,000.00-
FINES & FORFEITS SERVICE							
300.0000.20.4645 SEWER LATE CHARGES	15,000.00-	12,183.00-	15,000.00-	382.00-	7,500.00-	9,593.39-	8,000.00-
FINES & FORFEITS TOTAL	15,000.00-	12,183.00-	15,000.00-	382.00-	7,500.00-	9,593.39-	8,000.00-
OTHER INCOME SERVICE							
300.0000.30.4690 CREDIT CARD SERVICE CHARGE	4,000.00-	1,287.72-	4,000.00-	203.58-	1,000.00-	167.20-	1,000.00-
300.0000.30.4695 MISCELLANEOUS INCOME	1,000.00-	726.00-	1,000.00-	132.00-	500.00-	1,284.00-	500.00-
OTHER INCOME TOTAL	5,000.00-	2,013.72-	5,000.00-	335.58-	1,500.00-	1,451.20-	1,500.00-
TRANSFERS IN SERVICE							
300.0000.35.4850 IFT FROM OTHER FUNDS	625,550.00-	700,759.24-	1,282,875.00-	91,058.10-	189,691.00-		
TRANSFERS IN TOTAL	625,550.00-	700,759.24-	1,282,875.00-	91,058.10-	189,691.00-	.00	.00
OTHER OPERATIONS SERVICE							
GENERAL TOTAL	1,745,550.00-	1,870,847.45-	2,452,875.00-	1,281,083.87-	1,366,191.00-	1,240,990.68-	1,506,500.00-
GENERAL SERVICE							
300.0040.98.7125 DEPRECIATION EXPENSE		598,834.18		589,890.22			

**BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022**

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
PERSONNAL SERVICES SERVICE							
300.0000.50.5010 SALARIES	205,350.00	179,372.23	213,200.00	194,954.35	217,464.00	159,175.57	210,000.00
300.0000.50.5012 BASE WAGES-OTHER DEPARTMENTS		6,149.94		5,140.00		16,475.55	4,680.00
300.0000.50.5020 OVERTIME @ 1.5	5,000.00	3,350.16	4,000.00	5,663.48	4,680.00	6,220.59	2,640.00
300.0000.50.5025 OVERTIME @ 2.0	5,000.00	3,146.01	4,000.00	2,514.02	2,640.00	1,427.09	
300.0000.50.5030 LONGEVITY SALARY	2,980.00	3,861.78		476.98			
300.0000.50.5040 EMPLOYEE INSURANCE BENEFITS	22,000.00	7,982.11	21,500.00	12,524.37	29,930.00	21,867.77	30,000.00
300.0000.50.5042 EMP INS BENEFITS-OTHER DEPTS		16,506.24		27,032.01		12,375.56	
300.0000.50.5045 ACCRUED VACATION/SICK	3,000.00	1,521.25	3,000.00	6,816.00	1,500.00	150.24	
300.0000.50.5050 OTHER BENEFITS	250.00		250.00		255.00		
300.0000.50.5055 IMRF ER CONTRIBUTION	15,706.00	13,944.58	19,625.00	19,955.99	20,018.00	15,765.16	18,000.00
300.0000.50.5060 UNEMPLOYMENT INS	1,100.00	1,039.44	1,100.00	1,209.74	1,122.00	1,045.05	1,000.00
300.0000.50.5065 WORKMAN'S COMP INS	11,300.00	10,688.00	11,500.00	10,999.00	11,730.00	9,147.00	11,150.00
300.0000.50.5070 FICA MATCH	16,766.00	16,083.21	16,075.00	15,892.71	16,397.00	13,470.02	18,000.00
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PERSONNAL SERVICES TOTAL	288,452.00	263,644.95	294,250.00	303,178.65	305,736.00	257,119.60	295,470.00
PROFESSIONAL DEVELOPMENT SERVICE							
300.0000.55.5100 TRAINING/TRAVEL/MEETING EXP	3,000.00	1,082.24	3,000.00	159.35	3,000.00		3,000.00
300.0000.55.5105 DUES & MEMBERSHIP	2,000.00	1,915.00	2,000.00		2,000.00		2,000.00
300.0000.55.5110 MEDICAL EXP/IMMUNIZATIONS	600.00		1,000.00	299.33	1,000.00	191.00	1,000.00
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PROFESSIONAL DEVELOPMENT TOTA	5,600.00	2,997.24	6,000.00	458.68	6,000.00	191.00	6,000.00

**BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022**

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
UTILITIES SERVICE							
300.0000.60.5200 UTILITIES - ELECTRIC	67,000.00	61,675.87	67,000.00	60,109.39	67,000.00	63,466.57	87,100.00
300.0000.60.5205 UTILITIES - GAS	4,400.00	5,122.22	5,000.00	5,431.27	5,000.00	7,491.32	6,000.00
300.0000.60.5210 UTILITIES - TELEPHONE	5,500.00	4,469.87	5,500.00	4,681.76	5,500.00	4,294.03	5,500.00
300.0000.60.5215 UTILITIES - CABLE/INTERNET	1,000.00	1,031.76	1,000.00	1,031.76	1,200.00	1,031.76	1,200.00
300.0000.60.5220 TRASH REMOVAL	1,800.00	1,213.20	1,500.00	1,546.76	11,800.00	1,089.00	1,800.00
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UTILITIES TOTAL	79,700.00	73,512.92	80,000.00	72,800.94	90,500.00	77,372.68	101,600.00
COMMODITIES SERVICE							
300.0000.65.5300 OFFICE SUPPLIES	150.00	385.51	500.00	130.42	400.00	173.89	400.00
300.0000.65.5305 OPERATING/CLEANING SUPPLIES	7,000.00	2,607.66	5,000.00	1,369.96	5,000.00	2,405.61	5,000.00
300.0000.65.5310 CLOTHING-UNIFORMS/SUPPLIES	1,200.00	1,109.78	1,200.00	1,419.41	1,000.00	942.81	1,000.00
300.0000.65.5315 POSTAGE	3,700.00	4,315.94	5,000.00	3,853.67	4,000.00	4,386.20	4,500.00
300.0000.65.5320 PRINTING EXPENSE	2,000.00	1,307.00	1,200.00	4,070.65	1,500.00	476.00	1,500.00
300.0000.65.5330 VEHICLE FUEL	3,000.00	4,016.29	4,500.00	2,677.44	4,000.00	2,612.32	4,000.00
300.0000.65.5340 SAFETY EQUIPMENT	800.00	1,661.35	800.00	1,478.16	1,000.00	133.67	1,000.00
300.0000.65.5350 VEHICLES & EQUIPMENT	6,000.00	5,411.68	7,000.00	1,572.88	7,000.00	172.47	8,000.00
300.0000.65.5355 CHEMICALS- SW & WA TREATMENT	15,000.00	10,620.62	15,000.00	10,386.72	15,000.00	16,066.81	15,000.00
300.0000.65.5375 BUILDING MAINTENANCE	20,000.00	19,199.92	25,000.00	9,038.45	25,000.00	18,871.26	25,000.00
300.0000.65.5380 SEWER	400.00	196.69	400.00	199.15	400.00		400.00
300.0000.65.5382 MATERIAL - LIFT STAT REPAIRS	4,800.00	1,723.34	4,800.00	5,279.68	4,800.00	2,258.95	4,800.00
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COMMODITIES TOTAL	64,050.00	52,555.78	70,400.00	41,476.59	69,100.00	48,499.99	70,600.00
OUTSIDE SERVICES SERVICE							
300.0000.70.5410 AUDIT FEES	1,200.00	1,200.00	2,500.00	2,500.00	2,500.00		3,000.00

BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
EQUIPMENT (\$5,000 +) SERVICE							
300.0000.85.5830 EQUIPMENT		5,596.70	55,000.00	5,974.31	10,000.00		10,000.00
		-----	-----	-----	-----	-----	-----
EQUIPMENT (\$5,000 +) TOTAL	.00	5,596.70	55,000.00	5,974.31	10,000.00	.00	10,000.00
CAPITAL IMPROVEMENTS SERVICE							
300.0000.90.6800 CAPITAL IMPROVEMENTS	20,000.00	3,864.00	578,000.00	18,699.65			
	-----	-----	-----	-----	-----	-----	-----
CAPITAL IMPROVEMENTS TOTAL	20,000.00	3,864.00	578,000.00	18,699.65	.00	.00	.00
BOND & DEBT SERVICE SERVICE							
300.0000.95.6900 DEBT RETIREMENT	560,000.00		575,000.00		595,000.00	595,000.00	545,000.00
300.0000.95.6910 BOND & INT PAYMENT	65,550.00	65,550.00	48,525.00	48,525.00	29,488.00	29,487.50	29,000.00
300.0000.95.6920 BOND PREMIUM		9,624.00-		9,624.00-			
	-----	-----	-----	-----	-----	-----	-----
BOND & DEBT SERVICE TOTAL	625,550.00	55,926.00	623,525.00	38,901.00	624,488.00	624,487.50	574,000.00
TRANSFERS OUT SERVICE							
GENERAL TOTAL	1,485,052.00	1,405,650.65	2,452,875.00	1,231,246.43	1,366,191.00	1,117,214.72	1,258,787.00
	=====	=====	=====	=====	=====	=====	=====
SEWER TOTAL	260,498.00-	465,196.80-	.00	49,837.44-	.00	123,775.96-	247,713.00-
	=====	=====	=====	=====	=====	=====	=====



City of Sandwich

Sewer Reserve / Improvement Fund

Sewer Reserve Fund Budget

Revenues

<u>350.0000.05.4195 Sewer Infrastructure Fees</u>	2021/2022 \$5,000	2022/2023 \$5,000
<u>350.0000.15.4425 Sewer Connection Fees</u>	2021/2022 \$10,000	2022/2023 \$10,000
<u>350.0000.25.4675 Interest Income</u>	2021/2022 \$20,000	2022/2023 \$20,000
<u>350.0000.30.4775 Proceeds From Debt Issue</u>	2021/2022 \$900,000	2022/2023 \$ 2,500,000

Expenses

Other Expenses

<u>350.0000.75.5690 Refunds</u>	2021/2022 \$1,500	2022/2023 \$ 0
<u>350.0000.90.6800 Capital Improvements</u>	2021/2022 \$900,000	2022/2023 \$ 2,500,000
Flygt Influent Pump	\$13,000	
Influent Building Roof Replacement	\$12,000	
Future Capital Improvements listed on 5 Year Spreadsheet		
Treatment Plant Modification (Phosphorus)	\$12,000,000	
Route 34 Sanitary Sewer Replacement	\$ 4,000,000	
I and I Reduction	\$ 6,500,000	
Latham Street Sewer Repairs	\$ 129,000	
<u>350.0000.97.7000 IFT Transfer Out</u>	2021/2022 \$189,691	2022/2023 \$ 0

**BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022**

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
GENERAL DEPARTMENT							
LICENCES & PERMITS SERVICE							
350.0000.05.4195 SEWER INFRASTRUCTURE FEES		6,000.00-	5,000.00-		5,000.00-	9,000.00-	5,000.00-
		-----	-----		-----	-----	-----
LICENCES & PERMITS TOTAL	.00	6,000.00-	5,000.00-	.00	5,000.00-	9,000.00-	5,000.00-
CHARGES FOR SERVICES SERVICE							
350.0000.15.4425 SEWER CONNECTION FEES		14,000.00-	10,000.00-		10,000.00-	30,250.00-	10,000.00-
		-----	-----		-----	-----	-----
CHARGES FOR SERVICES TOTAL	.00	14,000.00-	10,000.00-	.00	10,000.00-	30,250.00-	10,000.00-
INTEREST INCOME SERVICE							
350.0000.25.4675 INTEREST INCOME		24,606.58-	20,000.00-	36,747.10-	20,000.00-	3,896.04-	20,000.00-
		-----	-----	-----	-----	-----	-----
INTEREST INCOME TOTAL	.00	24,606.58-	20,000.00-	36,747.10-	20,000.00-	3,896.04-	20,000.00-
OTHER INCOME SERVICE							
350.0000.30.4775 PROCEEDS FROM DEBT ISSUE					900,000.00-		2,500,000.00-
		-----	-----	-----	-----	-----	-----
OTHER INCOME TOTAL	.00	.00	.00	.00	900,000.00-	.00	2,500,000.00-
GENERAL TOTAL	.00	44,606.58-	35,000.00-	36,747.10-	935,000.00-	43,146.04-	2,535,000.00-

**BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022**

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
OTHER EXPENSES SERVICE							
350.0000.75.5690 REFUNDS		750.00	1,500.00		1,500.00		
	-----	-----	-----	-----	-----	-----	-----
OTHER EXPENSES TOTAL	.00	750.00	1,500.00	.00	1,500.00	.00	.00
CAPITAL IMPROVEMENTS SERVICE							
350.0000.90.6800 CAPITAL IMPROVEMENTS				41,947.00	900,000.00	786,059.26	2,500,000.00
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CAPITAL IMPROVEMENTS TOTAL	.00	.00	.00	41,947.00	900,000.00	786,059.26	2,500,000.00
TRANSFERS OUT SERVICE							
350.0000.97.7000 IFT TRANSFER OUT	625,550.00	700,759.24	1,282,875.00	91,058.10	189,691.00		
	-----	-----	-----	-----	-----	-----	-----
TRANSFERS OUT TOTAL	625,550.00	700,759.24	1,282,875.00	91,058.10	189,691.00	.00	.00
=====							
GENERAL TOTAL	625,550.00	701,509.24	1,284,375.00	133,005.10	1,091,191.00	786,059.26	2,500,000.00
=====							
SEWER RESERVE / IMPROVEME TOTA	625,550.00	656,902.66	1,249,375.00	96,258.00	156,191.00	742,913.22	35,000.00-
	=====	=====	=====	=====	=====	=====	=====



City of Sandwich

Water Fund

Water Fund Budget Narrative

The Water Fund covers the personnel and the operation, maintenance, replacement, and expansion of the water field equipment, water supply system, the water treatment plants, the water distribution system, the water storage, and the water appurtenances.

The city currently owns three public wells. Well #1 was constructed in 1911, 12" casing to 139' and is open hole total depth 600'. and well #2 are located near the Railroad Street Water Treatment Plant and was constructed in 1939 12" casing to 156' 12" inch open hole 146' to 301' 10" liner 301' to 396' 10" open hole to 600'. Well #3 is located near the Clark Street Water Treatment Plant and was constructed in 1939 Oatman Dairy well, 12" casing to 136' and 9" casing 136' to 401' and a 10" open hole to 610'. Well #3 is currently designated as an emergency source due to its radium concentration. The city currently considering utilizing this well by adding a HMO system for the removal of radium treatment at the Clark Street WTP to utilize existing Well #3. This will enable the plant to be used during emergency with power outages with the help on a 250k on sight generator.

The Railroad Street Water Treatment Plant was constructed in the 1930s; the city should begin the processing of decommissioning this facility this fiscal year. The Clark Street Water Treatment Plant was constructed in 1993 and was built with some measures for expansion at this location. In the short term, the treatment capacity lost from the removal of the Railroad Street facility should be added to the treatment capacity at the Clark Street Water Treatment Plant. Long term plans could consider an additional satellite treatment facility located away from the railroad tracks.

The city operates two elevated storage tanks: a 300,000 gallon tank (Green Street 1955) and a 750,000 gallon tank (Duvick Avenue – 1993). The Duvick Avenue tower was repainted in 2016; the Green Street tower will be scheduled for repainting, approx. cost is \$250,000.00 to drain, sandblast and repaint and bring tower up to AWWA standards. Long term plans for a new water tower possibly located in the Northwest part of town, a 1mg tower is approximately 2,000,000.00. consideration for a mixing system inside the new tower to ensure fresh water to help turn over the water inside the tower. Per the AWWA water tower are to be inspected every 5 years inside and out, in past years the City of Sandwich has hired Dixon engineering to perform this task, the use of a robotic device, this helps with quicker inspections and no down time on the water towers and can be inspected during daily operations and not taking the tower offline.

The water distribution system of the City has many components that were installed over 50 years ago. In 1955, the city created a 10" water main loop around what was then the periphery of the city. There are several small diameter water mains located in Ward 3 that should be planned for replacement. As part of the treatment plant expansion/modifications, the pipe distribution network shall be analyzed through water modelling to ensure that there are no bottlenecks in the network. Long term plans include a large diameter pipe connection between the towers and redundant mains to serve the far eastern portions of the City. Currently the city has had some conversation with the City of Plano water department looking into the possibility of a interconnect between our water lines, this could be beneficial for both towns in case of a emergency, currently only a 10in

watermain supplies water east of Duvick Ave, that includes the dealerships, Dutch acres, the hotel and the rest of the lots going east. Currently A & B exteriors is on the eastern most part of that water system. engineering cost is estimated around \$10,000.00. this year a 10inch watermain will be installed on Latham Street from 3rd street all the way down to Arnold, watermain will be located on the east side of the street and the old 4in main will be abandon in place.

The Illinois Department of Public Health and the Illinois Environmental Protection Agency continue to refine their positions regarding lead service lines. The city will eventually be required to develop a plan to eliminate lead service lines. That plan will likely include the removal of both the City’s portion of the water service (from the water main to and including the service valve) and the consumer’s portion of the water service (from the service valve to the water meter). City’s main issue will be the financial responsibility of eliminating the consumer’s portion of the lead water service, and further responsibility or taking ownership of the water line after the city makes repairs or complete line replacement. A legal document should be drawn up releasing the city from liability after the water line is replaced, or if homeowner will not let us in there house to replace the water line.

A rate study will be performed in the upcoming fiscal year. Currently, the City’s water rates increase by 4% annually. Approximately 2,713 water connections, the water department is currently working on a city wide mapping system to get a better count of water service connections, no previous water records were kept on different types of water connections. Just estimating at this time 250 connections with a base cost of \$5000.00 to replace from B Box to house shut of \$1,250.000.00. Several options for paying, add the cost to homeowner water bill, paid over several months, Illinois Grants, or low interest loans.

Revenues

<u>400.0000.15.4500 Water Sales</u>	2021/2022-\$657,000	2022/2023-\$688,500
<u>400.0000.15.4525 Water Service – New Hook Ups</u>	2021/2022-\$0	2022/2023-\$1,000
This line item is used for receiving the building permit invoice amount for new water meters.		
<u>400.0000.20.4645 Water Late Charges</u>	2021/2022-\$3,000	2022/2023-\$3,500
Out of the \$10.00 charged to a user when the utility is not timely paid, the water department receives \$3.00. Consideration should be given to increase the late charge. In general, using \$6,200 for the collected late charges through February and dividing that amount by \$3.00, 2,067 user instances have been late out of a possible 9,030 user instances within the 10 months. Over 22% of user instances do not pay within 30 days of the bill being mailed. [4 quarters * 2,709 users * (10 months/12 months) = 9,030 user instances]		
<u>400.0000.30.4690 Credit Card Service Charge</u>	2021/2022-\$500	2022/2023-\$500
<u>400.0000.30.4695 Misc Income</u>	2021/2022-\$225	2022/2023-\$500

400.0000.35.4850 IFT From Other Funds

2021/2022-\$97,212

2022/2023-\$37,820

Expenditures

Personal Services

400.0000.50.5010 Salaries

2021/2022-\$234,486

2022/2023-\$195,000

- (1) Water Superintendent (100%)
- (1) Water Operator (100%)
- (1) Billing Clerk (45%)
- (1) Payroll/Administrative Clerk (20%)
- (1)Administrator (12.5%)

Several area's the water department is responsible for is meter reading monthly, and Go Backs and meter replacement, accounts for 247.5 man hours yearly. Hydrant flushing twice annually, April and October, around 103 man hours, last year water service and main breaks repairs account for 241 man hours, which include street department personal, Valve exercising of main line and hydrant valves around 68 man hours, JULIE locating was down a little this year due to covid, we had a total of 365 man hours, Voelkel, Horan, Severson can do locates. The water department is also responsible for the city's cross connection program, Michele helps with clerical around 260 man hours yearly, I spend around 192 man hours yearly inspecting RPZ domestic and fire lines. Weekly we go around and test chlorine residuals and Bact's sampling, we currently have around 22 sample locations throughout the district, we spend around 312 man hours yearly sampling and testing. The rest of my time is filled with clerical work doing PO's and handling customer complaints about water bills or high consumption.

400.0000.50.5020 Overtime at 1.5x

2021/2022-\$7,968

2022/2023-

\$14,000.00

Saturdays

52 Saturdays; 1 hour per Saturday and 1 hour on Sunday equals 104 hours at \$45/hr; \$4,680.00

This is for scheduled weekend overtime work. The remaining time (100 hours) is for call outs. Call outs include water main/service breaks and plant and tower alarms and water meter replacements and water emergencies.

Examples of some emergency's frozen pipes, broken water lines or main line valves leaking, and after hour appointments. Typically 4 men are used on main breaks but personal can vary

400.0000.50.5025 Overtime at 2.0x

2021/2022-\$2,880

2022/2023-\$3,000

Holidays

11 Holidays; 2 hours per holiday @ \$60/hr: comes to \$1,320.00

This is for scheduled weekend and holiday overtime work. The remaining time (26 hours) is for call outs.

Remain amount can cover any emergency work done on a Holiday.

400.0000.50.5040 Employee Insurance Benefit

2021/2022-\$34,680

2022/2023-\$36,500

400.0000.50.5055 IMRF Employer Contribution

2021/2022-\$22,440

2022/2023-\$17,600

<u>400.0000.50.5060 Unemployment Insurance</u>	2021/2022-\$1,020	2022/2023-\$1,020
<u>400.0000.50.5065 Workman's Comp Insurance</u>	2021/2022-\$12,730	2022/2023-\$13,600
<u>400.0000.50.5070 FICA Match</u>	2021/2022-\$18,870	2022/2023-\$19,000

Professional Development

400.0000.55.5100 Training/Travel/Meeting Exp 2021/2022-\$3,000 2022/2023-\$3,000

Voelkel – WaterCon 2021 Springfield IL. 4 days of schooling and Lodging, WaterCon is schedule for some time in August of 2021, last year all indoor classes were canceled because of Covid 19 only online was offered. This year WaterCon is schedule for march of 2022

Severson–AWWA conferences and approved AWWA training for CEU's

Schwickerath is currently in a night class in Joliet, studying for a Class C water license.

Voelkel currently hold a class B water license to operate the City's Class B Water Treatment Plant, 30 hours of CEU are needed every 3 years to maintain this classification, Severson currently has a Class C water license, 15 hours of CEU are needed every 3 years to maintain this classification. Severson has requested more training in the water plant to obtain a class B water License, this will also mean increase man hours for Severson at water treatment plants to meet EPA requirements to achieve Class B requirements. We encourage all city employees to go through a class D water class, this would help with watermain replacement, hydrants repairs or replacements and field work in the city distribution system and basic water system knowledge.

Trench Safety, online classes or in person training.

Class D Water Operator Training: basic 2 day class is \$500.00

Pesticide Operator Training
 General Standards (Schwickerath)
 Turf Pest Control (Schwickerath)

<u>400.0000.55.5105 Dues & Memberships</u>	2021/2022-\$350	2022/2023-\$850
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The City's American Water Works Association membership is covered by this line item.

Utilities

<u>400.0000.60.5200 Utilities – Electric</u>	2021/2022-\$42,000	2022/2023-\$42,000
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300 S. Clark Street/Clark Street WTP/Tap 02
 (Constellation Acct 1 EX 3151)
 (ComEd Acct 0873093031)
 (Dynegy Acct 0873093031)
 309 E. Railroad Street/Railroad Street WTP/Tap 01

(Constellation Acct 1 1D47 434)
(ComEd Acct 1182170011)
(Dynergy Acct 1182170011)

312 E. College Street/Well # 3 (Receives electric service from Clark Street WTP)

750 N. Duvick Avenue/750,000 gallon Elevated Water Tank

(Constellation Acct 1 1D47 433)
(ComEd Acct 2395026009)
(Dynergy Acct 2395026009)

25 N. Green Street/300,000 gallon Elevated Water Tank (Electric service paid by EMA?)

400.0000.60.5205 Utilities – Gas

2021/2022-\$6,000

2022/2023-\$6,000

300 S. Clark Street/Clark Street WTP/Tap 02

(Nicor Acct 74 51 89 1000 0)
(Meter Number 2834382)
(Rate 4: Commercial Service; Commercial – Heat)

309 E. Railroad Street/Railroad Street WTP/Tap 01

(Nicor Acct 21 31 31 2000 4)
(Meter Number 2552866)
(Rate 4: Commercial Service; Commercial – Heat)

309 E. Railroad Street/Emergency Backup Generator

(Nicor Acct 31 31 31 2000 3)
(Meter Number 4005814)
(Rate 4: Commercial Service; Commercial – Non Heat)

312 E. College Street/Well # 3

(Nicor Acct 50 31 31 2000 3)
(Meter Number 2980187)
(Rate 4: Commercial Service; Commercial – Heat)

750 N. Duvick Avenue/750,000 gallon Elevated Water Tank (none) electric heater used to keep from freezing

25 N. Green Street/300,000 gallon Elevated Water Tank (none) electric heater used to keep from freezing

400.0000.60.5210 Utilities – Telephone

2021/2022-\$4,400

2022/2023-\$4,000

This line item will include cell phone allowance for 2 phones @ \$30/month each. The Frontier bill for 815 786 6742 has been averaging around \$300/month. The Frontier system has become increasingly unreliable. Looking into remote cellular monitoring for the towers and treatment plants. Currently we are looking into a high band radio system, Gasvoda with "Primex cellular cloud base system and radio system." Tri R communications is also looking at our system to give us a bid on our current system. Currently our alarm monitoring system is a detection only service, no remote access, with a upgrade in communications we could remotely look at the alarms with a IPAD, or laptops and be able to trouble shoot from home, and cut down on overtime coming in and resetting alarms,

300 S. Clark Street/Clark Street WTP/Tap 02 (815 786 6742)

300 S. Clark Street/Clark Street WTP/Tap 02 (815 786 3308 Alarm Dialer)

300 S. Clark Street/Clark Street WTP/Tap 02

(Circuit 778 – Green Street Tower) 2 wire circuit ID 759759

(Circuit 790 – Green Street Tower) 2 wire circuit ID 759759
 (Circuit 779 – Duvick Avenue Tower) 2 wire circuit ID 759760
 (Circuit 793 – Duvick Avenue Tower) 2 wire circuit ID 759760
 (Circuit 784 – Railroad Street WTP) 2 wire circuit ID 759761
 (Circuit 795 – Railroad Street WTP) 2 wire circuit ID 759761

309 E. Railroad Street/Railroad Street WTP/Tap 01
 (Circuit 4 524 R)
 (Circuit 4 535 X)

312 E. College Street Well # 3 hardwire communication to TAP02 Clark Street plant.

750 N. Duvick Avenue elevated water towers

25 N. Green Street elevated water towers

400.0000.60.5215 Utilities – Cable/Internet 2021/2022-\$0 2022/2023-\$0
 The Clark Street WTP has internet connectivity through the Police Department network. Water treatment facility may have to look for a internet provider if the Sandwich Police dept, is relocated to 6th street

400.0000.60.5220 Trash Removal 2021/2022-\$1,000 2022/2023-\$1,000
 This line item will cover garbage removal, and spoils from water main projects that must be hauled off sight and help with clean up at the spoils pile located in the rear of sewer plant.

Commodities

400.0000.65.5300 Office Supplies 2021/2022-\$500 2022/2023-\$500
 This line item will cover basic office supplies like printer ink, paper clips, paper, etc., reams of paper.

400.0000.65.5305 Operating/Cleaning Supplies 2021/2022-\$500 2022/2023-\$500
 This line item will cover operating and cleaning supplies not covered under other line items. Examples would be daily consumables like garbage bags, batteries, furnace filters, lighting, Bathroom supplies and car soap and floor cleaners.

400.0000.65.5310 Clothing – Uniforms/Supplies 2021/2022-\$1,200 2022/2023-\$1,200
 Public works employees clothing allowance has been reduced to \$500.00 per person, This clothing line items covers buying clothing that may get damaged or just worn out during normal operation’s or performing daily task, we also provide basic clothing that is necessary for daily task, gloves, safety glasses, buckle boots.

400.0000.65.5315 Postage 2021/2022-\$4,500 2022/2023-\$4000
 This line item covers the postage requirements for utility billing (bills, late notices, shutoff notices, and accounts payable documentation). Additionally, this line item is charged when the cross contamination control surveys are mailed. 2022 Tri annual cross connection surveys will go out sometime this summer. Monthly IEPA reports are also mailed to Rockford regional office.

400.0000.65.5320 Printing Expense 2021/2022-\$1,500 2022/2023-\$1,500

This line item covers the printing preparations for utility billing (bills, late notices, shutoff notices, boil order notices, and water department door hangers). Also covers the cost of red cards and green cards we hand out for late charges or insufficient funds.

400.0000.65.5325 Publications	2021/2022-\$300	2022/2023-\$300
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Publications this line item cover the cost of educational books and manuals.

400.0000.65.5330 Vehicle Fuel	2021/2022-\$2,800	2022/2023-\$3,000
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This line item covers fuel for truck #16 (2006 Ford F 150) and truck #26 (2019 Ford F 250). Diesel fuel for the emergency generator at the Clark Street WTP should not come from this line item.

400.0000.65.5340 Safety Equipment	2021/2022-\$500	2022/2023-\$500
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This line item covers fall protection, safety glasses, hard hats, hearing protection, safety vests/uniform, etc.: personal protective equipment.

400.0000.65.5350 Vehicles & Equipment	2021/2022-\$1,200	2022/2023-\$1,500
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This line item covers the cost of equipment and items to maintain truck #16, truck #26, truck #26 had to get new tires and will be getting a snow plow mounted to help in snow emergencies. The emergency diesel generator at Clark street water plant, and the valve exerciser, and the natural gas motor to operate well # 1 for the railroad street plant.

400.0000.65.5355 Chemicals & Testing	2021/2022-\$20,000	2022/2023-\$25,000
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This line item covers monthly, quarterly, and yearly testing of all 3 wells and finished water at Tap 01 and Tap02, as well as distribution samples for main breaks and boil orders. Items that are tested include IOC, SOC, VOC, E Coli, Nitrite, Nitrate, Radium, Lead and Copper. This line item also covers the treatment chemicals chlorine and fluoride that are injected into the water system. Chlorine, fluoride, and iron AccuVac tests are used daily in checking of water quality in the city's water system. Currently we are testing the raw and finished for more items, Manganese, Ammonia, TDS, Barium, Sulfates, Alkalinity and total hardness. After running this HMO pilot last year we can now start getting ready for HMO injection at Tap02 Clark street, the new HMO system will allow us to new chemical with new filter media, this will give the City the ability to run well # 3 and remove it off emergency backup status, HMO system will remove radium from the water.

400.0000.65.5360 Streets	2021/2022-\$8,000	2022/2023-\$6,000
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This line item covers any street/right of way repair costs that are due to a water main break, water service repair, or fire hydrant repair. Aggregate (sand or gravel), concrete or asphalt for street pavements, sidewalks, curbs and gutters, and dirt and grass seed are all restoration costs that could be necessary in the event of a water repair. In 2021 we only had 6 main breaks and 6 water service repairs, During the winter months we run Tap01 only 2 hours every day to minimize booster pumps shutting on and off.

400.0000.65.5375 Building Maintenance	2021/2022-\$1,000	2022/2023-\$10,000
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There are several structures (buildings) that will require general maintenance. (309 E. Railroad Street, 312 E. College Street, 300 S. Clark Street, and the Well #2 and well #3 enclosures.

This line item covers any outside repairs made on water truck #16 and water truck #26. This also can be used on Repairs for the Vector and the new wheel loader, this will also cover the cost of a snowplow for vehicle # 26 to aid in snowplow emergency's.

400.0000.70.5555 Testing Including Postage 2021/2022-\$1,000 2022/2023-\$1,000

This line item covers any outside special testing of ground water or private wells located within city limits. Any specific water tests that cannot be performed by Water Department personnel will be expensed from this line item.

400.0000.70.5575 Maintenance – Buildings 2021/2022-\$32,000 2022/2023-\$32,000

This line item covers building maintenance items of Tap 01, Tap 02, 312 E. College Street and the Well #2 and well #3 enclosures. This line item will additionally cover site maintenance items like the blacktop repairs. The wooden fence that encloses the water treatment plant will be replaced out of this line item approximate cost \$4000.00 to replace with Douglass fir lumber.

400.0000.70.5590 Maintenance – Waterlines 2021/2022-\$5,000 2022/2023-\$5,000

The line item can be used outside contractors to help with water system. the city of sandwich should consider having the hydrants painted again and re classified for flow rating for fire department and ISO rating. Basic fire hydrant maintenance is taken from this line item, examples Hydrant oil, O rings, bonnet gaskets and hydrant hardware.

Other Expenses

400.0000.75.5615 Credit Card Service Charges 2021/2022-\$1,200 2022/2023-\$1,200.

400.0000.75.5695 Misc Expense 2021/2022-\$250 2022/2023-\$250

The annual ROSS IEPA Air Pollution permit should be paid from this line item to match how sewer pays for IEPA permits.

Annual Ross Site Fee 037485AAP \$250.00

Equipment & Capital Improvements

400.0000.80.5730 Equipment (<\$5,000) 2021/2022-\$5,000 2022/2023-\$5,000

This line item will cover any unforeseen items that may come up that were not planned for, less than \$5,000.

400.0000.85.5830 Equipment (>\$5,000) 2021/2022-\$55,000 2022/2023-\$55,000

This upcoming budget we will look at replacing water truck #16 with a newer truck with utility body so the locating equipment and meter replacement parts can be stored out of the open weather.

400.0000.90.6800 Capital improvements 2021/2022-\$0 2022/2023-\$0

Projects that have historically been budgeted out of this line item are now budgeted from 450.0000.90.6800.

BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
GENERAL DEPARTMENT							
CHARGES FOR SERVICES SERVICE							
400.0000.15.4405 WATER USER FEE	50,000.00-						
400.0000.15.4500 WATER SALES	540,000.00-	652,312.82-	650,000.00-	679,438.74-	657,000.00-	704,842.74-	688,500.00-
400.0000.15.4525 WATER SERVICE - NEW HOOK UPS		2,524.00-		1,838.00-		3,736.00-	1,000.00-
400.0000.15.4590 SECURITY DEPOSIT						18.00-	
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CHARGES FOR SERVICES TOTAL	590,000.00-	654,836.82-	650,000.00-	681,276.74-	657,000.00-	708,596.74-	689,500.00-
FINES & FORFEITS SERVICE							
400.0000.20.4645 WATER LATE CHARGES	6,000.00-	5,957.00-	6,000.00-	238.00-	3,000.00-	4,677.00-	3,500.00-
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FINES & FORFEITS TOTAL	6,000.00-	5,957.00-	6,000.00-	238.00-	3,000.00-	4,677.00-	3,500.00-
OTHER INCOME SERVICE							
400.0000.30.4690 CREDIT CARD SERVICE CHARGE		858.53-	1,000.00-	97.35-	500.00-	103.30-	500.00-
400.0000.30.4695 MISCELLANEOUS INCOME		284.00-	225.00-	78.00-	225.00-	451.58-	
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OTHER INCOME TOTAL	.00	1,142.53-	1,225.00-	175.35-	725.00-	554.88-	1,000.00-
TRANSFERS IN SERVICE							
400.0000.35.4850 IFT FROM OTHER FUNDS			70,363.00-	59,245.15-	96,567.00-		37,820.00-
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TRANSFERS IN TOTAL	.00	.00	70,363.00-	59,245.15-	96,567.00-	.00	37,820.00-
OTHER OPERATIONS SERVICE							
=====	=====	=====	=====	=====	=====	=====	=====
GENERAL TOTAL	596,000.00-	661,936.35-	727,588.00-	740,935.24-	757,292.00-	713,828.62-	731,820.00-

BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
GENERAL SERVICE							
400.0040.98.7125 DEPRECIATION EXPENSE		185,374.52		174,006.99			
							.00
GENERAL TOTAL	.00	185,374.52	.00	174,006.99	.00	.00	
PERSONNAL SERVICES SERVICE							
400.0000.50.5010 SALARIES	222,000.00	175,585.99	229,888.00	200,234.92	234,486.00	162,234.75	195,000.00
400.0000.50.5012 BASE WAGES-OTHER DEPARTMENTS		12,243.38		12,466.37		19,100.18	
400.0000.50.5020 OVERTIME @ 1.5	8,000.00	5,826.96	5,000.00	9,703.15	5,100.00	10,577.68	14,000.00
400.0000.50.5025 OVERTIME @ 2.0	6,000.00	4,609.40	5,000.00	1,844.31	5,100.00	1,388.20	3,000.00
400.0000.50.5030 LONGEVITY SALARY	9,450.00	8,912.50		546.62			
400.0000.50.5040 EMPLOYEE INSURANCE BENEFITS	35,000.00	20,177.59	34,000.00	25,425.58	34,680.00	26,810.84	36,500.00
400.0000.50.5042 EMP INS BENEFITS-OTHER DEPTS		13,948.49		18,609.22		7,256.85	
400.0000.50.5045 ACCRUED VACATION/SICK	6,650.00	6,587.56	7,000.00	43,987.82	3,500.00		
400.0000.50.5055 IMRF EMPLOYER CONTRIBUTION	17,857.00	14,918.47	22,000.00	24,887.49	22,440.00	16,783.71	17,600.00
400.0000.50.5060 UNEMPLOYMENT INS.	1,000.00	1,121.20	1,000.00	1,250.62	1,020.00	795.40	1,020.00
400.0000.50.5065 WORKMAN'S COMP INS	11,400.00	10,768.00	11,500.00	11,927.00	12,730.00	12,126.00	13,600.00
400.0000.50.5070 FICA MATCH	18,862.00	17,079.26	18,500.00	19,898.40	18,870.00	14,261.31	19,000.00
PERSONNAL SERVICES TOTAL	336,219.00	291,778.80	333,888.00	370,781.50	337,926.00	271,334.92	299,720.00
PROFESSIONAL DEVELOPMENT SERVICE							
400.0000.55.5100 TRAINING/TRAVEL/MEETING EXP	3,000.00	968.53	3,000.00	584.31	3,000.00	1,287.41	3,000.00
400.0000.55.5105 DUES & MEMBERSHIP	350.00	585.00	350.00	361.00	350.00	607.00	850.00
400.0000.55.5110 MEDICAL EXP/IMMUNIZATIONS				299.33			
PROFESSIONAL DEVELOPMENT TOTA	3,350.00	1,553.53	3,350.00	1,244.64	3,350.00	1,894.41	3,850.00

BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
UTILITIES SERVICE							
400.0000.60.5200 UTILITIES - ELECTRIC	42,000.00	42,532.34	42,000.00	41,536.53	42,000.00	39,309.94	42,000.00
400.0000.60.5205 UTILITIES - GAS	6,000.00	5,188.45	6,000.00	5,839.34	6,000.00	8,224.87	6,000.00
400.0000.60.5210 UTILITIES - TELEPHONE	4,400.00	4,201.38	4,400.00	4,744.22	4,400.00	2,364.22	3,600.00
400.0000.60.5220 TRASH REMOVAL	1,000.00		1,000.00	160.00	10,000.00		1,000.00
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UTILITIES TOTAL	53,400.00	51,922.17	53,400.00	52,280.09	62,400.00	49,899.03	52,600.00
COMMODITIES SERVICE							
400.0000.65.5300 OFFICE SUPPLIES	500.00	270.13	500.00	154.80	500.00	455.08	500.00
400.0000.65.5305 OPERATING/CLEANING SUPPLIES	500.00	1,124.13	500.00	152.06	500.00	547.92	500.00
400.0000.65.5310 CLOTHING-UNIFORMS/SUPPLIES	1,200.00	1,295.92	1,200.00	1,049.70	1,200.00	263.70	1,200.00
400.0000.65.5315 POSTAGE	4,500.00	2,465.92	4,500.00	2,654.46	4,500.00	2,742.41	4,000.00
400.0000.65.5320 PRINTING EXPENSE	1,500.00	582.60	1,500.00	1,600.02	1,500.00	300.90	1,500.00
400.0000.65.5325 PUBLICATIONS	300.00	199.20	300.00		300.00		300.00
400.0000.65.5330 VEHICLE FUEL	1,500.00	2,714.40	2,800.00	2,319.90	2,800.00	3,628.03	3,000.00
400.0000.65.5340 SAFETY EQUIPMENT	500.00	1,617.44	500.00	609.42	500.00	21.57	500.00
400.0000.65.5350 VEHICLES & EQUIPMENT	1,200.00	1,768.91	1,200.00	800.48	1,200.00	1,886.34	1,500.00
400.0000.65.5355 CHEMICALS- SW & WA TREATMENT	20,000.00	25,699.02	20,000.00	23,073.69	20,000.00	23,378.12	25,000.00
400.0000.65.5360 STREETS	8,000.00	3,286.45	8,000.00	7,480.35	8,000.00	2,700.00	6,000.00
400.0000.65.5375 BUILDING MAINTENANCE	1,000.00	491.05	1,000.00	626.85	1,000.00	9.61	10,000.00
400.0000.65.5385 MATERIAL WATERWORKS REPAIR	6,000.00	2,966.70	6,000.00	2,394.44	6,000.00	3,397.74	6,000.00
400.0000.65.5390 MATERIAL - WATERLINE REPAIR	40,000.00	4,874.12	40,000.00	11,361.77	40,000.00	7,742.20	40,000.00
400.0000.65.5395 MATERIAL - METERS-METER REP	25,000.00	25,722.60	25,000.00	22,824.21	25,000.00	24,015.97	25,000.00
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COMMODITIES TOTAL	111,700.00	75,078.59	113,000.00	77,102.15	113,000.00	71,089.59	125,000.00

BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
OUTSIDE SERVICES SERVICE							
400.0000.70.5410 AUDIT FEES	1,200.00	1,200.00	2,500.00	2,500.00	2,500.00		2,700.00
400.0000.70.5440 JULIE SERVICES				5,703.41	7,500.00	6,442.19	7,500.00
400.0000.70.5450 CONTRACTUAL SERVICES	90,000.00	39,585.88	90,000.00	90,513.92	90,000.00	66,134.23	90,000.00
400.0000.70.5465 LIABILITY INSURANCE	10,000.00	15,199.00	10,000.00	22,811.00	16,666.00	22,164.00	23,000.00
400.0000.70.5475 COMPUTER MAINTENANCE AGREEMTS	4,000.00	1,250.00	4,000.00	4,042.84	6,500.00	8,124.73	10,000.00
400.0000.70.5480 RENTAL/LEASE AGREEMENTS	1,000.00	376.00	1,000.00	376.00	1,000.00		1,000.00
400.0000.70.5485 LEGAL NOTICES & ADVERTISING	2,000.00	1,426.00	2,000.00	1,290.78	2,000.00	1,062.00	2,000.00
400.0000.70.5550 VEHICLES & EQUIPMENT	15,000.00	600.00	15,000.00	2,086.58	15,000.00		15,000.00
400.0000.70.5555 TESTING INCLUDING POSTAGE	1,000.00	750.00	1,000.00	650.00	1,000.00		1,000.00
400.0000.70.5575 BUILDING MAINTENANCE	2,500.00	2,180.00	32,000.00	8,506.00	32,000.00		32,000.00
400.0000.70.5590 MAINTENANCE-WATERLINES	5,000.00	2,132.00	5,000.00		5,000.00		5,000.00
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OUTSIDE SERVICES TOTAL	131,700.00	64,698.88	162,500.00	138,480.53	179,166.00	103,927.15	189,200.00
OTHER EXPENSES SERVICE							
400.0000.75.5615 CREDIT CARD SERVICE CHARGES	1,200.00	1,221.70	1,200.00	346.09	1,200.00	190.11	1,200.00
400.0000.75.5690 REFUNDS		2,477.99				875.00	
400.0000.75.5695 MISC EXPENSE	250.00		250.00	235.00	250.00		250.00
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OTHER EXPENSES TOTAL	1,450.00	3,699.69	1,450.00	581.09	1,450.00	1,065.11	1,450.00
EQUIPMENT (\$0 - \$4,999) SERVICE							
400.0000.80.5730 EQUIPMENT	5,000.00	1,062.15	5,000.00		5,000.00	1,293.64	5,000.00
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EQUIPMENT (\$0 - \$4,999) TOTAL	5,000.00	1,062.15	5,000.00	.00	5,000.00	1,293.64	5,000.00

BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
EQUIPMENT (\$5,000 +) SERVICE							
400.0000.85.5830 EQUIPMENT		7,377.00	55,000.00		55,000.00	6,927.98	55,000.00
							55,000.00
EQUIPMENT (\$5,000 +) TOTAL	.00	7,377.00	55,000.00	.00	55,000.00	6,927.98	
CAPITAL IMPROVEMENTS SERVICE							
400.0000.90.6800 CAPITAL IMPROVEMENTS	50,000.00	584.65					
							.00
CAPITAL IMPROVEMENTS TOTAL	50,000.00	584.65	.00	.00	.00	.00	
TRANSFERS OUT SERVICE							
GENERAL TOTAL	692,819.00	683,129.98	727,588.00	814,476.99	757,292.00	507,431.83	731,820.00
							.00
WATER TOTAL	96,819.00	21,193.63	.00	73,541.75	.00	206,396.79-	



City of Sandwich

Water Reserve / Improvement Fund

Water Reserve Fund Budget

Revenues

<u>450.0000.05.4195 Water Infrastructure Fees</u>	2021/2022 \$3,000	2022/2023 \$3,000
<u>450.0000.0X.XXXX County Grant</u> DeKalb County ARPA Grant Distribution for Water System upgrades	2021/2022 \$0	2022/2023 \$100,000
<u>450.0000.15.4525 Water Connection Fees</u>	2021/2022 \$10,000	2022/2023 \$10,000

Expenses

<u>450.0000.90.6800 Capital Improvements</u> Water Rate Study	2021/2022 \$779,965	2022/2023 \$1,419,000 \$216,000
Latham Street water main project 09 20 0055 Construction Contractor, Municipal Utilities (water)		\$921,000
Communication upgrade Clark St, Railroad St, Duvick/Green St water towers		\$100,000
SCADA Improvements SCADA plant upgrades \$150,000.00 1st phase communication elimination of Frontier and phone line system, go to a radio system, \$5,000.00 can come out of this year budget, it takes 90 days to get approval for radio licensing, \$27,000.00 will be the software portion the rest is engineering and insulation of parts and radio equipment.		\$182,000

Lead service line replacement will not begin until the year 2024, no updated audit will be necessary in 2022, update inventory count in 2023, final updated inventory count in 2024, EEI will asst in a mailer for getting homeowners help with water line inventory.

IEPA is scheduled to do a inspection this year, this will determine how fast and how much money will be needed to do a plant expansion.

Water rate study, \$10,000.00 to start, sewer plant water rate study was started in 2019 and just finalized in 2022, this will take several years including source water protection plan, water CAD modeling, any future building in the city.

HMO system may be put on hold for the 2022/2023 budget due to a high cost of Latham street water main price increase, EEI is working with HLR to see if we can lower the cost of \$650,000.00 projected amount,

<u>450.0000.97.7000 IFT Transfer Out</u>	2021/2022 \$ 97,212	2022/2023 \$37,820
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BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
GENERAL DEPARTMENT							
LICENCES & PERMITS SERVICE							
450.0000.05.4195 WATER INFRASTRUCTURE FEES		3,000.00-	3,000.00-		3,000.00-	5,250.00-	3,000.00-
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LICENCES & PERMITS TOTAL	.00	3,000.00-	3,000.00-	.00	3,000.00-	5,250.00-	3,000.00-
INTERGOVERNMENTAL SERVICE							
450.0000.10.4209 COUNTY GRANTS							100,000.00-
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INTERGOVERNMENTAL TOTAL	.00	.00	.00	.00	.00	.00	100,000.00-
CHARGES FOR SERVICES SERVICE							
450.0000.15.4325 WATER CONSTRUCTION COSTS							10,000.00-
450.0000.15.4525 WATER CONNECTION FEES		11,666.00-	10,000.00-	2,000.00-	10,000.00-	23,200.00-	
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CHARGES FOR SERVICES TOTAL	.00	11,666.00-	10,000.00-	2,000.00-	10,000.00-	23,200.00-	10,000.00-
INTEREST INCOME SERVICE							
450.0000.25.4675 INTEREST INCOME		22,992.79-		28,393.00-			
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INTEREST INCOME TOTAL	.00	22,992.79-	.00	28,393.00-	.00	.00	.00
CARRY OVER SERVICE							
GENERAL TOTAL	.00	37,658.79-	13,000.00-	30,393.00-	13,000.00-	28,450.00-	113,000.00-
GENERAL SERVICE							
450.0000.90.6800 CAPITAL IMPROVEMENTS				9,964.90	1,344,966.00	365,985.03	1,419,000.00
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GENERAL TOTAL	.00	.00	.00	9,964.90	1,344,966.00	365,985.03	1,419,000.00

BUDGET WORKSHEET
CALENDAR 4/2022, FISCAL 12/2022

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
OTHER EXPENSES SERVICE							
450.0000.75.5690 REFUNDS						350.00	
OTHER EXPENSES TOTAL	.00	.00	.00	.00	.00	350.00	.00
TRANSFERS OUT SERVICE							
450.0000.97.7000 IFT TRANSFER OUT			70,363.00	59,245.15	96,567.00		37,820.00
TRANSFERS OUT TOTAL	.00	.00	70,363.00	59,245.15	96,567.00	.00	37,820.00
GENERAL TOTAL	.00	.00	70,363.00	69,210.05	1,441,533.00	366,335.03	1,456,820.00
CAPITAL IMPROVEMENTS SERVICE							
WATER RESERVE / IMPROVEME TOTA	.00	37,658.79-	57,363.00	38,817.05	1,428,533.00	337,885.03	1,343,820.00