



A Century of Progress with Pride

Notice to City of Berwyn Residents Regarding City Council Meeting

Due to the COVID-19 pandemic, Governor Pritzker has enacted “Shelter in Place” executive order effective as of March 21st, 2020, until further notice. This mandate includes capacity limitations for all public gatherings of 10 people or more.

With this in mind, the City of Berwyn is strongly encouraging residents to stay at home. We will provide a livestream via our City of Berwyn Facebook page for the upcoming City Council meeting on Tuesday, March 24th, 2020 at 8:00pm, to adhere to the Open Meetings Act.

Public comments can be submitted by email to our Administrative Manager, Claudia E. Ayala at cayala@ci.berwyn.il.us or in written format placed in the drop box slot in front of City Hall, addressed to Claudia Ayala, from the release of the city council agenda on Friday, March 20th, through Tuesday, March 24th, 4:45pm.

Aviso A Residentes De la Ciudad de Berwyn Sobre Junta Municipal Del Concilio

Debido al COVID-19 pandemio, el Gobernador Pritzker ha decretado la Orden Ejecutiva de "Refugio en El Lugar" a partir del 21 de marzo de 2020, hasta nuevo aviso. Este Orden Ejecutivo incluye limitaciones de capacidad para todas las reuniones públicas de 10 personas o más.

Con esto en mente, la Ciudad de Berwyn está urgiendo a los residentes a quedarse en casa. Proporcionaremos una transmisión en vivo a través de nuestra página de Facebook de la Ciudad de Berwyn para la próxima reunión del Consejo Municipal de la Ciudad el martes 24 de marzo de 2020 a las 8:00 pm, para cumplir con la Ley de Juntas Abiertas.

Los comentarios públicos pueden enviarse por correo electrónico a nuestra Gerente Administrativa, Claudia E. Ayala, a cayala@ci.berwyn.il.us o en formato escrito colocado en la “drop box” del buzón frente al Ayuntamiento, dirigida a Claudia Ayala, desde el comunicado de la agenda del ayuntamiento el viernes 20 de marzo, hasta el martes 24 de marzo a las 4:45 p.m.

The Mayor and City Council welcome you. Please note: comments are permitted only during Open Forum and only for items not already on the agenda. When called upon by the Mayor, kindly state your name and address for the record. Thank you for your participation.

A. Pledge of Allegiance and Moment of Silence

B. Open Forum

C. Approval of Minutes

1. Regular City Council and COW Minutes of March 10, 2020

D. Bid Openings

1. Lib. Dir.: Request for Authorization to Award Bid for LED Lighting Project to Twin Supplies
2. Pub. Works Dir.: 2020 Seasonal Landscape Maintenance Recommendation to Award
3. Pub. Works Dir.: Recommendation to Award Roadway Resurfacing Project
4. Pub. Works Dir.: Recommendation to Award Project Management Services to Metro Strategies
5. Pub. Works Dir.: Recommendation to Award Radar Feedback Sign Bid to All Traffic Solutions

E. Berwyn Township, Berwyn Health District, Berwyn Development Corporation

F. Reports from the Mayor

1. A **Resolution** Declaring an Emergency Affecting the Public Health due to the Outbreak of the Covid-19 Disease in the State of Illinois
2. Appointment of Michael Ochsner, Jr. to the rank of Division Commander of the Police Dept.
3. Appointment of Michael G. Cirolia to the rank of Deputy Chief of the Police Dept.
4. Recommendation for Health Insurance Renewal

G. Reports from the Clerk

H. Zoning Boards of Appeals

I. Reports from the Aldermen, Committees and Board

J. Reports from the Staff

1. Deferred Item J-8 from 3/10/20 – 2020 Appropriations **Ordinance** entitled “**The Annual Appropriation Ordinance of the City of Berwyn, Cook County, Illinois for the Fiscal Year 2020**”
2. Finance Dir.: Abatement **Ordinance** for 2019 Tax Levy (Collected in Fiscal Year 2020) entitled “**Ordinance for the Abatement of Taxes Levied for General Obligation Bonds for the Tax Year 2019**”
3. Fire Chief: Request to Waive the Sealed Bidding Process and Purchase a Remanufactured 2017 Ford E450 Medtec Ambulance from R Enterprises LLC
4. Police Chief: Request to Hire Seven (7) Probationary Police Officers
5. Police Chief: Request to Promote Two (2) Police Officers to the Rank of Sergeant
6. Police Chief: Request to Purchase One (1) Police Service Dog

K. Consent Agenda

1. Payroll: Not Submitted.
2. Payables: 03/12/20 to 03/25/20 in the amount of \$2,715,158.14 – Informational



City Clerk No. of Items: 17





Berwyn City Council Committee of the Whole
Minutes of March 10, 2020

C-1

Mayor Lovero called the Committee of the Whole meeting to Order at 6:08 pm. The following Aldermen answered Present: Lennon, Reardon, Fejt, Santoy and Nowak. Alderman Nowak made the motion, seconded by Lennon, to excuse Aldermen Ramirez, Ruiz, and Avila from the meeting. The motion carried by a unanimous voice vote.

1. **Why Berwyn Campaign Budget:** Mayor Lovero introduced the first agenda item and recognized Berwyn Development Corporation (BDC) Executive Director David Hulseberg. Mr. Hulseberg then introduced Erika Corona - Owens to present the topic. Ms. Owens reviewed the previous experience of the 13-year marketing campaign. She presented the plan for year 14 breaking down the costs of the marketing campaign and strategy. Questions from the Aldermen and discussion ensued.

Clerk's Note: Alderman Ruiz joined the meeting at 6:18 p.m.

2. **Zoning Code Changes for Medical Parking, Contractor Yards, etc.:** Mr. Hulseberg was recognized. He proposed a change to the Berwyn zoning code allowing the return of former small business properties previously converted to residential property. The properties had been small neighborhood bars or stores tucked in among single-family homes on neighborhood streets. Examples of the properties were shown. Mr. Hulseberg suggested that changing the zoning code and allowing the properties to revert to commercial use would be beneficial. Questions and discussion ensued.
3. **4th Quarter Building Permit Report / 4th Quarter Vacancy Report:** Brett Michaelson of the BDC was recognized to present information on the BDC's tracking of commercial property statistics. He reviewed the research process and compared the 4th Quarter findings to the past quarter. Questions and discussion ensued. The reports are available on the BDC website.
4. **Vacancy Study Recommendations:** Mr. Hulseberg was again recognized. He spoke on various financial tools that the City could use to assist in attracting the attention of potential businesses to look at Berwyn's commercial properties. He outlined several methods such as Sales Tax Sharing Agreements, 7A and 7B Property Tax Abatements, Re-zoning of areas to meet future trends to name a few.
5. **3rd and 4th Quarter Commercial Transfers:** Mr. Michaelson presented information on commercial property transfers occurring in Berwyn. He commented on the location and types of businesses going into the properties.

Mayor Lovero announced that properties listed in Agenda Item #7 would be discussed in closed session. He asked for a motion to enter the closed Committee of the Whole (CoW) to discuss real estate transactions and pending litigation.



Berwyn City Council Committee of the Whole
Minutes of March 10, 2020

Alderman Lennon made the motion, seconded by Ald. Ruiz, to go into closed session. The motion carried by a unanimous voice vote. Mayor Lovero requested the public attending the meeting to leave the City Council chambers. Chambers cleared and the doors closed at 7:35 p.m. for the start of the closed session.

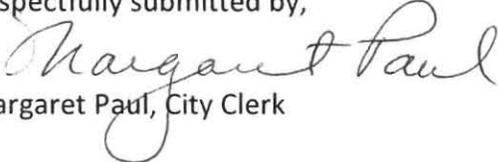
Clerk's Note: Ald. Avila arrived at 7:40 p.m. during the closed session and was present during the re-opened portion of the CoW.

The doors to City Council chambers were opened at 7:50 p.m. at the conclusion of the closed session and the public were invited in.

Ald. Ruiz made the motion, seconded by Ald. Lennon, to adjourn the Committee of the Whole. The motion carried by a unanimous voice vote.

The Committee of the Whole adjourned at 7:50 p.m.

Respectfully submitted by,


Margaret Paul, City Clerk



C-1

MINUTES

Regular Berwyn City Council Meeting

March 10, 2020

A. Meeting Opening:

Mayor Lovero called the Regular Meeting of the City Council to Order at 8:00 P.M. Ald. Lennon, Reardon, Fejt, Santoy, Ruiz, Avila, and Nowak answered Present on the Call of the Roll. Ald. Avila made the motion, seconded by Ald. Nowak, to excuse Ald. Ramirez. The motion carried by a unanimous voice vote. Mayor Lovero led the Council and those in attendance in the Pledge of Allegiance. He asked for a moment of silence for the safety of our local First Responders.

B. Open Forum:

- Ms. Gloria Maldonado gave a presentation about the J. Sterling Morton West High School Junior State of America's recent trip to Washington, D.C. and thanked the City of Berwyn for their support.
- Three representatives of Youth Crossroads spoke about their upcoming out-of-state service trip to Chattanooga, TN doing removal of invasive plant species and other conservation work, as well as previous trips. They have a fundraising goal of \$7,000 and have half of the funds needed. The trip will occur from 3/29/20 to 4/5/20 during spring break. They distributed pamphlets.
- Andrew Sullivan of the 3000 block of Wisconsin, who is also an apartment owner on Harlem, spoke about the issue of Superzone parking on the 3000 block of Wisconsin.
- Richard Mikuta of the 3000 block of Maple expressed his support to proposed Superzone parking on the 3000 block of Maple.
- Mary Porkevick of Wisconsin Avenue spoke regarding parking issues on her block and her opposition to the 3000 block of Maple proposed Superzone.
- Leticia Garcia of 3019 Maple spoke in favor of allowing their block to become a Superzone.
- Mike Dastice of the 3000 block of Maple spoke in support of Superzone parking on his block.
- Margaret Sullivan of 3014 Wisconsin spoke about her opposition to Superzone parking on Maple.
- Don Marvin of the 3200 block of Wisconsin spoke about his opposition to Superzone parking on Maple.
- Ald. Avila reminded the Council of the upcoming Cannabis Symposium hosted by Mayor Lovero and IL State Representative Elizabeth Hernandez scheduled to meet on Wednesday March 11, 2020 from 6:00 PM to 8:00PM in the community room of the Berwyn Police Department.
- Ald. Reardon apologized to the Mayor for becoming impatient with him during the last meeting.
- Ald. Ruiz thanked the Mayor for actions taken and the expansion of the Diversity Commission, and expressed thanks to the Police Dept. for meeting with the Commission and their open-mindedness to the Commission's recommendations.
- Former Ald. Rick Toman addressed the City Council regarding the parking issues along Maple and his belief that apartment owners on Harlem Avenue renting better class of clientele would help the issue.
- Jennifer Fernandez of the 3000 block of Maple spoke of her support to having her block become a Superzone.

C. Approval of Minutes:

Motion by Ald. Avila, seconded by Ald. Fejt, to approve the Committee of the Whole and Regular City Council Minutes of February 25, 2020 as submitted. The motion carried by a unanimous voice vote.

D. Bid Openings: None submitted.

E. Berwyn Township, Berwyn Health District, Berwyn Development Corporation:

E-1: Ald. Avila made the motion, seconded by Ald. Ruiz, to **adopt** the Ordinance entitled **An Ordinance of the City of Berwyn, Cook County, Illinois, Approving First Amendment to Tax Increment Redevelopment Plan and**

Berwyn City Council Minutes
March 10, 2020 continued

Project for the Harlem Avenue Redevelopment Project Area, direct the Corporate Authorities to affix the necessary signatures and send it on its way to passage. The motion carried by a unanimous roll call vote.

E-2: Ald. Avila made the motion, seconded by Ald. Ruiz, to **adopt** the Ordinance entitled **An Ordinance of the City of Berwyn, Cook County, Illinois, Designating the First Amended Harlem Avenue Redevelopment Project Area Pursuant to the Tax Increment Allocation Redevelopment Act**, direct the Corporate Authorities to affix the necessary signatures and send it on its way to passage. The motion carried by a unanimous roll call vote.

E-3: Ald. Avila made the motion, seconded by Ald. Ruiz, to **adopt** the Ordinance entitled **An Ordinance of the City of Berwyn, Cook County, Illinois, Adopting Tax Increment Allocation Financing for the First Amended Harlem Avenue Redevelopment Project Area**, direct the Corporate Authorities to affix the necessary signatures and send it on its way to passage. The motion carried by a unanimous roll call vote.

E-4: Ald. Fejt made the motion, seconded by Ald. Lennon, to **adopt** the Ordinance entitled **An Ordinance of the City of Berwyn, Cook County, Illinois, Approving a Tax Increment Redevelopment Plan and Redevelopment Project for the Ridgeland Avenue Redevelopment Project Area**, direct the Corporate Authorities to affix the necessary signatures and send it on its way to passage. On the call of the roll, Aldermen Lennon, Fejt, Santoy, Ruiz, Avila, and Nowak voted AYE. Alderman Reardon voted NAY. The motion passed.

E-5: Ald. Fejt made the motion, seconded by Ald. Lennon, to **adopt** the Ordinance entitled **An Ordinance of the City of Berwyn, Cook County, Illinois, Designating the Ridgeland Avenue Redevelopment TIF Project Area of said City Redevelopment Project Area Pursuant to the Tax Increment Allocation Redevelopment Act**, direct the Corporate Authorities to affix the necessary signatures and send it on its way to passage. The motion carried by a unanimous roll call vote.

E-6: Ald. Fejt made the motion, seconded by Ald. Lennon, to **adopt** the Ordinance entitled **An Ordinance of the City of Berwyn, Cook County, Illinois, Adopting Tax Increment Allocation Financing for the Ridgeland Avenue Redevelopment Project Area**, direct the Corporate Authorities to affix the necessary signatures and send it on its way to passage. The motion carried by a unanimous roll call vote.

E-7: Ald. Lennon made the motion, seconded by Ald. Nowak, to **adopt** the **Resolution** approving the 30th Annual Route 66 Car Show on 8/29/20 and authorization of city services and necessary street closures. The motion carried by a unanimous voice vote.

F. Reports from the Mayor:

F-1: Ald. Ruiz made the motion, seconded by Ald. Avila, to **adopt** the **Proclamation** recognizing **March 2020 as Women's History Month** in Berwyn, direct the Corporate Authorities to affix the necessary signatures and place it on its way to passage. The motion carried by a unanimous voice vote.

F-2: Ald. Ruiz made the motion, seconded by Ald. Avila, to **adopt** the Ordinance entitled **An Ordinance Amending Chapter 262 of the Codified Ordinances of Berwyn Regarding Increasing the Number of Commissioners on the Fire and Police Commission from Three to Five**, direct the Corporate Authorities to affix the necessary signatures and place it on its way to passage. The motion carried by a unanimous roll call vote.

F-3: Ald. Ruiz made the motion, seconded by Ald. Avila, to concur with the Mayor's appointment of Alice Solis and Kenneth Waszak to the Fire and Police Commission. The motion carried by a unanimous voice vote.

F-4: Ald. Avila made the motion, seconded by Ald. Nowak, to concur with and accept as informational Police Chief Cimaglia's communication which is germane to F-5, F-6 and F-7. The motion carried by a unanimous voice vote.

F-5: Ald. Avila made the motion, seconded by Ald. Nowak, to concur with the Mayor's recommendation to appoint Michael G. Cirolia to the Auxiliary Review Board. The motion carried by a unanimous voice vote.

F-6: Ald. Avila made the motion, seconded by Ald. Nowak, to concur with the Mayor's recommendation to appoint Michael G. Cirolia to the 9-1-1 Emergency Telephone System Board. The motion carried by a unanimous voice vote.

F-7: Ald. Avila made the motion, seconded by Ald. Nowak, to concur with the Mayor's recommendation to appoint Guy Papa to the 9-1-1 Emergency Telephone System Board. The motion carried by a unanimous voice vote.

G. Reports from the Clerk: None submitted.

H. Reports from Zoning, Planning, and Development Commission: None submitted.

H-1: Ald. Lennon made the motion, seconded by Ald. Nowak, to approve the plan and **adopt** the Ordinance entitled **An Ordinance Approving a Preliminary and Final Plan for a Planned Development/Special Use within the C-2 Traditional Mixed-Use Zoning District at the Addresses Commonly Known as 6737-6747 W. Cermak, 2207-2211 S. Oak Park Avenue, and 2215-2219 S. Oak Park Avenue – GW Cermak Oak Park, LLC**, direct the Corporate Authorities to affix the necessary signatures and place it on its way to passage. Ald. Reardon urged the Council to not

Berwyn City Council Minutes
March 10, 2020 continued

approve this Ordinance. On the call of the roll, Ald. Lennon, Avila, Nowak, and Mayor Lovero voted “Aye” and Ald. Reardon, Ruiz and Fejt voted “Nay.” Ald. Santoy abstained.

I. Reports from the Aldermen, Committees and Boards:

I-1: Motion by Ald. Reardon, seconded by Ald. Nowak, to accept as informational her communication regarding Youth Crossroads. The motion carried by a unanimous voice vote.

I-2: Motion by Ald. Reardon, seconded by Ald. Ruiz, to deny Superzone parking for the 3000 block of Maple Ave. On the call of the roll, Ald. Reardon, Santoy, Ruiz and Avila voted “Aye” and Ald. Fejt and Nowak voted “Nay.” Ald. Lennon abstained.

J. Reports from the Staff:

J-1: Communication was deemed moot by the Mayor upon the vote of H-1 and removed from the Agenda.

J-2: Communication was deemed moot by the Mayor upon the vote of H-1 and removed from the Agenda.

J-3: Ald. Avila made the motion, seconded by Ald. Ruiz, to accept as informational the communication from Police Chief Cimaglia regarding the North Berwyn Park District’s request to hold an Easter Parade on 4/11/2020 from 10AM to 11:00 AM. The motion carried by a unanimous voice vote.

J-4: Ald. Avila made the motion, seconded by Ald. Nowak, to accept as informational the communication from Police Chief Cimaglia regarding the request from St. Mary of Celle Parish to hold a Stations of the Cross Procession on 4/10/2020 from 1:00 PM to 3:30 PM. The motion carried by a unanimous voice vote.

J-5: Ald. Avila made the motion, seconded by Ald. Ruiz, to approve Fire Chief Hayes’ request for permission to contact the Police and Fire Commission regarding the hiring of the next qualified candidate for fire fighter/paramedic list. The motion carried by a unanimous voice vote.

J-6: Ald. Avila made the motion, seconded by Ald. Ruiz, to concur with the City Attorney’s request for settlement of 2019L004114 in the amount of \$165,000.00. The motion carried by a unanimous roll call vote.

J-7: Ald. Ruiz made the motion, seconded by Ald. Avila, to authorize the Public Works Dir. to request proposals for landscaping maintenance in the four commercial corridors. The motion carried by a unanimous voice vote.

J-8: Ald. Fejt made the motion, seconded by Ald. Lennon, to defer for two weeks the adoption of the Ordinance entitled **The Annual Appropriation Ordinance of the City of Berwyn, Cook County, Illinois for the Fiscal Year 2020**. The motion carried by a unanimous voice vote.

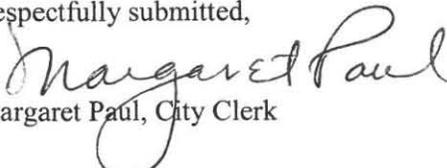
K. Consent Agenda:

Motion by Ald. Avila, seconded by Ald. Lennon, to approve items K-1 through K-12 as submitted by omnibus designation. The motion carried by a unanimous voice vote.

Aldermanic Committee Meetings / Announcements: Ald. Reardon announced a 3rd Ward Meeting at 6:30PM on Thursday, March 19, 2020 at Proksa Park. There will be a 5th Ward Meeting on March 16, 2020 at 6:00PM at Hett Park. Public Works meeting at 8:30AM on March 17, 2020 in Council Chambers and an Administration meeting on March 18, 2020 at 5:30 PM.

Adjournment: Mayor Lovero made the motion, seconded by Ald. Lennon, to adjourn. The motion carried by a unanimous voice vote. The meeting adjourned at the hour of 9:15 PM.

Respectfully submitted,


Margaret Paul, City Clerk

D-1



BERWYN PUBLIC LIBRARY

March 18, 2020

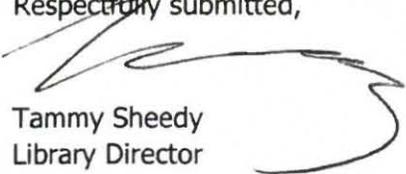
Honorable Mayor Robert J. Lovero
Members of the City Council
City of Berwyn
6700 W. 26th Street
Berwyn, IL 60402

Dear Mayor Lovero and Members of City Council:

The Library is seeking authorization to award the bid for the LED lighting project to Twin Supplies. Twin Supplies was the lowest bidder, and met the responsible bidder requirements. This project would be done in conjunction with the Commonwealth Edison incentive program.

Partial funding for this expenditure has been approved by the State of Illinois through a grant program and the remainder of the funding has been included in the FY2020 budget. The Library Board of Trustees agreed to this project at their meeting on February 18, 2020.

Respectfully submitted,


Tammy Sheedy
Library Director



CITY OF BERWYN

PROJECT NAME: LIBRARY LED LIGHTING

BID DATE: MARCH 18, 2020

BID TIME: 10:00AM

DATE RECEIVED	VENDOR / ADDRESS	BID BOND	CERTIFIED CHECK FOR \$1,000.00	BID AMOUNT
03/18/20 09:12AM	ALL TECH ENERGY 1000 E. STATE PARKWAY, SUITE C SCHAUMBURG, IL 60173	YES		\$76,389.00
03/18/20	TWIN SUPPLIES, LTD 1010 JORIE BLVD. OAK BROOK, IL 60523	YES		\$31,491.20
03/18/20 @ 09:53AM	ALL INDUSTRIAL ELECTRIC 432 E. STATE PARKWAY, SUTIE 129 SCHAUMBURG, IL 60173	YES		\$51,900.00
03/18/20 @ 09:50AM	TILES IN STYLE, LLC dba TAZA SUPPLIES 1212 S. NAPER BLVD, SUTIE 119-109 NAPERVILLE, IL 60540	YES		\$250,786.00
03/18/20 @ 09:48AM	G. FISHER COMMERCIAL CONSTRUCTION 2 S. HANKES ROAD, SUITE C AURORA, IL 60506	YES		\$80,400.00
03/18/20 @ 09:40AM	OGNI, INC. 140 E. COMMERCIAL ST, SUITE 1 WOODDALE, IL 60191	YES		\$69,650.00 BASE \$57,023.00 ALT1
03/18/20 @ 09:40AM	ECO LIGHTING SERVICES, LLC. 4161 W. 166 TH , UNIT A OAK FOREST, IL 60452		CHECK #1000	\$91,353.20
03/18/20 @ 09:25AM	VERDE ENERGY EFFICIENCY EXPERTS 1801 W. BERTEAU CHICAGO, IL 60613	YES		\$92,840.08

LED Lighting Bid Results

Company Name	All Tech	Twin Supplies	All Industrial El	Tiles in Style	G. Fisher	OGNI Grou	ELO Light	Verde
Bid amount	\$76,389.00	\$31,491.20	\$51,900.00	\$257,786.00	80,400.00	69,650.00	91,353.20	92,840.08
Alternate bid						57,023.00		
Bid bond/Certified check		Yes						
Letter from proposal signed by officer or designated agent		Yes						
References from last 3 companies		Yes						
Completed and signed company information sheet		Yes						
Copy of a print-out of the Il. Sec of State Dept. of Business Services online records		Yes						
Document current registration with Il. Dept. of Revenue		Yes						
Document current Il. Dept. of Employment Security		Yes						
Disclosure of any tax liens/delinquencies in last 5 yrs.		N/A						
Workers compensation insurance evidence		Yes						
Illinois Prevailing Wage Act compliance statement		Yes						
Written program for substance abuse prevention		Yes						
Classification employee or independent contractor		Yes						
Document professional or trade license		Yes						
Evidence of participation in apprenticeship and training programs		Yes						
Certify 10-hour OSHA safety program		N/A						
Disclosure of subcontractors		Yes						
Statements of past performance including name, original price, final price and any subcontractors		Yes						
Any court or government determined violations		N/A						



D-2

A Century of Progress with Pride

March 25, 2020

To: Mayor Robert J. Lovero
Members of the Berwyn City Council

Re: 2020 Seasonal landscape maintenance recommendation to award.

On March 19, 2020 staff received proposals for the 2020 Seasonal Landscape Maintenance for the Cermak Road, Ogden Avenue, Depot District and Roosevelt Rd. corridors. Bids from five (5) vendors were opened and read aloud. The bidders were Gus & Sons Landscaping Inc., Alvarez, Inc. McAdam Landscaping, Yuritzky J&E Landscaping and Diaz Group, LLC. Please note the tabulation of bids attached to this recommendation indicating the proposed costs for each area by vendor. After evaluating each proposal, staff recommends each area be awarded independently. It is my recommendation to award the Roosevelt Rd corridor, Cermak Rd. and Ogden Av. corridors to the Diaz Group, LLC. Although Diaz Group was not the lowest total for Cermak Road corridor, the cost of mulch that is anticipated to be spread will quickly raise McAdam Landscaping above Diaz. In addition, award of the Depot District to Alvarez Inc. for the bid amounts listed below.

	Diaz Group, LLC	Alvarez Inc.
Roosevelt Rd.	\$ 7,500.00	
Depot District		\$13,998.00
Cermak Road Area	\$18,000.00	
Ogden Av.	\$16,800.00	

Each bidder has a clear understanding of the scope of services required and is committed to providing quality service to the City.

Recommended Actions:

Staff recommends award of landscape maintenance for the Roosevelt Road corridor, Cermak Rd. and Ogden Av. corridors in addition to the application of Mulch as directed to, Diaz Group, LLC and award the Depot District to the, Alvarez, Inc. for a total amount of \$57,800 for all four areas plus any mulch needed in the planters.

These projects are budgeted in the 100.26.35.5400 Public Works Landscape Maintenance account.

Respectfully,

Robert Schiller
Director of Public Works

Bid Tabulation



PROJECT: 2020 Landscaping Maintenance & Watering

Date: March 19, 2020

Time: 10:00 AM

Name of Bidder:	Gus & Sons Landscaping LLC	Alvarez, Inc.	Diaz Group LLC	McAdam Landscaping, Inc.	Yuritz J&E Landscaping, Inc.
Address of Bidder:	6222 S Rockwell Chicago, IL	15N497 Old Sutton Rd Barrington, IL	747 N Church Ct, Ste. G7 Elmhurst, IL	2001 Des Plaines Ave Forest Park, IL	P.O. Box 606 Lyons, IL

#	Description	Unit	Price	Price	Price	Price	Price
Cermak Road			\$22,275.00	\$23,370.81	\$18,000.00	\$17,484.00	\$80,500.00
1	Landscape Maintenance	LS	\$14,025.00	\$15,000.00	\$13,999.00	\$13,140.00	\$54,000.00
2	Watering	LS	\$8,250.00	\$8,370.81	\$6,000.00	\$4,344.00	\$26,500.00
A1	Mulch-Furnish & Install	CY	\$60.00	\$70.00	\$65.00	\$105.00	\$60.00
A2	Mulch-Install only	CY	\$45.00	\$36.00	\$40.00	\$50.00	\$30.00
Ogden Avenue			\$17,973.00	\$21,580.54	\$16,800.00	\$28,890.00	\$38,000.00
1	Landscape Maintenance	LS	\$14,398.00	\$16,000.00	\$13,999.00	\$26,088.00	\$25,500.00
2	Watering	LS	\$3,575.00	\$5,580.54	\$4,000.00	\$2,802.00	\$12,500.00
A1	Mulch-Furnish & Install	CY	\$60.00	\$70.00	\$65.00	\$105.00	\$60.00
A2	Mulch-Install only	CY	\$45.00	\$36.00	\$40.00	\$50.00	\$30.00
Depot District			\$13,998.00	\$15,500.00	\$19,000.00	-	\$30,000.00
1	Landscape & Watering	LS	\$13,998.00	\$15,500.00	\$19,000.00	-	\$30,000.00
A1	Mulch-Furnish & Install	CY	\$60.00	\$70.00	\$65.00	-	\$60.00
A2	Mulch-Install only	CY	\$45.00	\$36.00	\$40.00	-	\$30.00
Roosevelt Road			\$13,275.00	\$15,370.81	\$7,500.00	\$9,234.00	\$50,500.00
1	Landscape Maintenance	LS	\$6,100.00	\$7,000.00	\$6,000.00	\$6,276.00	\$25,500.00
2	Watering	LS	\$7,175.00	\$8,370.81	\$2,000.00	\$2,958.00	\$25,000.00
A1	Mulch-Furnish & Install	CY	\$60.00	\$70.00	\$65.00	\$105.00	\$60.00
A2	Mulch-Install only	CY	\$45.00	\$36.00	\$40.00	\$50.00	\$30.00



D-3

A Century of Progress with Pride

March 25, 2020

To: Mayor Robert J. Lovero
Members of the Berwyn City Council

Re: 2020 MFT Thermoplastic Pavement Marking award

As part of the 2020 MFT resolution, approved by Council, bids were prepared and advertised for re-striping approximately one half of the thermoplastic pavement markings in the City of Berwyn. Bids were received from five companies and were opened and read aloud on Wednesday March 12, 2020. The bidders were Traffic Control Company, Precision Pavement Markings, Superior Road Striping, RoadSafe Traffic Systems and Marking Specialists. A tabulation of bids is included with this recommendation. The Engineers Estimate of Probable Cost was \$108,792. Staff has evaluated each proposal and recommends award of the 2020 MFT to the lowest qualified bidder Superior Road Striping, with a bid of \$78,249.20

Recommended Actions:

Concur with staff's recommendation to award of the 2020 MFT Pavement Marking Contract to Superior Road Striping for the a bid amount of \$78,249.20 plus a 15% contingency (\$11,737.50) for the re-striping approximately one half of the thermoplastic pavement markings in the city.

Respectfully,

Robert Schiller
Director of Public Works

March 13, 2020

Mr. Robert Schiller
Director of Public Works
City of Berwyn
1 Public Works Drive
Berwyn, Illinois 60402

Re: **2020 MFT Pavement Marking**
MFT Section No. 20-00000-03-GM

Dear Bob:

Enclosed is the *Tabulation of Bids* for the bids that were received and opened for the above-referenced project on March 12, 2020, at 10:00 am. Five (5) bids were received and tabulated, with errors found that did not affect the resultant low bidder.

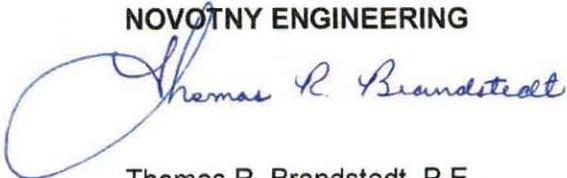
The low bidder was Superior Road Striping, Inc., submitting a bid in the amount of \$78,249.20, which is \$30,542.80 (28.07%) under the Engineer's Estimate of \$108,792.00.

Superior Road Striping, Inc. is qualified to perform this type of work. Therefore, we recommend that the Contract be awarded to **Superior Road Striping, Inc., 1980 N. Hawthorne Avenue, Melrose Park, IL 60160**, in the amount of **\$78,249.20**.

Please call if you have any questions regarding this matter.

Sincerely,

NOVOTNY ENGINEERING



Thomas R. Brandstedt, P.E.

TRB/ce
Enclosure
cc: File No. 19434(3)

TABULATION OF BIDS

OWNER: CITY OF BERWYN
PROJECT DESCRIPTION: 2020 MFT PAVEMENT MARKING
 MFT SECTION NO. 20-00000-03-GM
BID OPENING: March 12, 2020 @ 10:00 a.m.

PROJECT NO : 19434(3)

STF, LLC dba

Item No	Description	Unit	Quantity	Engineers Estimate		Superior Road Striping 1980 N. Hawthorne Avenue Melrose Park, IL 60160 5% Bid Bond		Traffic Control Co. 16961 S. State Street South Holland, IL 60473 5% Bid Bond		Precision Pvmnt. Markings 1220 Bell Court Pingree Grove, IL 60140 5% Bid Bond		RoadSafe Traffic Systems 12225 Disk Drive Romeoville, IL 60446 5% Bid Bond		Marking Specialists P.O. Box 745 Arlington Heights, IL 60006 5% Bid Bond		Unit Price	Amount
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount		
1	Thermoplastic Pavement Marking - Letters and Symbols	SQ FT	100	5.00	500.00	4.00	400.00	8.00	800.00	4.80	480.00	12.50	1,250.00	5.00	500.00		
2	Thermoplastic Pavement Marking - Line 4"	FOOT	22674	1.00	22,674.00	0.55	12,470.70	0.70	15,871.80	0.80	18,139.20	0.90	20,406.60	1.00	22,674.00		
3	Thermoplastic Pavement Marking - Line 6"	FOOT	24490	1.25	30,612.50	0.80	19,592.00	1.17	28,653.30	1.25	30,612.50	1.00	24,490.00	1.55	37,959.50		
4	Thermoplastic Pavement Marking - Line 12"	FOOT	6387	1.50	9,580.50	1.50	9,580.50	2.34	14,945.58	2.50	15,967.50	2.50	15,967.50	3.10	19,799.70		
5	Thermoplastic Pavement Marking - Line 24"	FOOT	7553	5.00	37,765.00	4.00	30,212.00	4.00	30,212.00	5.00	37,765.00	5.00	37,765.00	6.20	46,828.60		
6	Modified Urethane Pavement Marking - Letters and Symbols	SQ FT	100	5.00	500.00	5.00	500.00	6.26	626.00	5.00	500.00	12.50	1,250.00	10.00	1,000.00		
7	Modified Urethane Pavement Marking - Line 6"	FOOT	1355	2.00	2,710.00	2.00	2,710.00	1.45	1,964.75	1.20	1,626.00	3.00	4,065.00	4.00	5,460.00		
8	Modified Urethane Pavement Marking - Line 12"	FOOT	334	2.75	918.50	3.00	1,002.00	3.13	1,045.42	2.50	835.00	6.25	2,087.50	8.00	2,832.00		
9	Modified Urethane Pavement Marking - Line 24"	FOOT	233	5.50	1,281.50	7.00	1,631.00	6.26	1,458.58	5.00	1,165.00	12.50	2,912.50	12.00	2,796.00		
10	Pavement Marking Removal	SQ FT	300	2.50	750.00	0.50	150.00	1.00	300.00	1.20	360.00	12.00	3,600.00	5.00	1,500.00		
11	Insurance Provisions - Complete	L SUM	1	1,500.00	1,500.00	1.00	1.00	3,400.00	3,400.00	1,500.00	1,500.00	6,000.00	6,000.00	2,500.00	2,500.00		
Totals :					108,792.00		78,249.20		99,277.43		108,950.20		119,794.10		143,849.80		
Bid Error Corrections:																	
7	Modified Urethane Pavement Marking - Line 6"														5,420.00		
8	Modified Urethane Pavement Marking - Line 12"														2,672.00		
Total															143,649.80		
Corrected Totals ---							78,249.20		99,277.43		108,950.20		119,794.10		143,649.80		
Over / Under ----							-30,542.80		-9,514.57		158.20		11,002.10		34,857.80		
Percent ----							-28.07%		-8.75%		0.15%		10.11%		32.04%		

The City of Berwyn



Robert P. Schiller
Director of Public Works

D-4

A Century of Progress with Pride

Date: March 25, 2020

To: Mayor Robert J. Lovero
Members of the Berwyn City Council

Re: Recommendation to award Project Management Services to Metro Strategies

The City of Berwyn is actively in search of seeking assistance in developing competitive grant submittals and support for its infrastructure projects. The City has been in conversations with Metro Strategies on moving forward with various infrastructure projects under manageable terms. Metro Strategies not only will work with the City, they will assist in coordination efforts with neighboring communities, transportation and stormwater management agencies, Cook County and the Central Council of Mayors to build support and ensure that everyone is aligned in moving projects forward.

Metro Strategies can provide the City with guidance and strategy to successfully implement Infrastructure Plans. Their team has a strong grasp of the various grant and funding opportunities that are available for infrastructure projects, and continually keeps up to date on emerging programs. By understanding these sources, Metro Strategies can assist in creating different funding packages that will allow the City to implement priority projects. Their staff will complete all grant applications and supporting materials for the City.

Based on their experience, integral to achieving success in securing funding for projects, is continuous monitoring, follow-ups, coordination and outreach to ensure that projects stay at the forefront for stakeholders. They have been instrumental in securing funds for several municipalities within our region.

City staff has an extensive work history with the members of Metro Strategies, with the various agencies that they have represented for various projects and feel that their services would greatly serve the City. Metro Strategies will use their knowledge of and relationships with agencies, such as Metra, BNSF, Pace, CMAP, MWRD, Illinois Department of Transportation (IDOT) and Cook County to bring partners together as needed to build consensus on design, construction, schedules and funding strategies.

In addition, Metro Strategies is a woman-owned firm with DBE certification.

Recommendation:

City staff is requesting to move forward with their services, as attached, and accept the monthly retainer fee of \$2,500 for their services.

Respectfully,

Robert Schiller
Director of Public Works

Project Management & Grant Services



About Us

Metro Strategies, Inc. ("Metro Strategies") provides policy, planning, and public affairs services for private, public and not-for-profit entities throughout Illinois. Metro Strategies staff has experience working with all levels of government, state and federal agencies, regional planning and transportation organizations, and various business groups and community organizations throughout the region and state. We specialize in community outreach/public engagement, government relations, project funding alternatives and applications, research and policy development, legislative and advocacy strategies, and coalition building.

Metro Strategies was founded in 2004 and is a woman-owned firm with DBE certification.

Services

Metro Strategies' extensive experience and knowledge of regional, state and federal issues and community outreach make us a valuable asset to any team working with units of government, business leaders and the public. We will offer the following services to Berwyn:

Project Management

Metro Strategies will:

- Use our project management expertise to **successfully manage projects**, managing project deadlines, schedules and reporting requirements
- **Coordinate efforts** with neighboring communities, transportation and stormwater management agencies, Cook County and the Central Council of Mayors
- **Guide transportation projects** through the IDOT and federal processes



Village of Algonquin Ribbon Cutting Ceremony

**VILLAGE OF WESTERN SPRINGS
CAPITAL PROJECTS OVERVIEW**

The Village of Western Springs would like to inform you of its upcoming priorities, and seeks your support in helping advance several capital improvement projects that address important issues facing the Village, including:

Flooding - Stormwater Runoff - Water Quality - Pedestrian Safety - Community Revitalization
Economic Development - Historic Preservation

PEDESTRIAN UNDERPASS
The pedestrian underpass will begin construction next year and will create a safe crossing for residents, commuters, children, and all pedestrians at Washington Teachers for a 1/2 mile (STP) just east of the 2nd St. This important public improvement will connect commuters with the train station, and children and families with parks, the community theater, and pool. **The project is currently funded.**

STORMWATER AND WASTEWATER IMPROVEMENTS
The Village has identified several Berwyn Environmental Protection Agency (BEPA) mandated wastewater and stormwater improvement projects, including sewer separation and elimination of the combined sewer overflow (CSO). These CSO systems are designed to collect the residential and industrial wastewater in the same pipe and typically transport all wastewater to a treatment plant for complete treatment. During periods of heavy rainfall or snowmelt, the wastewater volume can exceed the capacity of the sewer pipe to be transported. Some CSOs are designed to overflow on land and discharge excess wastewater directly to nearby streams, rivers or other water bodies. Such is the case in the Village, which has four combined CSOs that discharge to Frog Creek and Salt Creek. Treatment is not provided at or upstream of the CSO outfalls causing pollution to go into our natural waterways. Cooperation should be given to Congress for funding to convert CSOs into the state to separate combined sewer system projects as a condition and the impact to our waterways can be devastating. This is an issue for many communities across the country, not just Western Springs.

SEWER
Stormwater improvement projects to separate combined sewer systems in Basins 3 and 4 in the north part of Western Springs is estimated to be \$40,000,000. Crews have not yet been developed for long term stormwater control projects in Basins 1 and 2.

wsprings.com

Infrastructure Funding Coordination

Metro Strategies will:

- **Provide strategic direction** to successfully implement Berwyn's Capital Improvement Plan
- Assist in creating diverse funding packages and **complete STP and LTA applications** and supporting materials
- Develop **additional funding information and grant research** for projects identified in the Capital Improvement Plan
- Leverage our knowledge and relationships to create successful grant applications
- Create **legislative outreach materials** to communicate the City's funding needs and priorities

Experience

Some examples of our project management and grant development services include:



Village of Western Springs with Congressman Lipinski in Washington DC

Western Springs Project Management and Funding Coordination

As a consultant to the Village of Western Springs, Metro Strategies provides strategy, support and project management services to guide and implement Village infrastructure priorities. The firm has developed successful strategies to create funding packages for once dormant projects. Staff has also provided key project management support and coordination with other agencies and project partners to ensure projects meet deadlines. Metro Strategies has utilized its relationships to assist the Village with railroad coordination and agreements. The team also provides the Village with legislative strategy and materials for meetings and events in both Springfield and Washington DC. This value-added service helps the Village capitalize on meetings that have resulted in numerous projects being included in the recent capital bill.

CREATE

As a consultant to the Chicago Department of Transportation (CDOT) for the Chicago Region Environmental and Transportation Efficiency (CREATE) Program, Metro Strategies helps shape the movement of passenger and freight rail throughout the region, state and nation. Metro Strategies' leadership staff has been involved with the CREATE Program since its inception. The firm provides project management support services (since 2006) and delivers high level strategy, communications, coordination and outreach. This first-of-its-kind partnership involves many players from neighborhood representatives to government to multinational companies. The CREATE program management requires a great depth of understanding of all stakeholders, the policies and practices of the rail industry and those they serve, as well as the opportunities and limitations of the government partners. Metro Strategies provides robust services, including preparing and organizing policy discussions of the Stakeholder Committee, which requires knowledge of federal, state and local policy and legislation impacting the freight industry; conduct outreach and coalition building, including staffing the CREATE Advocacy Committee; and maintain productive relationships with community groups, business organizations, local governments, regional agencies and federal offices.



CREATE Program B9 Groundbreaking Event

Proposed Fee

The City would be billed a monthly retainer fee of \$2,500. A progress report of activities completed during the month would be included with the monthly invoice.

Metro Strategies will provide the City with an estimate for any additional grant applications, not covered by the retainer requested by the City. On average, the cost of the more detailed applications average around \$5,000. This estimate will include a not-to exceed fee based on the specific funding program and level of effort required to complete the application submittal.

The City of Berwyn



Robert P. Schiller
Director of Public Works

D-5

A Century of Progress with Pride

Date: March 25, 2020

To: Mayor Robert J. Lovero
Members of the Berwyn City Council

Re: Recommendation to award Radar Feedback sign bid to All Traffic Solutions

The City of Berwyn opened bid packages on March 19, 2020 for radar feedback signs. Three proposals were received; Kustom Signals, Traffic Control Cooperation and All Traffic Solutions. All Traffic Solutions bid price per sign was the lowest with all the required features, warranty and web-based management system. The City's current radar feedback sign and web-based management system are currently maintained by All Traffic Solutions. These signs will be funded through grant dollars from ComEd's Powering Safe Communities program.

Please see the attached bid tab for additional information.

Recommendation:

City staff is requesting to move forward with the award of the radar feedback signs to All Traffic Solutions.

Respectfully,

Robert Schiller
Director of Public Works

Radar Feedback Sign Equipment

2:00 p.m. March 19, 2020

City Hall

	All Traffic Solutions				Kustom Signals		Traffic Control	
	Unit	Quantity	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
Radar Feedback Sign with Solar Power, Rechargeable Batteries and internal modem	Each	4	\$2,200.00	\$8,800.00	\$3,337.00	\$13,348.00	\$3,300.00	\$13,200.00
Web-based Management System	L Sum	1	\$2,000.00	\$2,000.00			\$2,400.00	\$2,400.00
Totals				\$10,800.00		\$13,348.00		\$15,600.00

The City of Berwyn



A Century of Progress with Pride

Robert J. Lovero
Mayor

F-1

RESOLUTION

A RESOLUTION DECLARING AN EMERGENCY AFFECTING THE PUBLIC HEALTH DUE TO THE OUTBREAK OF THE COVID-19 DISEASE IN THE STATE OF ILLINOIS

WHEREAS, the City of Berwyn (the “City”) is a home rule unit of local government as provided by Article VII, Section 6 of the Illinois Constitution of 1970, and as a home rule unit of local government, the City may exercise any power and perform any function pertaining to its government and affairs; and

WHEREAS, State of Illinois Governor JB Pritzker issued a disaster proclamation on March 9, 2020 due to the COVID-19 disease outbreak in the State of Illinois (“Illinois”); and

WHEREAS, the Berwyn Public Health District (BPHD) issued a declaration of local state of emergency on March 16, 2020 due to the COVID-19 outbreak; and

WHEREAS, United States President Donald Trump issued a declaration of national emergency on March 13, 2020 due to the COVID-19 outbreak in the United States; and

WHEREAS, on March 11, 2020, the World Health Organization (WHO) declared the COVID-19 disease outbreak a worldwide global pandemic; and

WHEREAS, the Mayor and the City Council of the City are committed to protecting the health and safety of individuals working in, visiting and residing in the City; and

WHEREAS, due to the outbreak of COVID-19 disease, in order to meet the United States Centers for Disease Control and Prevention (“CDC”) guidance for necessary supplies, there is a need to suspend the application of the City’s purchasing requirements pursuant to a declaration of emergency as set forth herein; and

WHEREAS, pursuant to Section 8-10-5 of the Illinois Municipal Code, 65 ILCS 5/8-10-5, provides that the corporate authorities of the City may declare an emergency when the public health or safety is affected pursuant to a majority vote of its members and such a declaration allows for contracts to be let by the purchasing agent, when it is in the best interest of the City and when it is impractical to convene a City Council meeting;” and

WHEREAS, a necessary meeting of the City Council may be impractical due to the outbreak of the COVID-19 disease in the immediate future; and

WHEREAS, pursuant to the emergency affecting the public health threat set forth herein, the Mayor declares an emergency in the City pursuant to Section 220.03, 240.07, 240.09 of the City Code.

NOW THEREFORE, BE IT RESOLVED by the Mayor and members of the Council of the City of Berwyn, Cook County, Illinois, as follows:

Section 1. Recitals Incorporated. The above recitals are incorporated herein as though fully set forth.

Section 2. Declaration of Emergency Affecting the Public Health. The Mayor and Berwyn City Council declare an emergency pursuant to this Resolution affecting the public health due to the outbreak of the COVID-19 disease pursuant to Section 8-10-5 of the Illinois Municipal Code and Sections 220.03, 240.07, 240.09 of the City Code.

Section 3. City of Berwyn Purchasing Policy. Following the City's Purchasing Policy, in the event of an emergency affecting the public health and safety, the Mayor or his/her designee is authorized to approve all expenditures related to the emergency.

Section 4. Pay of City Employees. The Mayor or his/her designee is authorized to establish administrative rules and procedures for the continuation of City employee wages and benefits in the event that an employee of the City is exposed to COVID-19 or the City employee must care for an immediate family member who shares the same household who is exposed to COVID-19 for up to fourteen (14) days as established by the United States Center for Disease Control and Prevention ("CDC").

Section 5. Enactment of Emergency Operation Plan. The Mayor or his/her designee as the local chief elected official by Illinois law will direct the Emergency Management Director to supervise and carry out the Emergency Operation Plan (EOP) for the protection of life and property.

Section 6. Severability and Repeal of Inconsistent Ordinances and Resolutions. If any section, paragraph, clause or provision of this resolution shall be held invalid, the invalidity thereof shall not affect any of the other provisions of this resolution.

Section 7. This resolution can facilitate a request for Federal emergency and/or disaster assistance if a complete and comprehensive assessment of damage indicates that effective recovery is beyond the capabilities of the State and affected local governments.

Section 8. This resolution shall be effective immediately and remain in effect for thirty (30) days.

Entered upon the records of the City of Berwyn this 24th day of March, 2020.

Robert J. Lovero, Mayor

Margaret Paul, City Clerk

The City of Berwyn



Robert J. Lovero
Mayor

F-2

A Century of Progress with Pride

March 24, 2020

Members of City Council

Re: Appointment of Division Commander to the Police Department

Council Members:

With the retirement of Division Commander Frank Cimaglia, I am appointing Executive Officer Lieutenant Michael Ochsner Jr. to fill the open Division Commander position with the Berwyn Police Department.

I have attached a letter from Police Chief Michael Cimaglia listing Michael Ochsner Jr.'s qualifications for the position.

I ask that the City Council concur with my appointment of Michael Ochsner Jr. as Division Commander of the Berwyn Police Department effective March 24, 2020.

Respectfully,

Robert J. Lovero
Mayor



Mayor
Robert J. Lovero

BERWYN POLICE DEPARTMENT

"Serving with Pride"



Chief of Police
Michael D. Cimaglia

To: Honorable Mayor Robert J. Lovero

Date: 12 March 2020

Re: Recommendation

Dear Sir,

With the retirement of Division Commander Frank M. Cimaglia, a vacancy in the Berwyn Police Administration has developed. In considering the responsibilities of the Division Commander's position and in reviewing experience and knowledge of upper staff of the Police Department, I would like to recommend that Executive Officer Lieutenant Michael R. Ochsner Jr. be appointed to the open Division Commander position.

I make this recommendation after considering and reviewing several facts. Michael R. Ochsner Jr. holds and brings forward the following qualifications:

- Michael R. Ochsner Jr. began his career in 1995 working as a Berwyn Tele-communicator.
- In 1996 he successfully graduated from the Chicago Police Academy and became a full-time sworn Berwyn Police Officer.
- Throughout his career Michael R. Ochsner Jr. has been trained and worked as a Juvenile Investigator, a Detective, a Tactical Officer, a School Liaison Officer, a Detective Sergeant, was promoted to the rank of Lieutenant and appointed as the watch Commander of the Afternoon Shift until being appointed as the Executive Officer.
- As a Watch Commander Michael R. Ochsner oversaw and managed up to approximately 20 subordinates, including other supervisors, patrol officers and civilian employees at any given time.
- Throughout his career Michael R. Ochsner Jr. has been involved in several Investigative functions, including Major cases, Juvenile investigations, Tactical Operations and Task Force assignments.
- Michael R. Ochsner Jr. has successfully completed Police Staff and Command school through Northwestern University Center for Public Safety.

6401 West 31st St Berwyn, IL 60402 - Emergency 9-1-1 -708-795-5600 – Fax 708-795-5627

www.berwynpolicedepartment.com

- Michael R. Ochsner Jr. holds an Associate's Degree in Criminal Justice, a Bachelor of Arts Degree in Sociology and a degree of Master of Public Administration.

Michael R. Ochsner Jr. has been a dependable, loyal and hardworking member of the Berwyn Police Department since 1996 and in my opinion is the best candidate/individual to fill the vacant Division Commander position.

Therefore it is my recommendation that Lieutenant Michael R. Ochsner Jr. be appointed to the position of Division Commander of the Berwyn Police Department at the Tuesday, March 24, 2020 Berwyn City Council meeting.

Respectfully,

A handwritten signature in cursive script, appearing to read "Michael D. Cimaglia", is written over a horizontal line.

Michael D. Cimaglia

Chief of Police

Berwyn Police Department

The City of Berwyn



Robert J. Lovero
Mayor

F-3

A Century of Progress with Pride

March 24, 2020

Members of City Council

Re: Appointment of Deputy Chief to the Police Department

Council Members:

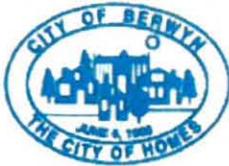
With the retirement of Deputy Chief Thomas O'Halloran, I am appointing Unit Commander Sergeant Michael G. Cirolia to fill the open Deputy Chief's position with the Berwyn Police Department.

I have attached a letter from Police Chief Michael Cimaglia listing Michael Cirolia's qualifications for the position.

I ask that the City Council concur with my appointment of Michael Cirolia as Deputy Chief of the Berwyn Police Department effective March 24, 2020.

Respectfully,

Robert J. Lovero
Mayor



Mayor
Robert J. Lovero

BERWYN POLICE DEPARTMENT

"Serving with Pride"



Chief of Police
Michael D. Cimaglia

To: Honorable Mayor Robert J. Lovero

Date: 06 March 2020

Re: Recommendation

Dear Sir,

With the retirement of Deputy Police Chief Thomas J. O'Halloran, a vacancy in the Berwyn Police Administration has developed. In considering the responsibilities of the Deputy Police Chief's position and in reviewing experience and knowledge of upper staff of the Police Department, I would like to recommend that Unit Commander Sergeant Michael G. Cirolia be appointed to the open Deputy Chief position.

I make this recommendation after considering and reviewing several facts. Michael G. Cirolia holds and brings forward the following qualifications:

- Michael G. Cirolia began his career in 1995 as an Auxiliary Police Officer
- In 1996 he successfully graduated from the Chicago Police Academy receiving the Most Outstanding Recruit Award and became a full-time sworn Berwyn Police Officer.
- Throughout his career Michael G. Cirolia has been trained and worked as a Juvenile Investigator, a Detective, a Tactical Officer, a School Liaison Officer, a Patrol Sergeant a Criminal Investigative Sergeant and a Unit Commander of the Youth Investigations/Community Relations Unit.
- Michael G. Cirolia graduated from the Chicago Police Detective Academy in February 2008.
- As a Unit Commander Michael G. Cirolia currently oversees the School Safety Team.
- Throughout his career Michael G. Cirolia has overseen Patrol functions, Investigative functions, major cases, juvenile cases, and Tactical Operations and task force assignments.
- Michael G. Cirolia holds an Associate's Degree in Science, a Bachelor of Arts Degree in Criminal Social Justice and a Master of Science Degree in Public Safety Administration.

Michael G. Cirolia has been a dependable, loyal and hardworking member of the Berwyn Police Department since 1996 and in my opinion is the best candidate/individual to fill the vacant Deputy Police Chief position.

Therefore it is my recommendation that Unit Commander Michael G. Cirolia be appointed to the position of Deputy Police Chief of the Berwyn Police Department at the Tuesday, March 24, 2020 Berwyn City Council meeting.

Respectfully,

A handwritten signature in cursive script, appearing to read "Michael D. Cimaglia", is written over a horizontal line.

Michael D. Cimaglia

Chief of Police

Berwyn Police Department

The City of Berwyn



Robert J. Lovero
Mayor

F-4

A Century of Progress with Pride

March 24, 2020

To: City Council
From: Mayor Robert J. Lovero

RE: Insurance Renewal

Council Members:

Please concur with the recommendation made by the city's insurance broker, Berwyn Insurance and Financial Services, as per the presentation of the committee of the whole in approving the health insurance renewal.

Respectfully,

Robert J. Lovero
Mayor

The City of Berwyn



A Century of Progress with Pride

J-1
Benjamin J. Daish
Finance Director

ITEM NO. J-8
DATE 3/10/2020
DISPOSITION Defered to
3/24/2020 Meeting

Date: March 5, 2020
To: Mayor Robert J. Lovero
Members of the Berwyn City Council
Subject: 2020 Appropriation Ordinance

Please find attached, the 2020 appropriation ordinance which includes the 2020 budget document. The budget document was also distributed to the Members of City Council at the February 25, 2020, Committee of the Whole meeting. An adopted ordinance must be filed with the County by March 31st of each year.

Recommendation: City Council to adopt the attached 2020 appropriation ordinance.

Respectfully submitted,

Benjamin J. Daish
Finance Director

ORDINANCE NO. ____

**THE ANNUAL APPROPRIATION ORDINANCE OF THE CITY OF BERWYN,
COOK COUNTY, ILLINOIS FOR THE FISCAL YEAR 2020**

WHEREAS, the City of Berwyn, Cook County, Illinois (the “City”) is a home rule municipality pursuant to Section 6(a), Article VII of the 1970 Constitution of the State of Illinois, and, as such, may exercise any power and perform any function pertaining to its government and affairs; and

WHEREAS, the Codified Ordinances of the City of Berwyn and Section 8-2-9 of the Illinois Municipal Code (65 ILCS 5/8-2-9) require the adoption of an ordinance within the first quarter of each fiscal year, to be termed the annual appropriation ordinance, appropriating such sums of money as are deemed necessary to defray all necessary expenses and liabilities of the municipality and which specifies the objects and purposes for which these appropriations are made and the amount appropriated for each object or purpose (the “Annual Appropriation Ordinance”); and

WHEREAS, as required by applicable law, notice of a public hearing on the proposed Annual Appropriation Ordinance was published in a newspaper published in the City at least ten (10) days before the time of the public hearing; and

WHEREAS, such public hearing was held on March 10, 2020, with all wishing to speak being heard; and

WHEREAS, in accordance with applicable law, City staff prepared a proposed Annual Appropriation Ordinance or a formally prepared appropriation or budget document upon which this Ordinance is based, which has been and is currently conveniently available for public inspection in the office of the City Clerk; and

WHEREAS, the Mayor and the City Council have reviewed the Annual Appropriation Ordinance for fiscal year 2020 and have determined that said appropriations are in the best interests of the City and its residents; and

NOW, THEREFORE, BE IT ORDAINED by the Mayor and the City Council of the City of Berwyn, County of Cook, State of Illinois, in the exercise of the City’s home rule powers, as follows:

SECTION 1: That the above recitals and legislative findings are incorporated herein and made a part hereof, as if fully set forth in their entirety.

SECTION 2: The following sums of money for each City fund, or as much thereof as may be authorized by law, be and are hereby appropriated for the corporate purposes and objects of the City hereinafter specified for the fiscal year commencing January 1, 2020 and ending on December 31, 2020.

SECTION 3: All the appropriations herein made for any purpose shall be regarded only as a maximum amount to be expended under the respective appropriation funds, shall not be construed as a commitment, agreement, obligation or liability of the City, and each such appropriation being subject to further approval as to the actual expenditure thereof by the Mayor and City Council of the City.

SECTION 4: To the extent allowed by applicable law, any unexpended balance of the appropriations for the fiscal years prior hereto are hereby specifically re-appropriated for the same fund purposes for which they were originally made and may be expended in making up any insufficiency in any item or items provided in this Ordinance without supplemental appropriation.

SECTION 5: The sums as set forth in Exhibit A, attached hereto and incorporated herein, or so much thereof as may be authorized by law and needed or deemed necessary, are hereby appropriated to defray and pay all necessary expenses and liabilities of the City and such appropriations are hereby made for the objects and purposes as set forth in Exhibit A.

SECTION 6: The City Clerk is hereby authorized and directed to publish this Ordinance in pamphlet form or in a newspaper of general circulation within the City within thirty (30) days after its adoption. The City Clerk is further authorized and directed to file a certified copy of this Ordinance with the Cook County Clerk within thirty (30) days of its adoption and the Chief Fiscal Officer of the City is authorized to certify to the Cook County Clerk that the Estimate of Revenues by Source, incorporated herein by reference, is a true statement of said revenues, which Estimate of Revenues by Source shall also be filed with the Cook County Clerk within said thirty (30) day period. The officers, employees and/or agents of the City shall take all actions necessary or reasonably required to carry out, give effect to and consummate the intent of this Ordinance and shall take all actions in conformity therewith. The officers, employees and/or agents of the City are specifically authorized and directed to draft and disseminate any and all necessary forms to be utilized in connection with the terms and purpose of this Ordinance.

SECTION 7: If any section, paragraph, clause or provision of this Ordinance shall be held invalid, the invalidity thereof shall not affect any of the other provisions of this Ordinance.

SECTION 8: All ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 9: Any non-preemptive state statute in conflict hereof with this Ordinance is hereby superseded to the full extent of such conflict pursuant to the exercise of the home rule powers of the City.

SECTION 10: This Ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

ADOPTED this 10th day of March, 2020 pursuant to a roll call vote as follows:

	YES	NO	ABSENT	PRESENT
Lennon				
Ramirez				
Reardon				
Fejt				
Santoy				
Ruiz				
Avila				
Nowak				
(Mayor Lovero)				
TOTAL				

APPROVED this 10th day of March, 2020.

Robert J. Lovero, Mayor

ATTEST:

Margaret M. Paul, City Clerk

EXHIBIT A



2020 Annual Budget

For the Fiscal Year Beginning January 1, 2020



The City of Berwyn

Robert J. Lovero
Mayor

A Century of Progress with Pride

6700 West 26th Street Berwyn, Illinois 60402-0701 Telephone: (708) 788-2660 Fax: (708) 788-2567
www.berwyn-il.gov

2020 Annual Budget

Members of the City Council

Scott Lennon
Jose Ramirez
Jeanine Reardon
Robert Fejt
Cesar Santoy
Alicia Ruiz
Rafael Avila
Anthony Nowak

Alderman, 1st Ward
Alderman, 2nd Ward
Alderman, 3rd Ward
Alderman, 4th Ward
Alderman, 5th Ward
Alderman, 6th Ward
Alderman, 7th Ward
Aldermen, 8th Ward

Administrators

Robert Lovero
Cynthia Miranda
Margaret Paul
Ruth Volbre
Anthony Bertuca
Regina Mendicino
James Frank
Tammy Sheedy
Thomas Hayes
Michael D. Cimaglia
Charles Lazzara
Anthony Martinucci
Robert Schiller
Benjamin Daish

Mayor
Treasurer
Clerk
City Administrator
City Attorney
Director, Community Development
Director, Information Technology
Director Library Services
Fire Chief
Police Chief
Director, Building Department
Director, Recreation Department
Director, Public Works
Director, Finance

**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

Report Prepared By

Finance Department

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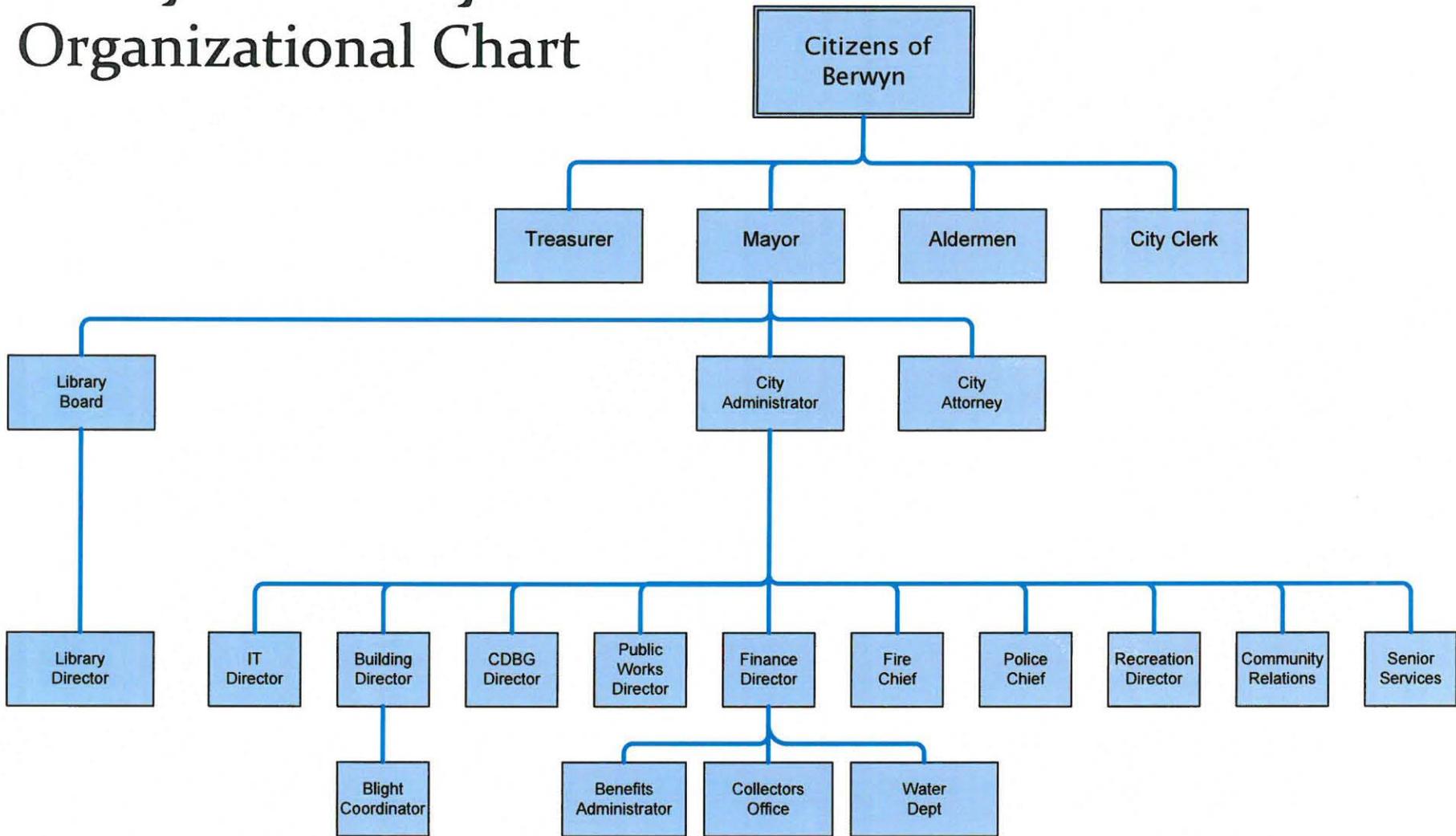
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City of Berwyn Organizational Chart



**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

Description of Budget Process

The City uses the following procedures in establishing the budget.

- The Mayor submits to the City Council Members a proposed operating budget for the fiscal year commencing on January 1. The operating budget includes proposed expenditures and the means of financing them.
- Public Hearings are conducted by the City to obtain taxpayer comments.
- Subsequently, the budget is legally enacted through the passage of an ordinance.
- Formal budgetary control is at the department level in the general fund or fund level for all other funds.
- Budgetary authority lapses at year end.
- State law requires that “expenditures be made in conformity with the budget.” Transfers between line items in cost centers may be made by administrative action. Any amount to be transferred between cost centers would require Council approval
- Budgeted amounts are originally adopted, with the exceptions of Council approved budget amendments which are reflected in the financial statements.

**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

2020 Budget Message from Mayor Robert J. Lovero

I have had the pleasure of serving as the Mayor of Berwyn since first being elected in 2009. During this time, my focus has been to provide a high standard of services and amenities to the residents of the City of Berwyn while working to ensure the City's long-term financial viability. In close collaboration with the department heads and employees, we have worked diligently to bring before you the attached budget which reflects conservative spending and revenue projections. As such, we are pleased to submit a fiscally balanced budget for City Council's review.

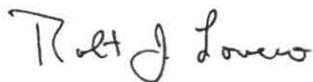
Looking forward, we will continue to create solutions to address the City's inherited financial issues including the unfunded pension liabilities while adapting to various events of external financial uncertainty.

We have maintained our liquidity goals in the Fund Balance providing us with fiscal security to address any unforeseen emergencies, and we are making significant progress with our plan to fully fund the Police and Fire pensions as required per state law. Additionally, we have provided a balanced plan that addresses our overall bond indebtedness.

Finally, this budget reinforces Berwyn's historic balance between neighborhood issues and responsible economic development. Our strategic economic development efforts will continue to invigorate our neighborhoods and commercial corridors elevating Berwyn's notoriety as a premier community to shop, dine, and raise a family.

Please join me in supporting these initiatives by voting in favor of this proposed budget.

Respectfully,



Robert J. Lovero
Mayor

**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

Budgetary Structure

Funding of Operations

For 2019, the City passed a balanced General Fund Budget where revenues slightly exceeded expenditures. For 2020's budget, the City with the help of the department heads, have dissected all budget line items to identify potential cost savings and revenue increases in order to balance its budget. As such, the 2020 General Fund budget estimates revenues exceeding expenditures by approximately \$6,000 resulting in a balanced budget. The General Fund budget remains balanced without significantly increasing property taxes or reducing crucial City services such as police, fire and public works. These City services serve as the backbone of any strong community.

Maintaining Required Reserve Levels

Per the City's Fund Balance Policy, the General and Library Funds are to maintain an unassigned fund balance (an amount that is not earmarked for any specific purpose) that is at least 16% of the following year's expenditure budget. For 2019, the General Fund is expected to exceed the 16% statutory reserve requirement. The projected ending fund balance of \$12.3 million represents 22% of the 2020 General Fund expenditure budget.

The Library expects to utilize the past surpluses for staffing needs initially planned for in 2017 and 2018. Also, expected costs for capital improvements planned in 2019 will need to be completed in 2020. As such, the expected expenditures would exceed the revenues by about \$193,000 and \$411,000 respectively in 2019 and 2020.

Combined with the surpluses for 2017 and 2018 (\$532,000 and \$414,000 respectively), the estimated 2019 Library Fund balance of \$1.7 million remains strong at 44% of the 2020 budgeted expenditures.

The main objective of the 16% fund balance requirement is to allow the City and Library to operate for the first two months of the year while waiting for the first installment of property taxes to be received in March. This would allow the City to meet its financial obligations without enacting short-term borrowing to cover costs prior to the receipt of property taxes.

As a result of the General Fund maintaining its fund balance at favorable levels, the City continues its focus on exploring new ways to grow fund balance despite the various challenges it faces with existing revenue streams and expenditure commitments. In addition, the City also strives to reduce its current debt burden and minimize future interest costs.

**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

Budgetary Structure

For the City to remain strong financially, responsible fiscal decision-making remains critical to allow for effective funding of operations and long-term obligations including pensions.

While continuing to make significant financial progress, the City will continue to diligently build a foundation for fiscal stability without forfeiting critical functions such as public safety and public works.

**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

Community Profile

Berwyn, “The City of Homes” and a Centennial City, was incorporated June 6, 1908. Back then, Berwyn’s population was approximately 5,000 and the community was established from a settlement called LaVergne on the south side and a portion of Oak Park on the north. It was mainly farmland with few roads and much unoccupied land between the first homes being built.

During the 1920’s and 1930’s, the time of Berwyn’s largest residential development, many solid brick bungalows were built. That housing stock, along with the variety of homes built through the 1940’s, established Berwyn’s reputation as a stable, family-oriented community. According to the US Census Bureau, the City’s population as of July 2018 is estimated to be 54,917 and Berwyn proudly boasts the largest collection of Chicago-style bungalows in the nation, as well as a substantial stock of multi-family apartment buildings and condominiums.

Location is one of Berwyn’s greatest assets. It is less than ten miles west of Chicago’s main business district, the “Loop,” and is situated between two major expressways, the Eisenhower (I-290) to the north and the Stevenson (I-55) to the south. Berwynites have the convenience of railroad and bus transportation to Chicago and all its surrounding suburbs. METRA commuter railroad trains run directly through the heart of Berwyn’s “Depot District,” and the suburban PACE bus system serves all the main streets of the City. Residents and visitors find it easy to drive to and from the Chicago area’s two main airports, O’Hare Field and Midway.

Berwyn takes great pride in the cultural diversity of its residents. A large numbers of Czechs and Slovaks were part of the original settlers of the City, along with many Italians, Greeks, Poles, Yugoslavians, and Ukrainians. In more recent years, many people of Latino, African, and Asian decent have settled in the City. Berwyn values its proud reputation as a residential community of working-class families. It is composed mainly of hardworking families merged with young professionals and individuals who practice a variety of religions and lifestyles.

The City has thriving business districts featuring retail, dining, and service-oriented businesses. Loyola University Medical Center, formerly known as MacNeal Hospital, and Turano Baking Company are two of the largest employers, along with Berwyn’s municipal government.

Schools, churches, parks and recreation are all-important in Berwyn. The public school system consists of elementary school districts #98 and #100 and Morton High School District #201, along with Morton Community College located in neighboring Cicero. Those schools are complemented by two parochial schools, St. Odilo and St. Leonard, which serve students from kindergarten through eighth grade.

**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

Community Profile

More than one dozen public parks and community centers afford a wide variety of recreational opportunities. The Berwyn Park District and the North Berwyn Park District, along with the Berwyn Recreation Department, a department of the City, provide recreation programs that involve all categories of sports for all ages as well as a swimming pool, a multitude of playgrounds, tennis courts, picnic / play areas, and well-maintained green spaces throughout the City.

Berwyn is home to many community service organizations that meet the needs of all residents. Many of these non-profit organizations receive funding through a Community Development Block Grant (CDBG). Berwyn operates the CDBG as a fund separate from city government and several employees oversee its administration. The Berwyn Development Corporation (BDC) is a 501(c)3 corporation established to work closely with the City to assist in administering the tax increment financing districts (TIF districts) to benefit businesses and residents and improve the City's economic status. The BDC also serves as a chamber of commerce for the City and operates a variety of programs that benefit residents and businesses alike.

Public safety is a top priority in Berwyn, and the City has a thriving police department and three very active fire stations. The City boasts a regular, full-time fire department with more than 80 employees. The police department is well-staffed with more than 100 sworn police officers, as well as an auxiliary police department and an active group of citizen volunteers.

The Berwyn Health Department operates independently of the City as part of the Berwyn Township and serves the entire Berwyn area to meet the public health needs of the community. The City of Berwyn's full-time Public Works Department fulfills the responsibilities of maintaining the City's streets and infrastructure and operates the water and sewer utilities as an enterprise fund. Other utilities that serve the City's residents, such as garbage collection, are operated privately under city contracts.

Berwyn's city hall is located at 6700 W. 26th St., Berwyn, IL 60402. The main phone line is (708) 788-2660. Berwyn's city government consists of the mayor, city clerk, city treasurer, eight aldermen, and a city administrator, all of whom preside over the city departments that serve the needs of everyone who lives, works, or visits Berwyn.

**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

Description of City Funds and Accounting Structure

The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity. The City's fiscal year is the calendar year. As required by Illinois Statutes, budgets are adopted for the City's funds, which are classified and defined as follows:

The City has established the General Fund and the Debt Service Fund as the major funds for the purpose of financial reporting. The General Fund is always established as a major fund. The determination of other major funds is made by the following calculation: If assets, liabilities, revenues, or expenditures in any specific fund account for 10% or more of the total assets, liabilities, revenues, or expenditures in all governmental funds, then these funds are considered major.

Governmental Fund Types

These are the funds through which most of the functions of the City are financed. These funds are budgeted on a modified accrual basis of accounting. The focus of the modified accrual basis of accounting is on available spendable resources; that is, the flow of resources into and out of the organization in providing services. The reported fund balance of the City represents a measure of these resources. Under the modified accrual basis of accounting, revenues are recognized when measurable and available. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures, other than interest on long term debt, are recorded when the liability is incurred, if measurable. Following are the City's governmental funds:

General Fund –

The General Fund is the primary operating fund of the City. It is used to account for all financial resources, except those required to be presented in another fund. The General Fund encompasses all of the primary functions for the City including: general government, police, fire, public works, economic development, senior services and culture and recreation.

Special Revenue Funds –

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are designated or legally restricted to expenditure for specified purposes. Special revenue funds utilized by the City include the following:

Library Fund – Used to account for all resources and expenditures related to the Berwyn Public Library.

**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

Description of City Funds and Accounting Structure

Motor Fuel Tax Fund – Used to account for the operation of street maintenance programs and capital projects as authorized by the Illinois Department of Transportation. Financing is provided from the City's share of gasoline taxes.

Harlem, Roosevelt, and South Berwyn Tax Increment Financing (TIF) Funds – Used to account for economic development and other projects within the boundaries of each tax increment district. The use of these funds is restricted by the project plan and for the repayment of principal and interest incurred for these projects.

CDBG Fund – This fund is used to account for the revenues and expenditures incurred under the City's Community Development Block Grant (CDBG) program.

Foreign Fire Fund - This fund accounts for the proceeds and spending of the foreign fire insurance tax.

Other special revenue funds that appear in the City's audited financial statements but are not budgeted are the Grants Fund, Emergency 911 Fund, and the Asset Forfeiture Funds.

Debt Service Fund –

The Debt Service Fund is used to account for the repayment of principal and interest on long-term obligations. Expenditures are financed through the annual property tax levy.

Berwyn Municipal Securitization Corporation (BMSC)-

The BMSC Fund was established as a result of the 2019 Securitization Bond Issue. The fund's operation involves accounting for receipts and disbursements pertaining to State Income, Local Use, Sales, and Home Rule tax receipts in addition to required 2019 Bond payments.

Capital Projects Funds –

Capital Projects Funds are used to account for financial resources to be used for the acquisition of equipment, construction of major capital facilities or other long term projects, not reported in the enterprise fund or the TIF funds.

**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

Description of City Funds and Accounting Structure

Proprietary Fund Types

These fund types are used to account for activities funded primarily through user charges. The basis of accounting used for budgeting these funds is accrual basis, with the exception of depreciation which has not been budgeted for. The focus of accrual accounting is mainly upon the determination of net income and the maintenance of capital. Therefore, included within these funds are all assets and liabilities associated with the fund's operations. Revenues are recognized under the accrual basis of accounting when earned and expenses are recorded as soon as they result in liabilities for benefits received, notwithstanding that the receipt or payment of cash may take place in another accounting period. For budgetary control purposes, the City also appropriates the capital expenditures for the proprietary funds. The City prepares budgets for the following proprietary fund types:

Enterprise Funds –

Enterprise funds are used to account for services that are financed and operated in a manner similar to a private business. The intention is for user fees to cover the cost of providing services, including depreciation. The City operates the Utility Fund and the Parking Garage Fund as Enterprise funds.

Utility Fund – The Utility Fund is used to account for all costs of providing water, sewer and garbage service to the residents and businesses within the City of Berwyn. This fund is supported solely by user charges for these services.

Parking Garage Fund – The Parking Garage Fund is used to account for all costs of operating the municipal parking garage in the Depot TIF district. This fund is supported by user charges for parking in the garage.

Internal Service Funds –

Internal service funds are used to account for the financing of goods or services provided by one department to other departments of the City.

Insurance Fund – The Insurance Fund is used to account for all costs of providing workmen's compensation, general liability, and property coverage for all of the City's employees and its equipment. The Insurance Fund then charges a fee to all of the other departments of the City based on claims history or other allocation method.

City of Berwyn
Budget Summary - All Funds
2020 Budget

Fund	Special Revenue Funds							
	General Fund	Library Fund	Community Development Fund	Foreign Fire Tax Fund	Motor Fuel Tax Fund	S. Berwyn TIF Fund	Harlem TIF Fund	Roosevelt TIF Fund
2020 Budget								
Revenues								
Taxes	\$ 28,759,676	\$ 3,392,808	\$ -	\$ 52,000	\$ -	\$ 1,184,742	\$ 1,500,000	\$ 761,006
Licenses and Permits	3,752,000	-	-	-	-	-	-	-
Charges for Services	2,251,500	-	-	-	-	-	-	-
Fines	5,120,000	16,000	-	-	-	-	-	-
Intergovernmental Revenues	120,000	115,821	1,241,581	-	1,992,900	-	-	-
Miscellaneous Revenues	3,254,437	750	-	-	45,000	-	-	-
Other Financing Sources	12,940,889	-	-	-	-	-	-	-
Total Revenues	56,198,502	3,525,379	1,241,581	52,000	2,037,900	1,184,742	1,500,000	761,006
Expenditures								
General Government	\$ 5,460,315	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Public Safety	41,610,332	-	-	52,000	-	-	-	-
Public Works	6,631,526	-	842,601	-	1,992,900	-	-	-
Economic Development	228,347	-	318,480	-	-	688,375	1,125,035	331,587
Culture and Recreation	2,262,395	3,935,876	80,500	-	-	-	-	-
Garbage	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	173,163	15,000
Water and Sewer	-	-	-	-	-	-	-	-
Municipal Garage	-	-	-	-	-	-	-	-
Claims expense	-	-	-	-	-	-	-	-
Other Financing Uses	-	-	-	-	-	536,167	-	286,825
Total Expenditures	56,192,915	3,935,876	1,241,581	52,000	1,992,900	1,224,542	1,298,198	633,412
Surplus / (Deficit)	5,587	(410,497)	-	-	45,000	(39,800)	201,802	127,594
Projected Beginning Fund Balance	12,303,856	1,720,076	232,159	62,066	2,305,328	121,697	(217,672)	168,906
Estimated Ending Fund Balance	\$ 12,309,443	\$ 1,309,579	\$ 232,159	\$ 62,066	\$ 2,350,328	\$ 81,897	\$ (15,870)	\$ 296,500

**City of Berwyn
Budget Summary - All Funds
2020 Budget**

Fund	Capital Projects Fund	Debt Service Fund	BMSC Fund	Utilities Fund	Parking Garage Fund	Internal Service Fund	Total All Funds
<u>2020 Budget</u>							
Revenues							
Taxes	\$ -	\$ 7,603,161	\$ 17,546,857	\$ -	\$ -	\$ -	\$ 60,800,250
Licenses and Permits	-	-	-	-	45,000	-	3,797,000
Charges for Services	-	-	-	17,137,050	130,000	2,253,764	21,772,314
Fines	-	-	-	1,625,000	-	-	6,761,000
Intergovernmental Revenues	-	-	-	-	-	-	3,470,302
Miscellaneous Revenues	-	1,000	-	32,000	40,000	-	3,373,187
Other Financing Sources	-	4,672,897	-	-	-	-	17,613,786
Total Revenues	<u>-</u>	<u>12,277,058</u>	<u>17,546,857</u>	<u>18,794,050</u>	<u>215,000</u>	<u>2,253,764</u>	<u>117,587,839</u>
Expenditures							
General Government	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,460,315
Public Safety	555,808	-	-	-	-	-	42,218,140
Public Works	310,500	-	-	-	-	-	9,777,527
Economic Development	-	-	-	-	-	-	2,691,824
Culture and Recreation	100,000	-	-	-	-	-	6,378,771
Garbage	-	-	-	4,733,880	-	-	4,733,880
Debt Service	-	11,939,550	4,613,468	338,788	-	-	17,079,969
Water and Sewer	-	-	-	13,682,249	-	-	13,682,249
Municipal Garage	-	-	-	-	70,907	-	70,907
Claims expense	-	-	-	-	-	2,054,988	2,054,988
Other Financing Uses	-	-	12,933,389	-	-	-	13,756,381
Total Expenditures	<u>966,308</u>	<u>11,939,550</u>	<u>17,546,857</u>	<u>18,754,917</u>	<u>70,907</u>	<u>2,054,988</u>	<u>117,904,951</u>
Surplus / (Deficit)	<u>(966,308)</u>	<u>337,508</u>	<u>-</u>	<u>39,133</u>	<u>144,093</u>	<u>198,776</u>	<u>(317,112)</u>
Projected Beginning Fund Balance	<u>966,308</u>	<u>1,166,808</u>	<u>2,231,170</u>	<u>10,052,583</u>	<u>9,914,501</u>	<u>232,051</u>	<u>41,259,837</u>
Estimated Ending Fund Balance	<u>\$ -</u>	<u>\$ 1,504,316</u>	<u>\$ 2,231,170</u>	<u>\$ 10,091,716</u>	<u>\$ 10,058,594</u>	<u>\$ 430,827</u>	<u>\$ 40,942,725</u>

**City of Berwyn
General Fund Summary
2020 Budget**

	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change	
						Amount	Percent
Revenues							
Taxes	\$ 40,747,325	\$ 42,067,753	\$ 29,872,529	\$ 30,086,802	\$ 28,759,676	\$ (1,327,126)	-4%
Licenses and Permits	3,672,370	3,552,298	3,636,021	3,584,000	3,752,000	168,000	5%
Charges for Services	1,819,564	1,966,890	2,369,208	1,902,000	2,251,500	349,500	18%
Fines	5,152,173	4,914,953	5,075,563	4,958,643	5,120,000	161,357	3%
Intergovernmental Revenues	118,266	122,311	123,466	120,000	120,000	-	0%
Miscellaneous Revenues	5,758,578	3,042,748	2,991,653	2,677,270	3,254,437	577,167	22%
Other Financing Sources	-	183,053	39,019,080	41,007,500	12,940,889	(28,066,611)	-68%
TOTAL REVENUES	57,268,276	55,850,006	83,087,520	84,336,215	56,198,502	(28,137,713)	-33%
Expenditures							
Mayor	\$ 153,122	\$ 162,384	\$ 158,537	\$ 160,427	\$ 166,030	\$ 5,603	3%
City Administrator	456,557	467,889	486,023	550,959	500,890	(50,069)	-9%
Clerk	261,739	259,919	142,093	186,874	244,528	57,654	31%
Treasurer	46,136	51,177	49,272	53,879	54,232	353	1%
Council	232,447	265,641	291,252	286,643	300,509	13,866	5%
Legal	1,016,730	1,094,468	733,701	988,345	1,012,890	24,545	2%
Finance	1,554,902	1,589,531	1,543,440	1,549,797	1,721,226	171,429	11%
Information Technology	1,246,859	1,316,134	1,289,729	1,326,638	1,346,516	19,878	1%
Statutory	118,590	217,245	327,927	113,494	113,494	-	0%
Fire	12,974,342	13,172,871	28,138,926	28,137,165	14,011,023	(14,126,142)	-50%
Police	24,287,780	25,258,341	40,316,624	40,498,728	27,528,754	(12,969,974)	-32%
Fire and Police Commission	46,528	62,084	92,610	70,368	70,555	187	0%
Building / Neighborhood Affairs	1,801,435	1,767,070	1,629,243	1,803,500	1,861,483	57,983	3%
Public Works	7,331,454	4,174,217	4,116,351	4,382,859	4,770,043	387,184	9%
Zoning	9,532	9,414	7,702	15,847	15,847	-	0%
Committee and Planning	210,811	202,075	172,312	215,000	212,500	(2,500)	-1%
Recreation	1,633,247	1,549,911	1,580,180	1,603,409	1,679,898	76,489	5%
Community Relations	5,383	5,383	4,968	6,783	6,783	-	0%
Senior Services	402,630	456,231	488,458	483,995	575,714	91,719	19%
Bond Issuance	-	-	-	500,000	-	(500,000)	-100%
Transfer to other funds	3,371,116	4,513,934	1,489,760	1,400,000	-	(1,400,000)	-100%
Total General Fund Expenditures	57,161,340	56,595,919	83,059,108	84,334,710	56,192,915	(28,141,795)	-33%
Revenues less Expenditures	106,936	(745,913)	28,412	1,505	5,587	4,082	
Fund Balance Beginning (As Restated)	12,914,421	13,021,357	12,275,444	12,275,444	12,303,856		
Projected Ending Fund Balance	\$ 13,021,357	\$ 12,275,444	\$ 12,303,856	\$ 12,276,949	\$ 12,309,443		

**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

Revenue Streams

The City relies on a variety of revenue streams to fund services. Many of these revenues are subject to economic fluctuations.

Property taxes –

Property taxes are levied upon all City property owners at a calculated rate per \$1,000 of assessed property valuation on both real and personal property. The tax levy is established by the City by December 31 each year to be collected the year after. Property taxes are collected by the County in two installments, the first in March and the second as early as August and as late as November. The second installment bills are based on the previous December's levy. However the first installment collection is based on the levy from two years before. The chart below summarizes the General Fund's reliance on property taxes.

Summary of General Fund Property Taxes			
Revenue Year	2018	Projected 2019	Budgeted 2020
Levy Year	2017	2018	2019
Property Taxes	\$ 21,227,338	\$ 21,684,366	\$ 22,344,726
Total Revenues	55,850,006	83,087,520	56,198,502
% of total	38%	26%	40%

The % is significantly lower in 2019 due to the City accruing for \$30 million in bond proceed revenue used for Police and Fire pension funding. The 2018 and Budgeted 2020 %'s (38% and 40% respectively) provide a better indication of the City's reliance on property taxes.

**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

Revenue Streams

The General Fund receives only a portion of the total property taxes levied in the City. The chart on below shows the components of the total tax levy for the last two years. All information was taken from the levy ordinances net of abatements.

Revenue Year Levy Year	Composition of Property Taxes	
	2019 2018	2020 2019
Corporate	\$ 19,195,765	\$ 19,579,680
Fire Pension	1,255,220	1,255,220
Police Pension	1,509,826	1,509,826
Total General Fund	21,960,811	22,344,726
Library	3,392,808	3,392,808
Bond and Interest	7,103,161	7,603,161
Total Levy	\$ 32,456,780	\$ 33,340,695

The City also receives revenue from other types of taxes. The amounts of these taxes and the process by which they are accrued and received by the City are described below.

State Income/Local Use Taxes

Income tax is a state shared tax that is distributed on a per capita basis and is based on the average income statewide. This revenue account fluctuates annually depending on economic conditions. Use Tax is a sales tax due to purchasers that were not charged by sellers when the items were initially bought.

1% State Sales and Home Rule Sales Taxes –

The City receives two types of sales taxes, one from the state and another from a sales tax imposed through the City's home-rule status. The state sales tax is 1% and the home rule sales tax is 1.75%.

Municipal Utility Taxes –

Electric, telephone and natural gas taxes are all classified as utility taxes. These taxes are billed on utility bills as a percentage of the total bill. Local utilities then remit these amounts to the City.

**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

Revenue Streams

Real Estate Transfer –

Real Estate Transfer fees are accrued based on the sale price of property and remitted to the City. This tax is currently levied at 1% of sale price.

All Other Taxes –

This revenue type encompasses taxes on liquor sales, gasoline sales, video taxes, and miscellaneous taxes.

The following chart summarizes tax revenue for 2018 through 2020. Amounts for 2018 are actual, 2019 amounts are projected based on transactions recorded thus far. The 2020 budget is based on 2019 projections, past years' trends, information provided by the Illinois Municipal League, and sales tax data received from the Illinois Department of Revenue.

Summary of Other Tax Revenue			
Revenue Year	2018	Projected 2019	Budgeted 2020
State Income/Local Use	7,129,677	7,598,961	7,739,962
1% State Sales	4,184,732	3,937,820	4,788,166
Home Rule Sales	2,810,011	3,633,859	5,018,729
Municipal Utility	2,996,948	2,887,300	3,000,000
Real Estate Transfer	2,317,555	2,064,593	2,250,000
All other	1,401,492	1,156,052	1,164,950
Total Other Taxes	\$ 20,840,415	\$ 21,278,585	\$ 23,961,807
Total General Fund/BMSC Funds Revenues	\$ 55,850,006	\$ 96,198,306	\$ 60,811,969
Other taxes as a % of Total Revenues	37%	22%	39%

**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

Revenue Streams

Please note that the following revenues are now being received through the newly established Berwyn Municipal Securitization Corporation.

State Income Tax
1 % Sales Tax

Local Use Tax
Home Rule Sales Tax

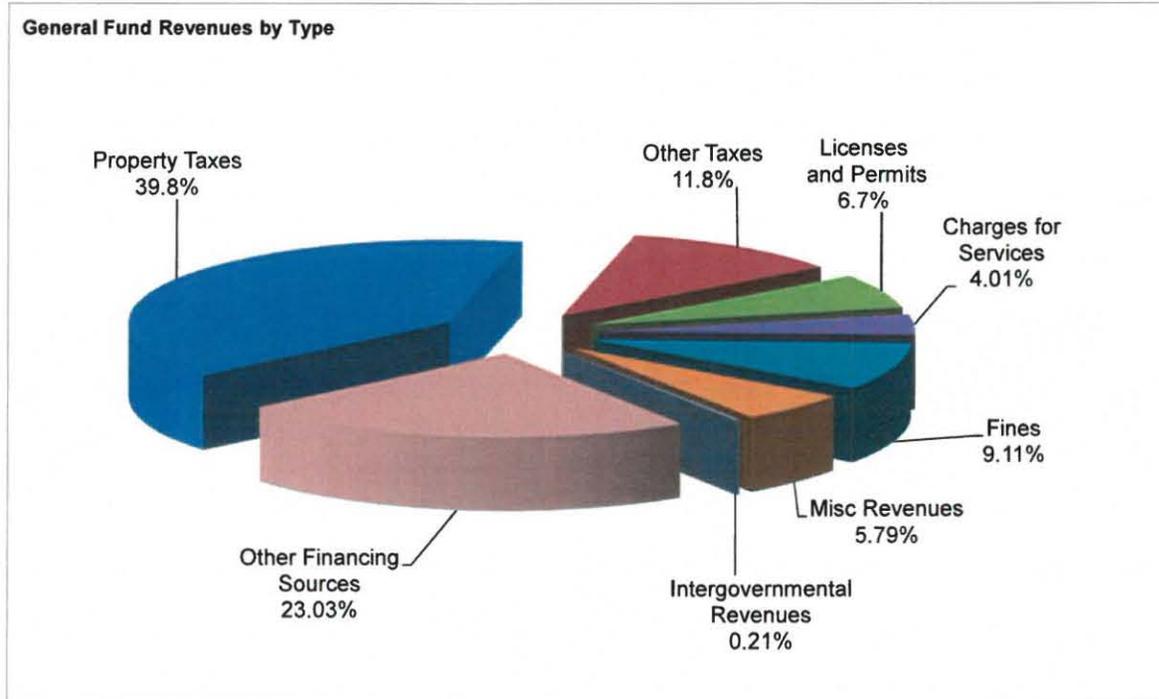
As will be explained further in the narrative, the Berwyn Securitization Corporation (BMSC) was created primarily as a result of the 2019 Police and Fire pension fund bond issue. For comparative purposes, revenues from both the General Fund and BMSC Fund are presented.

The following pages show the details of the 2020 budgeted revenue lines in the General Fund.

**City of Berwyn
Summary of General Fund Revenues
2020 Budget**

Revenue	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change	
						Amount	Percent
Property Taxes	\$ 21,326,025	\$ 21,227,338	\$ 21,684,366	\$ 21,960,811	\$22,344,726	\$ 383,915	2%
Other Taxes	19,421,300	20,840,415	8,188,163	8,125,991	6,414,950	(1,711,041)	-21%
Licenses and Permits	3,672,370	3,552,298	3,636,021	3,584,000	3,752,000	168,000	5%
Charges for Services	1,819,564	1,966,890	2,369,208	1,902,000	2,251,500	349,500	18%
Fines	5,152,173	4,914,953	5,075,563	4,958,643	5,120,000	161,357	3%
Miscellaneous Revenues	5,758,578	3,042,748	2,991,653	2,677,270	3,254,437	577,167	22%
Intergovernmental Revenues	118,266	122,311	123,466	120,000	120,000	-	0%
Other Financing Sources	-	183,053	39,019,080	41,007,500	12,940,889	(28,066,611)	-68%
Total General Fund Revenues	\$ 57,268,276	\$ 55,850,006	\$ 83,087,520	\$ 84,336,215	\$ 56,198,502	\$(28,137,713)	-33%

General Fund Revenues by Type



**City of Berwyn
General Fund Revenues
2020 Budget**

Account Number	Revenue	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change Amount	Percent
Taxes								
100-4000	Taxes - Property Corporate	\$ 18,899,455	\$ 18,585,032	\$ 18,986,602	\$ 19,195,765	\$ 19,579,680	\$ 383,915	2%
100-4005	Taxes - Personal Prp Replacement	248,383	212,872	196,404	213,000	213,000	-	0%
100-4010	Taxes - State Income/Local use	6,612,784	7,129,677	1,571,799	1,565,816	-	(1,565,816)	-100%
100-4015	Taxes - 1% State Sales/(Sales Tax Rebate)	3,852,290	4,184,732	28,401	52,095	(360,000)	(412,095)	-791%
100-4020	Taxes - Home Rule Sales	2,683,029	2,810,011	191,858	153,130	-	(153,130)	-100%
100-4025	Taxes - Municipal Utility	2,994,314	2,996,948	2,887,300	2,975,000	3,000,000	25,000	1%
100-4030	Taxes - Liquor	174,507	160,586	189,133	155,000	200,000	45,000	29%
100-4035	Taxes - Real Estate Transfer	1,890,665	2,317,555	2,064,593	2,000,000	2,250,000	250,000	13%
100-4040	Taxes - Gasoline	366,625	378,447	358,063	366,000	366,000	-	0%
100-4045	Taxes - Parking Lot	1,280	1,200	1,200	1,200	1,200	-	0%
100-4050	Taxes - Video	5,594	3,211	3,843	2,100	2,100	-	0%
100-4051	Taxes - Video Gaming	588,858	639,870	691,059	640,000	740,000	100,000	16%
100-4060	Taxes - Miscellaneous	2,971	5,306	4,510	2,650	2,650	-	0%
100-18-4000	Taxes - Property Fire Pension	1,181,376	1,217,979	1,222,638	1,255,220	1,255,220	-	0%
100-20-4000	Taxes - Property Police Pension	1,245,194	1,424,327	1,475,126	1,509,826	1,509,826	-	0%
	Total Taxes	<u>40,747,325</u>	<u>42,067,753</u>	<u>29,872,529</u>	<u>30,086,802</u>	<u>28,759,676</u>	<u>(1,327,126)</u>	<u>-4%</u>
Licenses & Permits								
100-4100	Vehicle Licenses - Passenger	1,303,102	1,281,468	1,443,005	1,300,000	1,500,000	200,000	15%
100-4105	Vehicle Licenses - RV	595	383	4,016	500	4,500	4,000	800%
100-4110	Vehicle Licenses - Truck	179,454	184,491	224,306	185,000	225,000	40,000	22%
100-4115	Vehicle Licenses - other	15,694	15,078	16,930	16,000	16,000	-	0%
100-4120	Permits - Commuter Parking	115,022	110,722	127,288	126,500	126,500	-	0%
100-4125	Permits - Municipal Parking	143,475	134,793	147,550	139,500	147,000	7,500	5%
100-4130	Permits - Electric	73,574	66,355	375	65,000	-	(65,000)	-100%
100-4135	Permits - Building	175,452	167,998	137,410	165,000	140,000	(25,000)	-15%
100-4140	Permits - Local Improvement	732,326	618,570	489,330	646,000	490,000	(156,000)	-24%
100-4145	Licenses - Business	434,287	629,929	680,323	550,000	720,000	170,000	31%
100-4150	Licenses - Liquor	172,593	200,430	219,898	198,000	250,000	52,000	26%
100-4160	Licenses - Pet Tag	12,628	12,990	11,460	13,000	13,000	-	0%
100-4165	Escrow Default & Service Charges	212,588	50,836	66,715	100,000	50,000	(50,000)	-50%
100-4170	Electric Sign Inspection	37,390	19,540	8,195	19,500	10,000	(9,500)	-49%
100-4175	Certificate of Compliance	64,190	58,715	59,220	60,000	60,000	-	0%
	Total Licenses & Permits	<u>3,672,370</u>	<u>3,552,298</u>	<u>3,636,021</u>	<u>3,584,000</u>	<u>3,752,000</u>	<u>168,000</u>	<u>5%</u>

**City of Berwyn
General Fund Revenues
2020 Budget**

Account Number	Revenue	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change Amount	Percent
Charges for Services								
100-4200	Sale of Gas (from COB pumps)	72,240	82,902	82,276	77,500	73,000	(4,500)	-6%
100-4210	Commuter Parking Meters	35,150	32,910	31,714	33,500	33,500	-	0%
100-4240	Recycling Rebate	76,818	64,911	19,217	10,000	-	(10,000)	-100%
100-4245	Sidewalk Construction	50,900	42,125	68,260	50,000	75,000	25,000	50%
100-18-4215	Paramedic Collections	847,779	851,416	1,002,328	875,000	1,000,000	125,000	14%
100-18-4299	Other Fees for Service	3,972	7,522	5,038	5,000	5,000	-	0%
100-18-4299-09	Other Fees for Service CPR Training Fees	285	540	780	500	500	-	0%
100-20-4299-11	Other Fees for Service Insurance Reports	13,090	14,969	9,424	13,000	10,000	(3,000)	-23%
100-20-4299-13	Other Fees for Service False Alarm Activation	300	-	-	-	-	-	-
100-20-4299-17	Other Fees for Service Sex Offender Registration	1,705	1,329	1,349	1,500	1,500	-	0%
100-20-4299-19	Other Fees for Service Fingerprinting	2,370	2,340	2,630	2,000	2,000	-	0%
100-20-4299-21	Other Fees for Service Property Room	14,650	(140)	5,934	8,000	10,000	2,000	25%
100-20-4299-23	Other Fees for Service Miscellaneous	3,366	10,628	15,133	-	-	-	-
100-24-4285	Inspections	121,470	278,530	537,015	285,000	500,000	215,000	75%
100-30-4255-02	Special Event Revenue National Night Out	350	638	1,775	-	-	-	-
100-32-4225	Recreation Revenues	879	1,121	990	1,000	1,000	-	0%
100-32-4225-01	Recreation Revenues Athletics	79,017	79,786	85,233	80,000	80,000	-	0%
100-32-4225-02	Recreation Revenues Adult Programs	25,037	20,526	23,326	20,000	20,000	-	0%
100-32-4225-03	Recreation Revenues Children's Programs	401,567	397,434	394,416	370,000	370,000	-	0%
100-32-4225-04	Recreation Revenues Pool	36,626	37,412	42,344	37,000	37,000	-	0%
100-32-4225-05	Recreation Revenues Concessions	-	586	-	-	-	-	-
100-32-4255	Special Event Revenue	-	455	955	-	-	-	-
100-32-4270	Rental Revenue	600	800	250	500	500	-	0%
100-46-4255-03	Special Event Revenue Senior Breakfast	3,720	4,366	4,366	1,000	1,000	-	0%
100-46-4299	Other Fees for Service	27,673	33,784	34,455	31,500	31,500	-	0%
	Total Charges for Services	1,819,564	1,966,890	2,369,208	1,902,000	2,251,500	349,500	18%
Fines								
100-20-4310	Fees - Towing	6,420	7,924	6,855	10,000	10,000	-	0%
100-20-4311	Fines - Impound Vehicles	135,600	114,000	148,650	100,000	100,000	-	0%
100-20-4315	Fines - Parking Tickets	1,757,772	1,832,969	1,786,768	1,950,000	1,900,000	(50,000)	-3%
100-20-4320	Fines - Cook County Court	83,005	64,309	40,659	48,500	30,000	(18,500)	-38%
100-20-4325	Fines - Local Ordinance	26,540	23,694	32,051	25,000	25,000	-	0%
100-20-4340	Fines - Compliance Tickets	62,182	64,351	103,126	62,500	75,000	12,500	20%
100-20-4345	Fines - Red Light Photo Enforcement	2,793,313	2,589,826	2,701,026	2,517,643	2,600,000	82,357	3%
100-20-4355-09	Fines - Other Booting	26,800	25,740	43,590	25,000	160,000	135,000	540%
100-20-4355-11	Fines - Other Cannabis Tickets	8,230	6,742	9,658	5,000	5,000	-	0%
100-24-4325	Fines - Local Ordinance	252,311	185,398	203,180	215,000	215,000	-	0%
	Total Fines	5,152,173	4,914,953	5,075,563	4,958,643	5,120,000	161,357	3%

**City of Berwyn
General Fund Revenues
2020 Budget**

Account Number	Revenue	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change Amount	Percent
Intergovernmental Revenues								
100-4410	State Allotment - Hwy Maint	118,266	122,311	123,466	120,000	120,000	-	0%
	Total Intergovernmental Revenues	<u>118,266</u>	<u>122,311</u>	<u>123,466</u>	<u>120,000</u>	<u>120,000</u>	<u>-</u>	<u>0%</u>
Other Miscellaneous Revenues								
100-4400	Grant Revenue	46,889	-	-	-	-	-	-
100-4690	Interdepartmental Charges	1,204,223	1,318,464	1,250,000	1,250,000	1,250,000	-	0%
100-4800	Interest Income	71,057	90,845	164,391	60,000	175,000	115,000	192%
100-4805	Franchises	440,551	414,726	414,649	415,000	425,000	10,000	2%
100-4810	Cell Tower Rental	358,038	272,160	336,384	222,000	340,000	118,000	53%
100-4835	Miscellaneous Revenue	93,930	37,194	31,448	35,000	32,000	(3,000)	-9%
100-4840	P Card Rebate (Fifth Third Bank Rewards)	60,634	65,918	42,042	61,500	61,500	-	0%
100-18-4250	Reimbursements - Fire	21,123	18,369	21,875	20,000	320,000	300,000	1500%
100-18-4265	Sponsorships	81	2,459	5,375	-	-	-	-
100-18-4400	Grant Revenue - Fire	12,080	31,037	55,118	3,750	3,750	-	0%
100-18-4800	Interest Income - Fire	139	408	494	200	200	-	0%
100-20-4250	Reimbursements - Police	74,931	51,660	60,138	30,000	30,000	-	0%
100-20-4400	Grant Revenue - Police	145,958	217,101	253,095	168,120	205,287	37,167	22%
100-20-4800	Interest Income - Police	127	224	339	200	200	-	0%
100-20-4850	Contributions - Police	3,530	5,390	3,855	4,000	4,000	-	0%
100-20-59-4250	Reimbursements - Police	64,361	56,100	55,000	65,000	65,000	-	0%
100-24-4250	Reimbursements - Building	4,690	6,000	-	-	-	-	-
100-24-4250-01	Reimbursements Buildings	106,155	102,301	80,041	95,000	95,000	-	0%
100-24-4250-02	Reimbursements Elevators	7,850	7,250	9,550	7,500	7,500	-	0%
100-26-35-4250	Reimbursements - Public Works - Streets	64,846	232,496	119,517	125,000	125,000	-	0%
100-26-35-4400	Grant Revenue - Public Works	2,861,011	(1,233)	-	-	-	-	-
100-32-4400	Grant Revenue - Recreation	5,927	-	-	-	-	-	-
100-46-4400	Grant Revenue - Senior Services	17,744	107,938	82,500	110,000	110,000	-	0%
100-46-4405	Grant Revenue - Senior Services	82,256	-	-	-	-	-	-
100-46-4850	Contributions - Senior Services	-	-	-	-	-	-	-
	Total Other Miscellaneous Revenues	<u>5,758,578</u>	<u>3,042,748</u>	<u>2,991,653</u>	<u>2,677,270</u>	<u>3,254,437</u>	<u>577,167</u>	<u>22%</u>
Other Financing Sources								
100-4820	Sale of City Property	-	7,242	-	7,500	7,500	-	0%
100-4900	Transfer from Other Funds	-	-	8,519,080	10,500,000	12,933,389	-	-
100-4905	Capital Lease Proceeds	-	175,811	-	-	-	-	-
100-4915	Debt Proceeds	-	-	30,500,000	30,500,000	-	(30,500,000)	-100%
	Total Other Financing Sources	<u>-</u>	<u>183,053</u>	<u>39,019,080</u>	<u>41,007,500</u>	<u>12,940,889</u>	<u>(28,066,611)</u>	<u>-68%</u>
	Total General Fund Revenues	<u>\$ 57,268,276</u>	<u>\$ 55,850,006</u>	<u>\$ 83,087,520</u>	<u>\$ 84,336,215</u>	<u>\$ 56,198,502</u>	<u>\$ (28,137,713)</u>	<u>-33%</u>

**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

Significant Expenditures and Expenses

The City, like many municipalities, is primarily a service provider. As such the largest component of its expenditures and expenses are for salaries, benefits and related payments. The City has six unions, one non-represented class and elected officials as employees.

Summary of Expenditures/Expenses by Type			
Fiscal Year	2018	Projected 2019	Budgeted 2020
Salaries	\$ 28,553,602	\$ 29,223,057	\$ 31,781,287
Benefits	19,050,904	48,485,539	19,385,270
Capital Projects	303,435	63,997	966,308
Debt Service	27,028,143	8,558,578	11,939,550
BMSC	-	10,859,252	17,546,857
TIF	2,290,011	2,257,136	3,156,152
Utility	19,234,767	18,589,743	18,754,917
Internal Service	1,939,100	1,845,260	2,054,988
All other	14,977,295	12,152,224	12,319,622
Total Expenditures	\$ 113,377,257	\$ 132,034,786	\$ 117,904,951

Increases in salaries are primarily based upon contractual raises and longevity increases.

The Benefits expense for Projected 2019 is expected to be about \$30 million higher than 2018 and Budgeted 2020 due to the City's \$30 million payment into the Police and Fire pension funds.

As discussed in the Description of City Funds and Accounting Structure section of this report, the City has a number of special revenue funds that are not budgeted. Despite not being budgeted, a fund of note is the Asset Forfeiture Fund.

The Asset Forfeiture Fund is a function of the Police Department and revenues are received from the Federal Government for assets seized that were used to commit Federal crimes. Since such revenue streams are unpredictable, budgeted figures are not determined.

In the analysis above as well as in the following tables, benefits include all non-base salary and fringe benefit costs. This category includes overtime, health and dental insurance, FICA costs, education reimbursements, stipends for education, or clothing allowances as well as the costs for pension payments.

**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

Significant Expenditures and Expenses

General Fund Expenditures

The breakdown below illustrates that Salaries and Benefits represent the majority of the City's General Fund expenditures.

Summary of Expenditures/Expenses by Type			
Fiscal Year	2018	Projected 2019	Budgeted 2020
Salaries	\$ 25,707,896	\$ 26,265,705	\$ 28,430,754
Benefits	16,959,235	46,639,724	17,356,535
Total Salaries and Benefits	<u>42,667,131</u>	<u>72,905,429</u>	<u>45,787,289</u>
Total Expenditures	<u>\$ 56,595,919</u>	<u>\$ 83,059,108</u>	<u>\$ 56,192,915</u>
Salaries and Benefits as a % of Total	75.39%	87.78%	81.48%

As explained previously, the General Fund Benefits expense for Projected 2019 is expected to be about \$30 million higher than 2018 and Budgeted 2020 due to the City's \$30 million payment into the Police and Fire pension funds.

**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

Significant Expenditures and Expenses

Salaries and Benefits

The following chart summaries the amount of full-time equivalents as budgeted in 2019 and 2020.

Department	2019	2020
Mayor	1.50	1.50
City Administrator	3.50	4.00
City Clerk	3.00	3.00
Treasurer	1.00	1.00
City Council	8.00	8.00
Legal	2.25	2.25
Finance	10.00	11.00
Human Resources	1.00	1.00
Information Technology	7.00	7.00
Fire	82.00	82.00
Police	186.00	186.50
Fire & Police Commission	4.00	5.00
Building/Neighborhood Affairs	15.00	16.00
Streets	26.50	27.00
Zoning	6.00	6.00
Recreation	43.00	43.00
Senior Citizen's Program	9.00	9.00
Community Relations	1.00	1.00
Library	42.00	43.00
Community Development	3.00	3.00
Utilities	22.50	22.00
Asset Forfeiture	2.00	2.00
Total	479.25	484.25

The above chart recognizes each of the 11 elected officials and officials appointed to commission/board positions as 1 full-time equivalent. Additionally, each of the budgeted employees hired by the recreation department to aid in summer activities are calculated as a 0.25 full-time equivalent.

The following three pages summarize cost information for salaries, benefits and total costs for the last several years.

**City of Berwyn
Summary of Salary Expenses
2020 Budget**

Function	2016	2017	2018	2019	2019	2020	Requested Budget Change	
	Actual	Actual	Actual	Projected	Budget	Budget	Change Amount	Change Percent
Mayor	\$ 79,683	\$ 80,699	\$ 81,202	\$ 81,913	\$ 81,205	\$ 84,409	\$ 3,204	4%
Administrator	239,792	242,127	247,662	228,181	283,095	242,471	(40,624)	-14%
Clerk	95,172	129,413	130,552	84,520	98,549	98,549	-	0%
Treasurer	10,000	10,385	10,000	10,000	10,000	10,000	-	0%
Council	80,001	81,924	80,001	80,001	80,000	80,000	-	0%
Legal	212,645	214,864	219,214	220,519	219,120	230,486	11,366	5%
Finance	668,056	616,256	638,358	637,649	668,041	708,430	40,389	6%
Human Resources	55,220	55,908	58,289	51,646	60,500	62,993	2,493	4%
Information Technology	427,612	453,940	519,876	523,558	463,135	480,728	17,593	4%
Total General Government	1,868,181	1,885,516	1,985,154	1,917,987	1,963,645	1,998,066	34,421	2%
Fire	\$ 7,295,223	\$ 7,268,856	\$ 7,185,227	\$ 7,521,477	\$ 7,402,634	\$ 7,810,744	\$ 408,110	6%
Police	13,049,026	13,389,048	13,311,769	13,665,637	13,702,036	14,972,715	1,270,679	9%
Fire and Police Commission	20,000	20,000	20,000	19,558	20,000	20,000	-	0%
Total Public Safety	20,364,249	20,677,904	20,516,996	21,206,672	21,124,670	22,803,459	1,678,789	8%
Building / Neighborhood Affairs	\$ 533,463	\$ 580,687	\$ 608,754	\$ 608,913	\$ 641,098	\$ 661,255	\$ 20,157	3%
Streets/Fleet	1,459,040	1,628,408	1,562,956	1,522,296	1,656,113	1,845,655	189,542	11%
Total Public Works	1,992,503	2,209,095	2,171,710	2,131,209	2,297,211	2,506,910	209,699	9%
Zoning	\$ 6,360	\$ 5,653	\$ 8,745	\$ 6,360	\$ 6,360	\$ 6,360	\$ -	0%
Total Economic Development	6,360	5,653	8,745	6,360	6,360	6,360	-	0%
Recreation	\$ 807,022	\$ 883,492	\$ 809,706	\$ 759,957	\$ 850,000	\$ 850,000	\$ -	0%
Senior Citizen's Program	178,801	183,558	210,585	238,520	247,474	260,959	13,485	5%
Community Relations	5,000	5,000	5,000	5,000	5,000	5,000	-	0%
Total Culture and Recreation	990,823	1,072,050	1,025,291	1,003,477	1,102,474	1,115,959	13,485	1%
Total General Fund Salaries	\$ 25,222,116	\$ 25,850,218	\$ 25,707,896	\$ 26,265,705	\$ 26,494,360	\$ 28,430,754	\$ 1,936,394	7%
Berwyn Public Library	\$ 1,485,203	\$ 1,419,988	\$ 1,441,602	\$ 1,579,342	\$ 1,681,659	\$ 1,857,110	175,451	10%
Community Development	160,065	147,572	156,376	156,798	156,797	163,627	6,830	4%
Utilities	1,223,298	1,203,382	1,247,728	1,221,212	1,279,337	1,329,796	50,459	4%
City-Wide Salaries	\$ 28,090,682	\$ 28,621,160	\$ 28,553,602	\$ 29,223,057	\$ 29,612,153	\$ 31,781,287	\$ 2,169,134	7%

**City of Berwyn
Summary of Benefits and Related Payments
2020 Budget**

Function							Requested Budget Change	
	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2019 Budget	2020 Budget	Change Amount	Change Percent
Mayor	\$ 59,152	\$ 62,732	\$ 70,592	\$ 70,802	\$ 67,309	\$ 68,888	\$ 1,579	2%
Administrator	122,034	127,386	133,308	169,076	172,633	170,283	(2,350)	-1%
Clerk	97,445	108,978	114,060	40,272	64,979	76,844	11,865	18%
Treasurer	10,000	69,557	37,349	37,289	38,176	38,224	48	0%
Council	100,210	120,220	154,813	169,828	169,419	181,697	12,278	7%
Legal	70,197	69,557	70,505	73,124	76,924	83,697	6,773	9%
Finance	394,895	373,856	376,639	357,243	362,004	370,539	8,535	2%
Human Resources	34,803	34,803	26,068	23,934	26,853	37,092	10,239	38%
Information Technology	253,221	269,572	277,703	280,957	294,087	308,046	13,959	5%
Statutory	(42,930)	64,760	103,370	159,397	7,000	7,000	-	0%
Total General Government	1,099,027	1,301,421	1,364,407	1,381,922	1,279,384	1,342,310	62,926	5%
Fire	\$ 4,572,841	\$ 5,014,792	\$ 4,902,585	\$ 19,807,157	\$ 19,919,661	\$ 4,938,555	\$ (14,981,106)	-75%
Police	8,165,533	8,385,177	8,819,934	23,689,112	24,074,426	9,171,184	(14,903,242)	-62%
Fire and Police Commission	1,530	3,619	4,140	4,020	1,343	1,530	187	14%
Total Public Safety	12,739,904	13,403,588	13,726,659	43,500,289	43,995,430	14,111,269	(29,884,161)	-68%
Building / Neighborhood Affairs	\$ 402,091	\$ 457,357	\$ 471,894	\$ 410,481	\$ 475,476	\$ 485,074	\$ 9,598	2%
Streets/Fleet	998,485	985,519	1,041,672	1,010,348	1,042,166	1,054,980	12,814	1%
Total Public Works	1,400,576	1,442,876	1,513,566	1,420,829	1,517,642	1,540,054	22,412	1%
Zoning	\$ 405	\$ 3,619	\$ 669	\$ 547	\$ 487	\$ 487	\$ -	0%
Total Economic Development	405	3,619	669	547	487	487	-	0%
Recreation	\$ 273,524	\$ 291,811	\$ 269,618	\$ 247,537	\$ 264,413	\$ 270,754	\$ 6,341	2%
Senior Citizen's Program	98,064	98,472	83,933	88,247	90,254	91,278	1,024	1%
Community Relations	383	383	383	353	383	383	-	0%
Total Culture and Recreation	371,971	390,666	353,934	336,137	355,050	362,415	7,365	2%
Total General Fund Benefits	\$ 15,611,883	\$ 16,542,170	\$ 16,959,235	\$ 46,639,724	\$ 47,147,993	\$ 17,356,535	\$ (29,791,458)	-63%
Berwyn Public Library	\$ 836,896	\$ 800,500	\$ 842,049	\$ 830,822	\$ 919,601	\$ 947,515	\$ 27,914	3%
Community Development	108,964	106,208	106,413	101,512	108,687	110,323	1,636	2%
Utilities	1,033,720	995,303	1,143,207	913,481	983,168	970,897	(12,271)	-1%
City-Wide Benefits	\$ 17,591,463	\$ 18,444,181	\$ 19,050,904	\$ 48,485,539	\$ 49,159,449	\$ 19,385,270	\$ (29,774,179)	-61%

**City of Berwyn
Summary of Total Expenditures/Expenses
2020 Budget**

Fund	2017 Actual	2018 Actual	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change Amount	Change Percent
General Fund Expenditures	\$ 57,161,340	\$ 56,595,919	\$ 83,059,108	\$ 84,334,710	\$ 56,192,915	\$ (28,141,795)	-33%
Special Revenue Funds							
Berwyn Public Library	2,890,703	3,083,698	3,656,658	3,822,124	3,935,876	113,752	3%
Community Development	1,862,563	1,329,005	1,181,707	1,552,893	1,241,581	(311,312)	-20%
Foreign Fire	61,570	43,388	49,751	57,000	52,000	(5,000)	-9%
Motor Fuel Tax	1,418,738	1,238,620	1,646,249	1,694,734	1,992,900	298,166	18%
Tax Incremental Financing Districts							
S. Berwyn TIF	789,647	733,748	742,607	774,155	1,224,542	450,387	58%
Harlem TIF	513,585	587,871	1,115,285	1,137,479	1,298,198	160,719	14%
Roosevelt TIF	465,005	968,392	399,244	431,729	633,412	201,683	47%
Total TIF's	1,768,237	2,290,011	2,257,136	2,343,363	3,156,152	812,789	35%
Capital Projects	560,356	303,435	63,997	750,000	966,308	216,308	29%
Debt Service	11,588,187	27,028,143	8,558,578	8,908,403	11,939,550	3,031,147	34%
Berwyn Municipal Securitization (BMSC)	-	-	10,859,252	-	17,546,857	17,546,857	-
Utilities	18,626,697	19,234,767	18,589,743	18,017,860	18,754,917	737,057	4%
Parking Garage	273,937	291,171	267,347	79,730	70,907	(8,823)	-11%
Internal Service	1,698,394	1,939,100	1,845,260	1,541,500	2,054,988	513,488	33%
City-Wide Costs	\$ 97,910,722	\$ 113,377,257	\$ 132,034,786	\$ 123,102,317	\$ 117,904,951	\$ (5,197,366)	-4%

**City of Berwyn
Summary of General Fund Expenditures
2020 Budget**

Dept #	Expenditures	2017	2018	2019	2019	2020	Requested Budget Change	
		Balance	Balance	Projected	Budget	Budget	Amount	Percent
General Government								
02	Mayor	\$ 153,122	\$ 162,384	\$ 158,537	\$ 160,427	\$ 166,030	\$ 5,603	3%
03	City Administrator	456,557	467,889	486,023	550,959	500,890	(50,069)	-9%
04	Clerk	261,739	259,919	142,093	186,874	244,528	57,654	31%
06	Treasurer	46,136	51,177	49,272	53,879	54,232	353	1%
08	Council	232,447	265,641	291,252	286,643	300,509	13,866	5%
10	Legal	1,016,730	1,094,468	733,701	988,345	1,012,890	24,545	2%
12	Finance	1,554,902	1,589,531	1,543,440	1,549,797	1,721,226	171,429	11%
16	Information Technology	1,246,859	1,316,134	1,289,729	1,326,638	1,346,516	19,878	1%
17	Statutory	118,590	217,245	327,927	113,494	113,494	-	0%
Public Safety								
18	Fire	12,974,342	13,172,871	28,138,926	28,137,165	14,011,023	(14,126,142)	-50%
20	Police	24,287,780	25,258,341	40,316,624	40,498,728	27,528,754	(12,969,974)	-32%
22	Fire and Police Commission	46,528	62,084	92,610	70,368	70,555	187	0%
Public Works								
24	Building / Neighborhood Affairs	1,801,435	1,767,070	1,629,243	1,803,500	1,861,483	57,983	3%
26	Public Works	7,331,454	4,174,217	4,116,351	4,382,859	4,770,043	387,184	9%
Economic Development								
28	Zoning	9,532	9,414	7,702	15,847	15,847	-	0%
30	Committee and Planning	210,811	202,075	172,312	215,000	212,500	(2,500)	-1%
Culture and Recreation								
32	Recreation	1,633,247	1,549,911	1,580,180	1,603,409	1,679,898	76,489	5%
34	Community Relations	5,383	5,383	4,968	6,783	6,783	-	0%
46	Senior Services	402,630	456,231	488,458	483,995	575,714	91,719	19%
Other Financing Uses/Other Dept's								
-	Bond Issuance	-	-	-	500,000	-	(500,000)	-100%
-	Transfer to other funds	3,371,116	4,513,934	1,489,760	1,400,000	-	(1,400,000)	-100%
Total General Fund Expenditures		\$ 57,161,340	\$ 56,595,919	\$ 83,059,108	\$ 84,334,710	\$ 56,192,915	\$ (28,141,795)	-33%

**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

Office of the Mayor

PROGRAM MANAGER: Mayor

PROGRAM DESCRIPTION:

The Mayor is the Chief Executive Officer of the City who is responsible for providing leadership and ensuring all City ordinances, polices and state laws are observed, enforced and current. The Mayor is responsible for appointing all Department Heads as well as positions to Boards, Commissions and Committees as designated by ordinance. The Mayor presides at the City Council meetings voting only in case of a tie with the power to veto. The Mayor is elected at large to a four-year term of office.

The Mayor is responsible for the operation of the City supported by department heads that report directly to the Mayor. Policy implementation and direction of all department heads is the responsibility of the Mayor. The Mayor prepares the executive budget with the Finance Director and key staff for submittal to the City Council and the Budget Committee.

The Mayor or his designee represents the City at all gatherings where City representation is required. The Mayor also represents the City in Springfield regarding state grants and state policies that may affect the City and is considered the contact for all other elected officers of the Federal, State, County and other local governments including school and park districts. The Mayor represents and advocates on the City's behalf to all organizations and persons that consider issues and policies that would affect the future well-being of the City. The Mayor is responsible for the development of initiatives and policies at the direction of the City Council for the benefit of the City of Berwyn.

SERVICES:

- ✚ Represent all residents of the City of Berwyn.
- ✚ Implement a strategic plan for the City of Berwyn.
- ✚ Communicate with the City Council. In collaboration with the City Clerk, the Mayor's office should assure that the agendas for the City Council meetings allow for an efficient progress on the issues important to the City. The Mayor's office should address Aldermanic concerns.

**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

Office of the Mayor

- ✚ Communicate with other governmental bodies and agencies. The Mayor's office should communicate with Federal, State, County and other municipalities, school districts, park districts and other agencies, as well as opportunities for the mutual benefit and cooperation of all concerned.
- ✚ Provide timely emergency notification to elected officials regarding events that may affect City residents.

City of Berwyn
2020 Budgeted Expenditures by Department
Mayor
12/31/2020

Account Number	Account Name	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change
100-02-5000	Mayor - Salaries	\$ 80,699	\$ 81,202	\$ 81,913	\$ 81,205	\$ 84,409	\$ 3,204
100-02-5030	Mayor - Unused Buyback	-	2,192	-	-	-	-
100-02-5035	Mayor - Benefits	62,732	68,400	64,643	67,309	68,888	1,579
100-02-5200	Mayor - Administrative Expenses	4,584	3,998	3,435	7,500	7,500	-
100-02-5220	Mayor - Training, Dues & Publications	10	961	1,552	-	-	-
100-02-5225	Mayor - Supplies	2,946	1,839	1,772	1,000	1,000	-
100-02-5235	Mayor - Postage & Printing	522	292	13	845	845	-
100-02-5290	Mayor - Other General Expenses	749	1,543	3,425	1,000	1,000	-
100-02-5625	Mayor - Copier Maintenance	693	868	785	919	700	(219)
100-02-5625	Mayor - Internal Service Fund	<u>187</u>	<u>1,089</u>	<u>999</u>	<u>649</u>	<u>1,688</u>	<u>1,039</u>
Department Total		<u>\$ 153,122</u>	<u>\$ 162,384</u>	<u>\$ 158,537</u>	<u>\$ 160,427</u>	<u>\$ 166,030</u>	<u>\$ 5,603</u>

**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

Office of the City Administrator

PROGRAM MANAGER: City Administrator

PROGRAM DESCRIPTION: The City Administrator, under the direction of the Mayor, shall be the chief administrator of the City, and shall be responsible to the Mayor for the administration of the affairs of the City and policies adopted by City Council.

The City Administrator may recommend appointments of such assistants, department heads, and employees as are necessary, with such recommendations to be made to the Mayor pursuant to the annual appointment of officers.

The City Administrator shall have the following powers and duties:

1. Assist with agenda items for meetings of the City Council and other official City Boards and Commissions as directed by the Mayor.
2. Recommend to the City Council such measures as, in his or her judgment, he or she deems to be in the best interest of the City.
3. Recommend to the Mayor the discipline, suspension or termination of any and all City employees, except the City Attorney and when otherwise provided by law, and to the extent permitted by law and subject to the City Administrator's discretion and supervision, to delegate to any employee any of these powers with respect to any subordinates of that employee. Pursuant to due process, the Mayor shall retain the final authority regarding the appeal by any employee of all discipline, suspension, or termination actions.
4. Propose to the Mayor and City Council such personnel rules and regulations as the City Administrator deems necessary to manage the personnel of the City.
5. Direct and supervise the activities of all departments (except legal), offices, and agencies of the City, except as otherwise provided by law, and to administer the affairs of the City.
6. Recommend to the City Council the creating, consolidating, and combining of offices, positions, departments or units of the administrative and executive departments of the City.
7. Investigate complaints in relation to matters concerning the administration of the City.
8. Assist the Mayor and Finance Director with the preparation and submittal of a recommended annual budget for City operations to include capital programs and administer the approved budget after adoption.

**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

Office of the City Administrator

9. Report to the Mayor regarding the administrative activities of the City on a regular basis.
10. Represent the City in its dealings with other governmental agencies and officials, businesses, not-for-profit organizations, residents, and the general public as necessary.
11. Evaluate City projects, programs, agreements and services and make recommendations on modifications and improvements thereto.
12. Perform such other duties as may be required by the Mayor consistent with state statutes and the ordinances of the City.
13. Oversee City Switchboard operation.

City of Berwyn
 2020 Budgeted Expenditures by Department
 City Administration
 12/31/2020

Account Number	Account Name	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change
100-03-5000	City Admin - Salaries	\$ 242,127	\$ 247,662	\$ 228,181	\$ 283,095	\$ 242,471	\$ (40,624)
100-03-5025	City Admin - Other Stipend	-	-	1,100	-	1,000	1,000
100-03-5030	City Admin - Sick Day Buy Back	10,208	12,604	16,368	11,379	5,439	(5,940)
100-03-5035	City Admin - Benefits	117,178	120,704	147,479	161,254	163,844	2,590
100-03-5220	City Admin - Training	15,739	16,523	14,620	20,000	10,000	(10,000)
100-03-5225	City Admin - Supplies	1,109	87	4,905	1,600	1,600	-
100-03-5235	City Admin - Postage & Printing	522	822	1,698	805	805	-
100-03-5290	City Admin - Other General Expenses	12,220	10,264	7,950	9,500	9,500	-
100-03-5300	City Admin - Professional Services	55,000	55,000	60,000	60,000	60,000	-
100-03-5400	City Admin - Repairs & Maintenance	1,210	109	-	500	500	-
100-03-5405	City Admin - Copier Maintenance	693	868	785	919	700	(219)
100-03-5625	City Admin - Internal Service Fund	551	3,246	2,937	1,907	5,031	3,124
Department Total		<u>\$ 456,557</u>	<u>\$ 467,889</u>	<u>\$ 486,023</u>	<u>\$ 550,959</u>	<u>\$ 500,890</u>	<u>\$ (50,069)</u>

**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

Clerk

PROGRAM MANAGER: City Clerk

PROGRAM DESCRIPTION:

The City Clerk's office is a statutory office. The City Clerk holds an elected position and is the "Keeper of the Records," the Official Seal of the City and archivist for the City. The Clerk's office is dedicated to meet the requirements and deadlines prescribe by City, State, and Federal law to ensure proper function of government; to keep the official records of the City Council, such as proceedings, resolutions, ordinances, contracts, agreements and all other communications of the City Council. Responsibilities include: records management, local election administration, legal notification to the public, prepares City Council agendas, preparation and retention of official minutes of the City Council meetings. Clerk's office also provides administrative support to the City Council and its Aldermen, Aldermanic Committees, and the Zoning Board of Appeals. Clerk's office also administers all requests under the Freedom of Information Act (FOIA), maintains and codifies all local ordinances.

SERVICES:

- ✚ Attend and prepare agendas, minutes, maintain records, referrals and correspondence for City Council meetings
- ✚ Prepare and post all meeting notices for council and committees
- ✚ Ensures publication of all notices and Treasurers Report as prescribe by Law
- ✚ Receives and maintains all sealed bids
- ✚ Maintain and codify all local ordinances, resolutions
- ✚ Attest, seal and certify documents for the city
- ✚ Administer and respond to all requests for public documents, records, (FOIA) requests
- ✚ Administer and maintains oaths of office
- ✚ Notary public, voter registration, assists County Clerk with elections

**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

Clerk

- ✚ Oversee City records management, retention and destruction, and the City switchboard
- ✚ Provide block party, block garage sales applications and coordinate for council approval
- ✚ Files required documents with the State and County

City of Berwyn
 2020 Budgeted Expenditures by Department
 Clerk
 12/31/2020

Account Number	Account Name	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change
100-04-5000	Clerk - Salaries	\$ 129,413	\$ 130,552	\$ 84,520	\$ 98,549	\$ 98,549	\$ -
100-04-5010	Clerk - Overtime	-	-	457	-	-	-
100-04-5020	Clerk - Education Stipend	2,115	-	-	-	-	-
100-04-5020	Clerk - Other Stipend	2,400	2,400	257	1,000	1,000	-
100-04-5030	Clerk - Sick Day Buy Back	1,273	5,748	-	-	-	-
100-04-5035	Clerk - Benefits	103,190	105,912	38,247	63,979	75,844	11,865
100-04-5200	Clerk - Administrative Expenses	1,563	918	4,300	4,500	4,500	-
100-04-5220	Clerk - Training, Dues & Publications	2,501	727	4,294	2,500	2,500	-
100-04-5225	Clerk - Supplies	2,438	1,074	875	1,500	1,500	-
100-04-5235	Clerk - Postage & Printing	567	781	474	750	750	-
100-04-5290	Clerk - Other General Expenses	541	171	200	2,000	47,000	45,000
100-04-5405	Clerk - Copier Maintenance	3,948	4,362	4,348	4,500	3,500	(1,000)
100-04-5610	Clerk - Codification	11,162	2,930	2,433	4,000	4,000	-
100-04-5615	Clerk - Record Retention	358	2,483	-	2,500	2,500	-
100-04-5625	Clerk - Internal Service Fund	270	1,861	1,688	1,096	2,885	1,789
Department Total		<u>\$ 261,739</u>	<u>\$ 259,919</u>	<u>\$ 142,093</u>	<u>\$ 186,874</u>	<u>\$ 244,528</u>	<u>\$ 57,654</u>

**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

Office of the City Treasurer

PROGRAM MANAGER: City Treasurer

PROGRAM DESCRIPTION:

The City's Treasurer is elected by City voters and is directly responsible to the people. The Treasurer serves a four year term, concurrent with the Mayor and Aldermen, and also attends Council meetings.

The Treasurer is also responsible for preparation and publication of the City's treasurer's report. This report is compiled in accordance with state statutes and is required to be filed by June 30 of the following year.

City of Berwyn
 2020 Budgeted Expenditures by Department
 Treasurer
 12/31/2020

Account Number	Account Name	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change
100-06-5000	Treasurer - Salaries	\$ 10,385	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ -
100-06-5035	Treasurer - Benefits	31,707	37,349	36,053	38,176	38,224	48
100-06-5225	Treasurer - Supplies	-	-	-	250	250	-
100-06-5235	Treasurer - Postage & Printing	4,000	3,500	2,756	5,000	5,000	-
100-06-5290	Treasurer - Other General Expenses	-	-	150	250	250	-
100-06-5625	Treasurer - Internal Service Fund	44	328	313	203	508	305
Department Total		<u>\$ 46,136</u>	<u>\$ 51,177</u>	<u>\$ 49,272</u>	<u>\$ 53,879</u>	<u>\$ 54,232</u>	<u>\$ 353</u>

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City Council

PROGRAM DESCRIPTION:

The City Council is the legislative branch of the City government. The City Council meetings and Committee of the Whole meetings are the forums for review and debate of ordinances, resolutions, directives and policies proposed by standing committees, department heads, boards and commissions. The City Council determines the use of tax dollars and other funding sources to meet the needs of the City; holds public hearings to provide citizen input; participates in conferences, forums and meetings of legislative groups and associations; and keeps their constituents informed on City issues through ward meetings, newsletters and/or public forums.

The City Council operates on a committee structure with the following Aldermanic Committees: Administration; Budget, Finance & Revenue; Building & Zoning; Human Relations & Housing; Licensing & Taxation; Outreach; Police & Fire; Public Works, Parking, Trees, Traffic, Streets & Sewers; and a liaison to the Library Board.

In addition to the City Council committees, there are a number of boards and commissions that provide policy input to the City Council and are comprised of volunteer, citizen members. These boards include the Library Board, Fire and Police Commission, Community Relations Commission, 911 Board, Fire and Police Pension Board and Zoning Board of Appeals.

SERVICES:

- ✚ Represent all residents of Berwyn as well as their respective wards.
- ✚ Assist constituents with issues and requests relating to City departments and services.
- ✚ Establish the City budget and determine tax levy.
- ✚ Set City-wide short term and long term goals and policies.
- ✚ Provide advice and consent to Mayor for appointments to committees, boards, commissions and department heads.
- ✚ Research in committee and approve ordinances, polices and directives that will enhance the quality of life and improve the City of Berwyn.

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City Council

- ✚ Approve contracts and major expenses through bidding process.

City of Berwyn
 2020 Budgeted Expenditures by Department
 Council
 12/31/2020

Account Number	Account Name	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change
100-08-5000	Council - Salaries	\$ 81,924	\$ 80,001	\$ 83,924	\$ 80,000	\$ 80,000	\$ -
100-08-5035	Council - Benefits	120,220	154,813	169,828	169,419	181,697	12,278
100-08-5200-01	Council - Ward 1	4,499	4,491	4,500	4,500	4,500	-
100-08-5200-02	Council - Ward 2	4,500	4,500	4,500	4,500	4,500	-
100-08-5200-03	Council - Ward 3	4,181	3,771	4,500	4,500	4,500	-
100-08-5200-04	Council - Ward 4	2,066	4,460	4,500	4,500	4,500	-
100-08-5200-05	Council - Ward 5	4,285	2,330	4,500	4,500	4,500	-
100-08-5200-06	Council - Ward 6	4,500	4,500	4,500	4,500	4,500	-
100-08-5200-07	Council - Ward 7	2,218	2,095	4,500	4,500	4,500	-
100-08-5200-08	Council - Ward 8	3,736	2,902	4,500	4,500	4,500	-
100-08-5290	Council - Other General Expenses	65	-	-	250	250	-
100-08-5625	Council - Internal Service Fund	253	1,778	1,500	974	2,562	1,588
Department Total		<u>\$ 232,447</u>	<u>\$ 265,641</u>	<u>\$ 291,252</u>	<u>\$ 286,643</u>	<u>\$ 300,509</u>	<u>\$ 13,866</u>

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Legal Department

PROGRAM MANAGER: City Attorney

PROGRAM DESCRIPTION:

The Law Department is an executive level department headed by an Illinois licensed attorney appointed by the Mayor and charged with the coordination of the legal business of the City, including all litigation and actions filed on behalf of or against the City. The Legal Department also supervises the drafting of all ordinances, resolutions, deeds, leases, contracts, and other documents required by the City, or when requested to do so by the Mayor or Council. The City Attorney is authorized by ordinance to render opinions as required by the Mayor and Council, perform such other duties as may be assigned by the Mayor or the Council, and supervise the duties of the City's appointed prosecutors, litigation and corporate council.

SERVICES:

- ✚ Acts as legal counsel and parliamentarian at meetings of the City Council.
- ✚ Drafts and/or reviews local ordinances and resolutions.
- ✚ Researches and writes legal opinions and memoranda for the Mayor and City Council.
- ✚ Monitors all civil claims, litigation matters, regulatory actions and legal expenditures.
- ✚ Oversees the prosecution of ordinance violations and the administration of the City's adjudication program.
- ✚ Negotiates, drafts, and/or reviews City contracts, leases, and indemnification agreements.
- ✚ Reviews and monitors real estate activity, including issuance of transfer stamps, tax exemption filings, property tax appeals, and the sale, lease or purchase of public property.
- ✚ Insures compliance with federal and state regulations.
- ✚ Provides assistance to other departments as requested.

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Legal Department

- ✚ Coordinates the review of Freedom of Information requests with the Clerk's office.
- ✚ Reviews and recommends changes to departmental policies and procedures.
- ✚ Reviews all real estate foreclosure transfer fees and lien collections.
- ✚ Currently the attorney for the Ethics Commission.

City of Berwyn
 2020 Budgeted Expenditures by Department
 Legal
 12/31/2020

Account Number	Account Name	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change
100-10-5000	Legal - Salaries	\$ 214,864	\$ 219,214	\$ 220,519	\$ 219,120	\$ 230,486	\$ 11,366
100-10-5030	Legal - Sick Day Buy Back	1,338	1,365	1,653	7,025	9,392	2,367
100-10-5035	Legal - Benefits	68,219	69,140	64,234	69,899	74,305	4,406
100-10-5110	Legal - Adjudication Program	35,605	27,105	14,088	35,000	35,000	-
100-10-5225	Legal - Supplies	1,024	34	-	1,000	1,000	-
100-10-5235	Legal - Postage & Printing	6	3	9	500	500	-
100-10-5290	Legal - Other General Expenses	327	-	25	500	500	-
100-10-5300	Legal - Professional Service	694,328	770,377	426,425	650,000	650,000	-
100-10-5405	Legal - Copier Maintenance	-	-	-	919	500	(419)
100-10-5625	Legal - Internal Service Fund	1,019	7,230	6,748	4,382	11,207	6,825
Department Total		<u>\$ 1,016,730</u>	<u>\$ 1,094,468</u>	<u>\$ 733,701</u>	<u>\$ 988,345</u>	<u>\$ 1,012,890</u>	<u>\$ 24,545</u>

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Finance Department

PROGRAM MANAGER: Finance Director

PROGRAM DESCRIPTION:

The Finance Department is responsible for the accounting and financial reporting of all City operations and is entrusted with collecting, depositing, and investing all City funds. This area includes: maintaining all financial records for the City; accounts payable; investment and cash management; coordinating the annual operating and capital budget process for all City operations; and the administration of the City's payroll processes.

The City is audited annually by an external independent accounting firm. The auditors check the City's compliance with accounting standards and reporting along with local, state and federal regulations. Internal controls are reviewed to assure the safeguard of assets and to prevent irregularities. The Finance Department works throughout the year to ensure that the City is in compliance with financial and reporting regulations and ensuring internal controls are maintained.

The Finance Department also encompasses the Collector's Office, which oversees the collection of cash receipts. The goals of the Collector's Office are to continue to provide prompt, efficient and friendly service to all people who come in contact with the office; to provide services in an accurate and professional manner; to provide the Finance Department with information in a timely and accurate manner; to provide quality service to all; to strive for self-improvement in all areas of responsibility. The Collector's Office is also responsible for the issuance of business & contractors licenses, as well as, maintaining and updating all of the files for the permits and fees listed above.

The Benefits Coordinator is responsible for administering the benefit plans for City employees and all related reporting issues.

SERVICES:

- ✚ Disbursement of funds to vendors
- ✚ Monitor the City's purchasing policies
- ✚ Processing of payroll checks to all employees

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Finance Department

- ✚ Verification of employee time in accordance with the City's employee handbook and applicable union contracts.
- ✚ Payment of payroll taxes and preparation of related reports
- ✚ Preparation of financial information to department heads and elected officials.
- ✚ Coordination of the City's budget for submission to City Council
- ✚ Preparation of financial information and schedules for the annual audit
- ✚ Cash management and investment of City funds
- ✚ Cash collection and daily deposits
- ✚ Administration of City's debt program
- ✚ Questions and general assistance for business owners and residents on City fees
- ✚ Tracking of payments received and balances owed for adjudication programs
- ✚ Establishing, monitoring and enforcement of City internal controls over financial processes and reporting
- ✚ Liability and workers compensation risk management and claims review and processing
- ✚ Employee benefit evaluation, insurance review and administration

City of Benwyn
2020 Budgeted Expenditures by Department
Finance
12/31/2020

Account Number	Account Name	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change
100-12-5000	Finance - Salaries	\$ 407,602	\$ 409,382	\$ 389,629	\$ 418,458	\$ 407,300	\$ (11,158)
100-12-5010	Finance - Overtime	-	-	-	-	-	-
100-12-5030	Finance - Sick Day Buy Back	22,224	18,006	37,677	19,018	19,018	-
100-12-5035	Finance - Benefits	170,439	170,032	150,191	164,589	156,673	(7,916)
100-12-5215	Finance - Telephone	334	-	-	2,500	-	(2,500)
100-12-5220	Finance - Training, Dues, & Publications	4,974	3,680	5,688	5,500	8,000	2,500
100-12-5225	Finance - Supplies	4,804	4,935	8,976	5,000	5,000	-
100-12-5235	Finance - Postage & Printing	7,724	3,746	2,912	7,500	7,500	-
100-12-5290	Finance - Other General Expenses	123,386	142,441	101,173	60,000	140,000	80,000
100-12-5300	Finance - Professional Services	1,002	580	329	1,000	1,000	-
100-12-5400	Finance - Repairs & Maintenance	-	-	-	-	-	-
100-12-5405	Finance - Copier Maintenance	1,449	1,646	1,654	2,000	1,500	(500)
100-12-5625	Finance - Internal Service Fund	1,907	10,415	9,186	5,965	16,143	10,178
100-12-5800	Finance - Capital Outlay	-	3,642	1,022	3,000	-	(3,000)
	Total Finance	745,845	768,505	708,437	694,530	762,134	67,604
100-12-11-5000	Collectors - Salaries	\$ 208,654	\$ 228,976	\$ 248,020	\$ 249,583	\$ 301,130	\$ 51,547
100-12-11-5010	Collectors - Overtime	-	-	-	-	-	-
100-12-11-5025	Collectors - Stipends	1,300	1,200	1,200	1,200	1,200	-
100-12-11-5030	Collectors - Sick Day Buy Back	12,605	13,223	10,540	6,003	6,003	-
100-12-11-5035	Collectors - Benefits	167,288	174,178	166,166	171,194	187,645	16,451
100-12-11-5220	Collectors - Training, Dues, & Publications	-	-	2,402	-	5,000	5,000
100-12-11-5225	Collectors - Supplies	2,021	5,433	4,132	5,000	5,000	-
100-12-11-5235	Collectors - Postage & Printing	18,791	12,417	22,154	17,500	17,500	-
100-12-11-5290	Collectors - Other General Expenses	3,209	2,848	788	2,500	2,500	-
100-12-5300-03	Collector - Collection Service Fees	232,624	236,407	221,960	235,000	235,000	-
100-12-5300-04	Finance - Vehicle Registration Service	71,439	55,671	83,783	72,500	90,000	17,500
10012-5405	Collectors - Copier Maintenance	969	1,177	1,073	1,200	750	(450)
	Total Collectors	718,900	731,530	762,218	761,680	851,728	90,048
100-14-5000	Benefits Coordinator - Salaries	\$ 55,908	\$ 58,289	\$ 51,646	\$ 60,500	\$ 62,993	\$ 2,493
100-14-5025	Benefits Coordinator - Stipends- Other	-	1,200	1,000	1,200	1,200	-
100-14-5030	Benefits Coordinator - Sick Day Buy Back	1,559	2,233	-	2,782	-	(2,782)
100-14-5035	Benefits Coordinator - Benefits	28,454	22,635	18,354	22,871	35,892	13,021
100-14-5220	Benefits Coordinator - Training, Dues & Publications	1,197	887	-	1,000	1,000	-
100-14-5225	Benefits Coordinator - Supplies	1,312	2,064	627	2,000	2,000	-
100-14-5235	Benefits Coordinator - Postage & Printing	710	353	28	1,000	1,000	-
100-14-5290	Benefits Coordinator - Other General Expenses	675	687	-	1,500	1,500	-
100-14-5625	Benefits Coordinator - Internal Service Fund	342	1,148	1,130	734	1,779	1,045
	Total Benefits Coordinator	90,157	89,496	72,785	93,587	107,364	13,777
Department Total		\$ 1,554,902	\$ 1,589,531	\$ 1,543,440	\$ 1,549,797	\$ 1,721,226	\$ 171,429

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Department of Information Technology

PROGRAM MANAGER: Information Technology Director

PROGRAM DESCRIPTION:

The Department of Information Technology is working to put technology to its highest and best use throughout City government in order to improve the administration of City programs and services.

The mission of the Department of Information Technology is to provide quality information technology (IT) services and solutions to principle users, effectively aligning business and technology objectives through collaboration, in order to provide the most cost-effective solutions that facilitate and improve the conduct of business for our City residents, businesses, visitors and governmental entities.

This department maintains automated data processing systems to serve all City departments. The department is responsible for the integrity of information systems utilized by the Finance, Building, Collector, Clerk, HR, Fire, Police, CDBG, Public Works, Recreation and Library departments. Additionally, this department provides IT support services for the Berwyn Development Corporation.

SERVICES:

The Department of Information Technology provides technology and services that fulfill the City's broad based information technology needs. IT plans resource commitments and provides a stable direction for the future. Further, IT strives to keep abreast of state-of-the-art innovations in the world of information technology. This department has co-responsibility for product purchases and development projects, which include initiation, management, and successful implementation. Daily duties include the responsibility and authority for review, control, Help Desk support, and improvements in such areas as:

- ✚ Desktop Services – Desktop services include functions that directly support the use of personal computers, laptops, and hand-held devices. This includes the Microsoft Office suite of tools, email, and packaged software application support.

- ✚ Web Services – Web services include hosting, designing, and administrating the City of Berwyn's external and internal set of websites. The website provides timely information regarding all aspects of the City.

**City of Berwyn
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Department of Information Technology

- ✚ Application Development Services – The IT department provides limited application design and development. Application development is used to fill in the gaps and integrate various purchased application packages. All development, at present, uses Microsoft Access-based technology.

- ✚ Telecommunication Services – Includes all commercial and/or private voice communications systems and devices, commercial voice communications carrier services, telephones, Private Telephone Switches (PBX), call accounting, and voicemail. All network services from wall plugs to services, including wide area network (WAN) and local area network (LAN), broadband fiber and copper systems, and internet services.

- ✚ Architecture and Infrastructure Services – Selection and management of PCs, gateways, firewalls, switches, routers, copy machines, fax machines, security services, domain name systems (DNS), file servers, print services, email systems, web site hosting, database administration, data center operations, backup, recovery, and performance planning.

- ✚ Training Services – Provides city-wide technology related training including the Microsoft Office suite of tools, electronic mail, packaged and developed application training, and managing the given training areas.

City of Berwyn
 2020 Budgeted Expenditures by Department
 Information Technology
 12/31/2020

Account Number	Account Name	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change
100-16-5000	IT - Salaries	\$ 453,940	\$ 519,876	\$ 523,558	\$ 463,135	\$ 480,728	\$ 17,593
100-16-5000	IT - Stipends-Other	-	-	15,350	15,800	15,600	(200)
100-16-5030	IT - Sick Day Buy Back	12,328	13,348	19,012	21,737	19,994	(1,743)
100-16-5035	IT - Benefits	257,244	264,355	247,223	256,550	272,452	15,902
100-16-5210	IT - Vehicle Gas & Oil	-	737	-	1,500	1,000	(500)
100-16-5220	IT - Training, Dues, & Publications	233	500	4,631	1,500	1,000	(500)
100-16-5225	IT - Supplies	3,143	4,575	4,270	2,500	3,000	500
100-16-5235	IT - Postage & Printing	-	-	340	-	-	-
100-16-5290	IT - Other General Expenses	47,872	45,044	52,832	72,000	72,000	-
100-16-5300	IT - Professional Service	18,013	9,768	15,778	20,000	25,000	5,000
100-16-5300	IT - Repairs & Maintenance	-	-	-	2,500	1,000	(1,500)
100-16-5410	IT - Hardware Maintenance	44,187	40,181	47,077	37,500	41,000	3,500
100-16-5415	IT - Software Maintenance	29,642	30,403	28,734	27,500	25,000	(2,500)
100-16-5415	IT - Equipment Lease	19,018	19,018	19,018	19,019	-	(19,019)
100-16-5510	IT - Hardware Purchases	66,784	58,420	64,849	80,000	80,000	-
100-16-5515	IT - Software Purchases	26,238	37,399	26,786	35,000	30,000	(5,000)
100-16-5530	IT - Network Infrastructure	266,773	263,644	211,960	265,000	265,000	-
100-16-5625	IT - Internal Service Fund	1,444	8,866	8,311	5,397	13,742	8,345
Department Total		<u>\$ 1,246,859</u>	<u>\$ 1,316,134</u>	<u>\$ 1,289,729</u>	<u>\$ 1,326,638</u>	<u>\$ 1,346,516</u>	<u>\$ 19,878</u>

**City of Berwyn
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Fire Department

PROGRAM MANAGER: Fire Chief

PROGRAM DESCRIPTION:

The department operates three strategically located fire stations, each covering about one third of the City. The stations are manned by eighty full-time firefighters. Currently we have 41 fully trained Advanced Life Support (ALS) Paramedics, and 11 fully trained Basic Life Support (BLS) Emergency Medical Technicians. The remaining members are certified at the First Responder level for medical emergencies. Our primary response area is divided by two railroad right-of-ways. The majority of the personnel work 24 hours on duty followed by 48 hours off duty. We maintain mutual aid agreements with our neighboring communities through the Mutual Aid Box Alarm System (MABAS). Our MABAS Division 11 group is affiliated state wide with other MABAS divisions. We are also associated with the Illinois Terrorism Task Force. We provide a variety of services; some of which are reactive or emergency in nature while others are proactive like fire prevention and inspection.

The Berwyn Fire Department is committed to the following values:

- ✚ **Customer Service:** Prompt and professional delivery of service to the community is our ultimate commitment.
- ✚ **Safety:** Emergency situations create dangerous work environments. Safety is our foremost consideration during performance of all tasks.
- ✚ **Teamwork:** A team-oriented approach, which promotes excellence in the performance of all tasks.
- ✚ **Outreach:** Demonstrated by professional partnerships with the Police Department and other agencies enhancing delivery of emergency services to our community.

SERVICES:

At various times, crisis situations occur which can negatively impact persons or property in the City. The Fire Department's primary responsibility is "the saving of lives and property." To facilitate the accomplishment of these goals, the Department members provide such activities as:

- ✚ Community fire prevention safety talks

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Fire Department

- ✚ Property conservation
- ✚ Fire prevention and inspection services
- ✚ Rescue procedures
- ✚ Hazardous materials response
- ✚ Emergency medical services
- ✚ Pre-incident and disaster planning
- ✚ Fire investigations

During the performance of these tasks, the department members will not knowingly engage in any behavior which will compromise the safety of its members or the citizens to which it provides emergency services. The Berwyn Fire Department exists to meet the needs of a wide variety of crisis situations that require a quick, efficient and professional response.

The following station locations serve the City and its residents:

- ✚ Station 1 (South) – 6434 Windsor Ave.
- ✚ Station 2 (North) – 6615 16th St.
- ✚ Station 3 (Center) – 6700 W. 26th St.

City of Berwyn
2020 Budgeted Expenditures by Department
Fire
12/31/2020

Account Number	Account Name	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change
100-18-5000	Fire - Salaries	\$ 7,268,856	\$ 7,185,227	\$ 7,442,251	\$ 7,402,634	\$ 7,810,744	\$ 408,110
100-18-15-5000	Fire - Salaries for EMS	-	-	-	-	-	-
100-18-5005	Fire - Out of Class	93,031	95,179	138,171	158,572	158,572	-
100-18-5010	Fire - Overtime	498,963	432,180	372,269	305,000	305,000	-
100-18-5015	Fire - Uniform Stipend	75,500	74,000	76,500	78,500	77,500	(1,000)
100-18-5020	Fire - Education Stipend	28,250	37,200	28,000	28,000	30,750	2,750
100-18-5025	Fire - Other Stipend	99,868	97,847	54,648	44,630	41,950	(2,680)
100-18-5030	Fire - Sick Day Buy Back	458,435	299,408	308,391	300,000	325,000	25,000
100-18-5035	Fire - Benefits	2,576,144	2,648,792	2,606,439	2,749,739	2,766,957	17,218
100-18-5040	Fire - Tuition Reimbursement	11,088	4,150	5,125	10,000	11,125	1,125
100-18-5045	Fire - Pension	1,184,601	1,217,979	16,222,739	16,255,220	1,232,826	(15,022,394)
100-18-5205	Fire - Utilities	10,246	11,144	11,702	12,000	12,000	-
100-18-5210	Fire - Vehicle Gas and Oil	50,198	78,000	72,847	55,000	55,000	-
100-18-5215	Fire - Telephone	7,162	11,413	11,661	12,500	10,500	(2,000)
100-18-5220	Fire - Training, Dues and Publications	36,354	42,513	34,619	47,500	47,500	-
100-18-5225	Fire - Supplies	8,211	10,355	16,568	12,000	15,500	3,500
100-18-5235	Fire - Postage and Printing	1,202	340	436	1,000	1,000	-
100-18-5290	Fire - Other general Expenses	32,341	38,660	32,616	42,000	48,000	6,000
100-18-5300-03	Fire - Collection Service Fees	37,672	40,726	40,390	40,300	150,000	109,700
100-18-5400	Fire - Repairs and Maintenance	125,099	132,563	147,438	160,000	155,000	(5,000)
100-18-5405	Fire - Copier Maintenance	2,072	2,472	2,154	2,500	2,500	-
100-18-5500	Fire - Equipment Purchases	19,783	30,824	83,373	76,500	76,500	-
100-18-5500-01	Fire - Turnout Gear	41,916	38,550	55,438	50,000	50,000	-
100-18-5505	Fire - Equipment Lease	223,563	154,571	141,733	142,000	142,000	-
100-18-5625	Fire - Internal Service Fund	83,787	312,967	233,418	151,570	485,099	333,529
100-18-5800	Fire - Capital outlay	-	175,811	-	-	-	-
Department Total		<u>\$ 12,974,342</u>	<u>\$ 13,172,871</u>	<u>\$ 28,138,926</u>	<u>\$ 28,137,165</u>	<u>\$ 14,011,023</u>	<u>\$ (14,126,142)</u>

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Police Department

PROGRAM MANAGER: Chief of Police

PROGRAM DESCRIPTION:

The Police Department of the City of Berwyn is dedicated to protecting life and property through quality police services based on honesty, integrity, and professionalism which are the essential threads of policing.

As Berwyn changes and evolves, the Police Department is undergoing a paradigm shift. Responding to the needs of the community in a timely, courteous and professional manner is paramount; however, the need to respond professionally to crimes in progress and to thoroughly investigate those same crimes with successful prosecution of offenders as the ultimate goal cannot be overlooked.

The attached budget was carefully structured to enable the Department to continue to provide a very high level of professional, effective and efficient service to the citizens of Berwyn.

Organization:

The Police Department executive management team consists of the Chief of Police, Deputy Chief of Police, and four Division Commanders.

The department is divided into four divisions each directed by a Division Commander:

- ⚡ Field Operations
- ⚡ Staff Operations
- ⚡ Administrative Services
- ⚡ Support Services

Department Description – Field Operations:

The Field Operations Division is responsible for the administration of all aspects of the patrol division which includes supervision of Watch Commanders and patrol officers for all three shifts. Departmental training standards for all sworn members, as well as new officer recruit and lateral entry officer's fall under Field

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Police Department

Operations. The Departments Auxiliary Police operations, part time certified officers, and secondary employment for all personnel of the Berwyn Police Department are all part of Field Operations.

The Field Operations Division Commander also serves as the Departments Liaison for all mutual aid compacts that include NIPAS (Northern Illinois Police Alarm System) a regional response team, and ILEAS (Illinois Law Enforcement Alarm System) a statewide mutual aid organization. The Field Operations Division Commander will also oversee all range and weapons management systems.

Department Description – Staff Operations:

Community Oriented Policing Strategies are an important component and philosophy of the Berwyn Police Department. The Division Commander of Staff Operations is responsible for coordinating, directing, and establishing all School Safety and Emergency Crisis planning throughout the schools in districts 201, 100, and 98. Program oversight also includes our new and highly successful Domestic Violence Assistance Program.

Staff Operations is the entity responsible for maintaining up-to-date department standards in all Policy, Procedures, and Department Directives to meet the highest professional standards of the Berwyn Police Department. A vital purpose of the Division Commander of Staff Operations involves coordinating, planning, and training of all Homeland Security initiatives. Homeland Security projects will enhance the City and police department efforts to build strong networks and to work extensively with other local, state, and federal law enforcement agencies as well as public and private organizations in our efforts to secure our nation and meet all established NIMS requirements.

The Division Commander of Staff Services oversees the Youth / Community Relations and Services Unit to invoke a strong partnership and interactions with the community. It is an organizational strategy of the Berwyn Police Department that allows the police and community residents to work closely together in new ways to help solve the problems of crime while maintaining a high quality of life standard in our neighborhoods

The Division Commander of Staff Operations will also oversee Department K-9 operations and training, along with court services, and supervisory management and accountability.

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Department Description – Administrative Services:

Under general direction of the Chief of Police, coordinates the development of the operating budget with the Chief and Division Administrators. The Division Commander of Administrative Services organizes and manages the Police Department budget; including financial analyses, cost recovery programs, payroll, grant administration, and conducts on-going research into cost reduction measures. The Division Commander will design and administer programs and organizational changes from variety of funding sources, and performs independent research and special studies involving data collection and analysis of departmental operations and structures, including building security and maintenance, and human resource management.

The Division Commander of Administrative Services prepares a wide variety of written reports and project overviews that include special projects for publication and/or submission to outside organizations. Performs or participate in comprehensive management analyses of police department policies, also serves as a member of the department administrative team in problem solving, decision-making, strategic planning. Develops and coordinates activities with other city departments, other government agencies and outside organizations; provides staff assistance and managerial services.

The Division Commander of Administrative Services also serves as a liaison with City's Benefits Administration Department and oversees departmental Occupational Health & Safety issues and drug screening, and is also responsible for statistical crime data studies, and other reports; analyzes levels of criminal activity; determines trends and makes recommendations for change in organizational and operating procedures.

Department Description – Support Services

The primary responsibility of the Division Commander of Support Services is to provide assistance to the other Divisions of the Police Department in the form of personnel and equipment. The Division Commander of Support Services is responsible for carrying out the goals and objectives of this division which in turn allows the Berwyn Police Department to meet its mission in many of the departments operations.

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Support Services consists of the following units of operation: Community Services, Graffiti Removal, Local Adjudication and Parking Enforcement, Records Management and Collections, traffic enforcement, department motor pool fleet management, police equipment, prisoner detention and booking, department research and development, and the Emergency Telecommunications Unit (E911).

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2020 Budgeted Expenditures by Department
Police
12/31/2020

Account Number	Account Name	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change
100-20-51-5000	Police - Admin - Ch of Police, Div Cdrs	\$ 853,493	\$ 746,554	\$ 870,722	\$ 892,991	\$ 1,107,418	\$ 214,427
100-20-53-5000	Police - Sprvsrs - Lieut's & Sergeant's	2,580,135	2,396,153	2,662,271	2,562,405	2,848,928	286,523
100-20-55-5000	Police - Detectives	1,844,295	1,791,016	1,683,575	1,682,108	1,654,726	(27,382)
100-20-57-5000	Police - Officers	5,152,395	5,523,134	5,350,395	5,466,172	6,097,074	630,902
100-20-59-5000	Police - Auxiliary	378,028	266,199	333,909	361,075	362,247	1,172
100-20-61-5000	Police - Radio operators/dispatchers	897,417	835,988	883,923	920,392	973,807	53,415
100-20-63-5000	Police - Community service officers	672,623	693,365	714,352	710,080	762,406	52,326
100-20-65-5000	Police - Parking enforcement personnel	13,717	-	-	-	-	-
100-20-67-5000	Police - Lockup personnel	227,748	274,202	281,246	304,645	317,417	12,772
100-20-69-5000	Police - Clerks	495,834	517,874	537,164	514,684	574,135	59,451
100-20-71-5000	Police - Crossing Guards	273,363	267,284	264,740	287,484	274,557	(12,927)
100-20-5005	Police - Out of Class	5,050	4,958	6,165	7,000	7,000	-
100-20-5010	Police - Overtime	912,028	884,565	880,677	853,741	853,741	-
100-20-5015	Police - Uniform stipend	112,100	111,700	113,093	113,600	113,600	-
100-20-5020	Police - Education Stipend	71,000	78,500	78,030	76,500	76,500	-
100-20-5025	Police - Other Stipends	11,760	11,880	20,918	12,500	12,500	-
100-20-5030	Police - Buy back	1,209,223	1,388,225	1,161,669	1,278,396	1,278,874	478
100-20-5035	Police - Benefits	4,820,474	4,920,737	4,960,369	5,229,863	5,339,596	109,733
100-20-5040	Police - Tuition Reimbursement	152,179	118,506	80,529	95,000	42,000	(53,000)
100-20-5045	Police - Pension	1,248,592	1,424,327	16,474,356	16,509,826	1,496,373	(15,013,453)
100-20-5205	Police - Utilities	21,199	26,586	24,343	23,500	27,500	4,000
100-20-5210	Police - Vehicle Gas and Oil	176,390	276,737	255,968	195,000	180,000	(15,000)
100-20-5215	Police - Telephone	171,855	120,804	45,596	66,900	55,920	(10,980)
100-20-5220	Police - Training, dues and publications	103,178	54,304	86,934	80,000	95,000	15,000
100-20-5225	Police - Supplies	44,595	38,313	41,299	46,900	63,100	16,200
100-20-5235	Police - Postage & printing	26,501	23,680	32,820	24,400	30,200	5,800
100-20-5290	Police - Other general expenses	123,487	153,480	174,262	163,503	163,503	-
100-20-5300	Police - Professional Services	-	-	5,247	-	-	-
100-20-5345	Police - Speed photo enforcement	964,992	934,880	978,404	979,365	925,000	(54,365)
100-20-5400	Police - Repairs and maintenance	322,420	376,031	402,410	418,000	371,500	(46,500)
100-20-5405	Police - Copier maintenance	15,049	17,385	15,961	17,000	17,000	-
100-20-5500	Police - Equipment	35,222	102,179	21,792	38,500	45,000	6,500
100-20-5625	Police - Internal service fund	351,438	878,795	873,485	567,198	1,362,132	794,934
100-20-5800	Police - Capital Expenditures	-	-	-	-	-	-
Department Total		\$ 24,287,780	\$ 25,258,341	\$ 40,316,624	\$ 40,498,728	\$ 27,528,754	\$ (12,969,974)

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Fire and Police Commission

PROGRAM MANAGER: Commission

PROGRAM DESCRIPTION:

The Board of Fire and Police Commissioners shall consist of three members to be appointed by the Mayor, by and with the consent of Council. The term of office of each member shall be three years and until his or her successor is appointed and qualified, provided that no appointment shall be made by the Mayor within thirty days of the expiration of his or her term of office.

BUDGET SUMMARY:

- This department's other general expenses account varies annually based on the number of police or fire personnel the City will hire in a given year.

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 2020 Budgeted Expenditures by Department
 Fire and Police Commission
 12/31/2020

Account Number	Account Name	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change
100-22-5500	Fire and Police Commission - Salaries	\$ 20,000	\$ 20,000	\$ 17,250	\$ 20,000	\$ 20,000	\$ -
100-22-5035	Fire and Police Commission - Benefits	3,619	4,140	4,020	1,343	1,530	187
100-22-5200	Fire and Police Commission- Training, Dues, & Publications	375	1,047	6,350	2,500	2,500	-
100-22-5225	Fire and Police Commission - Supplies	-	-	63	250	250	-
100-22-5235	Fire and Police Commission- Postage & Printing	11	49	39	25	25	-
100-22-5290	Fire and Police Commission - Other General Expenses	509	11,444	8,702	1,250	1,250	-
100-22-5290-10	Fire and Police Commission - Police Testing	7,474	4,181	38,795	32,500	32,500	-
100-22-5290-11	Fire and Police Commission - Pre Employment Physicals	14,540	21,223	17,391	12,500	12,500	-
		-					
Department Total		<u>\$ 46,528</u>	<u>\$ 62,084</u>	<u>\$ 92,610</u>	<u>\$ 70,368</u>	<u>\$ 70,555</u>	<u>\$ 187</u>

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Building Department

PROGRAM MANAGER: Building Director

PROGRAM DESCRIPTION:

The Building Department is responsible for the administration and enforcement of City ordinances and building codes which establish minimum requirements for building construction, land use, signage, and property maintenance. The primary purpose of the ordinances is to establish requirements that safeguard public health, safety, sanitation, adequate light and ventilation, energy conservation, and safety from fire and other hazards attributed to the structural environment. Activities associated with the administration and enforcement of these ordinances include but are not limited to reviewing architectural and engineering plans for proposed projects, issuing permits, scheduling permit inspections, processing compliance information, scheduling compliance inspections, scheduling blight inspections, inspecting properties to identify violations and issuing citations for ordinance infractions.

SERVICES:

- ✚ Conduct Code Enforcement
- ✚ Perform Building and Zoning Review
- ✚ Issue Building Permits
- ✚ Perform Permit Inspections
- ✚ Process Compliance Information
- ✚ Respond to FOIA Requests
- ✚ Process Blight and Building Adjudication Information

City of Berwyn
2020 Budgeted Expenditures by Department
Building / Neighborhood Affairs
12/31/2020

Account Number	Account Name	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change
100-24-5000	Building - Salaries	\$ 580,687	\$ 608,754	\$ 609,411	\$ 641,098	\$ 661,255	\$ 20,157
100-24-5010	Building - Overtime	6,160	6,250	8,289	6,250	6,250	-
100-24-5025	Building - Stipends-Other	1,800	2,650	1,706	3,000	3,000	-
100-24-5030	Building - Sick Day Buy Back	13,196	15,309	15,769	23,138	23,138	-
100-24-5035	Building - Benefits	436,201	447,685	384,717	443,088	452,686	9,598
100-24-5205	Building - Utilities	11,086	11,290	11,779	12,000	12,000	-
100-24-5210	Building - Vehicle Gas and Oil	6,326	13,098	12,282	10,000	10,000	-
100-24-5215	Building - Telephone	16,513	14,063	10,718	15,000	15,000	-
100-24-5220	Building - Training, Dues, & Publications	1,085	80	3,569	2,500	2,500	-
100-24-5225	Building - Supplies	14,789	8,921	14,086	14,500	14,500	-
100-24-5235	Building - Postage & Printing	12,789	17,769	12,938	17,000	17,000	-
100-24-5290	Building - Oth Gen Exp/Rodent Abatement	317	230	2,303	1,500	41,500	40,000
100-24-5300	Building - Professional Service	402,854	426,439	375,341	430,000	430,000	-
100-24-5400	Building - Repairs and Maintenance	293,904	179,328	153,160	175,000	150,000	(25,000)
100-24-5405	Building - Copier Maintenance	1,674	1,879	1,739	2,000	2,000	-
100-24-5625	Building - Internal Service Fund	2,054	13,325	11,436	7,426	20,654	13,228
Department Total		<u>\$ 1,801,435</u>	<u>\$ 1,767,070</u>	<u>\$ 1,629,243</u>	<u>\$ 1,803,500</u>	<u>\$ 1,861,483</u>	<u>\$ 57,983</u>

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Public Works

PROGRAM MANAGER: Director of Public Works

PROGRAM DESCRIPTION:

The Street Division provides the staff, equipment and materials to operate and maintain most of the public infrastructure in the City of Berwyn. Such infrastructure includes public roadways, signs, alleys, and City-owned lands. Other responsibilities include maintenance to all water/sewer systems, fleet vehicles and select Fire Department equipment.

SERVICES:

 **Administration**

- Management of 24 FTE employees.
- Management of the yearly budget for the Street & Fleet Divisions.
- Coordination of all calls for service and/or repair.
- Coordinate MFT and CDBG public improvement programs.
- Monitors construction and utility cuts in the City right-of-way.
- Supervision of daily operations of all services provided by the Division.
- Respond to resident questions, inquiries and requests.

 **Street Maintenance**

- Street patching, repairs, and maintenance.
- Street striping and signage.
- Alleyway maintenance.
- Sweep all City streets.
- Pickup and discard dead animals and trash from City right-of-way.

 **Forestry**

- Maintain City owned urban forest.
- Tree City USA for over 25 consecutive years.
- Remove dead, dying or diseased trees.
- Coordinate the replanting of trees within the city owned right-of-way.

 **Ice and Snow Control**

- Provide prompt quality response for snow and ice issues to maintain safe vehicular travel.

 **Turf Maintenance**

- Cut grass and weeds in public areas.

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Public Works

 **Traffic and Parking Control**

- Coordinate all traffic control and signage.
- Conduct traffic and safety studies.
- Installation, repair and replacement of street signs and posts.
- Install and maintain all roadway and parking pavement markings and markers.
- Install and repair parking meters.

 **Fleet Maintenance**

- Maintenance and repair of all Public Works vehicles and equipment as well as Police, Building, Parking and select Fire Department vehicles.
- Maintenance of City fueling station.

 **Public Works Building**

- Maintain grounds at Public Works facilities.
- Storage of equipment and materials for Public Works and other departments.

 **Work for Other Departments**

- Provide signage, manpower and cleanup for parades, block parties and special events.
- Cleanup of debris and trash due to accidents or ordinance violations.
- Assist elsewhere when requested.

City of Berwyn
2020 Budgeted Expenditures by Department
Public Works
12/31/2020

Account Number	Account Name	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change
100-26-35-5000	Streets - Salaries	\$ 1,562,008	\$ 1,495,626	\$ 1,464,555	\$ 1,587,760	\$ 1,773,325	\$ 185,565
100-26-35-5010	Streets - Overtime	40,265	76,653	70,788	98,000	98,000	-
100-26-35-5015	Streets - Uniform stipend	28,040	19,673	19,258	23,100	23,100	-
100-26-35-5025	Streets - Other stipend	390	390	18,330	750	750	-
100-26-35-5030	Streets - Sick day buyback	22,693	80,442	82,855	50,000	50,000	-
100-26-35-5035	Streets - Benefits	858,539	820,845	774,596	826,212	838,843	12,631
100-26-35-5205	Streets - Utilities	13,302	20,590	17,915	18,500	18,500	-
100-26-35-5210	Streets - Vehicle gas & oil	61,054	108,233	110,906	86,000	95,000	9,000
100-26-35-5215	Streets - Telephone	3,889	1,297	7,108	3,500	3,500	-
100-26-35-5215	Streets - Training, dues, & publications	4,528	13,988	30,383	5,500	20,500	15,000
100-26-35-5225	Streets - Supplies	177,828	131,662	145,406	144,450	144,450	-
100-26-35-5235	Streets - Postage & printing	16,095	6,689	6,040	10,000	10,000	-
100-26-35-5290	Streets - Other general expenses	4,967	83,623	6,959	5,000	5,000	-
100-26-35-5300	Streets - Professional services	924,773	451,116	492,115	590,000	590,000	-
100-26-35-5400	Streets - Repairs and maintenance	505,643	371,868	403,588	372,000	372,000	-
100-26-35-5405	Streets - Copier maintenance	1,116	1,386	1,250	1,400	1,400	-
100-26-35-5500	Streets - Equipment	3,200	-	1,384	2,500	2,500	-
100-26-35-5505	Streets - Equipment lease	134,491	56,910	56,910	135,000	135,000	-
100-26-35-5625	Streets - Internal service fund	19,139	61,085	57,645	37,432	94,682	57,250
100-26-35-5800	Streets - Capital Outlay	2,643,191	-	22,400	-	99,000	99,000
	Total Streets	\$ 7,025,151	\$ 3,802,076	\$ 3,790,391	\$ 3,997,104	\$ 4,375,550	\$ 378,446
100-26-37-5000	Fleet - Salaries	\$ 66,400	\$ 67,330	\$ 68,123	\$ 68,353	\$ 72,330	\$ 3,977
100-26-37-5010	Fleet - Overtime	3,174	6,110	6,774	4,500	4,500	-
100-26-37-5015	Fleet - Uniform stipend	545	526	637	1,000	1,000	-
100-26-37-5025	Fleet - Other stipend	-	-	989	450	450	-
100-26-37-5030	Fleet- Sick day buyback	-	257	264	2,000	2,000	-
100-26-37-5035	Fleet - Benefits	31,873	36,776	35,857	36,154	36,337	183
100-26-37-5210	Fleet - Vehicle gas & oil	6,596	6,207	790	9,000	9,000	-
100-26-37-5225	Fleet - Supplies	134,276	150,372	160,477	142,000	142,000	-
100-26-37-5235	Fleet - Postage & printing	419	290	1,357	-	-	-
100-26-37-5290	Fleet - Other general expenses	-	-	1,484	-	2,500	2,500
100-26-37-5300	Fleet - Professional services	54,117	50,524	40,592	45,000	45,000	-
100-26-37-5400	Fleet - Repairs and maintenance	8,388	51,571	6,617	73,500	73,500	-
100-26-37-5500	Fleet - Equipment	-	-	-	2,500	2,500	-
100-26-37-5625	Fleet - Internal service fund	515	2,178	1,999	1,298	3,376	2,078
	Total Fleet	\$ 306,303	\$ 372,141	\$ 325,960	\$ 385,755	\$ 394,493	\$ 8,738
Department Total		\$ 7,331,454	\$ 4,174,217	\$ 4,116,351	\$ 4,382,859	\$ 4,770,043	\$ 387,184

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Zoning Board

PROGRAM MANAGER: Board Chairman

PROGRAM DESCRIPTION:

The Zoning Board schedules and holds hearings in matters wherein citizens of the City are appealing a decision of the Building Department involving requests for variations from the terms of the Zoning Code, establishment of a conditional use or change in a non-conforming use. All decisions with four (4) or more votes in favor or against, are submitted to the City Council with a resolution, a specific recommendation, and if applicable, an ordinance. If less than four (4) votes are made for or against, the board makes no recommendation. The City Council makes the final decision in all such matters as described above.

The Board can reverse, affirm (wholly or partly), modify or amend any order or decision of a City Official in regard to matters that do not involve a variation, conditional use or non-conforming use; and also may make decisions in regard to the interpretation of the Zoning Code. In these matters, the Board has the powers of the City Official from whom the appeal is taken and the decision is final.

The Board can also hold special hearings as requested by the City Council involving the Zoning Code. The Chairman is responsible for publishing notices of meetings, and is available to give instructions as to procedures of the Board, render legal opinions, and make recommendations for amendments to the Zoning Code.

City of Berwyn
 2020 Budgeted Expenditures by Department
 Zoning Board
 12/31/2020

Account Number	Account Name	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change
100-28-5000	Zoning - Salaries	\$ 5,653	\$ 8,745	\$ 7,155	\$ 6,360	\$ 6,360	\$ -
100-28-5035	Zoning - Benefits	412	669	547	487	487	-
100-28-5235	Zoning - Postage & printing	557	-	-	3,000	3,000	-
100-28-5290	Zoning - Other general expenses	<u>2,910</u>	<u>-</u>	<u>-</u>	<u>6,000</u>	<u>6,000</u>	<u>-</u>
		-					
Department Total		<u>\$ 9,532</u>	<u>\$ 9,414</u>	<u>\$ 7,702</u>	<u>\$ 15,847</u>	<u>\$ 15,847</u>	<u>\$ -</u>

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Committee and Planning

PROGRAM MANAGER: Mayor and City Council

PROGRAM DESCRIPTION:

The Committee and Planning Department of the City of Berwyn is where economic development expenditures to third parties are recorded. This department does not support any employees.

SERVICES:

Within this department the City records the following:

- ✚ Donations to other organizations
- ✚ Non-TIF related Berwyn Development Corporation fees
- ✚ Regional Housing Authority expenditures
- ✚ Utility tax rebates to other taxing units

City of Berwyn
 2020 Budgeted Expenditures by Department
 Committee and Planning
 12/31/2020

Account Number	Account Name	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change
100-30-5105	Community Programs	\$ 885	\$ 2,276	\$ 1,667	\$ 3,500	\$ 3,500	\$ -
100-30-5105-04	West Central Municipal Conference	25,362	25,362	25,362	26,000	26,000	-
100-30-5105-05	Berwyn Historic Preservation Commission	1,050	-	334	5,000	2,500	(2,500)
100-30-5105-06	Utility Tax Rebate	84,810	75,212	47,444	85,000	85,000	-
100-30-5105-08	Berwyn Historical Society	10,000	10,000	10,300	5,000	5,000	-
100-30-5105-10	North Berwyn Park District	-	-	-	-	-	-
100-30-5105-30	BDC Admin Fee	86,200	86,000	86,000	86,000	86,000	-
100-30-5290	Committee & Planning - Other general expenses	2,504	3,225	1,205	4,500	4,500	-
Department Total		<u>\$ 210,811</u>	<u>\$ 202,075</u>	<u>\$ 172,312</u>	<u>\$ 215,000</u>	<u>\$ 212,500</u>	<u>\$ (2,500)</u>

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Recreation Department

PROGRAM MANAGER: Director of Recreation

PROGRAM DESCRIPTION:

The City of Berwyn provides comprehensive community-wide parks and recreation services through the Recreation Department with policies and budget development determined by the Mayor and the City council. The Recreation Department is committed to the effective and responsible management of parks, open space, facilities and resources to satisfy the recreational needs of the community; and to deliver quality, benefit-based leisure services and programs that meet the varied needs and interests of the community in a cooperative, innovative, and responsive manner.

The Recreation Department is responsible for providing year round recreational programs and activities for all age groups. These include community special events, athletic programs, sports camps, day care camps, tot programs, swimming programs, adult athletic programs, family events, and senior adult activities. In addition, the Recreation Department collaborates with and assists many Berwyn groups, organizations, and clubs to provide recreation services throughout the community.

The Recreation Department is responsible for six park sites, one Olympic sized swimming pool, and a recreation center. Major responsibilities include routine maintenance of resources, facilities, and equipment, including and providing support services for recreation programs; and park improvements and development.

City of Berwyn
2020 Budgeted Expenditures by Department
Recreation
12/31/2020

Account Number	Account Name	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change
100-32-5000	Recreation - Salaries	\$ 883,492	\$ 809,706	\$ 762,821	\$ 850,000	\$ 850,000	\$ -
100-32-5010	Recreation - Overtime	-	-	-	-	-	-
100-32-5030	Recreation - Sick day buy back	11,914	12,274	12,642	13,273	13,273	-
100-32-5035	Recreation - Benefits	279,897	257,344	234,895	251,140	257,481	6,341
100-32-5100	Recreation - Special events	65,148	60,220	63,082	65,000	80,000	15,000
100-32-5105	Recreation - Community programs	-	-	243	-	-	-
100-32-5205	Recreation - Utilities	27,933	28,485	31,626	28,000	35,000	7,000
100-32-5210	Recreation - Vehicle Gas and Oil	10,416	15,884	16,372	13,000	13,000	-
100-32-5215	Recreation - Telephone	8,282	8,217	8,793	8,000	10,000	2,000
100-32-5220	Recreation - Training, dues, & publications	2,747	2,057	1,575	2,500	2,500	-
100-32-5225	Recreation - Supplies	115,610	99,303	117,807	115,000	115,000	-
100-32-5235	Recreation - Postage & printing	701	228	218	2,000	2,000	-
100-32-5290	Recreation - Other general expenses	63,565	81,532	71,532	65,000	70,000	5,000
100-32-5300	Recreation - Professional Services	16,441	10,539	5,325	20,000	20,000	-
100-32-5400	Recreation - Repairs and maintenance	138,829	139,662	225,334	155,000	160,000	5,000
100-32-5405	Recreation - Copier maintenance	1,166	1,335	1,286	1,300	800	(500)
100-32-5500	Recreation - Equipment	-	-	218	-	-	-
100-32-5625	Recreation - Internal service fund	7,106	23,125	21,862	14,196	35,844	21,648
100-32-5800	Recreation - Capital outlay	-	-	4,549	-	15,000	15,000
Department Total		<u>\$ 1,633,247</u>	<u>\$ 1,549,911</u>	<u>\$ 1,580,180</u>	<u>\$ 1,603,409</u>	<u>\$ 1,679,898</u>	<u>\$ 76,489</u>

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Community Relations

PROGRAM MANAGER: Community Relations Director

PROGRAM DESCRIPTION:

The Community Relations Director along with the Commissioners work to promote equal opportunity in employment, housing and access to public accommodations, combat unlawful discrimination and to enforce the Community Relations Ordinance.

Persons who believe they have been discriminated against may file a complaint within one year of the alleged violation.

The Community Relations Ordinance and its policy is further outlined in the City of Berwyn's Code of Ordinances, Chapter 620

SERVICES:

The Community Relations Director is available to attend meetings as a representative of the Community Relations Commission as well as answers questions pertaining to City services.

City of Berwyn
 2020 Budgeted Expenditures by Department
 Community Relations
 12/31/2020

Account Number	Account Name	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change
100-34-5000	Community Relations - Salaries	\$ 5,000	\$ 5,000	\$ 4,615	\$ 5,000	\$ 5,000	\$ -
100-34-5035	Community Relations - Benefits	383	383	353	383	383	-
100-34-5290	Community Relations - Other general expenses	-	-	-	1,400	1,400	-
Department Total		<u>\$ 5,383</u>	<u>\$ 5,383</u>	<u>\$ 4,968</u>	<u>\$ 6,783</u>	<u>\$ 6,783</u>	<u>\$ -</u>

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Senior Services

The Senior Services department takes on various senior programs including snow removal, lawn care services, the City's handy man program, and PACE transporting services. Revenues include grant funding for senior programs and nominal fees received for assistance.

City of Berwyn
 2020 Budgeted Expenditures by Department
 Senior Services
 12/31/2020

Account Number	Account Name	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change
100-46-5000	Senior Services - Salaries	\$ 183,558	\$ 210,585	\$ 238,520	\$ 247,474	\$ 260,959	\$ 13,485
100-46-5000	Senior Services - Overtime	588	1,737	2,759	1,000	500	(500)
100-46-5030	Senior Services - Stipends- Other	750	1,200	1,200	1,200	800	(400)
100-46-5030	Senior Services - Sick Day Buy Back	5,124	4,193	3,557	3,750	5,000	1,250
100-46-5035	Senior Services - Benefits	92,010	76,803	77,950	84,304	84,978	674
100-46-5100-03	Senior Services - Special Events Senior Breakfast	5,960	7,350	6,847	7,400	7,400	-
100-46-5210	Senior Services - Vehicle Gas & Oil	15,088	27,564	20,941	17,500	20,000	2,500
100-46-5215	Senior Services - Telephone	3,154	3,784	4,471	4,000	3,500	(500)
100-46-5225	Senior Services - Supplies	430	1,271	916	1,000	500	(500)
100-46-5235	Senior Services - Postage & Printing	5,069	6,925	7,312	6,000	7,000	1,000
100-46-5290	Senior Services - Other General Expenses	485	492	258	500	2,500	2,000
100-46-5300	Senior Services - Professional Services	1,907	1,504	2,835	1,750	2,000	250
100-46-5400	Senior Services - Repairs & Maintenance	78,325	98,185	104,446	96,000	95,000	(1,000)
100-46-5405	Senior Services - Copier Maintenance	832	1,024	917	1,050	1,000	(50)
100-46-5505	Senior Services - Equipment Lease	6,520	5,500	7,726	6,000	72,000	66,000
100-46-5625	Senior Services - Internal Service Fund charges	2,830	8,114	7,803	5,067	12,577	7,510
Department Total		<u>\$ 402,630</u>	<u>\$ 456,231</u>	<u>\$ 488,458</u>	<u>\$ 483,995</u>	<u>\$ 575,714</u>	<u>\$ 91,719</u>

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Other City Departments

The following department is also included in the City's General Fund. This department represents other statutory expenditures that are City-wide costs. The City's general administration is responsible for monitoring expenditures within this department.

City of Berwyn
 2020 Budgeted Expenditures by Department
 Statutory
 12/31/2020

Account Number	Account Name	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change
Benefits	To be allocated to various departments:						
100-17-5035	Benefit Pool	\$ 64,760	\$ 103,370	\$ 215,087	\$ 7,000	\$ 7,000	\$ -
100-17-5290	Other General Expenses	(41,936)	13,815	11,835	5,000	5,000	-
100-17-5300-01	Auditing & Actuarial expense	46,902	52,013	55,969	52,144	52,144	-
100-17-5300-09	Payroll Services	-	-	-	-	-	-
100-17-5300-10	New World Maintenance	43,086	42,892	45,036	45,850	45,850	-
100-17-5705	Interest on LOC	-	-	-	-	-	-
100-17-5710	Bad debt expense	5,778	5,155	-	3,500	3,500	-
		<u>5,778</u>	<u>5,155</u>	<u>-</u>	<u>3,500</u>	<u>3,500</u>	<u>-</u>
Department Total		<u>\$ 118,590</u>	<u>\$ 217,245</u>	<u>\$ 327,927</u>	<u>\$ 113,494</u>	<u>\$ 113,494</u>	<u>\$ -</u>

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Library

This fund is used to account for the spending of funds for the operations of the Berwyn Public Library. The Berwyn Public Library is administered by a nine member board appointed by the City's Mayor, with the advice and consent of City Council.

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Library

PROGRAM MANAGER:

Director of Library Services

PROGRAM DESCRIPTION:

The Berwyn Public Library is a driving force behind a vibrant and diverse community. The Berwyn Public Library (BPL) supports our community by:

- Providing a welcoming and accessible environment in which all individuals receive professional service and assistance in fulfilling their educational, research, literacy and entertainment needs.
- Educating and empowering the public through the preservation and distribution of timely and accurate information as guided by the Principles of Intellectual Freedom.
- Offering people of all ages and backgrounds a stimulating environment in which to discover a love of lifelong learning.

The Library offers dynamic service-oriented programs and services and participates in creating a literate public by offering a place where adults can learn and practice new skills and children are given opportunities to interact with books and enjoy stories.

SERVICES:

Public libraries provide equal access to information of all kinds. In fact, libraries are among the first American institutions immigrants turn to for help in learning how to read, write and speak English. Under a literacy umbrella, BPL offers direct literacy programming, curriculum support, and hosts community organizations offering literacy services.

**City of Berwyn
Library Fund
2020 Budget**

Account Number	Account Name	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change
Revenues							
205-40-4000	Library - Property Tax Revenue	\$ 3,384,315	\$ 3,336,784	\$ 3,370,977	\$ 3,392,808	\$ 3,392,808	\$ -
205-40-4350	Library - Book Fines	19,738	14,297	11,021	16,000	16,000	-
205-40-4400	Library - Grant Revenue	-	4,999	50,000	20,000	25,000	5,000
205-40-4415	Library - Copier Revenue	10,958	12,942	14,765	13,000	13,000	-
205-40-4420	Library - Per Capita Revenue	-	114,812	-	70,821	70,821	-
205-40-4430	Library - Building Revenue	5,347	9,738	12,810	7,000	7,000	-
205-40-4800	Library - Interest Income	2,565	4,147	4,374	750	750	-
	Total Library Revenues	3,422,923	3,497,719	3,463,947	3,520,379	3,525,379	5,000
Expenditures							
205-40-5000	Library - Salaries	\$ 1,419,988	\$ 1,441,602	\$ 1,579,342	\$ 1,681,659	\$ 1,857,110	\$ 175,451
205-40-5010	Library - Overtime	756	58	78	2,000	2,000	-
205-40-5025	Library - Stipends Other	2,300	3,650	3,800	4,200	4,200	-
205-40-5030	Library - Sick Day Buy Back	29,092	32,499	20,524	17,500	35,000	17,500
205-40-5035	Library - Benefits	768,352	805,842	806,420	895,901	906,315	10,414
205-40-5040	Library - Tuition Reimbursement	-	-	7,063	10,000	15,000	5,000
205-40-5105	Library - Community Programs	24,933	42,480	37,381	31,000	30,000	(1,000)
205-40-5200-09	Library - Director Expense	104	350	40	800	800	-
205-40-5200-10	Library - Board Expense	21,536	368	1,600	10,000	10,000	-
205-40-5205	Library - Utilities	12,049	14,500	14,467	14,000	14,000	-
205-40-5210	Library - Vehicle Gas & Oil	180	260	99	1,500	500	(1,000)
205-40-5215	Library - Telephone	28,188	22,143	21,850	22,000	22,000	-
205-40-5220	Library - Training, Dues, & Publications	11,213	9,478	22,560	18,800	24,000	5,200
205-40-5225	Library - Supplies	46,992	57,369	127,672	67,000	108,800	41,800
205-40-5235	Library - Postage & Printing	1,940	878	1,027	2,500	1,800	(700)
205-40-5245	Library - Books	219,442	258,564	255,597	253,500	273,500	20,000
205-40-5250	Library - Audio Visual	34,530	37,970	37,605	40,500	39,000	(1,500)
205-40-5255	Library - Periodicals	4,902	13,214	13,297	16,660	18,000	1,340
205-40-5290	Library - Other General Expenses	16,961	15,262	14,351	20,000	25,000	5,000
205-40-5400	Library - Repairs & Maintenance	127,693	143,647	129,315	150,000	150,000	-
205-40-5520	Library - Computer System	34,651	38,881	46,265	60,000	60,000	-
205-40-5525	Library - Computer Support Databases	59,321	12,065	25,056	67,000	67,000	-
205-40-5625	Library - Internal Service Fund Charge	4,785	22,036	21,412	13,904	21,551	7,647
205-40-5660	Library - Promotions	10,668	12,234	15,774	22,400	18,800	(3,600)
205-40-5665	Library - Reciprocal Borrowing	2,347	437	530	1,800	1,500	(300)
205-40-5800	Library - Capital Improvement	7,780	97,911	453,533	397,500	230,000	(167,500)
	Total Library Expenditures	2,890,703	3,083,698	3,656,658	3,822,124	3,935,876	113,752
	Revenues Less Expenditures	532,220	414,021	(192,711)	(301,745)	(410,497)	\$ (108,752)
	Fund Balance Beginning	966,546	1,498,766	1,912,787	1,912,787	1,720,076	
	Projected Ending Fund Balance	\$ 1,498,766	\$ 1,912,787	\$ 1,720,076	\$ 1,611,042	\$ 1,309,579	

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Community Development

This fund is used to account for the revenues and expenditures incurred under the City's Community Development Block Grant (CDBG) program. Revenues are received from the Federal Department of Housing and Urban Development (HUD).

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Community Development

PROGRAM MANAGER: Director of Community Development

PROGRAM DESCRIPTION:

Administer Community Development Block Grant funds according to federally mandated guidelines required By HUD

SERVICES:

- ✚ To provide 15% of allocated funds to Public Service Agencies, through a sub-recipient agreement (as approved by City Council), their monitoring and their reporting as required.
- ✚ Provide a Single Family Rehabilitation Program to those residents of Berwyn who qualify under the Federal guidelines.
- ✚ Provide the City of Berwyn funds for infrastructure modifications with the federally designated low-mod population areas.

**City of Berwyn
Community Development Fund
2020 Budget**

Account Number	Account Name	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change
Revenues							
210-4400	Grant Income	\$ 1,531,252	\$ 1,241,957	\$ 1,528,538	\$ 1,528,701	\$ 1,176,799	\$ (351,902)
210-4405	Loan Repayments	18,090	73,276	143,563	-	64,782	64,782
210-4800	Interest Income	22	38	105	-	-	-
210-4900	Transfer From Other Funds	75,000	70,033	-	24,192	-	(24,192)
	Total Community Development Revenues	<u>1,624,364</u>	<u>1,385,305</u>	<u>1,672,206</u>	<u>1,552,893</u>	<u>1,241,581</u>	<u>(311,312)</u>
Expenditures							
	Public Works						
210-26-5400	Public Works - Repairs & Maintenance	\$ 885,355	\$ -	\$ -	\$ -	\$ -	\$ -
210-26-5400-02	Public Works - Repairs & Maintenance Street/Sidewalk	140,000	-	-	-	-	-
	Total Public Works	<u>1,025,355</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

**City of Berwyn
Community Development Fund
2020 Budget**

Account Number	Account Name	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change
Administration							
210-42-5000	Community Development - Salaries	\$ 147,572	\$ 156,376	\$ 156,798	\$ 156,797	\$ 163,627	\$ 6,830
210-42-5025	Community Development - Stipends Other	2,200	1,300	1,200	1,200	1,200	-
210-42-5030	Community Development - Sick Day Buy Back	6,265	5,357	6,322	7,209	7,656	447
210-42-5035	Community Development - Benefits	97,743	99,756	93,990	100,278	101,467	1,189
210-42-5205	Community Development - Utilities	1,860	2,758	3,242	750	-	(750)
210-42-5210	Community Development - Vehicle Gas & Oil	271	-	-	-	-	-
210-42-5215	Community Development - Telephone	936	1,684	738	1,500	1,200	(300)
210-42-5220	Community Development - Training, Dues, & Publications	2,872	-	1,733	3,650	3,650	-
210-42-5225	Community Development - Supplies	618	1,045	389	1,500	600	(900)
210-42-5235	Community Development - Postage & Printing	1,168	3,873	640	1,500	1,300	(200)
210-42-5290	Community Development - Other General Expenses	8	77	3,106	188	188	-
210-42-5300	Community Development - Professional Services	47,864	26,493	1,305	34,400	26,802	(7,598)
210-42-5400	Community Development - Repairs & Maintenance	27,912	863,608	743,251	1,159,477	842,601	(316,876)
210-42-5405	Community Development - Copier Maintenance	1,071	1,213	908	600	600	-
210-42-5625	Community Development - Internal Service Fund	2,489	13,244	10,124	6,574	10,190	3,616
210-42-5895	Community Development - Contingency	342,622	355	-	-	-	-
210-42-5710	Community Development - Bad Debt Expense	18,699	-	-	-	-	-
210-42-5800-10	Community Development - Capital Outlay						
210-5900	Community Development - Transfer to Other Funds						
	Total Administration	702,170	1,177,139	1,023,746	1,475,623	1,161,081	(314,542)
Program Expenditures							
210-42-5105	Community Development - Community Programs	\$ 135,038	\$ 151,866	\$ 157,961	\$ 77,270	\$ 80,500	\$ 3,230
	Total Community Development Expenditures	<u>1,862,563</u>	<u>1,329,005</u>	<u>1,181,707</u>	<u>1,552,893</u>	<u>1,241,581</u>	<u>(311,312)</u>
	Revenues Less Expenditures	(238,199)	56,300	490,499	-	-	<u>\$ -</u>
	Fund Balance Beginning	<u>(76,441)</u>	<u>(314,640)</u>	<u>(258,340)</u>	<u>(258,340)</u>	<u>232,159</u>	
	Projected Ending Fund Balance	<u>\$ (314,640)</u>	<u>\$ (258,340)</u>	<u>\$ 232,159</u>	<u>\$ (258,340)</u>	<u>\$ 232,159</u>	

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Foreign Fire Fund

This fund accounts for the proceeds and spending of the foreign fire insurance tax. This fund is administered by the City's Foreign Fire Insurance Board. The board consists of the City's Fire Chief and three officers elected by the City's fire department staff. Funds must be used for the benefit of the Fire Department.

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PROGRAM MANAGER: Foreign Fire Tax Board

PROGRAM DESCRIPTION:

The Berwyn Foreign Fire Tax Board shall consist of five members to be elected by the members of the Berwyn Fire Department. The offices shall consist of a President, Secretary-Treasurer and three Trustees (one from each shift). The terms of each office shall be two years and elections shall be staggered.

BUDGET SUMMARY:

The Foreign Fire Tax Board's general expense account varies annually based on the dollar amount collected by the Illinois Municipal League.

**City of Berwyn
Foreign Fire Fund
2020 Budget**

Account Number	Account Name	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change
Revenues							
255-4055	Foreign Fire - Insurance Tax	\$ 49,327	\$ 50,318	\$ 50,752	\$ 57,000	\$ 52,000	\$ (5,000)
255-4800	Foreign Fire - Interest Income	<u>7</u>	<u>2</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Total Foreign Fire Revenues	<u>49,334</u>	<u>50,320</u>	<u>50,752</u>	<u>57,000</u>	<u>52,000</u>	<u>(5,000)</u>
Expenditures							
255-5220	Foreign Fire - Training, Dues, & Publications	\$ -	\$ 750	\$ 8,000	\$ 9,000	\$ 9,000	\$ -
255-5225	Foreign Fire - Supplies	2,651	7,281	7,000	7,000	7,000	-
255-5290	Foreign Fire - Other General Expenses	4,202	5,848	5,000	5,000	5,000	-
255-5400	Foreign Fire - Repairs	1,112	2,172	4,000	6,000	6,000	-
255-5500	Foreign Fire - Equipment	33,605	17,742	24,000	20,000	22,000	2,000
255-5800	Foreign Fire - Capital	<u>20,000</u>	<u>9,595</u>	<u>1,751</u>	<u>10,000</u>	<u>3,000</u>	<u>(7,000)</u>
	Total Foreign Fire Expenditures	<u>61,570</u>	<u>43,388</u>	<u>49,751</u>	<u>57,000</u>	<u>52,000</u>	<u>(5,000)</u>
	Revenues Less Expenditures	(12,236)	6,932	1,001	-	-	<u>\$ -</u>
	Fund Balance Beginning	<u>66,369</u>	<u>54,133</u>	<u>61,065</u>	<u>61,065</u>	<u>62,066</u>	
	Projected Ending Fund Balance	<u>\$ 54,133</u>	<u>\$ 61,065</u>	<u>\$ 62,066</u>	<u>\$ 61,065</u>	<u>\$ 62,066</u>	

**City of Berwyn
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Motor Fuel Tax Fund

This fund is used to account for the proceeds received from the State for the City's share of motor fuel taxes. Spending within this fund is restricted by state regulations. Generally speaking, expenditures are for the maintenance and improvement of City streets. The City annually prepares a plan for the subsequent year's spending which is then submitted to the state for approval.

**City of Berwyn
Motor Fuel Tax Fund
2020 Budget**

Account Number	Account Name	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change
Revenues							
215-4410	MFT - State Allotment	1,465,605	1,511,320	1,868,823	1,700,000	1,992,900	292,900
215-4800	MFT - Interest Income	24,216	55,087	28,417	35,000	45,000	10,000
	Total MFT Revenues	<u>1,489,821</u>	<u>1,566,407</u>	<u>1,897,240</u>	<u>1,735,000</u>	<u>2,037,900</u>	<u>302,900</u>
Expenditures							
215-5205	MFT - Utilities	\$ 336,671	\$ 416,931	\$ 372,133	\$ 366,000	\$ 366,000	\$ -
215-5225-05	MFT - Rock Salt	147,006	168,993	170,837	247,000	239,400	(7,600)
215-5300	MFT - Professional services	3,369	183,761	91,824	58,012	77,500	19,488
215-5400	MFT - Repair & Maintenance	8,193	-	-	-	-	-
215-5400-02	MFT - Repair & Maintenance Street/Sidewalk	-	-	614,449	417,000	800,000	383,000
215-5400-03	MFT - Repair & Maintenance Traffic Control	363,299	468,935	397,006	388,722	510,000	121,278
215-5800	MFT - Capital Projects (Project Construction)	560,200	-	-	218,000	-	(218,000)
	Total MFT Expenditures	<u>1,418,738</u>	<u>1,238,620</u>	<u>1,646,249</u>	<u>1,694,734</u>	<u>1,992,900</u>	<u>298,166</u>
	Revenues less Expenditures	71,083	327,787	250,991	40,266	45,000	<u>\$ 4,734</u>
	Fund Balance Beginning	<u>1,655,467</u>	<u>1,726,550</u>	<u>2,054,337</u>	<u>2,054,337</u>	<u>2,305,328</u>	
	Projected Ending Fund Balance	<u>\$ 1,726,550</u>	<u>\$ 2,054,337</u>	<u>\$ 2,305,328</u>	<u>\$ 2,094,603</u>	<u>\$ 2,350,328</u>	

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**South Berwyn Corridor
Tax Increment Financing District**

This fund is used to accumulate tax increment generated by the South Berwyn TIF district. The increment must be used for redevelopment costs within the geographical boundaries of the district and expenditures as outlined in the project plan. The district was created on January 28, 1997. The daily activities of the district are administered by the Berwyn Development Corporation and overseen by the City.

**City of Berwyn
South Berwyn TIF Fund
2020 Budget**

Account Number	Account Name	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change
Revenues							
220-4000	Property Taxes - South Berwyn TIF	\$ 641,784	\$ 941,475	\$ 988,351	\$ 929,192	\$ 1,184,742	\$ 255,550
220-4800	Interest Income	449	453	956	-	-	-
	Total South Berwyn TIF Revenues	<u>642,233</u>	<u>941,928</u>	<u>989,307</u>	<u>929,192</u>	<u>1,184,742</u>	<u>255,550</u>
Expenditures							
220-5200	TIF Management Services - BDC	\$ 76,860	\$ 94,997	\$ 120,294	\$ 114,654	\$ 292,253	\$ 177,599
220-5700	Sedgwick Project Installment Note - Principal	155,161	155,161	-	-	-	-
220-5705	Sedgwick Project Installment Note - Interest	15,130	5,819	-	-	-	-
220-5800	South Berwyn Corridor TIF - Expenses	87,417	23,092	86,259	123,334	396,122	272,788
220-5900	Transfer to Bond & Interest for Garage Debt	455,079	454,679	536,054	536,167	536,167	-
	Total South Berwyn TIF Expenditures	<u>789,647</u>	<u>733,748</u>	<u>742,607</u>	<u>774,155</u>	<u>1,224,542</u>	<u>450,387</u>
	Revenues less Expenditures	(147,414)	208,180	246,700	155,037	(39,800)	<u>\$ (194,837)</u>
	Fund Balance Beginning	<u>(185,769)</u>	<u>(333,183)</u>	<u>(125,003)</u>	<u>(125,003)</u>	<u>121,697</u>	
	Projected Ending Fund Balance	<u>\$ (333,183)</u>	<u>\$ (125,003)</u>	<u>\$ 121,697</u>	<u>\$ 30,034</u>	<u>\$ 81,897</u>	

**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

**Harlem Avenue
Tax Increment Financing District**

This fund is used to accumulate tax increment generated by the Harlem Avenue TIF district. The increment must be used for redevelopment costs within the geographical boundaries of the district and expenditures as outlined in the project plan. The district was created on January 1, 2012. The daily activities of the district are administered by the Berwyn Development Corporation and overseen by the City.

**City of Berwyn
Harlem TIF
2020 Budget**

Account Number	Account Name	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change
Revenues							
223-4000	Property Taxes - Harlem Ave.	\$ 725,304	\$ 1,086,749	\$ 696,910	\$ 1,119,351	\$ 1,500,000	\$ 380,649
223-4800	Interest Income	719	755	1,197	-	-	-
	Total Harlem TIF Revenues	<u>726,023</u>	<u>1,087,504</u>	<u>698,107</u>	<u>1,119,351</u>	<u>1,500,000</u>	<u>380,649</u>
Expenditures							
223-5200	TIF Management Services - BDC	\$ 235,156	\$ 353,193	\$ 695,183	\$ 663,845	\$ 370,021	\$ (293,824)
223-5700	TIF Principal Expenses	98,843	103,272	107,800	109,089	112,736	3,647
223-5705	TIF Interest Expenses	74,320	69,891	65,363	64,074	60,427	(3,647)
223-5800	Harlem Avenue - TIF Expenses	105,266	61,515	246,939	300,471	755,014	454,543
	Total Harlem TIF Expenditures	<u>513,585</u>	<u>587,871</u>	<u>1,115,285</u>	<u>1,137,479</u>	<u>1,298,198</u>	<u>160,719</u>
	Revenues less Expenditures	212,438	499,633	(417,178)	(18,128)	201,802	<u>\$ 219,930</u>
	Fund Balance Beginning	<u>(512,565)</u>	<u>(300,127)</u>	<u>199,506</u>	<u>199,506</u>	<u>(217,672)</u>	
	Projected Ending Fund Balance	<u>\$ (300,127)</u>	<u>\$ 199,506</u>	<u>\$ (217,672)</u>	<u>\$ 181,378</u>	<u>\$ (15,870)</u>	

**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

**Roosevelt Road
Tax Increment Financing District**

This fund is used to accumulate tax increment generated by the Roosevelt Road TIF district. The increment must be used for redevelopment costs within the geographical boundaries of the district and expenditures as outlined in the project plan. The district was created on January 28, 1997. The daily activities of the district are administered by the Berwyn Development Corporation and overseen by the City.

**City of Berwyn
Roosevelt TIF
2020 Budget**

Account Number	Account Name	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change
Revenues							
230-4000	Property Taxes - Roosevelt Road	\$ 557,520	\$ 587,896	\$ 564,922	\$ 605,533	\$ 761,006	\$ 155,473
230-4800	Interest Income	341	725	509	-	-	-
	Total Roosevelt TIF Revenues	<u>557,861</u>	<u>588,621</u>	<u>565,431</u>	<u>605,533</u>	<u>761,006</u>	<u>155,473</u>
Expenditures							
230-5200	TIF Management Services - BDC	\$ 182,386	\$ 281,310	\$ 3,273	\$ -	\$ 187,726	\$ 187,726
230-5705	TIF Interest Expenses	-	47,500	15,000	15,000	15,000	-
230-5800	Roosevelt Road - TIF Expenses	-	362,148	87,576	123,334	143,861	20,527
230-5900	Transfer to Bond and Interest	<u>282,619</u>	<u>277,434</u>	<u>293,395</u>	<u>293,395</u>	<u>286,825</u>	<u>(6,570)</u>
	Total Roosevelt TIF Expenditures	<u>465,005</u>	<u>968,392</u>	<u>399,244</u>	<u>431,729</u>	<u>633,412</u>	<u>201,683</u>
	Revenues less Expenditures	92,856	(379,771)	166,187	173,804	127,594	<u>\$ (46,210)</u>
	Fund Balance Beginning	<u>289,634</u>	<u>382,490</u>	<u>2,719</u>	<u>2,719</u>	<u>168,906</u>	
	Projected Ending Fund Balance	<u>\$ 382,490</u>	<u>\$ 2,719</u>	<u>\$ 168,906</u>	<u>\$ 176,523</u>	<u>\$ 296,500</u>	

**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

Capital Projects Fund

The City has established a Capital Projects Fund. This fund was established to account for the proceeds from various bond issuances. The attached budget represents an annualized department budget for all expenditures which are anticipated to be funded with debt proceeds.

**City of Berwyn
Capital Projects Fund
2020 Budget**

Account Number	Account Name	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change
Revenues							
400-16-4250	Grant Revenue	\$ -	\$ 35,056	\$ -	\$ -	\$ -	\$ -
400-26-4250	Public Works - Reimbursements	-	225,000	-	-	-	-
400-4800	Interest Income	2,448	3,255	3,187	-	-	-
	Total Capital Projects Revenues	<u>2,448</u>	<u>263,311</u>	<u>3,187</u>	<u>-</u>	<u>-</u>	<u>-</u>
Expenditures							
400-16-5800	IT Capital	\$ -	\$ 10,073	\$ -	\$ -	\$ -	\$ -
400-18-5800	Fire Capital	158,042	-	39,342	130,000	265,000	135,000
400-18-5800-10	16th Street Fire Station	-	-	-	-	-	-
400-20-5800	Police Capital	346,550	233,811	24,655	209,500	290,808	81,308
400-26-5800	Public Works Capital	-	59,551	-	310,500	310,500	-
400-26-5800-31	Capital Outlay 2012 Bond Issue	26,208	-	-	-	-	-
400-32-5800	Recreation Capital	29,556	-	-	100,000	100,000	-
	Total Capital Projects Expenditures	<u>560,356</u>	<u>303,435</u>	<u>63,997</u>	<u>750,000</u>	<u>966,308</u>	<u>216,308</u>
	Revenues Less Expenditures	(557,908)	(40,124)	(60,810)	(750,000)	(966,308)	<u>\$ (216,308)</u>
	Net Assets Beginning	<u>1,625,150</u>	<u>1,067,242</u>	<u>1,027,118</u>	<u>1,027,118</u>	<u>966,308</u>	
	Projected Ending Net Assets	<u>\$ 1,067,242</u>	<u>\$ 1,027,118</u>	<u>\$ 966,308</u>	<u>\$ 277,118</u>	<u>\$ -</u>	

**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

Debt Service Fund

The Debt Service Fund is used to accumulate resources for the repayment of the City's long-term obligations, including general obligation debt. As a home-rule municipality, the City is not subject to debt limits.

**City of Berwyn
Debt Service Fund
2020 Budget**

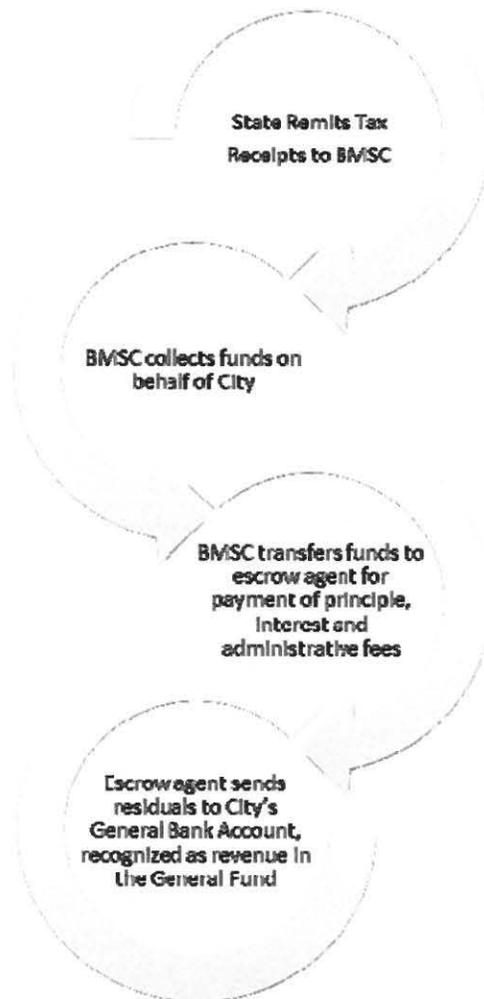
Account Number	Account Name	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change
Revenues							
300-4000	Bond & Interest - Property Tax Revenue	\$ 6,479,576	\$ 6,848,972	\$ 7,340,216	\$ 7,103,161	\$ 7,603,161	\$ 500,000
300-4800	Interest Income	1,412	3,156	980	1,000	1,000	-
300-4915	Bond/Line of Credit Proceeds	-	15,000,000	-	-	3,850,000	3,850,000
300-4900	Transfer from Other Funds	4,033,814	5,176,014	2,319,322	2,205,370	822,897	(1,382,473)
	Total Debt Service Revenues	<u>10,514,802</u>	<u>27,028,142</u>	<u>9,660,518</u>	<u>9,309,531</u>	<u>12,277,058</u>	<u>2,967,527</u>
Expenditures							
300-5200	Administrative Expenses	\$ 66,790	\$ 100,148	\$ 128,065	\$ 115,000	\$ 100,000	\$ (15,000)
300-5700	Principal Expense	-	152,839	143,444	156,440	157,649	1,209
300-5705	Interest Expense	21,233	67,823	131,307	7,999	2,777	(5,222)
300-5700-02	Principal G.O. Bonds Series 1999/2009 Series	1,965,000	2,055,000	-	-	-	-
300-5705-02	Interest G.O. Bonds Series 1999/2009 Series	160,800	82,200	-	-	-	-
300-5705-07	Interest G.O. Bond Series 2007A	439,931	400,750	45,000	-	45,000	45,000
300-5700-08	Principal G.O. Bond Series 2007B	1,675,000	1,760,000	2,875,000	2,657,875	2,905,000	247,125
300-5705-08	Interest G.O. Bond Series 2007B	969,643	874,001	554,972	772,096	388,509	(383,587)
300-5700-09	Principal G.O. Bond Series 2008	-	85,000	-	-	-	-
300-5705-09	Interest G.O. Bond Series 2008	360,273	360,273	92,400	-	92,400	92,400
300-5705-10	Interest G.O. Bonds Series 2009	16,388	16,388	16,388	16,388	16,388	-
300-5700-11	Principal G.O. Bonds Series 2010	175,000	175,000	200,000	200,000	3,850,000	3,650,000
300-5705-11	Interest G.O. Bonds Series 2010	374,969	367,969	376,125	362,500	381,750	19,250
300-5700-12	Principal G.O. Bonds Series 2011	-	-	-	-	-	-
300-5705-12	Interest G.O. Bonds Series 2011	235,350	235,350	235,350	235,350	235,350	-
300-5705-13	Interest G.O. Bonds Series 2012	277,595	277,595	277,595	277,595	277,595	-
300-5705-14	Interest G.O. Bonds Series 2013A	285,250	285,250	285,250	285,250	285,250	-
300-5700-15	Principal G.O. Bonds Series 2013B	-	15,250,000	-	-	-	-
300-5705-15	Interest G.O. Bonds Series 2013B	1,341,675	1,341,675	-	-	-	-
300-5705-16	Interest G.O. Bonds Series 2014	213,500	213,500	213,500	213,500	213,500	-
300-5705-17	Interest G.O. Bonds Series 2015A	1,629,263	1,629,263	1,629,263	1,629,263	1,629,263	-
300-5705-18	Interest G.O. Bonds Series 2015B	189,094	189,094	189,094	189,094	189,094	-
300-5700-20	Principal G.O. Bonds Series 2016A	225,000	205,000	270,000	270,000	285,000	15,000
300-5705-20	Interest G.O. Bonds Series 2016A	966,433	904,025	895,825	895,825	885,025	(10,800)
300-5705-21	Interest G.O. Bonds Series 2019A	-	-	-	624,228	-	(624,228)
	Total Debt Service Expenditures	<u>11,588,187</u>	<u>27,028,143</u>	<u>8,558,578</u>	<u>8,908,403</u>	<u>11,939,550</u>	<u>3,031,147</u>
	Revenues Less Expenditures	(1,073,385)	(1)	1,101,940	401,128	337,508	<u>\$ (63,620)</u>
	Fund Balance Beginning	<u>1,138,254</u>	<u>64,869</u>	<u>64,868</u>	<u>64,868</u>	<u>1,166,808</u>	
	Projected Ending Fund Balance	<u>\$ 64,869</u>	<u>\$ 64,868</u>	<u>\$ 1,166,808</u>	<u>\$ 465,996</u>	<u>\$ 1,504,316</u>	

**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

Berwyn Municipal Securitization Corporation

In order facilitate the payment of the Police, Fire, and Refunding bonds issued in March of 2019, the City established an entity (Berwyn Municipal Securitization Corporation or BMSC) that manages the receipt of state income, local use, 1% sales, and home rule taxes along with payment of the interest and principal for the bonds. Previously, those taxes were directly received in the General Fund. Going forward, the Corporation will accumulate the funds necessary for the required debt service payment in addition to the entity's administration costs. The residual funds are then transferred to the City's General Fund.



City of Berwyn
Berwyn Municipal Securitization Corporation Fund (BMSC)
2020 Budget

Account Number	Account Name	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change
Revenues					
300-4000	305-4010 - Taxes - State Income	\$ 4,460,100	\$ -	\$ 5,727,572	\$ 5,727,572
300-4800	305-4011 - Taxes - State Local Use	1,567,062	-	2,012,390	2,012,390
300-4915	305-4015 - Taxes - 1% State Sales	3,621,259	-	4,788,166	4,788,166
300-4917	305-4020 - Taxes - Home Rule Sales	<u>3,442,001</u>	<u>-</u>	<u>5,018,729</u>	<u>5,018,729</u>
	Total BMSC Revenues	<u>\$ 13,090,422</u>	<u>\$ -</u>	<u>\$ 17,546,857</u>	<u>\$17,546,857</u>
Expenditures					
305-5705-22	Interest Expense 2019 Series	\$ 2,231,171	\$ -	\$ 4,462,342	\$ 4,462,342
305-5900	Transfer to Other Funds	8,518,081	-	12,933,389	12,933,389
305-5901	Bond Escrow Agent Administration Fees	<u>110,000</u>	<u>-</u>	<u>151,126</u>	<u>151,126</u>
	Total BMSC Expenditures	10,859,252	-	17,546,857	17,546,857
	Revenues Less Expenditures	2,231,170	-	-	<u>\$ -</u>
	Fund Balance Beginning	<u>-</u>	<u>-</u>	<u>2,231,170</u>	
	Projected Ending Fund Balance	<u>\$ 2,231,170</u>	<u>\$ -</u>	<u>\$ 2,231,170</u>	

**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

Utilities Fund

This fund is used to pay for the City's water, sewer, and garbage operations. Revenues primarily represent charges for services paid by water, sewer, and garbage customers. Expenses represent the costs of providing water, sewer, and garbage service within the City's boundaries.

**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

Utilities Fund

PROGRAM MANAGER: Director of Public Works

PROGRAM DESCRIPTION:

The Water and Sewer Division provides the community with safe, high quality drinking water at adequate pressure and sewage removal in an efficient manner 24 hours a day, 365 days a year.

SERVICES:

✚ Administration

- Management of 18 full time employees
- Management of the yearly budget for the Water and Sewer Division
- Coordination of all calls for service.
- Monitors construction and grant permits for utility cuts in the City right-of-way.
- Work with other City departments to ensure safety and efficient distribution of drinking water.
- Supervision of daily operations of all services provided by the Division

✚ Water Maintenance

- Operate and maintain two pumping distribution facilities.
- Operate and maintain four water storage structures including in-ground and elevated tanks.
- Maintain water distribution system and adequate and safe pressures.
- Monitor water quality to meet or exceed all federal and state requirements.
- Repair all distribution equipment including valves, hydrants and water mains.
- Install and maintain water meter equipment.
- Provide customer service and respond to service calls.

✚ Sewer Maintenance

- Maintain combined sewer collection system and repair or replace as needed.
- Clean and maintain storm inlets and catch basins.
- Inoculate catch basins with larvacide for mosquito control.
- Provide customer service and respond to service calls.

City of Berwyn
Utilities Fund
2020 Budget

Requested
Budget
Change

Account Number	Account Name	2017		2018		2019		2020		Requested Budget Change
		Balance	Balance	Projected	Budget	Budget	Budget			
Revenues										
500-4275	Water and Sewer Revenues	\$ 3,294,270	\$ 3,879,456	\$ 4,084,045	\$ 4,283,000	\$ 4,497,150	\$ 214,150			
500-4280	Water Sales - Commercial	6,578,679	7,263,292	7,502,197	7,942,000	8,024,100	82,100			382,100
500-4290	Water Sales - Residential	30,598	70,299	84,785	60,000	60,000	(60,000)			(450,000)
500-4355	Fines Other	1,079,809	1,829,032	1,246,623	1,450,000	1,000,000	(450,000)			
500-4800	Interest Income	3,018	3,083	1,865	2,000	2,000				
500-4835	Miscellaneous	33,959	35,886	45,012	30,000	30,000				
500-4900	Transfer from Other Funds	501,557	406,111	-	-	-	-			
	Total Water and Sewer Revenues	11,521,880	13,507,159	13,364,527	13,467,000	13,613,250	146,250			
Garbage Revenues										
500-36-4300	Feas - Garbage	\$ 4,797,101	\$ 4,853,619	\$ 4,853,202	\$ 4,860,000	\$ 5,005,800	\$ 145,800			
500-36-4355	Fines - Garbage	124,349	160,096	196,597	175,000	175,000				
	Total Garbage Revenues	4,911,450	5,013,715	5,049,799	5,035,000	5,180,800	145,800			
	Total Utilities Fund Revenues	16,433,330	18,520,874	18,414,326	18,502,000	18,794,050	292,050			
Expenditures										
Water and Sewer Expenditures										
500-44-5000	Water and Sewer - Salaries	\$ 1,203,382	\$ 1,247,728	\$ 1,221,212	\$ 1,279,337	\$ 1,329,796	\$ 50,459			
500-44-5010	Water and Sewer - Overtime	94,634	130,630	130,336	129,000	125,000	(4,000)			
500-44-5015	Water and Sewer - Uniform Stipend	8,990	15,838	8,881	12,000	12,000				
500-44-5025	Water and Sewer - Other Stipends	8,984	9,084	18,084	9,200	9,200				
500-44-5030	Water and Sewer - Sick Day Buyback	30,117	28,021	24,078	29,772	29,772				
500-44-5035	Water and Sewer - Benefits	852,558	959,614	732,102	807,196	794,925	(12,271)			
500-44-5205	Water and Sewer - Utilities	72,082	87,008	44,059	75,000	75,000				
500-44-5210	Water and Sewer - Vehicle Gas and Oil	42,472	72,155	-	55,000	55,000				
500-44-5215	Water and Sewer - Telephone	-	628	9,153	8,500	8,500				
500-44-5220	Water and Sewer - Training, Dues & Publications	495	735	735	4,000	54,000	50,000			
500-44-5225	Water and Sewer - Supplies	299,825	344,651	173,838	432,000	432,000				
500-44-5235	Water and Sewer - Postage & Printing	52,611	44,667	28,926	52,000	52,000				
500-44-5290	Water and Sewer - Other General Expenses	3,490	4,823	739	5,000	5,000				
500-44-5300	Water and Sewer - Professional Services	282,027	265,583	297,354	311,350	536,350	225,000			
500-44-5405	Water and Sewer - Repair & Maintenance	71,544	84,347	94,640	90,000	90,000				
500-44-5500	Water and Sewer - Copier Maintenance	1,265	1,103	918	5,000	2,000				
500-44-5505	Water and Sewer - Equipment	-	-	-	5,000	5,000				
500-44-5505	Water and Sewer - Equipment Lease	33,429	24,022	23,127	10,000	10,000				
500-44-5600	Water and Sewer - Cost of Water	6,384,208	7,204,655	6,936,745	7,353,809	7,271,499	(82,310)			
500-44-5605	Water and Sewer - Water Chemical Treatment	22,106	22,895	25,739	23,000	40,000	18,000			
500-44-5625	Water and Sewer - Internal Service Fund	39,781	132,448	150,000	96,908	150,207	53,299			
500-44-5690	Water and Sewer - Interdepartmental Charge	1,204,223	1,318,464	1,250,000	1,250,000	1,250,000				
500-44-5705	Water and Sewer - Interest Expense	331,416	330,577	338,788	338,788	338,788				
500-44-5710	Water and Sewer - Bad Debt Expense	208,380	1,011,595	366,547	275,000	575,000	300,000			
500-44-5800	Water and Sewer - Capital Outlay	(1,291)	31,416	801,025	595,000	595,000				
500-44-5800-41	Water and Sewer - Residential Flood Mitigation Program	121,475	55,625	33,025	175,000	175,000				
500-44-5850	Water and Sewer - Depreciation	2,504,233	1,203,245	1,200,839	-	-				
	Total Water and Sewer Expenditures	14,052,456	14,631,277	13,933,999	13,421,860	14,021,037	599,177			
Garbage Expenditures										
500-36-5300	Garbage - Professional Services	\$ 4,574,241	\$ 4,603,490	\$ 4,655,744	\$ 4,596,000	\$ 4,733,880	\$ 137,880			
	Total Garbage Expenditures	4,574,241	4,603,490	4,655,744	4,596,000	4,733,880	137,880			
	Total Utilities Fund Expenditures	18,626,697	19,234,767	18,589,743	18,017,860	18,754,917	737,057			
	Revenues Less Expenditures	(2,193,367)	(713,893)	(175,417)	484,140	39,133	(445,007)			
	Net Assets Beginning (As Restated)	13,135,260	10,941,893	10,228,000	10,228,000	10,052,583				
	Projected Ending Net Assets	\$ 10,941,893	\$ 10,228,000	\$ 10,052,583	\$ 10,712,140	\$ 10,091,716				

**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

Parking Garage Fund

This fund is used to account for the City's municipal parking garage. Revenues primarily represent charges for services paid by customers parking in the garage. Expenses represent the costs of operating and maintaining the garage.

**City of Berwyn
Parking Garage Fund
2020 Budget**

Account Number	Account Name	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change
Revenues							
550-4120	Permits - Commuter Parking	\$ 44,625	\$ 48,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ -
550-4210	Commuter Permits	127,789	116,062	129,135	120,000	130,000	10,000
550-4815	Retail Rent	53,200	40,500	33,500	55,000	40,000	(15,000)
	Total Parking Garage Revenues	<u>225,614</u>	<u>204,562</u>	<u>207,635</u>	<u>220,000</u>	<u>215,000</u>	<u>(5,000)</u>
Expenditures							
550-5205	Utilities	\$ 14,010	\$ 21,043	\$ 15,674	\$ 22,500	\$ 23,000	\$ 500
550-5225	Supplies	4,608	355	320	1,000	1,000	-
550-5300	Professional Services	3,172	26,550	10,181	30,000	20,000	(10,000)
550-5400	Repairs & Maintenance	18,591	8,044	6,047	25,000	25,000	-
550-5625	Internal Service Charges	325	1,948	1,894	1,230	1,907	677
550-5850	Depreciation	233,231	233,231	233,231	-	-	-
	Total Parking Garage Expenditures	<u>273,937</u>	<u>291,171</u>	<u>267,347</u>	<u>79,730</u>	<u>70,907</u>	<u>(8,823)</u>
	Revenues Less Expenditures	(48,323)	(86,609)	(59,712)	140,270	144,093	<u>\$ 3,823</u>
	Net Assets Beginning	<u>10,109,145</u>	<u>10,060,822</u>	<u>9,974,213</u>	<u>9,974,213</u>	<u>9,914,501</u>	
	Projected Ending Net Assets	<u>\$ 10,060,822</u>	<u>\$ 9,974,213</u>	<u>\$ 9,914,501</u>	<u>\$ 10,114,483</u>	<u>\$ 10,058,594</u>	

**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

Internal Service Fund

The Internal Service Fund is used to account for the City's self insurance pool. The City is self insured for workmen's compensation as well as general liability coverage. Interfund charges represent charges to other City funds for insurance coverage. The interfund charges are allocated back to other departments based on a five-year trend of claims incurred for workmen's compensation and based on department total expenditures for general liability insurance coverage.

**City of Berwyn
Internal Service Fund
2020 Budget**

Account Number	Account Name	2017 Balance	2018 Balance	2019 Projected	2019 Budget	2020 Budget	Requested Budget Change
Revenues							
600-4302	Interfund Charges	\$ 520,266	\$ 1,505,101	\$ 1,976,444	\$ 924,110	\$ 2,253,764	\$ 1,329,654
600-4800	Interest Income	373	408	-	-	-	-
	Total Revenues	<u>520,639</u>	<u>1,505,509</u>	<u>1,976,444</u>	<u>924,110</u>	<u>2,253,764</u>	<u>1,329,654</u>
Expenditures							
600-5630	Premiums - Liability Insurance	\$ 306,880	\$ 293,215	\$ 335,154	\$ 296,500	\$ 350,000	\$ 53,500
600-5640	Premiums - Property Insurance	127,468	127,513	140,155	125,000	142,500	17,500
600-5645	Premiums - Workmen's Compensation	173,562	136,022	150,511	180,000	155,000	(25,000)
600-5650	Claims - General Liability	19,877	260,946	151,734	100,000	152,628	52,628
600-5655	Claims - Workmen's Compensation	<u>1,070,607</u>	<u>1,121,404</u>	<u>1,067,706</u>	<u>840,000</u>	<u>1,254,860</u>	<u>414,860</u>
	Total Expenditures	<u>1,698,394</u>	<u>1,939,100</u>	<u>1,845,260</u>	<u>1,541,500</u>	<u>2,054,988</u>	<u>513,488</u>
	Revenues Less Expenditures	(1,177,755)	(433,591)	131,184	(617,390)	198,776	<u>\$ 816,166</u>
	Net Assets (Deficit) Beginning	<u>1,712,213</u>	<u>534,458</u>	<u>100,867</u>	<u>100,867</u>	<u>232,051</u>	
	Projected Ending Net Assets (Deficit)	<u>\$ 534,458</u>	<u>\$ 100,867</u>	<u>\$ 232,051</u>	<u>\$ (516,523)</u>	<u>\$ 430,827</u>	

**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

Appendix A

Fund Accounting – A governmental accounting system that is organized and operated on a fund basis.

Fund Balance – The assets of a fund less liabilities, as determined at the end of each fiscal year. Any reservations of fund balance are deducted to result in an “unrestricted fund balance”.

Fund Type – In governmental accounting, all funds are classified into eight types: General, Special Revenue, Debt Service, Capital Projects, Special Assessment, Enterprise, Internal Service, and Trust and Agency.

General Accepted Accounting Principles (GAAP) – Uniform minimum standard of guidelines to financial accounting and reporting. They govern the form and content the basic financial statements of an entity. They encompass the conventions, rules, and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. They provide a standard by which to measure financial presentations.

GFOA – Government Finance Officers Association. A professional organization for employees in the government finance industry.

Grant – A contribution by a government or other organization to support a particular function. Typically, these contributions are made to local governments from the state and federal governments.

Home Rule – It enables voters to adopt a home rule charter that acts as the city's basic governing document over local issues; however, state law continues to prevail over statewide concerns. The goal of municipal home rule is to facilitate local control and minimize state intervention into municipal affairs.

IMRF – Illinois Municipal Retirement Fund, a pension plan for employees of member cities within the State of Illinois.

Interfund Transfers – Amounts transferred from one fund to another.

Internal Service Fund – Fund used to account for the financing of goods or services provided by one department on a cost reimbursement basis. The City of Berwyn uses an internal service fund to allocate costs for workmen's compensation and general liability insurance.

**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

Appendix A

Levy - To impose taxes, special assessments, or service charges for the support of City services.

Liabilities – Debts or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date.

Long Term Debt – Debt with a maturity of more than one year after the date of issuance.

MABAS – Mutual Aid Box Alarm System. This system was established to provide a swift, standardized and effective method of mutual aid assistance for extra alarm fires and mass casualty incidents.

MFT – Motor Fuel Tax. Represents revenues from the City’s share of gasoline taxes, allotted by the state for street improvements.

Modified Accrual Basis Accounting – The accrual basis of accounting adapted to the governmental fund type spending measurement focus. Under it, revenues are recognized when they become both “measurable” and “available” to finance expenditures of the current period. Expenditures are recognized when the related fund liability is incurred except for (1) inventories of materials and supplies which may be considered expenditures either when purchased or when used; (2) prepaid insurance and similar items which need not be reported; (3) accumulated unpaid vacation, sick pay, and other employee benefit amounts which need not be recognized in the current period, but for which larger than normal accumulations must be disclosed in the notes to the financial statements; (4) interest on special assessment indebtedness which may be recorded when due rather than accrued, if offset by interest earnings on special assessment levies and (5) principal and interest on long-term debt which are generally recognized when due.

Property Taxes – Used to describe all revenues received in a period from current taxes, delinquent taxes, penalties and interest on delinquent taxes

Public Hearing – The portions of open meeting held to present evidence and provide information on both sides of an issue

Reserve – An account used to indicate that a portion of fund balance is restricted for a specific purpose. An account used to earmark a portion of fund balance to indicate that it is not appropriate for expenditure. A reserve may also be an account used to earmark a portion of fund equity as legally segregated for a specific future use.

**City of Berwyn
2020
Annual Budget**

For the Fiscal Year Beginning January 1, 2020

Appendix A

Revenues – All amounts of money earned or received by the City from external sources. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income.

Revenue Bonds – Bonds whose principal and interest are payable exclusively from a revenue source pledged as the payment source before issuance.

ROI – Return on Investment. A method to assist management decision making by evaluating the return on various investment alternatives.

Sales Taxes – The City receives two types of sales taxes – one from the state and the other from a home-rule sales tax. The state tax rate is 1% and the local home rule sales tax rate is 1%.

Tax Base – The total value of all real and personal property in the City as of January 1st of each year, as certified. The tax base represents the net value after all exemptions.

Tax Levy – The resultant product when the tax rate per one thousand dollars is multiplied by the tax base.

Tax Rate – A percentage applied to all taxable property to raise general revenues. It is derived by dividing the total tax levy by the taxable net property valuation.

Taxes – Compulsory charges levied by a government for the purpose of financing service performed for the common benefit. The term does not include charges for services rendered only to those paying such charges, for example, water bills.

TIF – Tax Increment Financing – the act of capturing the amount of property taxes levied by a taxing unit for the year on the appraised value of real property located within a defined investment zone. The tax increments are paid into the TIF fund and used to pay project costs within the zone, including debt service obligations.

User Charges – The payment of a fee for direct receipt of a public service by the party benefiting from the service.

The City of Berwyn



Benjamin J. Daish
Finance Director

J-2

A Century of Progress with Pride

Date: March 16, 2020

To: Mayor Robert J. Lovero
Members of the Berwyn City Council

Subject: Abatement Ordinance for 2019 Tax Levy (Collected in Fiscal Year 2020)

Please find attached, the tax levy abatement ordinance for the 2019 tax levy. This abatement ordinance reflects reductions in the amount that would have otherwise been levied for the purpose of debt service payments due for the 2007A, 2007B, and 2010. The abated portions of these debt service payments will be made from other sources such as TIF funds, the utility fund, bond proceeds, or a 2019 general fund transfer.

Recommendation: Staff recommends that City Council approve the attached ordinance at the March 24, 2020, City Council meeting.

Respectfully submitted,

Benjamin J. Daish
Finance Director

STATE OF ILLINOIS)
)
COUNTY OF COOK)

ORDINANCE NO. 20-

ORDINANCE FOR THE ABATEMENT OF TAXES LEVIED FOR GENERAL OBLIGATION BONDS FOR THE TAX YEAR 2019

WHEREAS, the City of Berwyn, Cook County, Illinois (the "City") adopted ordinances on the following dates for the issuance of the following referenced bonds (collectively, the "Bonds"):

<u>Date</u>	<u>Issue</u>
July 31, 2007	General Obligation Bonds, Series 2007A (the "Series 2007A Bonds")
July 31, 2007	Taxable General Obligation Bonds, Series 2007B (the "Series 2007B Bonds")
October 12, 2010	General Obligation Bonds, Series 2010 (the "Series Series 2010 Bonds")

WHEREAS, said ordinances levied taxes sufficient to produce funds for the tax year 2019 to pay principal and interest on the Bonds; and

WHEREAS, the City of Berwyn now has or will have on hand before the due date of the debt payments, on deposit from sources other than taxation, sufficient funds which are available to be used to pay the principal and interest in sufficient amounts to satisfy those requirements set forth in the Ordinances; and

NOW, THEREFORE, be it ordained by the Mayor and City Council of the City of Berwyn, Cook County, Illinois in the exercise of Berwyn's home rule powers as follows:

Section One: The 2019 tax levies be abated as follows leaving the remaining amount to be levied:

<u>Issue</u>	<u>Levy</u>	<u>Abatements</u>	<u>Levy After Abatement</u>
Series 2007A Bonds	\$362,392.00	(\$355,450.00)	\$6,941.00
Series 2007B Bonds	\$2,905,000.00	(\$180,604.00)	\$2,724,396.00
Series 2010 Bonds	\$591,750.00	(\$207,320.00)	\$384,430.00

Section Two: A certified copy hereof shall be filed with the County Clerk of Cook County who shall abate the noted portion of the 2019 tax levy for each of the Bonds.

Section Three: This ordinance shall be in full force and effect from and after its passage, and approval as provided by law.

ADOPTED this 24th day of March, 2020 pursuant to a roll call vote as follows:

	YES	NO	ABSENT	PRESENT
Lennon				
Ramirez				
Reardon				
Fejt				
Santoy				
Ruiz				
Avila				
Nowak				
(Mayor Lovero)				
TOTAL				

APPROVED this 24th day of March, 2020.

Robert J. Lovero, Mayor

ATTEST:

Margaret M. Paul, City Clerk



BERWYN FIRE DEPARTMENT

6700 W. 26th St., Berwyn, IL 60402-0701
708-484-1644

Thomas A. Hayes
Fire Chief

Mayor Robert J. Lovero

Kris A. Coniglio
Assistant Fire Chief

March 18, 2020

To: Mayor Robert J. Lovero
Members of the Berwyn City Council

Re: Request to waive the sealed bidding process and purchase a remanufactured 2017 Ford E450 Medtec Ambulance from R Enterprises LLC.

The Berwyn Fire Department is requesting approval to waive the sealed bidding process and purchase a remanufactured 2017 Ford E450 Medtec Ambulance from R Enterprises LLC. At this time, on the recommendation of our Emergency Vehicle Technicians, a 2012 Ford E-450 Wheeled Coach Ambulance needs to be retired from emergency response. The latest quote for a new ambulance is \$183,272. The remanufactured ambulance is priced at \$114,700. Our Fleet manager and technicians have inspected the remanufactured ambulance and determined it to be an excellent purchase for our fleet. This is a one of a kind vehicle, with a limited amount of time to complete this purchase. This purchase was a planned expense and was budgeted for in the 2020 budget. The 2012 ambulance could be repurposed for use in Public Works.

Recommended Action:

Staff recommends waiving the sealed bidding process and purchase the remanufactured 2017 Ford E450 Medtec Ambulance from R Enterprises LLC for a total cost of \$114,700.

Respectfully,

A handwritten signature in cursive script that reads "Thomas A. Hayes".

Thomas A. Hayes
City of Berwyn Fire Chief



R Enterprises, LLC
286 Harold Cemetery Rd.
Greeneville, TN 37745

March 17, 2020

Chief Thomas Hayes
Berwyn Fire Department
6434 Windsor Ave
Berwyn, Illinois

Dear Chief Hayes,

We are pleased to provide the following quotation for the below ambulance remount:

\$105,500.00	(1) 2017 Ford E450 Medtec Type 3 Remount (#6291) VIN# 1FDXE4FSXHDC56291
+ \$2,500.00	Stryker floor rail system (w 110V to 12V remote charger)
+ \$250.00	Stair Chair Storage (L3 compartment)
+ \$5,000.00	Graphics and Installation (subject to final design and approval)
+ \$1,000.00	Rear Chevron
+ \$100.00	Opticom prewire (includes breaker and switch)
+ <u>\$350.00</u>	"D" cylinder stowage (one)
\$114,700.00	

A contract consistent with this quotation has been provided for your convenience and execution when you are ready.

Thank you for your inquiry and please let us know how we can be helpful.

Jay S. Roths
R Enterprises, LLC
286 Harold Cemetery Rd.
Greeneville, TN 37745
jroths@REnterprisesllc.com
www.REnterprisesllc.com
423-470-3785



WARRANTY CERTIFICATE

The following are the Warranties offered by R Enterprises, LLC.

10 year emergency vehicle Structural and Conversion Warranty. Ambulance shall be free of substantial defects and shall include material and workmanship.

5 year Electrical System Conversion Warranty on Emergency Vehicle. Items not manufactured or installed by R Enterprises, LLC shall be excluded and/or otherwise covered under the warranty of the specific component Manufacturer.

Ambulance Paint Conversion Warranty shall be five (5) years from the date of delivery. Paint warranty shall cover any painting done by R Enterprises, LLC on the modular body and on the chassis. Corrosion is not included.

One (1) Year General Warranty from Date of Pick Up/Delivery to the original retail purchaser to be free from defects in material and workmanship supplied or performed by R Enterprises, LLC under normal use and service. The following items are excluded by R Enterprises, LLC warranty:

- Chassis or items supplied by chassis manufacturer
- Tires, tire balancing, or wheel alignments
- General tightening, light bulbs, or headlamp adjustments
- Separately manufactured items installed by R Enterprises, LLC including, but not limited to: batteries, sirens, battery chargers, inverters, lightbars and similar equipment. These are covered by warranties supplied by the manufacturer of the components.
R Enterprises, LLC will facilitate the warranty and replacement of the defective component.

Should repairs become necessary under the terms of the warranty, the extent of that repair shall be determined solely by R Enterprises, LLC and shall be authorized prior to any work performed.

Chassis Warranty shall be covered by the Chassis Manufacturer.

*R Enterprises, LLC
286 Harold Rd.
Greeneville, TN 37745
423-470-3785*

CONTRACT AND BILL OF SALE FOR AMBULANCE

R Enterprises, LLC ("Seller") agrees to sell to Berwyn Fire Department, 6434 Windsor Ave., Berwyn, IL ("Buyer") the following ambulance: (1) 2017 Ford E450 Medtec Type 3 Remanufactured (#6291) with Vehicle Identification Number 1FDXE4FSXHDC56291 (the "Vehicle"), pursuant to these terms:

- 1. The date of the sale of the Vehicle will be April 30, 2020.
- 2. The total purchase price of the Vehicle will be One Hundred Fourteen Thousand Seven Hundred Dollars.

\$105,500.00	(1) 2017 Ford E450 Medtec Type 3 Remount (#6291)
+ \$2,500.00	Stryker floor rail system (w 110V to 12V remote charger)
+ \$250.00	Stair Chair Storage (L3 compartment)
+ \$5,000.00	Graphics and Installation (subject to final design and approval)
+ \$1,000.00	Rear Chevron
+ \$100.00	Opticom prewire (includes breaker and switch)
+ \$350.00	"D" cylinder stowage (one)
<u>\$114,700.00</u>	

- 3. In exchange for the Vehicle, the Buyer will pay Seller the total purchase price of the Vehicle on the day of the sale by check or cashier's check.
- 4. When funds clear the Seller's bank, The Seller agrees to provide a clear Certificate of Title (including Odometer Disclosure Section), signed by Seller.
- 5. Seller warrants that Seller is the legal owner of the Vehicle and that the Vehicle is free of all legal claims, liens, and encumbrances.
- 6. The Vehicle is sold with warranties as indicated in R Enterprises, LLC warranty document.
- 7. The Buyer agrees to register the Vehicle in his/her name with the Illinois Department of Motor Vehicles within one week of the date of the sale.

R Enterprises, LLC
Jay S. Roths (Owner)

Date: _____

Berwyn Fire Department
Mr. Thomas Hayes (Chief)

Date: _____



Mayor
Robert J. Lovero

BERWYN POLICE DEPARTMENT

"Serving with Pride"



Chief of Police
Michael D. Cimaglia

18 March 2020

Honorable Mayor Robert J. Lovero and
Members of the Berwyn City Council
6700 W. 26th Street
Berwyn, Illinois 60402

RE: Request to hire seven (7) Probationary Police Officers

Ladies and Gentlemen,

I am respectfully requesting your approval to contact the Police and Fire Commission to hire seven (7) Probationary Police Officers from the current Fire and Police Commissioners Eligibility list. These requests are to replace the vacancies that have resulted from the following:

- The unexpected passing of Officer Charles Schauer on January 19, 2020;
- The retirement of Officer Karlas Robinzine on March 1, 2020;
- The retirement of Deputy Chief Thomas O'Halloran on March 03, 2020;
- The retirement of Commander Frank Cimaglia on March 11, 2020;
- The unexpected Leave of Absence of Jason Aguirre on March 6, 2020;
- The scheduled retirement of Sergeant George Janecek on May 4, 2020; and
- The anticipated disability retirement of Officer Kevin Lorr in May of 2020.

The Police Academy begins tentatively on May 4th, 2020 with the Power Test occurring on May 1st with a retest date of May 2nd, 2020. It is imperative that we hire the Probationary Police Officers to replace the vacancies of the above mentioned officers so they can start the academy in May or the next Academy will not be available until September.

Please if you have any questions do not hesitate to contact me.

Thank you in Advance,

Michael D. Cimaglia
Chief of Police
Berwyn Police Department

J-5



Mayor
Robert J. Lovero

BERWYN POLICE DEPARTMENT

"Serving with Pride"



Chief of Police
Michael D. Cimaglia

18 March 2020

Honorable Mayor Robert J. Lovero and
Members of the Berwyn City Council
6700 W. 26th Street
Berwyn, Illinois 60402

RE: Request to promote two (2) Patrol Officers to the rank of Sergeant

Ladies and Gentlemen,

I am respectfully requesting your approval to contact the Police and Fire Commission to promote two (2) Patrol Officers to the Civil Service Rank of Sergeant from the current Fire and Police Commissioners Eligibility list. These requests are to replace the vacancies that have resulted from the following:

- The retirement of Deputy Chief Thomas O'Halloran on March 03, 2020;
- The retirement of Commander Frank Cimaglia on March 11, 2020;

These requests are in accordance with the current Collective Bargaining Agreement and the Memorandum of Agreement signed by IMPA President Jim Kenny and Mayor Lovero on January 25, 2019. Pending authorization, the actual date of promotion will be Tuesday April 14, 2020 at Berwyn City Council.

Please if you have any questions do not hesitate to contact me.

Thank you in Advance,

Michael D. Cimaglia
Chief of Police
Berwyn Police Department

J-6



BERWYN POLICE DEPARTMENT

"*Serving with Pride*"



Mayor
Robert J. Lovero

Chief of Police
Michael D. Cimaglia

March 13, 2020

Hon. Mayor Robert J. Lovero
Members of the Berwyn City Council
6700 W. 26th St.
Berwyn, IL 60402

RE: Request to purchase one Police Service Dog (PSD)

Ladies and Gentlemen:

With the recent retirement of one of our Police Service Dogs (K9 Nikko) the Berwyn Police Department is respectfully requesting approval for the purchase of a new replacement PSD.

I have attached proposals from two Police K9 Training facilities we have used in the past.

- Shallow Creek Kennels, Inc. proposal of \$11,500.00
- Excel K-9, Inc. proposal of \$10,800.00

Each proposal includes the cost of one Police Service Dog, a 4-week handler training class, initial training materials and equipment. We are pleased with the canines and training we have received from both vendors in the past. Currently, Excel K9, Inc. provides a two-year health guarantee vs the one-year health guarantee provided by Shallow Creek Kennels. Excel K9, Inc. also submitted a proposal \$700.00 less than Shallow Creek Kennels for basically the same services. For the reasons I have listed above, I would at this time recommend using Excel K9, Inc as our vendor for this canine purchase. We have been very fortunate in that our K9 Officers and their Police Service Dogs have been involved in many asset forfeiture cases which fund our K9 program. This requested expenditure will be covered through the use of our State or Federal Asset Forfeiture funds.

If approved, training for the K9 Officer and replacement Police Service Dog is scheduled to begin in May.

Respectfully submitted,

Michael D. Cimaglia
Chief of Police



Shallow Creek Kennels, Inc.
6572 Seneca Road
Sharpsville, PA 16150

Quote

Date	Estimate #
3/9/2020	4466

Name / Address
Berwyn Police Department 6401 West 31st Street Berwyn, Il 60402

Description	Qty	Rate	Total
Single Purpose Narcotics with a 4 week handler course at Shallow Creek Kennels, Inc. Includes: All manuals, hand outs, leather work lead, leather waist lead, leather collar. Herm Springer fur saver, or choke chain. 500 series Vari Kennel. Brush, rewards, 37.5lb bag of Purina ProPlan Sport dog food. Lodging included on premises for up to 18 handlers at no additional cost. N.A.P.W.D.A. Certification upon successful completion of course. Must be a member in good standing.		10,500.00	10,500.00
Finished Tracking & Article Search. N.A.P.W.D.A. Certification with a full 4 Week Course.		1,000.00	1,000.00
Thank you, Any Questions; 1-724-646-1895			Total
			\$11,500.00

**This Quote reflects a 3.5% cash discount. If payment via CC is preferred please email Shallowcreekk9@gmail.com or phone 724-646-1895 and we will adjust the quote.



**Excel K-9 Services, Inc.
Kennel & Training Facility**

6454 Winchell Rd
Hiram, OH 44234
(330) 569-3302
www.excelk9.com

Fee and Payment Schedule

Police Service Dog Selection and Training for Berwyn Police Department to include:

- Selection and Purchase of One Imported Dog
- Pre-Training of Dog in all areas for 200 hours
- Two Year Health and Workability Guarantee
- Four weeks of Training for New Dog and Handler
- Lodging for your handler during the course
- Guarantee to Pass State of Ohio / NAPWDA Certifications
- Available to assist with perspective handler interviews
- Public Relations Trading Cards
- Onsite training available at additional cost
- Entire program can be customized to meet your department's needs

All equipment needed for course provided to include: choker collar, flat collar, 6-foot leash, 15-foot leash, tracking harness, reward toys and record keeping books.

Narcotics Detection, Tracking & Obedience Trained Service Dog.....10,800.00



**Excel K-9 Services, Inc.
Kennel & Training Facility**

6454 Winchell Rd
Hiram, OH 44234
(330) 569-3302
www.excelk9.com

Weekly Training Curriculum
Narcotics Detection/Tracking/Obedience

This is an overview of the training program that we will follow. There will be classroom instruction before each new phase is introduced to the handler and the dog. There will be a weekly written and practical test and a final test at the conclusion of this program.

The subjects that will be taught include, Canine Behavior, Drug Safety and Identification, Search Patterns, First Aide, Public Demonstrations, Legal Search, Seizure issues related to the working K-9 Team. training will be provided on Proper Courtroom Testimony and Behavior.

The dog and handler team will be trained in Narcotics Detection, Tracking and Obedience . At the conclusion of this program the team will be prepared to pass the State of Ohio and NAPWDA Certification Test.

Week #1

Class on Drug Safety and Identification, Search Patterns and Wind Currents, Obedience and Record Keeping

- Narcotics Work
- Tracking Work

Week #2 & #3

Class on Canine Behavior, First Aid, Public Demonstrations, Search and Seizure Legal Issues and Proper Courtroom Testimony and Behavior.

- Obedience Work
- Tracking Work
- Narcotics Work

Week #4

Scenario based training for the actual call out and deployment.



Accounts Payable by G/L Distribution Report

K-2

Payment Date Range 03/12/20 - 03/25/20

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 100 - General Fund										
Department 02 - Mayor's Office										
Account 5200 - Administrative Expenses										
78 - Berwyn Development Corporation	19639	2020 Feminine Leadership Seminar	Paid by Check # 53651		03/09/2020	03/09/2020	03/09/2020		03/12/2020	300.00
5747 - Berwyn Public Library	2020-00000267	Berwyn Reads / Mayor Lovero Sponsorship	Paid by Check # 53652		03/09/2020	03/09/2020	03/09/2020		03/12/2020	500.00
6062 - St. Odilo School	2020-00000268	Mardi Gras 2020 / Mayor Lovero Donation	Paid by Check # 53654		03/09/2020	03/09/2020	03/09/2020		03/12/2020	200.00
							Account 5200 - Administrative Expenses Totals	Invoice Transactions 3		<u>\$1,000.00</u>
Account 5220 - Training, Dues & Publications										
5594 - Chase	2020-00000265	Chase Credit Card Purchases	Paid by Check # 53644		03/06/2020	03/06/2020	03/06/2020		03/12/2020	7.96
							Account 5220 - Training, Dues & Publications Totals	Invoice Transactions 1		<u>\$7.96</u>
Account 5225-01 - Supplies Office										
5669 - Garvey's Office Products	PINV1869465	Mayors Office Supplies	Paid by Check # 53713		03/06/2020	03/06/2020	03/06/2020		03/25/2020	49.95
5669 - Garvey's Office Products	PINV1872110	Mayors Office Supplies	Paid by Check # 53713		03/06/2020	03/06/2020	03/06/2020		03/25/2020	56.88
							Account 5225-01 - Supplies Office Totals	Invoice Transactions 2		<u>\$106.83</u>
Account 5405 - Copier Maintenance										
5166 - Konica Minolta Business Solutions USA., Inc.	9006570259	Konica Minolta copier maint.chgs	Paid by Check # 53737		03/09/2020	03/09/2020	03/09/2020		03/25/2020	10.46
							Account 5405 - Copier Maintenance Totals	Invoice Transactions 1		<u>\$10.46</u>
							Department 02 - Mayor's Office Totals	Invoice Transactions 7		<u>\$1,125.25</u>
Department 03 - City Administrator's Office										
Account 5225 - Supplies										
5594 - Chase	2020-00000265	Chase Credit Card Purchases	Paid by Check # 53644		03/06/2020	03/06/2020	03/06/2020		03/12/2020	27.87
							Account 5225 - Supplies Totals	Invoice Transactions 1		<u>\$27.87</u>
Account 5405 - Copier Maintenance										
5166 - Konica Minolta Business Solutions USA., Inc.	9006570259	Konica Minolta copier maint.chgs	Paid by Check # 53737		03/09/2020	03/09/2020	03/09/2020		03/25/2020	10.46
							Account 5405 - Copier Maintenance Totals	Invoice Transactions 1		<u>\$10.46</u>
							Department 03 - City Administrator's Office Totals	Invoice Transactions 2		<u>\$38.33</u>
Department 04 - City Clerk's Office										
Account 5405 - Copier Maintenance										
5166 - Konica Minolta Business Solutions USA., Inc.	9006570259	Konica Minolta copier maint.chgs	Paid by Check # 53737		03/09/2020	03/09/2020	03/09/2020		03/25/2020	515.55
							Account 5405 - Copier Maintenance Totals	Invoice Transactions 1		<u>\$515.55</u>
							Department 04 - City Clerk's Office Totals	Invoice Transactions 1		<u>\$515.55</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 100 - General Fund										
Department 08 - City Council										
Account 5200-01 - Administrative Expenses Ward 1										
1922 - Berwyn North School District #98	2020-00000272	Alderman Donation / James Scott Lennon & Anthony Nowak	Paid by Check # 53655		03/11/2020	03/11/2020	03/11/2020		03/13/2020	112.50
							Account 5200-01 - Administrative Expenses Ward 1 Totals	Invoice Transactions 1		<u>112.50</u>
Account 5200-03 - Administrative Expenses Ward 3										
30327 - Berwyn Park District	2020-00000306	Alderman Donation / Jeanine Reardon	Paid by Check # 53680		03/17/2020	03/17/2020	03/17/2020		03/25/2020	500.00
							Account 5200-03 - Administrative Expenses Ward 3 Totals	Invoice Transactions 1		<u>500.00</u>
Account 5200-08 - Administrative Expenses Ward 8										
1922 - Berwyn North School District #98	2020-00000272	Alderman Donation / James Scott Lennon & Anthony Nowak	Paid by Check # 53655		03/11/2020	03/11/2020	03/11/2020		03/13/2020	112.50
							Account 5200-08 - Administrative Expenses Ward 8 Totals	Invoice Transactions 1		<u>112.50</u>
							Department 08 - City Council Totals	Invoice Transactions 3		<u>725.00</u>
Department 10 - Legal										
Account 5110 - Adjudication Program										
2077 - Patrick N. Murray	FEBRUARY2020	Administrative Hearing Officer	Paid by Check # 53764		03/17/2020	03/17/2020	03/17/2020		03/25/2020	2,100.00
							Account 5110 - Adjudication Program Totals	Invoice Transactions 1		<u>2,100.00</u>
Account 5300 - Professional Services										
5724 - Saul Ewing Arnstein & Lehr	2542597	Legal Services Through Feb. 2020	Paid by Check # 53780		03/17/2020	03/17/2020	03/17/2020		03/25/2020	23,793.00
2231 - Storino, Ramello & Durkin	79922	Legal Services Feb. 2020	Paid by Check # 53789		03/17/2020	03/17/2020	03/17/2020		03/25/2020	8,681.55
2231 - Storino, Ramello & Durkin	79923	Legal Services Feb. 2020	Paid by Check # 53789		03/17/2020	03/17/2020	03/17/2020		03/25/2020	111.35
2231 - Storino, Ramello & Durkin	79924	Legal Services Feb. 2020	Paid by Check # 53789		03/17/2020	03/17/2020	03/17/2020		03/25/2020	2,138.40
							Account 5300 - Professional Services Totals	Invoice Transactions 4		<u>34,724.30</u>
							Department 10 - Legal Totals	Invoice Transactions 5		<u>36,824.30</u>
Department 12 - Finance										
Account 5225-01 - Supplies Office										
5669 - Garvey's Office Products	PINV1870372	Finance Dept Office Supplies	Paid by Check # 53713		03/06/2020	03/06/2020	03/06/2020		03/25/2020	267.53
							Account 5225-01 - Supplies Office Totals	Invoice Transactions 1		<u>267.53</u>
Account 5405 - Copier Maintenance										
5166 - Konica Minolta Business Solutions USA., Inc.	9006570259	Konica Minolta copier maint.chgs	Paid by Check # 53737		03/09/2020	03/09/2020	03/09/2020		03/25/2020	46.44
							Account 5405 - Copier Maintenance Totals	Invoice Transactions 1		<u>46.44</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 100 - General Fund										
Department 12 - Finance										
Sub Department 11 - Collector's Office										
Account 5225-01 - Supplies Office										
5013 - Felicia Gunn	2020-00000264	Expense Reimbursement	Paid by Check # 53649		03/09/2020	03/09/2020	03/09/2020		03/12/2020	34.06
5669 - Garvey's Office Products	PINV1879559	Collectors Office Supplies	Paid by Check # 53713		03/06/2020	03/06/2020	03/06/2020		03/25/2020	834.72
								Account 5225-01 - Supplies Office Totals	Invoice Transactions 2	<u>\$868.78</u>
Account 5405 - Copier Maintenance										
5166 - Konica Minolta Business Solutions USA., Inc.	9006570259	Konica Minolta copier maint.chgs	Paid by Check # 53737		03/09/2020	03/09/2020	03/09/2020		03/25/2020	20.63
								Account 5405 - Copier Maintenance Totals	Invoice Transactions 1	<u>\$20.63</u>
								Sub Department 11 - Collector's Office Totals	Invoice Transactions 3	<u>\$889.41</u>
								Department 12 - Finance Totals	Invoice Transactions 5	<u>\$1,203.38</u>
Department 16 - Information Technology										
Account 5225-01 - Supplies Office										
5669 - Garvey's Office Products	PINV1872217	I.T. Dept Office Supplies	Paid by Check # 53713		03/06/2020	03/06/2020	03/06/2020		03/25/2020	1,270.17
								Account 5225-01 - Supplies Office Totals	Invoice Transactions 1	<u>\$1,270.17</u>
Account 5290 - Other General Expenses										
4951 - COTG	IN2313480	Monthly service invoice/flat rate printers	Paid by Check # 53696		03/06/2020	03/06/2020	03/06/2020		03/25/2020	355.29
4951 - COTG	IN2312798	Monthly service invoice/flat rate printers	Paid by Check # 53696		03/06/2020	03/06/2020	03/06/2020		03/25/2020	1,423.15
4951 - COTG	IN2319655	Ink Cartridges	Paid by Check # 53696		03/06/2020	03/06/2020	03/06/2020		03/25/2020	214.68
4951 - COTG	IN2319654	Ink Cartridges	Paid by Check # 53696		03/06/2020	03/06/2020	03/06/2020		03/25/2020	214.68
4951 - COTG	IN2319657	Ink Cartridges	Paid by Check # 53696		03/06/2020	03/06/2020	03/06/2020		03/25/2020	232.93
4951 - COTG	IN2319656	Ink Cartridges	Paid by Check # 53696		03/06/2020	03/06/2020	03/06/2020		03/25/2020	232.93
5820 - SYNCB / AMAZON	2020-00000266	Apple I-Pad Replacement and Cases for building	Paid by Check # 53790		03/06/2020	03/06/2020	03/06/2020		03/25/2020	436.47
31245 - Verizon Wireless - LeHigh	9849195124	Jan. 26 - Feb. 25 2020	Paid by Check # 53805		03/06/2020	03/06/2020	03/06/2020		03/25/2020	997.84
								Account 5290 - Other General Expenses Totals	Invoice Transactions 8	<u>\$4,107.97</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 100 - General Fund										
Department 16 - Information Technology										
Account 5410 - Hardware Maintenance										
1965 - Dell Marketing, LP	10378947760	Extended Maint for (2) CH Data Center equipment	Paid by Check # 53699		03/06/2020	03/06/2020	03/06/2020		03/25/2020	2,893.79
							Account 5410 - Hardware Maintenance Totals		Invoice Transactions 1	<u>\$2,893.79</u>
Account 5510 - Hardware Purchase										
1800 - CDW Government, Inc.	XBM2070	Blue- Ray Drive	Paid by Check # 53686		03/06/2020	03/06/2020	03/06/2020		03/25/2020	105.59
1800 - CDW Government, Inc.	XCH6545	Headset	Paid by Check # 53686		03/06/2020	03/06/2020	03/06/2020		03/25/2020	102.70
							Account 5510 - Hardware Purchase Totals		Invoice Transactions 2	<u>\$208.29</u>
Account 5530 - Network Infrastructure										
4024 - AT & T	708R07082802-3	Monthly service invoice/telephone use	Paid by Check # 53672		03/06/2020	03/06/2020	03/06/2020		03/25/2020	896.95
4024 - AT & T	708484031803-3	ATT invoices/March 2020	Paid by Check # 53672		03/06/2020	03/06/2020	03/06/2020		03/25/2020	306.61
4024 - AT & T	7084847301103-3	ATT invoices/March 2020	Paid by Check # 53672		03/06/2020	03/06/2020	03/06/2020		03/25/2020	1,308.60
4025 - AT& T	S667040040-20052	Monthly ASE connectivity fees/6 city locations	Paid by Check # 53673		03/06/2020	03/06/2020	03/06/2020		03/25/2020	6,613.79
5792 - iland Internet Solutions Corporation	INV-006536	2 Months Burst Charges	Paid by Check # 53724		03/06/2020	03/06/2020	03/06/2020		03/25/2020	4.67
							Account 5530 - Network Infrastructure Totals		Invoice Transactions 5	<u>\$9,130.62</u>
							Department 16 - Information Technology Totals		Invoice Transactions 17	<u>\$17,610.84</u>
Department 17 - Administrative										
Account 5035-01 - Benefits Health Insurance										
16 - Dearborn National Life Insurance Company	2020-00000316	03/20 insurance premiums	Paid by Check # 53660		03/01/2020	03/01/2020	03/01/2020		03/17/2020	5,824.92
15 - Health Care Service Corporation	2020-00000314	03/20 insurance premiums	Paid by Check # 53661		03/01/2020	03/01/2020	03/01/2020		03/17/2020	916,524.15
							Account 5035-01 - Benefits Health Insurance Totals		Invoice Transactions 2	<u>\$922,349.07</u>
Account 5035-02 - Benefits Dental Insurance										
504 - AETNA	2020-00000312	03/20 insurance premiums	Paid by Check # 53659		03/01/2020	03/01/2020	03/01/2020		03/17/2020	38,050.83
							Account 5035-02 - Benefits Dental Insurance Totals		Invoice Transactions 1	<u>\$38,050.83</u>
Account 5035-03 - Benefits Life Insurance										
16 - Dearborn National Life Insurance Company	2020-00000315	03/20 insurance premiums	Paid by Check # 53660		03/01/2020	03/01/2020	03/01/2020		03/17/2020	8,193.17
							Account 5035-03 - Benefits Life Insurance Totals		Invoice Transactions 1	<u>\$8,193.17</u>
							Department 17 - Administrative Totals		Invoice Transactions 4	<u>\$968,593.07</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 100 - General Fund										
Department 18 - Fire Department										
Account 5220 - Training, Dues & Publications										
350 - Illinois Fire Chiefs Association	2020-2522	2020 Membership Dues	Paid by Check # 53727		03/13/2020	03/13/2020	03/13/2020		03/25/2020	550.00
59 - Metropolitan Fire Chiefs Association of Illinois	0198	2020 Membership Dues	Paid by Check # 53752		03/13/2020	03/13/2020	03/13/2020		03/25/2020	280.00
								Account 5220 - Training, Dues & Publications Totals	Invoice Transactions 2	\$830.00
Account 5225 - Supplies										
4907 - Building Services of America, LLC	63546	Fire Dept Supplies	Paid by Check # 53683		03/13/2020	03/13/2020	03/13/2020		03/25/2020	512.70
5574 - Lawson Products	9307426441	Black Can Liners	Paid by Check # 53740		03/13/2020	03/13/2020	03/13/2020		03/25/2020	108.80
892 - State Industrial Products	901410704	Ecolution Truck & Car Wash	Paid by Check # 53787		03/13/2020	03/13/2020	03/13/2020		03/25/2020	337.58
892 - State Industrial Products	901415385	Fire Dept Supplies	Paid by Check # 53787		03/13/2020	03/13/2020	03/13/2020		03/25/2020	261.04
1171 - US Gas	344500	Cylinder Rental	Paid by Check # 53801		03/13/2020	03/13/2020	03/13/2020		03/25/2020	272.80
32703 - Personalized Awards	20-1132	Basketball Trophies	Paid by Check # 53766		03/13/2020	03/13/2020	03/13/2020		03/25/2020	2,519.50
								Account 5225 - Supplies Totals	Invoice Transactions 6	\$4,012.42
Account 5225-01 - Supplies Office										
5669 - Garvey's Office Products	PINV1870315	Fire Dept Office Supplies	Paid by Check # 53713		03/06/2020	03/06/2020	03/06/2020		03/25/2020	266.71
								Account 5225-01 - Supplies Office Totals	Invoice Transactions 1	\$266.71
Account 5290 - Other General Expenses										
5738 - Artistic Engraving	15078	Badges & Hat Shields	Paid by Check # 53671		03/13/2020	03/13/2020	03/13/2020		03/25/2020	408.25
534 - Eagle Engraving	2020-1571	Mabas Tags	Paid by Check # 53703		03/13/2020	03/13/2020	03/13/2020		03/25/2020	14.60
133 - MES - Illinois	IN1435236	SCBA Flow Test, minor regulator repair, reducer & Gaugeline	Paid by Check # 53750		03/13/2020	03/13/2020	03/13/2020		03/25/2020	2,619.00
133 - MES - Illinois	IN1436057	Hydro Tests three rounds Inv. IN1436057	Paid by Check # 53750		03/13/2020	03/13/2020	03/13/2020		03/25/2020	2,140.90
								Account 5290 - Other General Expenses Totals	Invoice Transactions 4	\$5,182.75
Account 5400 - Repairs & Maintenance										
5981 - Crystal Maintenance Services	26443	Cleaning Services	Paid by Check # 53645		03/06/2020	03/06/2020	03/06/2020		03/12/2020	255.00
5981 - Crystal Maintenance Services	26566	Cleaning Services	Paid by Check # 53645		03/10/2020	03/10/2020	03/10/2020		03/12/2020	255.10
								Account 5400 - Repairs & Maintenance Totals	Invoice Transactions 2	\$510.10



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 100 - General Fund											
Department 18 - Fire Department											
Account 5400-30 - Repairs & Maintenance Building											
391 - Tele-Tron Ace Hardware	87805	Fire Dept Supplies	Paid by Check # 53792		03/13/2020	03/13/2020	03/13/2020		03/25/2020	236.29	
									Account 5400-30 - Repairs & Maintenance Building Totals	Invoice Transactions 1	<u>\$236.29</u>
Account 5400-31 - Repairs & Maintenance Fleet											
1244 - Berwyn Ace Hardware	32817	Fire Dept Supplies	Paid by Check # 53677		03/13/2020	03/13/2020	03/13/2020		03/25/2020	4.99	
6069 - Industrial Repair Service, Inc	265312	Vehicle Repairs	Paid by Check # 53728		03/13/2020	03/13/2020	03/13/2020		03/25/2020	295.98	
6054 - MacQueen Emergency Group	P00608	Fire Dept Parts	Paid by Check # 53744		03/13/2020	03/13/2020	03/13/2020		03/25/2020	227.47	
4855 - Seagrave Fire Apparatus,LLC	0120290	Gauge/ Air FRT For 904	Paid by Check # 53782		03/13/2020	03/13/2020	03/13/2020		03/25/2020	131.64	
1106 - Target Auto Parts	907289	Inv. parts & products for the maint. of F.D Units	Paid by Check # 53791		03/13/2020	03/13/2020	03/13/2020		03/25/2020	2,984.20	
391 - Tele-Tron Ace Hardware	87805	Fire Dept Supplies	Paid by Check # 53792		03/13/2020	03/13/2020	03/13/2020		03/25/2020	37.44	
									Account 5400-31 - Repairs & Maintenance Fleet Totals	Invoice Transactions 6	<u>\$3,681.72</u>
Account 5405 - Copier Maintenance											
5166 - Konica Minolta Business Solutions USA., Inc.	9006570259	Konica Minolta copier maint.chgs	Paid by Check # 53737		03/09/2020	03/09/2020	03/09/2020		03/25/2020	17.70	
									Account 5405 - Copier Maintenance Totals	Invoice Transactions 1	<u>\$17.70</u>
									Department 18 - Fire Department Totals	Invoice Transactions 23	<u>\$14,737.69</u>
Department 20 - Police Department											
Account 5215-01 - Telephone In-House											
31245 - Verizon Wireless - LeHigh	9849130439	Jan. 26 - Feb. 25 2020	Paid by Check # 53805		03/13/2020	03/13/2020	03/13/2020		03/25/2020	190.05	
									Account 5215-01 - Telephone In-House Totals	Invoice Transactions 1	<u>\$190.05</u>
Account 5220 - Training, Dues & Publications											
1931 - College of DuPage	12203	Training	Paid by Check # 53693		03/13/2020	03/13/2020	03/13/2020		03/25/2020	675.00	
3904 - Illinois Association of Chiefs of Police	5787	Training Conference	Paid by Check # 53725		03/13/2020	03/13/2020	03/13/2020		03/25/2020	597.00	
3904 - Illinois Association of Chiefs of Police	5801	Training Conference	Paid by Check # 53725		03/13/2020	03/13/2020	03/13/2020		03/25/2020	199.00	
4537 - Illinois Drug Enforcement Officers Assoc.	2020-00000311	Training / Phillip Quattrocchi & Nicholas Mantucca	Paid by Check # 53726		03/13/2020	03/13/2020	03/13/2020		03/25/2020	650.00	
265 - Northeast Multi-Regional Training, Inc.	271104	Aux. Training	Paid by Check # 53758		03/13/2020	03/13/2020	03/13/2020		03/25/2020	550.00	



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 100 - General Fund										
Department 20 - Police Department										
Account 5220 - Training, Dues & Publications										
265 - Northeast Multi-Regional Training, Inc.	271300	Aux. Training	Paid by Check # 53758		03/13/2020	03/13/2020	03/13/2020		03/25/2020	546.00
5047 - SkillPath Seminars	12235928	Training	Paid by Check # 53784		03/13/2020	03/13/2020	03/13/2020		03/25/2020	189.00
5320 - Tri-River Police Training Region, Inc.	4812	Training	Paid by Check # 53796		03/13/2020	03/13/2020	03/13/2020		03/25/2020	800.00
5320 - Tri-River Police Training Region, Inc.	4818	Training	Paid by Check # 53796		03/13/2020	03/13/2020	03/13/2020		03/25/2020	1,000.00
								Account 5220 - Training, Dues & Publications Totals	Invoice Transactions 9	\$5,206.00
Account 5225 - Supplies										
5738 - Artistic Engraving	14970	Law Enforcement Supplies	Paid by Check # 53671		03/13/2020	03/13/2020	03/13/2020		03/25/2020	400.00
996 - Case Lots, Inc.	2077	P.D. Building Supplies	Paid by Check # 53684		03/13/2020	03/13/2020	03/13/2020		03/25/2020	761.51
5224 - Northwestern University Center for Public Safety	26982	MEETINGS	Paid by Check # 53759		03/13/2020	03/13/2020	03/13/2020		03/25/2020	22.00
30617 - Sam's Club / Synchrony Bank	2020-00000310	P.D. Building Supplies	Paid by Check # 53779		03/13/2020	03/13/2020	03/13/2020		03/25/2020	503.29
591 - The Sign Edge	191140	Engraved Name Plate	Paid by Check # 53793		03/13/2020	03/13/2020	03/13/2020		03/25/2020	15.00
1013 - Horizon Screen Print	20-1094	Baseball Caps	Paid by Check # 53722		03/13/2020	03/13/2020	03/13/2020		03/25/2020	2,227.50
1013 - Horizon Screen Print	20-1079	Baseball Caps	Paid by Check # 53722		03/13/2020	03/13/2020	03/13/2020		03/25/2020	2,079.00
								Account 5225 - Supplies Totals	Invoice Transactions 7	\$6,008.30
Account 5225-01 - Supplies Office										
5669 - Garvey's Office Products	PINV1878711	P.D. Office Supplies	Paid by Check # 53713		03/13/2020	03/13/2020	03/13/2020		03/25/2020	357.53
								Account 5225-01 - Supplies Office Totals	Invoice Transactions 1	\$357.53
Account 5235 - Postage & Printing										
390 - Citadel	159585	Document Destruction	Paid by Check # 53691		03/13/2020	03/13/2020	03/13/2020		03/25/2020	139.71
465 - Diamond Graphics, Inc.	0102830229	Business Cards	Paid by Check # 53700		03/13/2020	03/13/2020	03/13/2020		03/25/2020	160.00
								Account 5235 - Postage & Printing Totals	Invoice Transactions 2	\$299.71
Account 5290 - Other General Expenses										
5430 - eLineup LLC	776	Software Maintenance	Paid by Check # 53708		03/13/2020	03/13/2020	03/13/2020		03/25/2020	600.00
5293 - First Advantage Background Services Corp.	5544562002	Background Investigations	Paid by Check # 53710		03/13/2020	03/13/2020	03/13/2020		03/25/2020	16.31
1143 - Johnson, Roberts & Associates	142386	PHQ Report	Paid by Check # 53736		03/13/2020	03/13/2020	03/13/2020		03/25/2020	165.00



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 100 - General Fund										
Department 20 - Police Department										
Account 5290 - Other General Expenses										
1052 - McDonald Modular Solutions, Inc.	RI227911	Law Enforcement Expense	Paid by Check # 53746		03/13/2020	03/13/2020	03/13/2020		03/25/2020	105.00
5625 - Pace Systems Inc	IN00030559	Scheduling Software	Paid by Check # 53763		03/13/2020	03/13/2020	03/13/2020		03/25/2020	5,200.00
6061 - Tribute Funeral Services	1305	Morge Transport	Paid by Check # 53797		03/13/2020	03/13/2020	03/13/2020		03/25/2020	325.00
5998 - UIC Analytical Forensic Testing Laboratory	H0626	Drug Screens	Paid by Check # 53798		03/13/2020	03/13/2020	03/13/2020		03/25/2020	350.00
							Account 5290 - Other General Expenses Totals	Invoice Transactions 7		\$6,761.31
Account 5400-30 - Repairs & Maintenance Building										
3893 - Aftermath	JC2020-4618	Bio-Hazard Cleaning	Paid by Check # 53668		03/13/2020	03/13/2020	03/13/2020		03/25/2020	210.00
4569 - J. R. Carpet, Inc.	1092	Cleaning services Monthly	Paid by Check # 53730		03/13/2020	03/13/2020	03/13/2020		03/25/2020	3,375.00
910 - Johnson Controls Fire Protection LP	21509544	Fire Protection	Paid by Check # 53735		03/13/2020	03/13/2020	03/13/2020		03/25/2020	2,520.25
929 - McDonough Mechanical Services, Inc.	34569	Monthly HVAC	Paid by Check # 53747		03/13/2020	03/13/2020	03/13/2020		03/25/2020	1,702.42
929 - McDonough Mechanical Services, Inc.	112246	Range Repairs	Paid by Check # 53747		03/13/2020	03/13/2020	03/13/2020		03/25/2020	1,109.33
929 - McDonough Mechanical Services, Inc.	112218	Building Repairs	Paid by Check # 53747		03/13/2020	03/13/2020	03/13/2020		03/25/2020	367.15
5658 - Specialty Mat Service	1007231	Floor Mats	Paid by Check # 53785		03/13/2020	03/13/2020	03/13/2020		03/25/2020	147.54
5658 - Specialty Mat Service	1009373	Floor Mats	Paid by Check # 53785		03/13/2020	03/13/2020	03/13/2020		03/25/2020	147.54
							Account 5400-30 - Repairs & Maintenance Building Totals	Invoice Transactions 8		\$9,579.23
Account 5400-31 - Repairs & Maintenance Fleet										
4313 - Currie Motors	E7789	Fleet Repair & Maintenance	Paid by Check # 53697		03/13/2020	03/13/2020	03/13/2020		03/25/2020	7,900.00
5831 - Zeigler Ford North Riverside	656394	Fleet Repair & Maintenance #167	Paid by Check # 53809		03/13/2020	03/13/2020	03/13/2020		03/25/2020	2,451.65
							Account 5400-31 - Repairs & Maintenance Fleet Totals	Invoice Transactions 2		\$10,351.65
Account 5405 - Copier Maintenance										
5166 - Konica Minolta Business Solutions USA., Inc.	9006570259	Konica Minolta copier maint.chgs	Paid by Check # 53737		03/09/2020	03/09/2020	03/09/2020		03/25/2020	710.97
							Account 5405 - Copier Maintenance Totals	Invoice Transactions 1		\$710.97
							Department 20 - Police Department Totals	Invoice Transactions 38		\$39,464.75



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 100 - General Fund										
Department 22 - Fire & Police Commission										
Account 5290 - Other General Expenses										
6060 - Edward R. Kirby & Associates	42911	Background Investigations	Paid by Check # 53648		03/06/2020	03/06/2020	03/06/2020		03/12/2020	1,235.85
							Account 5290 - Other General Expenses Totals		Invoice Transactions 1	<u>\$1,235.85</u>
							Department 22 - Fire & Police Commission Totals		Invoice Transactions 1	<u>\$1,235.85</u>
Department 24 - Building/Neighborhood Affairs										
Account 5225-01 - Supplies Office										
6067 - Shannon Reberski	2020-00000277	Expense Reimbursement	Paid by Check # 53656		03/13/2020	03/13/2020	03/13/2020		03/13/2020	264.28
5669 - Garvey's Office Products	PINV1871241	Building Dept Office Supplies	Paid by Check # 53713		03/06/2020	03/06/2020	03/06/2020		03/25/2020	225.11
5669 - Garvey's Office Products	PINV1872258	Building Dept Office Supplies	Paid by Check # 53713		03/06/2020	03/06/2020	03/06/2020		03/25/2020	43.86
5669 - Garvey's Office Products	PINV1874243	Building Dept Office Supplies	Paid by Check # 53713		03/06/2020	03/06/2020	03/06/2020		03/25/2020	80.70
5669 - Garvey's Office Products	PINV1876953	Building Dept Office Supplies	Paid by Check # 53713		03/06/2020	03/06/2020	03/06/2020		03/25/2020	27.95
5669 - Garvey's Office Products	PINV1877093	Building Dept Office Supplies	Paid by Check # 53713		03/06/2020	03/06/2020	03/06/2020		03/25/2020	294.08
2504 - Felco Vending, Inc.	0577	Building Dept Office Supplies	Paid by Check # 53709		03/09/2020	03/09/2020	03/09/2020		03/25/2020	86.00
							Account 5225-01 - Supplies Office Totals		Invoice Transactions 7	<u>\$1,021.98</u>
Account 5300 - Professional Services										
1014 - John Tarullo	FEBRUARY2020	INSPECTIONS	Paid by Check # 53657		03/16/2020	03/16/2020	03/16/2020		03/16/2020	6,210.00
5743 - Rick Dandan	FEBRUARY2020	PLAN REVIEW SERVICES/ inspections	Paid by Check # 53658		03/16/2020	03/16/2020	03/16/2020		03/16/2020	14,571.25
3700 - EIS Elevator Inspection Services	90427	Elevator Inspections	Paid by Check # 53706		03/17/2020	03/17/2020	03/17/2020		03/25/2020	128.00
3700 - EIS Elevator Inspection Services	90530	Elevator Inspections	Paid by Check # 53706		03/17/2020	03/17/2020	03/17/2020		03/25/2020	32.00
3700 - EIS Elevator Inspection Services	90868	Elevator Inspections	Paid by Check # 53706		03/17/2020	03/17/2020	03/17/2020		03/25/2020	32.00
3700 - EIS Elevator Inspection Services	90869	Elevator Inspections	Paid by Check # 53706		03/17/2020	03/17/2020	03/17/2020		03/25/2020	80.00
3700 - EIS Elevator Inspection Services	89163	Elevator Inspections	Paid by Check # 53706		03/17/2020	03/17/2020	03/17/2020		03/25/2020	2,656.00
3014 - JNC Consulting, Inc.	1262	Permit Inspections Mar. 2020	Paid by Check # 53733		03/13/2020	03/13/2020	03/13/2020		03/25/2020	2,950.00
							Account 5300 - Professional Services Totals		Invoice Transactions 8	<u>\$26,659.25</u>
Account 5400 - Repairs & Maintenance										
5981 - Crystal Maintenance Services	26443	Cleaning Services	Paid by Check # 53645		03/06/2020	03/06/2020	03/06/2020		03/12/2020	1,439.18



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 100 - General Fund										
Department 24 - Building/Neighborhood Affairs										
Account 5400 - Repairs & Maintenance										
5981 - Crystal Maintenance Services	26566	Cleaning Services	Paid by Check # 53645		03/10/2020	03/10/2020	03/10/2020		03/12/2020	1,439.16
							Account 5400 - Repairs & Maintenance Totals		Invoice Transactions 2	<u>\$2,878.34</u>
Account 5405 - Copier Maintenance										
5166 - Konica Minolta Business Solutions USA, Inc.	9006570259	Konica Minolta copier maint.chgs	Paid by Check # 53737		03/09/2020	03/09/2020	03/09/2020		03/25/2020	55.95
							Account 5405 - Copier Maintenance Totals		Invoice Transactions 1	<u>\$55.95</u>
							Department 24 - Building/Neighborhood Affairs Totals		Invoice Transactions 18	<u>\$30,615.52</u>
Department 26 - Public Works										
Sub Department 35 - Streets										
Account 5015 - Stipends - Uniform										
5717 - Red Wing Shoe Company Inc	24-1-62354	P.W. Uniforms	Paid by Check # 53776		03/12/2020	03/12/2020	03/12/2020		03/25/2020	193.49
280 - Roscoe Company	1635348	P.W. Uniforms	Paid by Check # 53777		03/12/2020	03/12/2020	03/12/2020		03/25/2020	102.01
280 - Roscoe Company	1636392	P.W. Uniforms	Paid by Check # 53777		03/12/2020	03/12/2020	03/12/2020		03/25/2020	102.01
							Account 5015 - Stipends - Uniform Totals		Invoice Transactions 3	<u>\$397.51</u>
Account 5215 - Telephone										
5317 - Verizon Connect NWF, INC	OSV000002052379	Feb. 2020	Paid by Check # 53804		03/12/2020	03/12/2020	03/12/2020		03/25/2020	479.05
31245 - Verizon Wireless - LeHigh	9849195125	Jan. 26 - Feb. 25 2020	Paid by Check # 53805		03/12/2020	03/12/2020	03/12/2020		03/25/2020	361.26
							Account 5215 - Telephone Totals		Invoice Transactions 2	<u>\$840.31</u>
Account 5225 - Supplies										
4907 - Building Services of America, LLC	63519	supplies	Paid by Check # 53683		03/12/2020	03/12/2020	03/12/2020		03/25/2020	1,049.16
5418 - Cintas Corporation	5016028892	First Aid Cabinet Restocked	Paid by Check # 53690		03/12/2020	03/12/2020	03/12/2020		03/25/2020	525.81
5781 - Great Lakes Concrete, LLC	237153	P.W. Supplies	Paid by Check # 53714		03/12/2020	03/12/2020	03/12/2020		03/25/2020	483.00
162 - Jack's Rental, Inc.	81269	P.W. Supplies	Paid by Check # 53731		03/12/2020	03/12/2020	03/12/2020		03/25/2020	207.00
2531 - Traffic Control & Protection, Inc.	103503	P.W. Supplies	Paid by Check # 53795		03/12/2020	03/12/2020	03/12/2020		03/25/2020	763.60
2531 - Traffic Control & Protection, Inc.	103502	signs & materials	Paid by Check # 53795		03/12/2020	03/12/2020	03/12/2020		03/25/2020	6,821.20
							Account 5225 - Supplies Totals		Invoice Transactions 6	<u>\$9,849.77</u>
Account 5225-01 - Supplies Office										
5705 - Josie Mora	2020-00000305	Expense Reimbursement	Paid by Check # 53664		03/12/2020	03/12/2020	03/12/2020		03/19/2020	196.17



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 100 - General Fund										
Department 26 - Public Works										
Sub Department 35 - Streets										
Account 5225-01 - Supplies Office										
5669 - Garvey's Office Products	PINV1871229	Traffic Engineer Office Supplies	Paid by Check # 53713		03/06/2020	03/06/2020	03/06/2020		03/25/2020	35.99
							Account 5225-01 - Supplies Office Totals		Invoice Transactions 2	<u>\$232.16</u>
Account 5290 - Other General Expenses										
2705 - Lawndale News	833086	2020 M.F.T. AD	Paid by Check # 53739		03/12/2020	03/12/2020	03/12/2020		03/25/2020	245.00
2705 - Lawndale News	833087	2020 M.F.T. AD	Paid by Check # 53739		03/12/2020	03/12/2020	03/12/2020		03/25/2020	245.00
2705 - Lawndale News	833065	2020 Street Resurfacing AD	Paid by Check # 53739		03/12/2020	03/12/2020	03/12/2020		03/25/2020	245.00
							Account 5290 - Other General Expenses Totals		Invoice Transactions 3	<u>\$735.00</u>
Account 5300 - Professional Services										
5523 - L-K Fire Extinguisher Service Inc. No 2	72904	Fire Extinguisher Maintenance	Paid by Check # 53738		03/12/2020	03/12/2020	03/12/2020		03/25/2020	364.48
							Account 5300 - Professional Services Totals		Invoice Transactions 1	<u>\$364.48</u>
Account 5400 - Repairs & Maintenance										
5981 - Crystal Maintenance Services	26443	Cleaning Services	Paid by Check # 53645		03/06/2020	03/06/2020	03/06/2020		03/12/2020	345.83
5981 - Crystal Maintenance Services	26566	Cleaning Services	Paid by Check # 53645		03/10/2020	03/10/2020	03/10/2020		03/12/2020	345.83
5418 - Cintas Corporation	5016156477	First Aid Cabinet Restocked	Paid by Check # 53690		03/12/2020	03/12/2020	03/12/2020		03/25/2020	631.47
4902 - Ozinga Ready Mix Concrete Inc.	1402603	concrete	Paid by Check # 53762		03/12/2020	03/12/2020	03/12/2020		03/25/2020	1,269.25
4902 - Ozinga Ready Mix Concrete Inc.	1401779	concrete	Paid by Check # 53762		03/12/2020	03/12/2020	03/12/2020		03/25/2020	956.00
							Account 5400 - Repairs & Maintenance Totals		Invoice Transactions 5	<u>\$3,548.38</u>
Account 5400-02 - Repairs & Maintenance Street/Sidewalk										
RAMIRO BOTELLO	2020-00000307	Sidewalk Program Refund	Paid by Check # 53818		03/12/2020	03/12/2020	03/12/2020		03/25/2020	150.00
							Account 5400-02 - Repairs & Maintenance Street/Sidewalk Totals		Invoice Transactions 1	<u>\$150.00</u>
Account 5400-04 - Repairs & Maintenance Landscape										
5650 - Gus & Sons Landscaping, LLC	597	2019 ogden & depot maint	Paid by Check # 53717		03/12/2020	03/12/2020	03/12/2020		03/25/2020	1,430.00
5650 - Gus & Sons Landscaping, LLC	567	2019 cermak road landscaping	Paid by Check # 53717		03/12/2020	03/12/2020	03/12/2020		03/25/2020	2,337.50
5650 - Gus & Sons Landscaping, LLC	586	2019 cermak road landscaping	Paid by Check # 53717		03/12/2020	03/12/2020	03/12/2020		03/25/2020	2,337.50
5650 - Gus & Sons Landscaping, LLC	620	2019 cermak road landscaping	Paid by Check # 53717		03/12/2020	03/12/2020	03/12/2020		03/25/2020	1,375.00



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 100 - General Fund										
Department 26 - Public Works										
Sub Department 35 - Streets										
Account 5400-04 - Repairs & Maintenance Landscape										
5650 - Gus & Sons Landscaping, LLC	569	2019 depot landscaping	Paid by Check # 53717		03/12/2020	03/12/2020	03/12/2020		03/25/2020	2,333.00
5650 - Gus & Sons Landscaping, LLC	580	2019 depot landscaping	Paid by Check # 53717		03/12/2020	03/12/2020	03/12/2020		03/25/2020	2,333.00
5650 - Gus & Sons Landscaping, LLC	588	2019 depot landscaping	Paid by Check # 53717		03/12/2020	03/12/2020	03/12/2020		03/25/2020	2,333.00
5650 - Gus & Sons Landscaping, LLC	568	2019 ogden landscaping	Paid by Check # 53717		03/12/2020	03/12/2020	03/12/2020		03/25/2020	2,399.66
5650 - Gus & Sons Landscaping, LLC	587	2019 ogden landscaping	Paid by Check # 53717		03/12/2020	03/12/2020	03/12/2020		03/25/2020	2,399.66
5650 - Gus & Sons Landscaping, LLC	566	2019 cermak & roosevelt rd maint	Paid by Check # 53717		03/12/2020	03/12/2020	03/12/2020		03/25/2020	9,108.90
Account 5400-04 - Repairs & Maintenance Landscape Totals								Invoice Transactions	10	<u>\$28,387.22</u>
Account 5405 - Copier Maintenance										
5166 - Konica Minolta Business Solutions USA., Inc.	9006570259	Konica Minolta copier maint.chgs	Paid by Check # 53737		03/09/2020	03/09/2020	03/09/2020		03/25/2020	19.62
Account 5405 - Copier Maintenance Totals								Invoice Transactions	1	<u>\$19.62</u>
Sub Department 35 - Streets Totals								Invoice Transactions	34	<u>\$44,524.45</u>
Sub Department 37 - Fleet										
Account 5225 - Supplies										
182 - Freeway Ford Truck Sales, Inc.	533488	P.W. Supplies	Paid by Check # 53711		03/12/2020	03/12/2020	03/12/2020		03/25/2020	267.14
5567 - JJ Hydraulic Service	1270	P.W. Supplies	Paid by Check # 53732		03/12/2020	03/12/2020	03/12/2020		03/25/2020	550.00
5038 - Leahy-Wolf	394081	supplies	Paid by Check # 53741		03/12/2020	03/12/2020	03/12/2020		03/25/2020	4,042.26
179 - McCann Industries, Inc.	P14190	P.W. Supplies	Paid by Check # 53745		03/12/2020	03/12/2020	03/12/2020		03/25/2020	79.56
821 - Metro Collision Service / Metro Garage, Inc.	46075	Safety Inspections	Paid by Check # 53751		03/12/2020	03/12/2020	03/12/2020		03/25/2020	25.00
821 - Metro Collision Service / Metro Garage, Inc.	46085	Safety Inspections	Paid by Check # 53751		03/12/2020	03/12/2020	03/12/2020		03/25/2020	25.00
821 - Metro Collision Service / Metro Garage, Inc.	46086	Safety Inspections	Paid by Check # 53751		03/12/2020	03/12/2020	03/12/2020		03/25/2020	25.00
821 - Metro Collision Service / Metro Garage, Inc.	46092	Safety Inspections	Paid by Check # 53751		03/12/2020	03/12/2020	03/12/2020		03/25/2020	25.00
821 - Metro Collision Service / Metro Garage, Inc.	46206	Safety Inspections	Paid by Check # 53751		03/12/2020	03/12/2020	03/12/2020		03/25/2020	37.00
821 - Metro Collision Service / Metro Garage, Inc.	46229	Safety Inspections	Paid by Check # 53751		03/12/2020	03/12/2020	03/12/2020		03/25/2020	25.00
4932 - Rush Truck Centers of Illinois, Inc.	3018570998	P.W. Supplies	Paid by Check # 53778		03/12/2020	03/12/2020	03/12/2020		03/25/2020	840.00



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Fund 100 - General Fund										
Department 26 - Public Works										
Sub Department 37 - Fleet										
Account 5225 - Supplies										
1000 - Standard Equipment Company	P20413	P.W. Supplies	Paid by Check # 53786		03/12/2020	03/12/2020	03/12/2020		03/25/2020	24.36
1000 - Standard Equipment Company	P20456	P.W. Supplies	Paid by Check # 53786		03/12/2020	03/12/2020	03/12/2020		03/25/2020	188.32
1000 - Standard Equipment Company	P20360	P.W. Supplies	Paid by Check # 53786		03/12/2020	03/12/2020	03/12/2020		03/25/2020	36.54
1149 - Vermeer - Illinois, Inc.	PE6605	P.W. Supplies	Paid by Check # 53806		03/12/2020	03/12/2020	03/12/2020		03/25/2020	450.91
5506 - Winzer	6580798	supplies	Paid by Check # 53808		03/12/2020	03/12/2020	03/12/2020		03/25/2020	1,100.91
5506 - Winzer	6580799	supplies	Paid by Check # 53808		03/12/2020	03/12/2020	03/12/2020		03/25/2020	1,822.33
5506 - Winzer	6580800	supplies	Paid by Check # 53808		03/12/2020	03/12/2020	03/12/2020		03/25/2020	295.55
								Account 5225 - Supplies Totals	Invoice Transactions 18	<u>\$9,859.88</u>
Account 5300 - Professional Services										
5104 - Bristol Hose & Fitting, Inc.	3424921	Hose Repair	Paid by Check # 53682		03/12/2020	03/12/2020	03/12/2020		03/25/2020	394.79
84 - Cassidy Tire	916001489	Vehicle Repairs	Paid by Check # 53685		03/12/2020	03/12/2020	03/12/2020		03/25/2020	382.46
1678 - Mike & Sons	41147	Vehicle Maintenance	Paid by Check # 53756		03/12/2020	03/12/2020	03/12/2020		03/25/2020	161.00
5645 - Stevenson Crane Services, Inc.	210241	fleet repair	Paid by Check # 53788		03/12/2020	03/12/2020	03/12/2020		03/25/2020	6,856.77
								Account 5300 - Professional Services Totals	Invoice Transactions 4	<u>\$7,795.02</u>
								Sub Department 37 - Fleet Totals	Invoice Transactions 22	<u>\$17,654.90</u>
								Department 26 - Public Works Totals	Invoice Transactions 56	<u>\$62,179.35</u>
Department 32 - Recreation										
Account 5100 - Special Events										
2584 - Chicago Sky	1153999-2	Day Camp Field Trip	Paid by Check # 53688		03/13/2020	03/13/2020	03/13/2020		03/25/2020	2,253.00
1732 - Chicago White Sox Ticket Office	460599	Day Camp Field Trip	Paid by Check # 53689		03/13/2020	03/13/2020	03/13/2020		03/25/2020	2,142.00
263 - Oriental Trading Company	701866576	Supplies For St. Patricks Day	Paid by Check # 53761		03/13/2020	03/13/2020	03/13/2020		03/25/2020	152.49
								Account 5100 - Special Events Totals	Invoice Transactions 3	<u>\$4,547.49</u>
Account 5215 - Telephone										
4024 - AT & T	708749087103-2	Feb. 11 - Mar. 10 2020	Paid by Check # 53672		03/13/2020	03/13/2020	03/13/2020		03/25/2020	65.96
								Account 5215 - Telephone Totals	Invoice Transactions 1	<u>\$65.96</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 100 - General Fund										
Department 32 - Recreation										
Account 5225 - Supplies										
3996 - Fitness Factory Outlet	46336	Workout Equipment	Paid by Check # 53663		03/13/2020	03/13/2020	03/13/2020		03/19/2020	279.30
							Account 5225 - Supplies Totals	Invoice Transactions 1		<u>\$279.30</u>
Account 5225-02 - Supplies Program										
5669 - Garvey's Office Products	PINV1877077	Rec Supplies	Paid by Check # 53713		03/13/2020	03/13/2020	03/13/2020		03/25/2020	28.53
							Account 5225-02 - Supplies Program Totals	Invoice Transactions 1		<u>\$28.53</u>
Account 5290 - Other General Expenses										
2713 - Identatronics, Inc.	68793	Photo ID Badging	Paid by Check # 53723		03/13/2020	03/13/2020	03/13/2020		03/25/2020	695.00
1692 - M. K. Sports	MARCH2020	Youth Basketball Officials	Paid by Check # 53743		03/13/2020	03/13/2020	03/13/2020		03/25/2020	2,880.00
							Account 5290 - Other General Expenses Totals	Invoice Transactions 2		<u>\$3,575.00</u>
Account 5400 - Repairs & Maintenance										
5981 - Crystal Maintenance Services	26443	Cleaning Services	Paid by Check # 53645		03/06/2020	03/06/2020	03/06/2020		03/12/2020	1,407.08
5981 - Crystal Maintenance Services	26566	Cleaning Services	Paid by Check # 53645		03/10/2020	03/10/2020	03/10/2020		03/12/2020	703.50
5418 - Cintas Corporation	4044943368	Building Maintenance Supplies	Paid by Check # 53690		03/13/2020	03/13/2020	03/13/2020		03/25/2020	451.26
5426 - Menards	29675	Cleaning Supplies	Paid by Check # 53748		03/13/2020	03/13/2020	03/13/2020		03/25/2020	63.81
5426 - Menards	29934	Maintenance & Cleaning Supplies	Paid by Check # 53748		03/13/2020	03/13/2020	03/13/2020		03/25/2020	136.19
101 - Schultz Supply Company, Inc.	319211	After Care Supplies	Paid by Check # 53781		03/13/2020	03/13/2020	03/13/2020		03/25/2020	249.16
							Account 5400 - Repairs & Maintenance Totals	Invoice Transactions 6		<u>\$3,011.00</u>
Account 5405 - Copier Maintenance										
5166 - Konica Minolta Business Solutions USA., Inc.	9006570259	Konica Minolta copier maint.chgs	Paid by Check # 53737		03/09/2020	03/09/2020	03/09/2020		03/25/2020	20.25
							Account 5405 - Copier Maintenance Totals	Invoice Transactions 1		<u>\$20.25</u>
Department 32 - Recreation Totals										
							Department 32 - Recreation Totals	Invoice Transactions 15		<u>\$11,527.53</u>
Department 46 - Senior Citizen Program										
Account 5215 - Telephone										
4024 - AT & T	708484242003-3	Feb. 05- Mar. 04 2020	Paid by Check # 53672		03/18/2020	03/18/2020	03/18/2020		03/25/2020	48.07
31245 - Verizon Wireless - LeHigh	9849195127	Jan. 26 - Feb. 25 2020	Paid by Check # 53805		03/18/2020	03/18/2020	03/18/2020		03/25/2020	302.82
							Account 5215 - Telephone Totals	Invoice Transactions 2		<u>\$350.89</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 100 - General Fund										
Department 46 - Senior Citizen Program										
Account 5225-01 - Supplies Office										
5669 - Garvey's Office Products	PINV1872212	Senior Services Office Supplies	Paid by Check # 53713		03/06/2020	03/06/2020	03/06/2020		03/25/2020	175.71
5669 - Garvey's Office Products	PINV1876064	Senior Services Office Supplies	Paid by Check # 53713		03/06/2020	03/06/2020	03/06/2020		03/25/2020	11.02
							Account 5225-01 - Supplies Office Totals	Invoice Transactions 2		<u>186.73</u>
Account 5400 - Repairs & Maintenance										
5984 - Eduardo Jose Mijangos	2020-00000328	senior handyman	Paid by Check # 53705		03/18/2020	03/18/2020	03/18/2020		03/25/2020	225.00
							Account 5400 - Repairs & Maintenance Totals	Invoice Transactions 1		<u>225.00</u>
Account 5405 - Copier Maintenance										
5166 - Konica Minolta Business Solutions USA., Inc.	9006570259	Konica Minolta copier maint.chgs	Paid by Check # 53737		03/09/2020	03/09/2020	03/09/2020		03/25/2020	20.57
							Account 5405 - Copier Maintenance Totals	Invoice Transactions 1		<u>20.57</u>
							Department 46 - Senior Citizen Program Totals	Invoice Transactions 6		<u>783.19</u>
							Fund 100 - General Fund Totals	Invoice Transactions 201		<u>\$1,187,179.60</u>
Fund 205 - Library Fund										
Department 40 - Library										
Account 5105-07 - Community Programs Adult/Children Programs										
5594 - Chase	2020-00000265	Chase Credit Card Purchases	Paid by Check # 53644		03/06/2020	03/06/2020	03/06/2020		03/12/2020	39.96
6066 - AfricaRibe, NFP	2020-00000319	Community Programs Adult/Children Programs	Paid by Check # 53667		03/18/2020	03/18/2020	03/18/2020		03/25/2020	500.00
6065 - Dynamic Lynks, Inc	2020-00000320	Community Programs Adult/Children Programs	Paid by Check # 53702		03/18/2020	03/18/2020	03/18/2020		03/25/2020	200.00
2924 - Michael Niksic	2020-00000323	Community Programs Adult/Children Programs	Paid by Check # 53754		03/18/2020	03/18/2020	03/18/2020		03/25/2020	250.00
3898 - Nancy B. McCully	2020-00000324	Community Programs Adult/Children Programs	Paid by Check # 53757		03/18/2020	03/18/2020	03/18/2020		03/25/2020	200.00
							Account 5105-07 - Community Programs Adult/Children Programs Totals	Invoice Transactions 5		<u>1,189.96</u>
Account 5105-80 - Community Programs Per Capita										
4131 - Jo Snow	2020-00000322	Community Programs Per Capita	Paid by Check # 53734		03/18/2020	03/18/2020	03/18/2020		03/25/2020	350.00
6064 - Rainy Day Dimes LLC	2020-00000327	Community Programs Per Capita	Paid by Check # 53775		03/18/2020	03/18/2020	03/18/2020		03/25/2020	850.00
							Account 5105-80 - Community Programs Per Capita Totals	Invoice Transactions 2		<u>1,200.00</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 205 - Library Fund											
Department 40 - Library											
Account 5200-10 - Administrative Expenses Board Expense											
4682 - RAILS	2020-00000326	Administrative Expenses Board Expense	Paid by Check # 53774		03/18/2020	03/18/2020	03/18/2020		03/25/2020	325.00	
									Account 5200-10 - Administrative Expenses Board Expense Totals	Invoice Transactions 1	<u>325.00</u>
Account 5215 - Telephone											
31245 - Verizon Wireless - LeHigh	9849775032	Telephone	Paid by Check # 53805		03/18/2020	03/18/2020	03/18/2020		03/25/2020	76.02	
									Account 5215 - Telephone Totals	Invoice Transactions 1	<u>76.02</u>
Account 5220 - Training, Dues & Publications											
5602 - Hannah Rapp	2020-00000321	Training, Dues & Publications	Paid by Check # 53719		03/18/2020	03/18/2020	03/18/2020		03/25/2020	250.13	
5737 - Quinn Stitt	2020-00000325	Training, Dues & Publications	Paid by Check # 53773		03/18/2020	03/18/2020	03/18/2020		03/25/2020	25.00	
									Account 5220 - Training, Dues & Publications Totals	Invoice Transactions 2	<u>275.13</u>
Account 5225 - Supplies											
5594 - Chase	2020-00000265	Chase Credit Card Purchases	Paid by Check # 53644		03/06/2020	03/06/2020	03/06/2020		03/12/2020	136.89	
4543 - Bayscan Technologies	63934	Supplies	Paid by Check # 53676		03/18/2020	03/18/2020	03/18/2020		03/25/2020	174.00	
31968 - Berwyn's Violet Flower Shop	007485	Supplies	Paid by Check # 53681		03/18/2020	03/18/2020	03/18/2020		03/25/2020	60.00	
996 - Case Lots, Inc.	2981	Supplies	Paid by Check # 53684		03/18/2020	03/18/2020	03/18/2020		03/25/2020	610.30	
1329 - Hinckley Springs	10084774 030820	Supplies	Paid by Check # 53721		03/18/2020	03/18/2020	03/18/2020		03/25/2020	19.20	
5426 - Menards	29040	Supplies	Paid by Check # 53749		03/18/2020	03/18/2020	03/18/2020		03/25/2020	37.29	
33183 - Office Depot	449005775001	Supplies	Paid by Check # 53760		03/18/2020	03/18/2020	03/18/2020		03/25/2020	326.24	
37680 - Uline	117477835	Supplies	Paid by Check # 53799		03/18/2020	03/18/2020	03/18/2020		03/25/2020	154.65	
									Account 5225 - Supplies Totals	Invoice Transactions 8	<u>\$1,518.57</u>
Account 5225-80 - Supplies Per Capita											
1965 - Dell Marketing, LP	10380356744	Supplies Per Capita	Paid by Check # 53699		03/18/2020	03/18/2020	03/18/2020		03/25/2020	5,752.00	
5401 - Griffon Systems, Inc.	3461	Supplies Per Capita	Paid by Check # 53716		03/18/2020	03/18/2020	03/18/2020		03/25/2020	3,835.00	
									Account 5225-80 - Supplies Per Capita Totals	Invoice Transactions 2	<u>\$9,587.00</u>
Account 5245 - Books											
531 - Baker & Taylor Entertainment, Inc.	2035147533	Books	Paid by Check # 53675		03/18/2020	03/18/2020	03/18/2020		03/25/2020	81.61	



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 205 - Library Fund										
Department 40 - Library										
Account 5245 - Books										
2650 - Center Point Large Print	1768405	Books	Paid by Check # 53687		03/18/2020	03/18/2020	03/18/2020		03/25/2020	2,775.60
123 - Gale / Cengage	70071955	Books	Paid by Check # 53712		03/18/2020	03/18/2020	03/18/2020		03/25/2020	309.03
398 - Ingram Library Services LLC	44119087	Books	Paid by Check # 53729		03/18/2020	03/18/2020	03/18/2020		03/25/2020	3,195.38
33113 - Proquest	70620126	Books	Paid by Check # 53772		03/18/2020	03/18/2020	03/18/2020		03/25/2020	10,459.03
							Account 5245 - Books Totals	Invoice Transactions 5		\$16,820.65
Account 5250 - Audio Visual										
30520 - Midwest Tape	98704991	Audio Visual	Paid by Check # 53755		03/18/2020	03/18/2020	03/18/2020		03/25/2020	36.73
							Account 5250 - Audio Visual Totals	Invoice Transactions 1		\$36.73
Account 5255 - Periodicals										
5752 - Accounting Research & Analytics LLC	INV114638	Periodicals	Paid by Check # 53666		03/18/2020	03/18/2020	03/18/2020		03/25/2020	430.00
3278 - ProLiteracy / New Reader Press	9299650	Periodicals	Paid by Check # 53771		03/18/2020	03/18/2020	03/18/2020		03/25/2020	250.50
							Account 5255 - Periodicals Totals	Invoice Transactions 2		\$680.50
Account 5290 - Other General Expenses										
5755 - MGA Insurers	62737708N	Notary Bond For Deborah Bolda	Paid by Check # 53753		03/18/2020	03/18/2020	03/18/2020		03/25/2020	30.00
							Account 5290 - Other General Expenses Totals	Invoice Transactions 1		\$30.00
Account 5400 - Repairs & Maintenance										
5981 - Crystal Maintenance Services	26443	Cleaning Services	Paid by Check # 53645		03/06/2020	03/06/2020	03/06/2020		03/12/2020	2,295.00
5981 - Crystal Maintenance Services	26566	Cleaning Services	Paid by Check # 53645		03/10/2020	03/10/2020	03/10/2020		03/12/2020	2,295.00
1492 - Complete Temperature Systems, Inc.	SRVCE043057	Repairs & Maintenance	Paid by Check # 53695		03/18/2020	03/18/2020	03/18/2020		03/25/2020	308.00
1492 - Complete Temperature Systems, Inc.	SRVCE043058	Repairs & Maintenance	Paid by Check # 53695		03/18/2020	03/18/2020	03/18/2020		03/25/2020	839.00
5166 - Konica Minolta Business Solutions USA., Inc.	9006570063	Contract Maintenance	Paid by Check # 53737		03/18/2020	03/18/2020	03/18/2020		03/25/2020	402.13
5510 - Wernick Key & Lock Service	75119	Repairs & Maintenance	Paid by Check # 53807		03/18/2020	03/18/2020	03/18/2020		03/25/2020	170.00
							Account 5400 - Repairs & Maintenance Totals	Invoice Transactions 6		\$6,309.13
Account 5525 - Computer Support Databases										
4033 - eDot	64843	Computer Support Databases	Paid by Check # 53662		03/18/2020	03/18/2020	03/18/2020		03/19/2020	3,386.00
20693 - PC Connection Sales Corp	57554851	Computer Support Databases	Paid by Check # 53765		03/18/2020	03/18/2020	03/18/2020		03/25/2020	186.83



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 205 - Library Fund										
Department 40 - Library										
Account 5525 - Computer Support Databases										
33491 - Today's Business Solutions	9981	Computer Support Databases	Paid by Check # 53794		03/18/2020	03/18/2020	03/18/2020		03/25/2020	890.00
								Account 5525 - Computer Support Databases Totals	Invoice Transactions 3	<u>\$4,462.83</u>
Account 5665 - Reciprocal Borrowing										
1163 - Unique Management Services, Inc.	592091	Reciprocal Borrowing	Paid by Check # 53800		03/18/2020	03/18/2020	03/18/2020		03/25/2020	26.85
								Account 5665 - Reciprocal Borrowing Totals	Invoice Transactions 1	<u>\$26.85</u>
Account 5800 - Capital Outlay										
5647 - El Dia Newspaper	18480	Capital Outlay	Paid by Check # 53707		03/18/2020	03/18/2020	03/18/2020		03/25/2020	113.25
								Account 5800 - Capital Outlay Totals	Invoice Transactions 1	<u>\$113.25</u>
								Department 40 - Library Totals	Invoice Transactions 41	<u>\$42,651.62</u>
								Fund 205 - Library Fund Totals	Invoice Transactions 41	<u>\$42,651.62</u>
Fund 210 - Community Development Fund										
Department 42 - CDBG										
Account 5105 - Community Programs										
2021 - Del Galdo Law Group, LLC	23835	CDBG Legal Services	Paid by Check # 53646		03/09/2020	03/09/2020	03/09/2020		03/12/2020	41.25
2021 - Del Galdo Law Group, LLC	23961	CDBG Legal Services	Paid by Check # 53646		03/09/2020	03/09/2020	03/09/2020		03/12/2020	82.50
3353 - Greater Illinois Title Company	90030336-171761	Title Search	Paid by Check # 53715		03/18/2020	03/18/2020	03/18/2020		03/25/2020	125.00
5638 - Valuentric	VALU-20-03-712	SFR Appraisal	Paid by Check # 53803		03/18/2020	03/18/2020	03/18/2020		03/25/2020	150.00
								Account 5105 - Community Programs Totals	Invoice Transactions 4	<u>\$398.75</u>
Account 5215 - Telephone										
4024 - AT & T	708749945703-3	Feb. 11 - Mar. 10 2020	Paid by Check # 53672		03/18/2020	03/18/2020	03/18/2020		03/25/2020	78.53
								Account 5215 - Telephone Totals	Invoice Transactions 1	<u>\$78.53</u>
Account 5225 - Supplies										
5669 - Garvey's Office Products	PINV1884093	CDBG Office Supplies	Paid by Check # 53713		03/18/2020	03/18/2020	03/18/2020		03/25/2020	347.96
								Account 5225 - Supplies Totals	Invoice Transactions 1	<u>\$347.96</u>
Account 5235 - Postage & Printing										
2705 - Lawndale News	833100	English Ad	Paid by Check # 53739		03/18/2020	03/18/2020	03/18/2020		03/25/2020	147.00
2705 - Lawndale News	833101	Spanish Ad	Paid by Check # 53739		03/18/2020	03/18/2020	03/18/2020		03/25/2020	147.00
								Account 5235 - Postage & Printing Totals	Invoice Transactions 2	<u>\$294.00</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 210 - Community Development Fund										
Department 42 - CDBG										
Account 5300 - Professional Services										
2021 - Del Galdo Law Group, LLC	23963	CDBG Legal Services	Paid by Check # 53646		03/09/2020	03/09/2020	03/09/2020		03/12/2020	783.75
							Account 5300 - Professional Services Totals		Invoice Transactions 1	<u>\$783.75</u>
Account 5405 - Copier Maintenance										
5166 - Konica Minolta Business Solutions USA., Inc.	9006570259	Konica Minolta copier maint.chgs	Paid by Check # 53737		03/09/2020	03/09/2020	03/09/2020		03/25/2020	8.84
							Account 5405 - Copier Maintenance Totals		Invoice Transactions 1	<u>\$8.84</u>
							Department 42 - CDBG Totals		Invoice Transactions 10	<u>\$1,911.83</u>
							Fund 210 - Community Development Fund Totals		Invoice Transactions 10	<u>\$1,911.83</u>
Fund 215 - Motor Fuel Tax Fund										
Account 5205 - Utilities										
61 - ComEd	2020-00000329	March 2020 Electric	Paid by Check # 53694		03/12/2020	03/12/2020	03/12/2020		03/25/2020	26,844.94
61 - ComEd	2020-00000330	february 2020 electric	Paid by Check # 53694		03/12/2020	03/12/2020	03/12/2020		03/25/2020	185.89
5801 - Direct Energy Business	2006500413883	March 2020 Electric 36	Paid by Check # 53701		03/12/2020	03/12/2020	03/12/2020		03/25/2020	663.70
5801 - Direct Energy Business	2006500413883	March 2020 Electric 38	Paid by Check # 53701		03/12/2020	03/12/2020	03/12/2020		03/25/2020	58.21
5801 - Direct Energy Business	2006500413883	March 2020 Electric 33	Paid by Check # 53701		03/12/2020	03/12/2020	03/12/2020		03/25/2020	32.96
5801 - Direct Energy Business	2006500413883	March 2020 Electric 37	Paid by Check # 53701		03/12/2020	03/12/2020	03/12/2020		03/25/2020	502.27
5801 - Direct Energy Business	2006500413883	March 2020 Electric 35	Paid by Check # 53701		03/12/2020	03/12/2020	03/12/2020		03/25/2020	286.98
							Account 5205 - Utilities Totals		Invoice Transactions 7	<u>\$28,574.95</u>
Account 5400-03 - Repairs & Maintenance Traffic control										
3047 - H & H Electric Company	34439	non-routine maint.	Paid by Check # 53718		03/12/2020	03/12/2020	03/12/2020		03/25/2020	3,508.92
3047 - H & H Electric Company	34442	non-routine maint.	Paid by Check # 53718		03/12/2020	03/12/2020	03/12/2020		03/25/2020	2,536.01
3047 - H & H Electric Company	34440	non-routine maint.	Paid by Check # 53718		03/12/2020	03/12/2020	03/12/2020		03/25/2020	224.57
3047 - H & H Electric Company	34518	february 2020 street light maint	Paid by Check # 53718		03/12/2020	03/12/2020	03/12/2020		03/25/2020	12,190.80
							Account 5400-03 - Repairs & Maintenance Traffic control Totals		Invoice Transactions 4	<u>\$18,460.30</u>
							Fund 215 - Motor Fuel Tax Fund Totals		Invoice Transactions 11	<u>\$47,035.25</u>



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Fund 220 - South Berwyn Corridor TIF Fund											
Account 5200 - Administrative Expenses											
78 - Berwyn Development Corporation	2020-00000276	TIFS / S.Berwyn, Harlem, & Roosevelt Rd	Paid by Check # 53678		03/09/2020	03/09/2020	03/09/2020		03/25/2020	73,063.28	
									Account 5200 - Administrative Expenses Totals	Invoice Transactions 1	<u>73,063.28</u>
Account 5800 - Capital Outlay											
78 - Berwyn Development Corporation	2020-00000282	TIFS / S.Berwyn, Harlem, & Roosevelt Rd	Paid by Check # 53679		03/09/2020	03/09/2020	03/09/2020		03/25/2020	50,000.00	
2021 - Del Galdo Law Group, LLC	23965	TIFS / S.Berwyn, Harlem, & Roosevelt Rd	Paid by Check # 53698		03/09/2020	03/09/2020	03/09/2020		03/25/2020	2,722.50	
									Account 5800 - Capital Outlay Totals	Invoice Transactions 2	<u>52,722.50</u>
									Fund 220 - South Berwyn Corridor TIF Fund Totals	Invoice Transactions 3	<u>\$125,785.78</u>
Fund 223 - Harlem Avenue TIF Fund											
Account 5200 - Administrative Expenses											
78 - Berwyn Development Corporation	2020-00000276	TIFS / S.Berwyn, Harlem, & Roosevelt Rd	Paid by Check # 53678		03/09/2020	03/09/2020	03/09/2020		03/25/2020	92,505.32	
									Account 5200 - Administrative Expenses Totals	Invoice Transactions 1	<u>92,505.32</u>
Account 5700 - Principal Expenses											
6068 - PNC Community Development Company, LLC	438WIS123	Harlem Avenue TIF	Paid by Check # 53770		03/09/2020	03/09/2020	03/09/2020		03/25/2020	28,027.79	
									Account 5700 - Principal Expenses Totals	Invoice Transactions 1	<u>28,027.79</u>
Account 5705 - Interest Expense											
6068 - PNC Community Development Company, LLC	438WIS123	Harlem Avenue TIF	Paid by Check # 53770		03/09/2020	03/09/2020	03/09/2020		03/25/2020	15,262.87	
									Account 5705 - Interest Expense Totals	Invoice Transactions 1	<u>15,262.87</u>
Account 5800 - Capital Outlay											
78 - Berwyn Development Corporation	2020-00000282	TIFS / S.Berwyn, Harlem, & Roosevelt Rd	Paid by Check # 53679		03/09/2020	03/09/2020	03/09/2020		03/25/2020	50,000.00	
2021 - Del Galdo Law Group, LLC	23965	TIFS / S.Berwyn, Harlem, & Roosevelt Rd	Paid by Check # 53698		03/09/2020	03/09/2020	03/09/2020		03/25/2020	247.50	
4784 - Shaw Media	022010070443	Harlem Avenue TIF	Paid by Check # 53783		03/09/2020	03/09/2020	03/09/2020		03/25/2020	1,824.10	
									Account 5800 - Capital Outlay Totals	Invoice Transactions 3	<u>52,071.60</u>
									Fund 223 - Harlem Avenue TIF Fund Totals	Invoice Transactions 6	<u>\$187,867.58</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 230 - Roosevelt Road TIF Fund										
Account 5200 - Administrative Expenses										
78 - Berwyn Development Corporation	2020-00000276	TIFS / S.Berwyn, Harlem, & Roosevelt Rd	Paid by Check # 53678		03/09/2020	03/09/2020	03/09/2020		03/25/2020	46,931.40
							Account 5200 - Administrative Expenses Totals		Invoice Transactions 1	<u>46,931.40</u>
Account 5800 - Capital Outlay										
78 - Berwyn Development Corporation	2020-00000282	TIFS / S.Berwyn, Harlem, & Roosevelt Rd	Paid by Check # 53679		03/09/2020	03/09/2020	03/09/2020		03/25/2020	50,000.00
2021 - Del Galdo Law Group, LLC	23965	TIFS / S.Berwyn, Harlem, & Roosevelt Rd	Paid by Check # 53698		03/09/2020	03/09/2020	03/09/2020		03/25/2020	1,113.75
2021 - Del Galdo Law Group, LLC	23964	Roosevelt Road TIF	Paid by Check # 53698		03/09/2020	03/09/2020	03/09/2020		03/25/2020	1,053.75
							Account 5800 - Capital Outlay Totals		Invoice Transactions 3	<u>\$52,167.50</u>
							Fund 230 - Roosevelt Road TIF Fund Totals		Invoice Transactions 4	<u>\$99,098.90</u>
Fund 245 - Asset Forfeiture Fund										
Department 20 - Police Department										
Account 5191-45 - State Firearms / Weapons										
5719 - Axon Enterprise, Inc.	SI-1645765	Taser Training Cartridge Plan	Paid by Check # 53674		03/13/2020	03/13/2020	03/13/2020		03/25/2020	10,706.00
							Account 5191-45 - State Firearms / Weapons Totals		Invoice Transactions 1	<u>\$10,706.00</u>
Account 5192-35 - Federal LE Operations / Investigations										
32555 - LexisNexis Risk Solutions	1342444-20200229	Research Data Base	Paid by Check # 53742		03/13/2020	03/13/2020	03/13/2020		03/25/2020	405.75
							Account 5192-35 - Federal LE Operations / Investigations Totals		Invoice Transactions 1	<u>\$405.75</u>
Account 5192-40 - Federal LE / PS Joint Operations										
3904 - Illinois Association of Chiefs of Police	5781	2020 Membership Dues	Paid by Check # 53725		03/13/2020	03/13/2020	03/13/2020		03/25/2020	95.00
							Account 5192-40 - Federal LE / PS Joint Operations Totals		Invoice Transactions 1	<u>\$95.00</u>
Account 5192-55 - Federal LE Equipment										
5761 - ABC Automotive Electronics - COR	C229991	Equipment	Paid by Check # 53665		03/13/2020	03/13/2020	03/13/2020		03/25/2020	472.29
31245 - Verizon Wireless - LeHigh	9849206239	Jan. 26 - Feb. 25 2020	Paid by Check # 53805		03/13/2020	03/13/2020	03/13/2020		03/25/2020	114.03
							Account 5192-55 - Federal LE Equipment Totals		Invoice Transactions 2	<u>\$586.32</u>
							Department 20 - Police Department Totals		Invoice Transactions 5	<u>\$11,793.07</u>
							Fund 245 - Asset Forfeiture Fund Totals		Invoice Transactions 5	<u>\$11,793.07</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 400 - Capital Bond Fund										
Department 20 - Police Department										
Account 5800 - Capital Outlay										
4379 - Patrick Engineering	21953.040-2	Engineering Services Mechanical/Electrical Systems	Paid by Check # 53650		12/31/2019	12/31/2019	12/31/2019		03/12/2020	8,250.00
4313 - Currie Motors	E7603	4 New Vehicles	Paid by Check # 53697		03/13/2020	03/13/2020	03/13/2020		03/25/2020	127,976.00
4313 - Currie Motors	E7603-1	Vehicle Equipment for 4 new vehicles	Paid by Check # 53697		03/13/2020	03/13/2020	03/13/2020		03/25/2020	10,372.00
							Account 5800 - Capital Outlay Totals		Invoice Transactions 3	<u>\$146,598.00</u>
							Department 20 - Police Department Totals		Invoice Transactions 3	<u>\$146,598.00</u>
							Fund 400 - Capital Bond Fund Totals		Invoice Transactions 3	<u>\$146,598.00</u>
Fund 500 - Utilities Fund										
Department 44 - Water & Sewer										
Account 5205 - Utilities										
5801 - Direct Energy Business	2005100412555	water feb 2020 electric	Paid by Check # 53647		03/06/2020	03/06/2020	03/06/2020		03/12/2020	17,700.80
							Account 5205 - Utilities Totals		Invoice Transactions 1	<u>\$17,700.80</u>
Account 5215 - Telephone										
5200 - APWA	124688-1	2020 Membership Dues	Paid by Check # 53670		03/12/2020	03/12/2020	03/12/2020		03/25/2020	208.00
							Account 5215 - Telephone Totals		Invoice Transactions 1	<u>\$208.00</u>
Account 5225 - Supplies										
162 - Jack's Rental, Inc.	81359	P.W. Supplies	Paid by Check # 53731		03/12/2020	03/12/2020	03/12/2020		03/25/2020	75.62
							Account 5225 - Supplies Totals		Invoice Transactions 1	<u>\$75.62</u>
Account 5225-01 - Supplies Office										
5669 - Garvey's Office Products	PINV1866982	Water Dept Office Supplies	Paid by Check # 53713		03/06/2020	03/06/2020	03/06/2020		03/25/2020	52.47
5669 - Garvey's Office Products	PINV1870231	Water Dept Office Supplies	Paid by Check # 53713		03/06/2020	03/06/2020	03/06/2020		03/25/2020	80.38
5669 - Garvey's Office Products	PINV1876949	Water Dept Office Supplies	Paid by Check # 53713		03/06/2020	03/06/2020	03/06/2020		03/25/2020	49.94
5669 - Garvey's Office Products	PINV1877092	Water Dept Office Supplies	Paid by Check # 53713		03/06/2020	03/06/2020	03/06/2020		03/25/2020	10.72
5669 - Garvey's Office Products	PINV1878605	Water Dept Office Supplies	Paid by Check # 53713		03/06/2020	03/06/2020	03/06/2020		03/25/2020	49.94
5669 - Garvey's Office Products	PINV1879528	Water Dept Office Supplies	Paid by Check # 53713		03/06/2020	03/06/2020	03/06/2020		03/25/2020	216.59
5669 - Garvey's Office Products	PINV1881332	Water Dept Office Supplies	Paid by Check # 53713		03/06/2020	03/06/2020	03/06/2020		03/25/2020	22.04
29 - Pitney Bowes	1015147334	Red Ink Cartridges	Paid by Check # 53767		03/09/2020	03/09/2020	03/09/2020		03/25/2020	234.17



Accounts Payable by G/L Distribution Report

Payment Date Range 03/12/20 - 03/25/20

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 500 - Utilities Fund											
Department 44 - Water & Sewer											
Account 5225-01 - Supplies Office											
29 - Pitney Bowes	1015147335	Water Dept Office Supplies	Paid by Check # 53769		03/09/2020	03/09/2020	03/09/2020		03/25/2020	129.18	
								Account 5225-01 - Supplies Office Totals		Invoice Transactions 9	<u>\$845.43</u>
Account 5300 - Professional Services											
3372 - USIC Locating Services, Inc.	369786	february 2020 locating	Paid by Check # 53802		03/12/2020	03/12/2020	03/12/2020		03/25/2020	2,110.48	
								Account 5300 - Professional Services Totals		Invoice Transactions 1	<u>\$2,110.48</u>
Account 5400 - Repairs & Maintenance											
5781 - Great Lakes Concrete, LLC	237092	supplies	Paid by Check # 53714		03/12/2020	03/12/2020	03/12/2020		03/25/2020	1,056.00	
								Account 5400 - Repairs & Maintenance Totals		Invoice Transactions 1	<u>\$1,056.00</u>
Account 5405 - Copier Maintenance											
5166 - Konica Minolta Business Solutions USA., Inc.	9006570259	Konica Minolta copier maint.chgs	Paid by Check # 53737		03/09/2020	03/09/2020	03/09/2020		03/25/2020	.67	
								Account 5405 - Copier Maintenance Totals		Invoice Transactions 1	<u>\$0.67</u>
Account 5505 - Equipment Lease											
29 - Pitney Bowes	3103782038	Equipment Lease	Paid by Check # 53768		03/09/2020	03/09/2020	03/09/2020		03/25/2020	2,412.15	
								Account 5505 - Equipment Lease Totals		Invoice Transactions 1	<u>\$2,412.15</u>
Account 5600 - Cost of Water											
4264 - City of Chicago	629	Jan. 16 - Mar. 03 2020	Paid by Check # 53692		03/09/2020	03/09/2020	03/09/2020		03/25/2020	314,424.48	
4264 - City of Chicago	628	Jan. 16 - Mar. 03 2020	Paid by Check # 53692		03/09/2020	03/09/2020	03/09/2020		03/25/2020	334,135.47	
4264 - City of Chicago	627	Jan. 16 - Feb. 19 2020	Paid by Check # 53692		03/09/2020	03/09/2020	03/09/2020		03/25/2020	88,506.21	
4264 - City of Chicago	626	Jan. 16 - Feb. 19 2020	Paid by Check # 53692		03/09/2020	03/09/2020	03/09/2020		03/25/2020	92,727.87	
								Account 5600 - Cost of Water Totals		Invoice Transactions 4	<u>\$829,794.03</u>
Account 5800-41 - Capital Outlay Flood Mitigation Program											
ALEX BUDZISZEWSKI	218	FLOOD MITIGATION PROGRAM	Paid by Check # 53810		03/12/2020	03/12/2020	03/12/2020		03/25/2020	3,500.00	
								Account 5800-41 - Capital Outlay Flood Mitigation Program Totals		Invoice Transactions 1	<u>\$3,500.00</u>
								Department 44 - Water & Sewer Totals		Invoice Transactions 21	<u>\$857,703.18</u>
								Fund 500 - Utilities Fund Totals		Invoice Transactions 21	<u>\$857,703.18</u>



Accounts Payable by G/L Distribution Report

Payment Date Range 03/12/20 - 03/25/20

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 550 - Parking Garage Fund										
Account 5205 - Utilities										
5801 - Direct Energy Business	2006500413883	March 2020 Electric	Paid by Check		03/12/2020	03/12/2020	03/12/2020		03/25/2020	2,011.56
	34		# 53701							
							Account 5205 - Utilities Totals	Invoice Transactions 1		<u>\$2,011.56</u>
Account 5400 - Repairs & Maintenance										
5981 - Crystal Maintenance Services	26443	Cleaning Services	Paid by Check		03/06/2020	03/06/2020	03/06/2020		03/12/2020	81.66
			# 53645							
5981 - Crystal Maintenance Services	26566	Cleaning Services	Paid by Check		03/10/2020	03/10/2020	03/10/2020		03/12/2020	81.66
			# 53645							
							Account 5400 - Repairs & Maintenance Totals	Invoice Transactions 2		<u>\$163.32</u>
							Fund 550 - Parking Garage Fund Totals	Invoice Transactions 3		<u>\$2,174.88</u>
Fund 600 - Internal Service Fund										
Account 5645 - Premiums - Workmans Comp										
4257 - Illinois Workers' Compensation Commission	2020-00000273	Workers Compensation Insurance	Paid by Check		03/12/2020	03/12/2020	03/12/2020		03/12/2020	5,358.45
			# 53653							
							Account 5645 - Premiums - Workmans Comp Totals	Invoice Transactions 1		<u>\$5,358.45</u>
							Fund 600 - Internal Service Fund Totals	Invoice Transactions 1		<u>\$5,358.45</u>
							Grand Totals	Invoice Transactions 309		<u>\$2,715,158.14</u>