

Fiscal Year 2016 Budget

Public Works Department

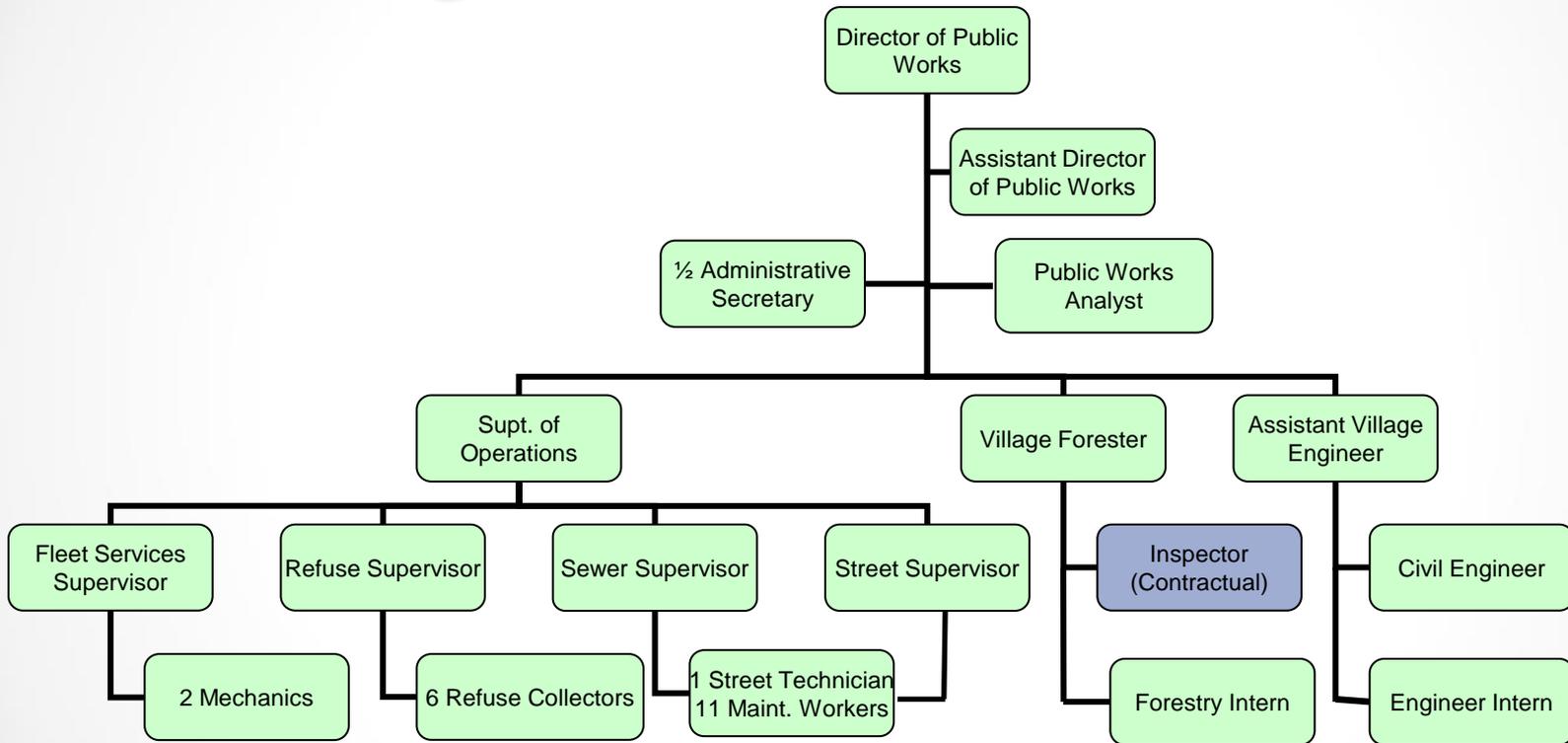
Department Activities

- ❑ Responsible for the following operational areas:
 - ❑ Refuse Collection and Disposal
 - ❑ Roadway and Right-of-way Maintenance, incl. Snow Removal
 - ❑ Stormwater Drainage and Sanitary Sewers
 - ❑ Public Facility Maintenance (i.e. Village Hall, Train Stations, Post Office, etc.)
 - ❑ Fleet Services (Internal Customers)
 - ❑ Engineering
 - ❑ Forestry
- ❑ Implement Capital Improvements Program

Public Works Department Funding

- ❑ General Fund
 - ❑ ~ 49% revenue from property taxes
- ❑ Sanitary Sewer Fund
 - ❑ Revenue from user fees or interest
- ❑ Stormwater Fund
 - ❑ Revenue from user fees, interest, and transfers
- ❑ Refuse Fund
 - ❑ ~ 25% revenue from user fees, interest, or materials
 - ❑ ~ 75% revenue from property tax & General Fund transfer
- ❑ MFT Fund
 - ❑ Per-capita distribution of State of Illinois Motor Fuel Tax receipts
- ❑ Fleet Services Fund
 - ❑ Internal service fund, from user Departments.

Public Works Department Organizational Chart



31.5 Full time staff.

- Step increases for newer employees

Reallocations between funds to reflect actual duties

Total Salary & Benefit increase \$65,000, or 1.53%

General Fund Summary

(Tab 6 - p. 83)

Activity	Budget 2015	Estimated 2015	Budget 2016	Budget vs. Budget
Salaries & Benefits	\$2,242,000	\$2,262,000	\$2,320,000	\$78,000 (+3.4%)
Services & Supplies	\$1,638,000	\$1,637,000	\$1,726,000	\$89,000 (+5.1%)
Capital Outlay	\$2,150,000	\$1,783,000	\$2,673,000	\$523,000 (+19.6%)
TOTAL	\$6,030,000	\$5,682,000	\$6,719,000	\$689,000 (+10.3%)

Key operating increases:

Pay scale adjustment

Landscape contract

AVL

Street Rehabilitation Program

❑ Annual Evaluation of Roadways

- ❑ Identify current pavement conditions
 - ❑ Infrastructure Management Services (IMS) to investigate all Village owned roadways in spring 2016.
- ❑ Anticipate future conditions (3-5 year timeframe) – To be updated based on IMS results in 2016.

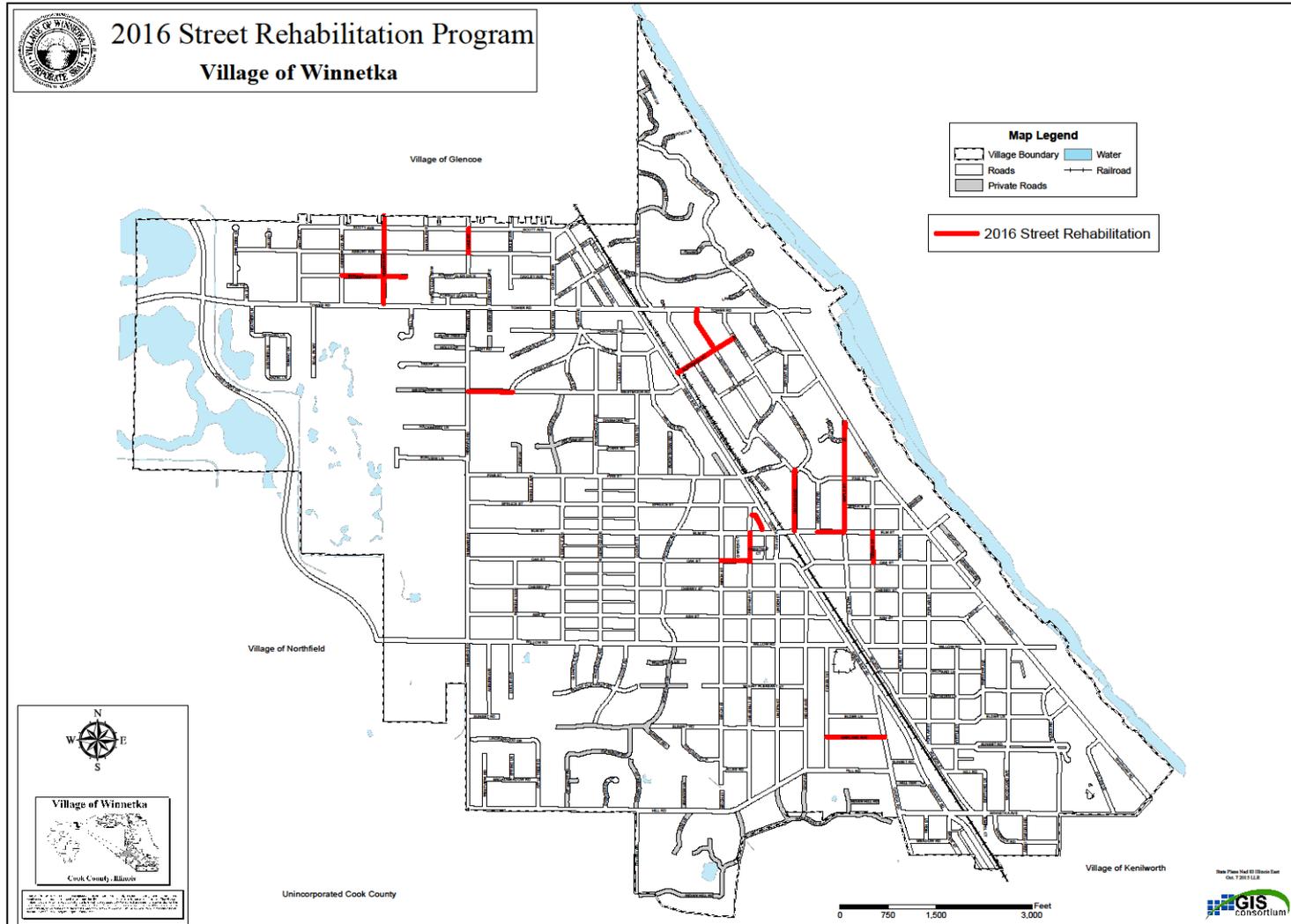
❑ Complications

- ❑ Coordinate with other capital projects
- ❑ Fiscally coordinating total roadway removal projects with necessary utility upgrades (e.g. watermain replacement).
- ❑ Effect of multiple new building construction projects
- ❑ Effect of unusual/severe weather patterns

❑ Cost projections

- ❑ Based on average actual costs for various rehabilitation strategies, plus estimated inflation

Street Rehabilitation Program



Street Rehabilitation Program

2016

#	Street Name	From	To	Estimated Cost
1	Vernon Avenue	Tower Road	North End	\$338,342.13
2	Lake Street	Asbury Avenue	Scott Avenue	\$18,395.58
3	Lincoln Avenue	Elm Street	Prospect Avenue	\$58,175.11
4	Elm Street	Maple Street	Arbor Vitae Road	\$34,824.00
5	<i>Cedar Street</i>	<i>Elm Street</i>	<i>Oak Street</i>	<i>\$27,242.59</i>
7	<i>Westmoor Road</i>	<i>Hibbard Road</i>	<i>Laurel Avenue</i>	<i>\$39,908.25</i>
8	<i>Eldorado Street</i>	<i>East of Bridge</i>	<i>Prospect Avenue</i>	<i>\$72,762.03</i>
9	<i>Lincoln Avenue</i>	<i>Tower Road</i>	<i>Eldorado Street</i>	<i>\$37,508.62</i>
10	Edgewood Lane	Greenwood Ave	East End	\$287,580.29
11	Maple Street	Elm Street	Sheridan Road	\$117,506.64
12	Garland Avenue	Forest Street	Church Road	\$43,072.90
13	Chestnut Street	Oak Street	Chestnut Court	\$33,005.57
14	Chestnut Street	Chestnut Court	Elm Street	\$33,485.28
15	Oak Street	Birch Street	Dwyer Court	\$13,576.62
16	Oak Street	Dwyer Court	Chestnut Street	\$17,235.61
			Total	\$1,172,621.24

Budget \$1.32 million. \$1,172,621, does not include costs for related utility repairs, curb/gutter repairs, or alley replacement projects.

Street Rehabilitation Program

2016

Roadways				CRITICAL IMS DATA			
				Surface (Srf)	Deflection (Dfl)	Dynamic (Dyn)	Overall Pavement No. (Pav)
#	Street Name	From	To				
	BASE BID						
1	Vernon Avenue	Tower Road	North End	75,81,78,68	31,56,56,27	91,98,94,81	70,84,78,63
2	Lake Street	Asbury Avenue	Scott Avenue	72	60	62	71
3	Lincoln Avenue	Elm Street	Prospect Avenue	62	99	96	83
4	Elm Street	Maple Street	Arbor Vitae Road	72	79	100	84
5	<i>Cedar Street</i>	<i>Elm Street</i>	<i>Oak Street</i>	71	71	91	79
7	<i>Westmoor Road</i>	<i>Hibbard Road</i>	<i>Laurel Avenue</i>	73	85	93	83
8	<i>Eldorado Street</i>	<i>East of Bridge</i>	<i>Prospect Avenue</i>	63,76,80	71,67,77	74,64,83	69,69,80
9	<i>Lincoln Avenue</i>	<i>Tower Road</i>	<i>Eldorado Street</i>	80	70	78	76
10	Edgewood Lane	Greenwood Ave	East End	79,80	57,99	46,88	59,87
11	Maple Street	Elm Street	Sheridan Road	80,73,75,72	73,70,96,68	83,86,86,100	79,77,83,81
12	Garland Avenue	Forest Street	Church Road	80	100	83	86
13	Chestnut Street	Oak Street	Chestnut Court	68	86	95	82
14	Chestnut Street	Chestnut Court	Elm Street	55	88	94	77
15	Oak Street	Birch Street	Dwyer Court	88	33	23	50
16	Oak Street	Dwyer Court	Chestnut Street	70	79	76	74

Other Capital Projects - General Fund

\$2,673,000

- Equipment Replacement: \$120,000
 - Replace Utility Truck #5
- Sidewalk Replacement Program: \$130,000
 - Residential areas
- Village Yard Fuel Tank Replacement: \$230,000
 - Removal of existing 10,000 Gallon Fuel tank; replace with (2) 6,000 gallon tanks including upgrades to fueling station area.
- Lincoln Avenue Parking Lot Rehabilitation:
\$250,000
 - Staff to evaluate internally to encompass BMP opportunities.
 - Carryover project from 2015

Other Capital Projects - General Fund

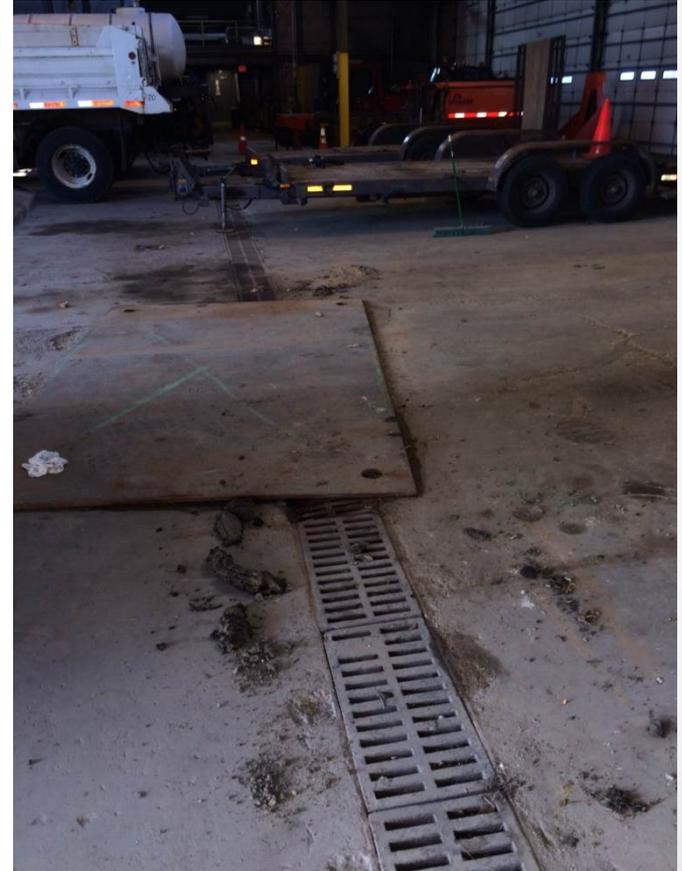
(Continued) \$2,673,000

- ❑ Public Works Parking Lot BMP Project: \$100,000
 - ❑ Chi-Cal Rivers Fund Grant Application: Inclusion of various BMP applications for demonstration and education opportunities as part of PW Parking lot rehabilitation entrance parking lot.
- ❑ Village Yard floor repairs: \$500,000
 - ❑ This area was not included in 2003 rehabilitation project
 - ❑ Structural evaluation in summer 2015,
 - ❑ Evaluation of rehabilitation techniques versus replacement cost yielded an additional \$10,000 cost difference; staff recommending replacement of floor.

Village Yard Bldg. B Floor Repairs



Village Yard Bldg. B Floor Repairs



Sanitary Sewer Fund Overview (Tab 10 - p. 168)

Activity	Budget 2015	Estimated 2015	Budget 2016	Budget vs. Budget
Salaries & Benefits	\$375,000	\$375,000	\$336,000	-\$39,000 (-11.6%)
Services & Supplies	\$426,000	\$416,000	\$410,000	-\$16,000 (-3.9%)
Payment in Lieu of Taxes	\$64,320	\$64,320	\$64,320	\$0 (0%)
Depreciation	\$80,000	\$80,000	\$80,000	\$0 (0%)
Capital Outlay	\$450,000	\$450,000	\$518,000	\$68,000 (+13.1%)
TOTAL	\$1,395,320	\$1,385,320	\$1,408,320	\$13,000 (+0.9%)

Sewer Rates - Sewer Fund

Cash Flow

In Thousands of Dollars	2015 Est.	2016	2017	2018	2019	2020	Total
1/1 Net Assets	1,021	896	786	984	1,322	1,700	n/a
Operating Margin*	245	328	368	408	448	488	2,285
Depreciation	80	80	80	80	80	80	480
Cash for Capital	325	408	448	488	528	568	2,765
Capital Expense**	450	518	250	150	150	150	1,842
Cash Flow	(125)	(110)	198	338	378	418	n/a

* Revenue less operating expenses and transfers. Includes proposed rate increases.

** Capital includes engineering and repairs to reduce public sector I/I over 3 years, plus ongoing lining program.

Sewer Rates – Comparison

Winnetka (FYE 2015)	\$13.82
<i>Winnetka (Proposed 2016 - 5% Increase)</i>	\$14.51
Community Comparison (Oct. 2015)	Sanitary Sewer Rate per 1,000 cu ft.
Northbrook	\$7.85
Lake Forest	\$8.68
Glencoe	\$9.57
Glenview	\$9.65
<i>Winnetka (proposed FY 2015)</i>	\$14.51
Northfield	\$20.80
Deerfield	\$31.50
Wilmette	\$42.40
Lincolnshire	\$39.42



8 Community Average is \$23.05

Sanitary Sewer Improvements

- ❑ Sheridan Rd. Lift Station Pump Replacement (2016)
 - ❑ Purchase of replacement pump \$50,000
- ❑ Point Repairs and Lining (2016)
 - ❑ Specific pipe locations and sections
 - ❑ \$300,000
- ❑ Excavator Purchase (shared with W&E) (2016)
 - ❑ \$18,000
- ❑ Ongoing sewer lining (2016)
 - ❑ \$150,000/year



Refuse Fund Overview

(Tab 11 - p. 175)

Activity	Budget 2015	Estimated 2015	Budget 2016	Budget vs. Budget
Salaries & Benefits	\$906,000	\$933,000	\$954,000	\$48,000 (+5.0%)
Services & Supplies	\$1,393,000	\$1,423,000	\$1,394,000	\$1,000 (+0.1%)
Payment in Lieu of Taxes	\$42,564	\$42,564	\$42,654	\$0.0 (0%)
Depreciation	\$135,000	\$135,000	\$135,000	\$0 (0%)
Capital Outlay	\$0.0	\$0.0	\$0.0	\$0.0 (0%)
TOTAL	\$2,476,564	\$2,533,564	\$2,525,564	\$49,000 (+1.9%)

Refuse Fund Cash Flow

In Thousands of Dollars	2015 Est.	2016	2017	2018	2019	2020	Total
1/1 Net Assets	447	243	45	(348)	(741)	(1,134)	n/a
Operating Margin*	(204)	(198)	(198)	(198)	(198)	(198)	(1,194)
Cash for Capital	(204)	(198)	(198)	(198)	(198)	(198)	(1,194)
Capital Expense	0	0	195	195	195	0	585
Cash Flow	(204)	(198)	(393)	(393)	(393)	(198)	n/a

* Revenue less operating expenses and transfers. Does not reflect anticipated recycling cost reductions or potential revenue increases.

Short-term Revenue Options

- ❑ Increase Commercial Collection Rates by 10% based on comparable rates in neighboring communities (i.e. Highland Park)
 - ❑ Produces ~\$20,000 additional revenue
- ❑ Increase Yard Waste Bag/Sticker Prices by 10%
 - ❑ Produces ~\$7,000 additional revenue
- ❑ Evaluate increasing second pickup subscription fee to reflect actual costs.
 - ❑ Current rate is \$25/month, with 336 subscribers
 - ❑ Doubling the rate produces ~\$8,000 additional revenue

New Recycling Contract

- ❑ Current contract for curbside recycling with Groot Industries expires 2015
- ❑ Current contract based on SWANCC master contract, which will not be renewed
- ❑ Process for procuring new contract
 - ❑ Evaluate joint contracting with Glencoe
 - ❑ Prepare and publish RFP
 - ❑ Review and award (November/December 2015)
- ❑ Preliminary evaluation indicates that new contract could produce significant savings

Refuse Fund

Cash Flow (Alternate)

In Thousands of Dollars	2015 Est.	2016	2017	2018	2019	2020	Total
1/1 Net Assets	447	420	399	183	(33)	(249)	n/a
Operating Margin*	(19)	(13)	(13)	(13)	(13)	(13)	(84)
Cash for Capital	(19)	(13)	(13)	(13)	(13)	(13)	(84)
Capital Expense	0	0	195	195	195	0	585
Cash Flow	(19)	(21)	(216)	(216)	(216)	(21)	n/a

* Recycling reduction ~\$150,000 and increase revenue by \$35,000.

Refuse Collection Program Evaluation

- Need to stabilize operation in the long term
- Three key evaluation areas
- How is the program funded?
 - Consider whether to continue funding residential refuse and recycling services solely through property taxes or to implement a service fee
- What are the program components?
 - Continued back-door refuse collection, or curbside?
- Who performs the service
- Evaluation process
 - Data gathering and evaluation, SWANCC assistance
 - Surveying
 - Public discussion

Stormwater Fund Overview

(Tab 12 - p. 185)

Activity	Budget 2015	Estimated 2015	Budget 2016	Budget vs. Budget
Salaries & Benefits	\$372,000	\$347,000	\$335,000	-\$37,000 (-11.0%)
Services & Supplies	\$133,000	\$139,000	\$278,000	\$145,000 (+52.2%)
Debt Service*	\$1,337,000	\$1,337,000	\$1,329,000	-\$8,000 (-0.60%)
Capital Outlay	\$6,260,000	\$7,393,000	\$603,000	-\$5,657,000 (-938.1%)
TOTAL	\$8,102,000	\$9,216,000	\$2,545,000	-\$5,557,000 (-218.3%)

* Debt service based on bond repayment schedule for series 2013 and 2014 bonds

Stormwater Fund Cash Flow

In Thousands of Dollars	2015 Est.	2016	2017	2018	2019	2020	Total
<i>1/1 Net Assets</i>	21,104	16,009	15,555	15,304	15,391	15,468	<i>n/a</i>
User Fees*	1,620	1,944	1,944	1,944	1,944	1,944	11,340
Interest Income	15	15	15	15	15	15	90
Transfers In	*2000	0	0	0	0	0	2000
Cash Generated**	3,635	1,959	1,959	1,959	1,959	1,959	13,430
Operating Expense	(485)	(613)	(631)	(650)	(670)	(690)	(3,740)
Debt Repayment	(1,337)	(1,329)	(1,315)	(1,311)	(1,307)	(1,308)	(7,907)
Engrg./Construction***	(7,393)	(603)	(400)	(50)	(50)	(50)	(8,546)
Cash Expended	(9,215)	(2,545)	(2,346)	(2,011)	(2,027)	(2,048)	(20,193)
Net Cash Flow	(5,580)	(586)	(387)	(52)	(68)	(89)	<i>n/a</i>

* Note: Estimated 2015 revenue...

** \$2m grant from MWRD for NW Winnetka improvement

*** Does not reflect future construction costs associated with non-STADI alternatives

Capital Projects - Stormwater Fund

\$603,000

- ❑ Stormwater Engineering – Non-STADI Options
 - ❑ Engineering \$260,000
- ❑ Boal Parkway Improvements
 - ❑ Engineering: \$50,000
 - ❑ Construction: \$350,000 (2017)
- ❑ Sheridan Road Ravine Stabilization
 - ❑ Engineering/Construction: \$275,000
- ❑ Excavator (shared with W&E and Sewer)
 - ❑ \$18,000
- ❑ Non-STADI Options - Construction
 - ❑ Projects and timing to be developed

Fleet Services Fund

Overview (Tab 13 - p. 207)

Activity	Budget 2015	Estimated 2015	Budget 2016	Budget vs. Budget
Salaries & Benefits	\$360,000	\$360,000	\$375,000	\$15,000 (+4.0%)
Services & Supplies	\$552,000	\$461,000	\$522,000	(\$30,000) (-5.7%)
TOTAL	\$912,000	\$821,000	\$897,000	(\$15,000) (-1.7%)

Capital Projects - MFT Fund

\$610,000 (Tab 7)

- ❑ Phase I Engineering - Cherry Street and Oak Street Bridges \$310,000
 - ❑ Federal Aid Eligible - Federal share is 80%
 - ❑ Oak Street Bridge Sufficiency Rating – 76.9
 - ❑ Cherry Street Bridge Sufficiency Rating – 78.9
 - ❑ Phase I Engineering - \$170,000 (updated 10/14/15)
 - ❑ Phase II Engineering - \$200,000
 - ❑ Phase III Engineering - \$243,000
 - ❑ Construction - \$2,700,000
- ❑ Elm Street/Green Bay Road Traffic Signal Modernization \$300,000

Capital Projects - Business District

Fund \$305,000

- Downtown Master Plan Completion \$160,000
- Downtown Master Plan Site Evaluations
\$75,000
- General Sidewalk/Grate/Paver Repairs
\$100,000

Capital Projects - Facilities Fund

\$233,000

- ❑ Complete Rehabilitation of Village Hall Doors (2016):
\$15,000
- ❑ Storm Windows: \$200,000
 - ❑ Storm windows to provide improved climate control
 - ❑ Architecturally appropriate replacement windows
- ❑ Village Hall Storm Windows Architectural Services:
\$18,000
 - ❑ Architectural assistance for replacement of windows.

Questions?