

2012/13 Budget Impact on Fund Balance

City of Park Ridge, Illinois

2012/13 Budget and Fund Balance

Fund Name	General	Library	Motor Fuel	Uptown TIF	IL Municipal Ret. (IMRF)	Municipal Waste	Emergency Telephone	Parking*	Water*	Sewer*	Dempster TIF	Sewer Construction Fund
Unreserved / Unrestricted FB YE 4/30/11	\$2,823,093	\$2,855,493	\$461,692	(\$4,829,749)	\$0	(\$343,248)	(\$301,773)	\$1,132,219	\$3,830,516	\$576,730	\$0	\$0
FY 2011-12 Revenues/ Transfers In	30,659,507	4,207,821	1,000,000	2,475,644	1,977,556	3,558,996	1,395,000	304,587	8,783,839	1,869,272	148,711	0
FY 2011-12 Expenditures/Transfers Out	30,656,874	4,739,077	1,000,000	3,248,538	2,294,436	3,558,743	1,391,792	1,196,817	9,399,066	1,353,546	148,000	0
Revenues Over (Under)	\$2,633	(\$531,256)	\$0	(\$772,894)	(\$316,880)	\$253	\$3,208	(\$892,230)	(\$615,227)	\$515,726	\$711	\$0
Original Fund Balance with budget impact	\$2,825,726	\$2,324,237	\$461,692	(\$5,602,643)	(\$316,880)	(\$342,995)	(\$298,565)	\$239,989	\$3,215,289	\$1,092,456	\$711	\$0
Revisions/Corrections												
Reduce Summit Parking Lot - Capital Project								(\$250,000)				
Correct SS for Police personnel					(\$50,558)							
Reduce Grant Income Fire	\$252,549											
Reduce Other Personnel Fire Grant Hires	(\$252,549)											
Emerg. Telephone Reduce ANI/ALI							(\$8,717)					
Final Debt Service Schedule 2012B IMRF					\$7,133							
Increase Transfer for IMRF Debt Service					(\$1,012)			\$165	\$600	\$247		
Increase Transfer for Final Debt Svce 2012A Sewer										\$5,128		
Add Sewer Construction Fund (bond funds received)												\$2,374,030
Police Park Ridge Citizen's Patrol Mileage Reimb	\$1,200											
Property Taxes 100 Euclid								\$9,000				
Parking Transfer to General Fund for Shared Services								\$50,712				
Emerg. Telephone Reduce Communication System							(\$22,000)					
Consensus												
Eliminate Spokesman	(\$52,220)											
Economic Development Marketing place holder	(\$45,000)											
Cultural Arts Sticker	(\$1,000)											
Community Groups - Advocate	(\$6,336)											
Community Groups - Center of Concern	(\$49,500)											
CPD Consulting place holder	(\$20,000)											
Water Utility Tax as is need rate study												
Water Rate Remain as is need rate study												
Sewer Rate remain as is need rate study												
Reduce Contract Engineering	(\$4,000)											
Eliminate Building Assessment Study	(\$25,000)											
Eliminate AWWA Membership from Water									(\$3,500)			
Nationwide PEHP Contribution	\$13,000											
Utility Rate Study									\$9,250	\$9,250		
Review Refuse Disposal - Muni Waste Fund	(\$25,000)					(\$25,000)						
Review Refuse Disposal - Muni Waste Fund Transfer	(\$25,000)					\$25,000						
City Manager Dues Reduction	(\$1,595)											
City Manager Training Reduction	(\$3,710)											
Police Station Renovations Phase 1	\$361,500											
Increase to Vehicle Sticker Fee	\$376,611											
Police Grant Income	\$40,000											
Medical, Dental, Life City total Cost	(\$178,846)	(\$29,960)				(\$739)		(\$1,538)	(\$9,009)	(\$4,920)		
Medical, Dental, Life Employee Contributions reduction	(\$44,270)	(\$2,886)				(\$71)		(\$149)	(\$862)	(\$469)		
Budgeted Fund Surplus (Deficit)	\$411,481	(\$504,182)	\$0	(\$772,894)	(\$272,443)	\$921	\$33,925	(\$700,420)	(\$613,430)	\$505,552	\$711	(\$2,374,030)
Revised Fund Balance with budget impact	\$3,234,574	\$2,351,311	\$461,692	(\$5,602,643)	(\$272,443)	(\$342,327)	(\$267,848)	\$431,799	\$3,217,086	\$1,082,282	\$711	(\$2,374,030)
Target Fund Balance	\$7,664,219	\$2,369,539	\$0	\$0	\$0	\$0	\$0	\$249,470	\$2,136,511	\$525,591	\$0	\$0
Balanced Budget	Yes	No	Yes	No	No	Yes	Yes	No	No	Yes	Yes	N/A
Actual FB to Target FB	42%	99%	N/A	Negative	Negative	Negative	Negative	173%	151%	206%	N/A	N/A
Use of Fund Balance in Compliance with Policy	N/A	Yes	N/A	No	No	N/A	N/A	Yes	Yes	N/A	N/A	N/A
Requires 2/3 Alderman Approval	N/A	N/A	N/A	Yes	Yes	N/A	N/A	N/A	Yes	N/A	N/A	N/A
Fire Overtime	\$70,000											
Contingency	\$69,000											
City Manager Proposed Cuts	(\$199,240)					(\$25,000)						
Non Union Increase	\$79,117	\$55,312							\$2,640	\$852		
Sewer Lining 2011 Project Additions										\$89,000		
Sewer Lining 2011 Grant Income										(\$225,000)		

City of Park Ridge, Illinois

2012/13 Budget and Fund Balance

Fund Name	2004A Debt Service	2004B Water Debt Service	2005A Debt Service	2006A Debt Service	2006B Debt Service	2012A Debt Service	2012B Debt Service
Unreserved / Unrestricted FB YE 4/30/11	\$0	\$0	(\$3,569)	\$0	\$0	\$0	\$0
FY 2011-12 Revenues/ Transfers In	1,200,669	889,116	421,113	523,500	579,815	130,375	269,133
FY 2011-12 Expenditures/Transfers Out	1,200,669	889,116	421,113	523,500	579,815	130,375	269,133
Revenues Over (Under)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Original Fund Balance with budget impact	\$0	\$0	(\$3,569)	\$0	\$0	\$0	\$0
Revisions/Corrections							
Reduce Summit Parking Lot - Capital Project							
Correct SS for Police personnel							
Reduce Grant Income Fire							
Reduce Other Personnel Fire Grant Hires							
Emerg. Telephone Reduce ANI/ALI							
Final Debt Service Schedule 2012B IMRF							
Increase Transfer for IMRF Debt Service							
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Add Sewer Construction Fund (bond funds received)							
Police Park Ridge Citizen's Patrol Mileage Reimb							
Property Taxes 100 Euclid							
Parking Transfer to General Fund for Shared Services							
Emerg. Telephone Reduce Communication System							
Consensus							
Eliminate Spokesman							
Economic Development Marketing place holder							
Cultural Arts Sticker							
Community Groups - Advocate							
Community Groups - Center of Concern							
CPD Consulting place holder							
Water Utility Tax as is need rate study							
Water Rate Remain as is need rate study							
Sewer Rate remain as is need rate study							
Reduce Contract Engineering							
Eliminate Building Assessment Study							
Eliminate AWWA Membership from Water							
Nationwide PEHP Contribution							
Utility Rate Study							
Review Refuse Disposal - Muni Waste Fund							
Review Refuse Disposal - Muni Waste Fund Transfer							
City Manager Dues Reduction							
City Manager Training Reduction							
Police Station Renovations Phase 1							
Increase to Vehicle Sticker Fee							
Police Grant Income							
Medical, Dental, Life City total Cost							
Medical, Dental, Life Employee Contributions reduction							
Budgeted Fund Surplus (Deficit)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revised Fund Balance with budget impact	\$0	\$0	(\$3,569)	\$0	\$0	\$0	\$0
Target Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Balanced Budget	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Actual FB to Target FB	N/A	N/A	Negative	N/A	N/A	N/A	N/A
Use of Fund Balance in Compliance with Policy	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Requires 2/3 Alderman Approval	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Fire Overtime							
Contingency							
City Manager Proposed Cuts							
Non Union Increase							
Sewer Lining 2011 Project Additions							
Sewer Lining 2011 Grant Income							



CITY OF PARK RIDGE

MEMORANDUM

OFFICE OF THE CITY MANAGER

TO: Mayor and City Council
FROM: Jim Hock, City Manager
RE: Proposed budget cuts
DATE: March 17, 2012

I reviewed the proposed budgets of all Departments asking the Directors to refocus on core services and their historical expenditures to make sure their estimates are accurate. This has resulted in the attached recommended reductions to the proposed FY2012/13 budget.

The total of this proposal is a reduction of \$194,490. Please note at the last meeting we discussed a reduction of \$7200 membership to NIPSTA for Police training under the Membership section that evening but it was not made that night and appears on this list. Included are additional cuts in the Fire Department Training section.

2012/13 Budget City Manager Proposed Reductions

Meeting Date	Page #	Line Item Description	Original Budget	Change	Revised Budget
2/8/2012	13	Tree Trimming & Removal	\$665,000	(\$50,000)	\$615,000
2/8/2012	8	Snow Removal Supplies - Salt	\$300,000	(\$50,000)	\$250,000
2/8/2012	10	Building Maintenance	\$90,000	(\$10,000)	\$80,000
2/8/2012	10	Building Maintenance - City Hall	\$90,000	(\$10,000)	\$80,000
2/8/2012	17	Auto Petroleum	\$300,000	(\$10,000)	\$290,000
2/8/2012	30	Refuse Disposal*	\$100,000	(\$25,000)	\$75,000
1/25/2012	52	Membership Dues - NIPSTA	\$10,200	(\$7,200)	\$3,000
1/25/2012	57	Gen Contractual - Village of Rosemont	\$5,000	(\$5,000)	\$0
1/25/2012	69	Materials - Heavy capacity lift bags	\$4,200	(\$4,200)	\$0
1/25/2012	53	Materials - Fitness Equipment	\$6,000	(\$3,000)	\$3,000
1/25/2012	64	Gen Contractual - Interior Painting	\$3,000	(\$3,000)	\$0
1/25/2012	64	Gen Contractual -Command Scope Software	\$9,000	(\$9,000)	\$0
1/25/2012	65	Materials - EOC Communication Upgrades	\$9,500	(\$4,750)	\$4,750
1/25/2012	63	Fire - Training - Chicago Kent College	\$500	(\$500)	\$0
1/25/2012	63	Fire - Training - IPELRA	\$100	(\$100)	\$0
1/25/2012	63	Fire - Training - Metro Fire Chiefs Assoc.	\$60	(\$60)	\$0
1/25/2012	64	Fire - Training - Honor Guard	\$1,000	(\$1,000)	\$0
1/25/2012	68	Fire - Training - Rope Operations Class	\$1,680	(\$1,680)	\$0
1/25/2012	68	Fire - Training - Haz Mat Commander Crse	\$1,400	(\$1,050)	\$350
1/25/2012	68	Fire - Training - Public Safety Diver	\$375	(\$375)	\$0
1/25/2012	68	Fire - Training - Swift Water Rescue	\$325	(\$325)	\$0
1/25/2012	68	Fire - Training - IFSI Specialized Rescue	\$3,000	(\$3,000)	\$0
			\$1,600,340	(\$199,240)	\$1,401,100

*This reduction is in addition to reduction proposed by Finance Director on 2/22/12, revised budget would be \$75,000

City Council Agenda Cover Memorandum

Meeting Date: March 14, 2012

Item Title: Non-Union Compensation for 2012/13

Action Requested:

- Approval
- For discussion
- Feedback requested
- For your information

Staff Contact: Jim Hock, City Manager

Phone Number: 847-318-5205

Email Address: jhock@parkridge.us

Background:

The City's non-union, pay-for-performance program has three rating levels on which an employee can be rated: Requires Improvement; Meets Standards; and Exceeds Standards.

Our pay plan states that employees whose overall rating of Meets Standards or Exceeds Standards will receive a performance award. Employees whose overall rating of Requires Improvement will not normally be eligible for a performance award.

It is my recommendation that Council fund the pay-for-performance plan for 2012/13 as follows:

Requires Improvement	0%
Meets Standards	2%
Exceeds Standards	3%

Having surveyed the Department Directors, we have established the number of employees that fall into each category and the amount of funding required per fund appears in the budget implications section.

Recommendation:

Include the necessary funding in the proposed budget for fiscal year 2012/13 for the pay-for-performance program as recommended.

Budget Implications:

Does Action Require an Expenditure of Funds: Yes No

If Yes, Total Cost:

\$ 79,116.78	General Fund
\$ 55,312.39	Library
\$ 2,640.10	Water
\$ 851.90	Sewer
<u>\$137,921.17</u>	

No. of Employees

137

General Fund:	Exceeds Expectations	12
	Meets Expectations	33
	Needs Improvement	2
Library:	Exceeds Expectations	16
	Meets Expectations	73
	Needs Improvement	1

If Yes, is this a Budgeted Item:

Yes

No

Attachments:

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CITY OF PARK RIDGE

MEMORANDUM

OFFICE OF THE CITY MANAGER

TO: Mayor and City Council
FROM: Jim Hock, City Manager 
RE: Municipal Waste Collection Fee
DATE: March 1, 2012

The City has traditionally paid the cost of solid waste pickup (including the branch pickup SWANC performs) as part of the General Fund expenditures. This year the cost is \$3,397,024 and we are budgeting \$3, 558,743 for fiscal year 2012/13. Attached is a list of our comparable communities showing that a significant number of Cities charge their customer's a fee rather than using the General Fund.

There are arguments for and against this practice. The City has historically taken the position that the residents pay their local property tax which is then deductible off of their federal tax returns.

In Park Ridge, we do not provide solid waste pickup for commercial properties, yet they pay the same tax rate, thus subsidizing all of the residents for their solid waste pickup. Seniors in the State, lock in their property values and their property taxes then do not increase (except for a new tax or increased levy). So the non-senior population subsidizes the senior population of the City for the removal.

As an alternative revenue source, the City Council could authorize a fee rather than using the General Fund. This could be a transition over a period of years. As an example, the annual cost per household is \$300/year. Charging one third per year, over a three year period would cost a resident \$16.66 per bi-monthly water and sewer bill the first year, \$33.32 the second year and \$49.98 the third year. This would add \$1,186,248 per year to the General Fund if the property tax is left alone. (If we eventually went to a total fee, at that time, we would establish the solid waste enterprise fund)

Something to consider as you discuss budget revenues.

Our Mission: THE CITY OF PARK RIDGE IS COMMITTED TO PROVIDING EXCELLENCE IN CITY SERVICES IN ORDER TO UPHOLD A HIGH QUALITY OF LIFE, SO OUR COMMUNITY REMAINS A WONDERFUL PLACE TO LIVE AND WORK.

March 14, 2012

City of Park Ridge, IL
Comparable Communities
Garbage Collection Revenue

GARBAGE COLLECTION REVENUE			
Muni	Resident Direct Pay*	Property Tax	Water Bill
LIBERTYVILLE	X		
ELMHURST			X
LAKE ZURICH	X		
MORTON GROVE			X
LOMBARD	X		
WHEELING	X		
DOWNERS GROVE	X		
ROLLING MEADOWS			X
HOFFMAN ESTATES	X		
CAROL STREAM	X		
BUFFALO GROVE	X		
WHEATON	X		
WILMETTE			X
PARK RIDGE		X	
ROSELLE	X		
GLEN ELLYN			X
ELMWOOD PARK			X
BARTLETT	X		

*Residents pay for garbage pick up directly to the City selected vendor

City of Park Ridge, IL SWANCC Communities Garbage Collection Revenue

GARBAGE COLLECTION REVENUE			
Muni	Resident Direct Pay*	Property Tax	Water Bill
ARLINGTON HEIGHTS	X		
BARRINGTON			X
BUFFALO GROVE	X		
ELK GROVE VILLAGE	X		
EVANSTON			X
GLENCOE			X
GLENVIEW	X		
HOFFMAN ESTATES	X		
INVERNESS	X		
KENILWORTH**			
LINCOLNWOOD		X	
MORTON GROVE			X
MOUNT PROSPECT			X
NILES		X	
PALATINE			X
PARK RIDGE		X	
PROSPECT HEIGHTS	X		
ROLLING MEADOWS			X
SKOKIE		X	
SOUTH BARRINGTON	X		
WHEELING	X		
WILMETTE			X
WINNETKA			X

*Residents pay for garbage pick up directly to the City selected vendor

**SEPARATE BILL ALL TOGETHER - 3 TIMES A YEAR - \$216 CHARGE EACH TIME

City Council Cover Memorandum

Meeting Date: March 7, 2012

Item Title: Vehicle Sticker – Senior Discount

Action Requested:

- Approval
- For discussion
- Feedback requested
- For your information

Staff Contact: Allison Stutts
Phone Number: 847-318-5216
Email Address: astutts@parkridge.us

Background:

Many of our comparable communities offer vehicle sticker discounts to seniors age 65 and over. The City Council may wish to consider offering this discount as the City of Park Ridge is one of only 2 communities in our comparable list that does not offer a discount. Comparable community senior discounts range from a 12.5% discount to a 100% discount.

Attachment:

- Vehicle Sticker comparison with senior discount

City Vehicle Sticker Fees
Comparable Communities with Senior Discounts

VEHICLE INFORMATION			
Muni	Vehicle Sticker	Rank	Seniors Pay
LIBERTYVILLE*	\$30.00	6	\$15.00
ELMHURST	\$36.00	8	\$9.00
LAKE ZURICH*	n/a	1	n/a
MORTON GROVE	\$27.50	5	\$27.50
LOMBARD	\$15.00	2	\$3.00
WHEELING	n/a	1	n/a
DOWNERS GROVE	n/a	1	n/a
ROLLING MEADOWS**	\$26.00	4	\$12.00
HOFFMAN ESTATES	n/a	1	n/a
CAROL STREAM***	\$15.00	2	\$3.00
BUFFALO GROVE	n/a	1	n/a
WHEATON	n/a	1	n/a
WILMETTE****	\$80.00	10	\$70.00
PARK RIDGE	\$59.00	9	\$59.00
ROSELLE*	\$35.00	7	\$17.50
GLEN ELLYN*	\$25.00	3	\$8.00
ELMWOOD PARK	\$30.00	6	\$5.00
BARTLETT*****	\$15.00	2	\$0.00

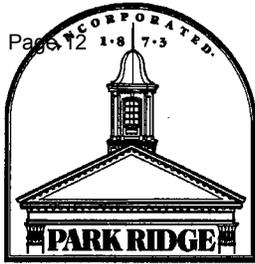
*Senior discount is - 1 per household

** Senior discount is - 2 per household

*** Senior discount - 1 per person

**** Senior discount - based on HUD income g

***** Senior discount - 1 Free per household



CITY OF PARK RIDGE

MEMORANDUM

OFFICE OF THE CITY MANAGER

TO: Mayor and City Council

FROM: Jim Hock, City Manager

RE: Cultural Stickers

DATE: March 1, 2012



Until the 2011/12 budget, the City historically gave annual contributions to cultural organizations in the community. The City Council believed that these groups still provide a benefit to residents and adopted policy #49 whereby the City sold Cultural Arts stickers along with our vehicle stickers. After the deadline of our vehicle sticker purchases we gave the remaining stickers to the organizations to sell directly.

Last year the City funded the stickers and raised \$11,300 that was shared in the same percentages that the City contributed funds in prior years. Our contribution was the cost of the stickers.

I am proposing that we continue the program for FR 2012/13 at \$1000 and the City be reimbursed for that expense out of the revenue generated from the sale of the stickers before the remaining revenues are distributed to the Cultural Arts organizations.

COUNCIL POLICY STATEMENT

Policy No. 49
General Subject: Finance
Specific Subject: Cultural Arts Support Policy
Date Approved: February 7, 2011
Date Revised:

PURPOSE

To establish a policy to support the Park Ridge Cultural Organizations through financial solicitation.

RATIONALE

The Mayor and City Council understand the importance of providing cultural opportunities to the residents of the City of Park Ridge. They believe that the many cultural organizations in Park Ridge that provide these services and events to the residents foster a sense of community. The City endorses the concept that public funds may be used to provide financial support to a private non-governmental organization when such organization provides a service that is deemed to be of substantial benefit to the community.

When City revenues are unable to support such funding for the Park Ridge Cultural Arts organizations, the City will assist by soliciting financial support through the purchase of an additional vehicle sticker that residents can purchase and display in her personal vehicles to visibly show their support for cultural activities in the City.

POLICY

1. Only not-for-profit cultural organizations in the City that are approved per Council Policy Statement 6 shall be eligible for funds raised from any solicitation.
2. The cost of annual stickers and the percentage of distribution of collected funds to qualified community groups will be determined during the annual budget process.
3. The City shall provide financial support of this effort by purchasing the vehicle stickers that will be sold to residents.
4. The Cultural vehicle sticker solicitation will be included with the City mailing to residents that notifies residents about their annual purchase of City vehicle stickers.

PARK RIDGE CULTURAL ARTS COMMUNITY

I Support Park Ridge Cultural Arts (Sticker)

Please support the Cultural Arts Community in Park Ridge.

Imagine a Park Ridge in the future with no summer concerts in the park, no art fair at Hodges Park, no classes at Brickton, no symphony concerts at the Pickwick, no preservation of historic records and buildings...

If your vision of Park Ridge includes these rich cultural traditions, you can help make sure they continue. For less than a movie ticket you can **"Stick Up for the Arts."**

To this end, the City has teamed up with the local Cultural Arts Council to offer a **I Support Cultural Arts in Park Ridge** sticker for sale beginning in March 2011 at a cost of \$10.00. 100% of the the net proceeds from the sale of the cultural arts sticker will be distributed to the following Cultural Arts Organizations by the Park Ridge City Council – Fine Arts Symphony, Civic Orchestra, Brickton Art Center, Kalo Foundation, Cultural Arts Council, and Historical Society.

By purchasing a cultural arts sticker you will be recognized as a supporter of the Park Ridge Cultural Arts Community.

To "Stick Up for the Arts", please fill out the form below and return it along with your check/money order for \$10.00 made payable to the City of Park Ridge.

After receipt of your check/money order we will mail a cultural arts sticker to you for you to proudly display anywhere you wish.

This purchase is not required and is entirely separate from the required vehicle sticker.

Thank you for your support!

(Please tear along dotted line and return with payment)

Thank you for supporting Cultural Arts in Park Ridge!

Please make checks payable to the City of Park Ridge for \$10.00

City Council Cover Memorandum

Meeting Date: March 7, 2012

Item Title: Overtime Budget

Action Requested:

- Approval
- For discussion
- Feedback requested
- For your information

Staff Contact: Allison Stutts
Phone Number: 847-318-5216
Email Address: astutts@parkridge.us

Background:

We've discussed the level of the overtime budget for the Fire Department but have not come to a conclusion on a revision to the current budget amount. In addition to the Fire Department overtime budget, there are other departments that should be reviewed with the overtime expenditure history to determine if additions or reductions should be made. The attached report highlights the department overtime figures that should be reviewed and discussed.

Attachment:

- YTD Overtime
- 5 Year Overtime History

City of Park Ridge
2011/12 Overtime

Fund	Program	Description	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	March	April	Total	Budget	% to Budget
100	1011	Legislative	43.82	0.00	62.84	20.05	170.52	65.20	92.78	147.95	0.00	0.00	54.83	54.83	712.83	900.00	79.20%
100	1021	City Administration	419.23	466.65	664.70	264.47	642.74	406.05	824.10	970.96	317.42	299.28	479.60	479.60	6,234.80	8,500.00	73.35%
100	1031	Finance	159.24	152.46	301.81	37.43	19.12	75.93	43.11	234.80	320.57	566.14	518.70	518.70	2,948.01	2,000.00	147.40%
100	2011	Police Admin & Support	885.83	756.54	1,248.16	112.40	1,082.62	393.92	1,324.92	374.59	889.77	582.03	695.53	695.53	9,041.83	4,000.00	226.05%
100	2012	Investigation	4,683.82	12,730.40	12,447.25	3,140.26	11,430.69	6,590.64	6,584.02	9,752.09	4,700.85	11,363.44	7,583.95	7,583.95	98,591.36	65,000.00	151.68%
100	2013	Communications	0.00	66.23	0.00	322.89	0.00	132.48	6.62	219.06	0.00	0.00	67.93	67.93	883.15	1,000.00	88.31%
100	2014	Patrol	25,981.54	28,834.96	37,121.29	14,181.43	32,487.94	10,524.75	16,899.73	30,063.40	24,647.33	22,744.28	22,135.15	22,135.15	287,756.95	224,800.00	128.01%
100	2015	Crime Prevention	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,000.00	0.00%
100	2021	Fire Admin & Support	0.00	0.00	0.00	0.00	0.00	271.12	0.00	154.92	164.61	183.98	70.42	70.42	915.47	900.00	101.72%
100	2022	Fire Prevention	145.48	0.00	2,782.27	436.43	0.00	545.54	0.00	145.48	0.00	218.22	388.49	388.49	5,050.41	10,000.00	50.50%
100	2023	Emergency Response	23,437.00	40,710.36	83,364.09	58,796.41	42,975.68	33,889.52	30,981.01	33,315.51	32,733.10	22,553.39	36,614.19	36,614.19	475,984.45	290,000.00	164.13%
100	3011	PW Administration	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,000.00	0.00%
100	3012	Engineering	0.00	0.00	0.00	31.90	0.00	0.00	0.00	0.00	0.00	0.00	2.90	2.90	37.70	2,000.00	1.89%
100	3021	Traffic Control	12.63	0.00	0.71	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.21	1.21	15.77	1,400.00	1.13%
100	3023	Snow, Ice, Storm Control	42.08	652.97	22,612.78	6,835.16	0.00	0.00	743.15	4,117.61	21,974.42	16,331.11	6,664.48	6,664.48	86,638.24	87,000.00	99.58%
100	3024	Street Maintenance	105.19	925.63	2,820.62	1,473.43	0.00	0.00	77.26	668.23	0.00	49.62	556.36	556.36	7,232.70	11,000.00	65.75%
100	3025	Sidewalk Maintenance	12.63	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.15	1.15	14.93	1,200.00	1.24%
100		Transportation	0.00	0.00	33.81	0.00	0.00	6.34	0.00	12.68	0.00	0.00	4.80	4.80	62.44	0.00	#DIV/0!
100	3026	Alley Maintenance	4.20	0.00	0.71	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.45	0.45	5.80	500.00	1.16%
100	3062	City Bldg Maintenance	222.56	0.00	2,456.56	818.85	218.36	49.28	2,302.46	655.08	782.45	846.99	759.33	759.33	9,871.24	8,000.00	123.39%
100	3071	Forestry	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0.00%
100	3072	Grounds Maintenance	50.48	0.00	24.96	0.00	486.24	82.93	49.62	882.64	0.00	0.00	143.35	143.35	1,863.57	3,800.00	49.04%
100	4011	CPD	0.00	12.47	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.13	1.13	14.74	1,000.00	1.47%
100	6020	Vehicle Maintenance	408.22	0.00	258.31	1,767.95	588.87	85.26	2,605.37	844.41	2,317.54	1,931.04	982.45	982.45	12,771.87	34,000.00	37.56%
General Fund			56,613.95	85,308.67	166,200.87	88,239.06	90,102.78	53,118.96	62,534.15	82,559.41	88,848.06	77,669.52	77,726.41	77,726.41	1,006,648.25	763,500.00	
201	5016	Library Circulation	0.00	1,269.96	964.23	460.72	0.00	0.00	14.48	0.00	0.00	82.27	0.00	0.00	2,791.66	0.00	#DIV/0!
201	5016	Library Circulation	0.00	1,269.96	964.23	460.72	0.00	0.00	14.48	0.00	0.00	82.27	0.00	0.00	2,791.66	0.00	#DIV/0!
208	3043	Solid Waste Disposal	12.63	0.00	4,780.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,793.27	5,000.00	95.87%
501	3027	Parking	16.83	0.00	654.65	0.00	0.00	0.00	0.00	452.47	0.00	0.00	0.00	0.00	1,123.95	5,600.00	20.07%
502	3051	Water Administration	0.00	0.00	6.40	31.91	0.00	0.00	0.00	0.00	0.00	0.00	3.48	3.48	45.28	1,000.00	4.53%
502	3052	Water Supply & Treatment	1,048.87	1,920.31	4,809.69	3,196.66	1,899.53	981.90	1,218.81	3,428.80	2,284.32	1,502.05	2,026.45	2,026.45	26,343.84	25,000.00	105.38%
502	3053	Fire Hydrant Services	12.63	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.15	1.15	14.93	3,300.00	0.45%
502	3054	Water Main Services	71.50	0.00	3,428.28	9,290.92	4,194.41	361.64	349.57	5,043.81	3,323.04	1,103.12	2,469.66	2,469.66	32,105.62	45,000.00	71.35%
502	3055	Water Meter Services	21.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.91	1.91	24.84	3,900.00	0.64%
Water			1,154.02	1,920.31	8,244.37	12,519.49	6,093.94	1,343.54	1,568.38	8,472.61	5,607.36	2,605.17	4,602.65	4,602.65	58,534.50	78,200.00	
503	3031	Sewer	367.35	2,162.72	1,624.04	626.21	1,356.14	1,536.78	320.80	1,451.93	924.09	811.68	1,016.52	1,016.52	13,214.78	20,000.00	66.07%
Total Overtime All Funds			58,164.78	90,661.66	182,468.80	101,845.48	97,552.86	55,999.28	64,437.81	92,936.42	95,379.51	81,168.64	83,245.59	83,245.59	1,087,106.41	872,300.00	124.63%
832701 Grant Income Reimbursement Police			0.00	0.00	0.00	0.00	(19,192.70)	0.00	0.00	0.00					(19,192.70)	(71,600.00)	26.81%
832801 Grant Income Reimbursement Fire			0.00	0.00	0.00	(1,843.53)	0.00	0.00	0.00	0.00					(1,843.53)	0.00	
Net Overtime Expenditures			58,164.78	90,661.66	182,468.80	100,001.95	78,360.16	55,999.28	64,437.81	92,936.42	95,379.51	81,168.64	83,245.59	83,245.59	1,066,070.18	800,700.00	
Percent of Budget			6.67%	10.39%	20.92%	11.68%	11.18%	6.42%	7.39%	10.65%	10.93%	9.31%					
Straightline Percent of Budget			8.33%	8.33%	8.33%	8.33%	8.33%	8.33%	8.33%	8.33%	8.33%	8.33%	8.33%	8.33%			

City of Park Ridge, Illinois

Overtime - 2012/13 Budget

Dept Description	FY2006/07 Actual	FY2007/08 Actual	FY 2008/09 Actual	FY 2009/10 Actual	FY2010/11 Actual	2011/12 Projection	2012/13 Budget
LEGISLATIVE	1,158	280	657	728	1,042	713	900
CITY ADMINISTRATION	3,943	6,642	7,514	6,691	6,790	6,235	8,500
CPD	0	0	114	581	0	15	3,000
FINANCE ADMINISTRATION	2,173	2,262	1,262	2,416	2,642	2,948	3,000
POLICE ADMINISTRATION	1,594	3,364	118	0	2,084	9,042	2,000
INVESTIGATIONS	56,283	71,056	92,813	90,214	77,487	98,591	77,500
COMMUNICATIONS	552	2,999	422	1,629	606	883	1,000
PATROL	201,020	352,689	297,191	240,345	288,330	287,757	219,300
CRIME PREVENTION	5,133	3,446	4,153	0	846	0	3,000
FIRE ADMINISTRATION	541	0	1,109	611	498	915	600
FIRE PREVENTION	37,810	39,122	36,625	6,039	6,655	5,050	7,500
EMERGENCY RESPONSE	422,489	406,781	370,755	298,688	408,797	475,984	290,000
PUBLIC WORKS ADMIN	1,379	1,791	1,731	0	0	0	2,000
ENGINEERING	13,572	8,070	5,658	438	553	38	3,000
TRAFFIC CONTROL	4,080	3,002	3,572	1,586	157	16	1,400
SNOW & STORM CONTROL	67,373	120,894	116,871	69,466	171,808	86,638	100,000
STREET MAINTENANCE	42,578	54,596	66,311	34,720	6,462	7,233	11,000
SIDEWALK MAINTENANCE	3,675	3,490	4,524	2,227	157	15	0
ALLEY MAINTENANCE	1,630	1,731	2,060	1,129	52	68	0
CITY BUILDINGS MAINT	18,174	23,409	30,717	11,721	7,958	9,871	9,000
FORESTRY	137	0	0	0	2,320	0	500
GROUNDS MAINTENANCE	23,337	24,007	26,503	15,367	2,816	1,864	3,800
VEHICLE MAINTENANCE	29,437	60,452	59,158	29,626	31,609	12,772	34,000
PARKING	6,626	7,738	8,383	5,454	1,130	1,624	5,600
SEWER LINE & DRAINAGE	20,642	28,612	51,619	27,934	18,819	13,215	20,000
SOLID WASTE DISPOSAL	3,535	4,954	6,295	3,161	5,045	4,793	5,000
WATER ADMINISTRATION	3,382	5,761	6,040	2,093	893	45	1,000
WATER SUPPLY & TREATMT	18,542	20,700	20,219	17,912	20,842	26,344	30,000
FIRE HYDRANT SERVICES	3,675	4,531	5,758	2,892	157	15	2,000
WATER MAIN SERVICES	21,056	19,603	24,919	17,641	64,257	32,106	50,000
WATER METER SERVICES	6,126	6,051	7,690	3,861	261	25	2,000
LIBRARY	0	0	0	0	767	2,792	0
	1,021,651	1,288,035	1,260,762	895,171	1,131,842	1,087,606	896,600

City Council Cover Memorandum

Meeting Date: March 7, 2012

Item Title: Police Station Renovations

Action Requested:

- Approval
- For discussion
- Feedback requested
- For your information

Staff Contact:

Phone Number:

Email Address:

Background:

Alderman Raspanti requested that the Police Station Renovation estimates for Phase 1 be discussed during the budget meeting.

Attachment:

- Estimates

Park Ridge Police Department Renovation Budget		Phase I	Phase II	Phase III
SOFT COSTS	\$200,500.00	\$57,500.00	\$112,000.00	\$31,000.00
Update Building As-Built Drawings				
LL Floor Plans			\$8,000.00	
UL Floor Plans			\$16,000.00	
New Alta Survey/Plat	\$3,500.00			
Soils Investigation	\$4,500.00			
Architect and Engineering				
Exterior Areas w/ Sally Port			\$14,000.00	
Outbuilding/Lot/Bike Corral	\$15,000.00			
Interior LL Areas			\$35,000.00	
Construction Phase	\$3,000.00		\$4,000.00	\$3,000.00
Project Manager	\$25,000.00		\$25,000.00	\$25,000.00
Building Permit	\$3,000.00		\$5,000.00	\$2,000.00
Utility Tap-in Fees	\$2,500.00			
Owner Liability Insurance				
Contingency	\$1,000.00		\$5,000.00	\$1,000.00
HARD COSTS	\$889,000.00	\$251,000.00	\$238,000.00	\$400,000.00
Outbuilding -1500sf		\$165,000.00		
Parking Lot w/ Landscaping - 18 Cars		\$69,000.00		
Free Standing Bike Corral - 600sf		\$12,000.00		
Interior LL Renovation - 8500sf			\$100,000.00	\$350,000.00
Sally Port			\$57,000.00	
ADA Ramp/Vestibule/Landscaping			\$31,000.00	
Contingency		\$5,000.00	\$50,000.00	\$50,000.00
FF & E	\$148,000.00	\$53,000.00	\$36,000.00	\$59,000.00
Electronics - CCTV/Audio/Visual		\$45,000.00	\$30,000.00	
Shelving		\$3,000.00	\$1,000.00	\$4,000.00
Tables/Chairs/Desks				\$50,000.00
Contingency		\$5,000.00	\$5,000.00	\$5,000.00
TOTAL COST per PHASE		\$361,500.00	\$386,000.00	\$490,000.00
TOTAL PROJECT COST		\$1,237,500.00		

2 - 4 weeks
done with the LL
4-6 weeks - do with as-built update
4-6 weeks - do with as-built update

4-6 weeks
4-6 weeks
6-8 weeks

Project Manager/Owner Consultant
2 week review time
City imposed fee
City is self insured
Unknown conditions - more A/E fees

\$110 /sf - 2-4 months to construct
constructed with the outbuilding
\$20/sf - construct with outbuilding
\$50/sf - 4-6 months to construct
2-4 months to construct w/ ADA Ramp
This work is done with Sally Port
Mold/Ventilation/Electrical/Sprinkler

Cameras for outbuilding and Sally Port
To equip all storage and property rooms

Electronic equipment

August 30, 2011

Mr. Ralph Cincinelli
847-708-9895 – Cell

PARK RIDGE POLICE DEPARTMENT
OUT BUILDING
SKETCH SUPPLIED BY: MR. CINCINELLI – DATED 8/19/11
BUDGET COST: \$165,000.00

THE SCOPE OF THE CONSTRUCTION TO CONSIST OF:

- CONCRETE/EXCAVATION: \$26,169.00
Labor and material to excavate and install 4' X 12" wide X 42" deep foundation walls with 4 – 10" X 20" footing.
Backfill all spoils left on site.
Light weight concrete over evidence room.
- MASONRY: \$24,300.00
12" block walls 9' high for evidence room, toilet room, and main entrance.
- CARPENTRY: \$25,000.00
2 X 6 wall framing balance of building (fitness room) exterior 3/4" plywood, over wood framing, furring over block construction, 2 X 12 rafters, 2 X 10 roof framing with 3/4" plywood sheathing.
3/4" CDX ceiling for evidence room.
- INSULATION: \$2310.00
R-19 in 2X framing walls, 3/4" ridged over block construction, R-38 ceiling throughout.
- DRYWALL: \$5913.00
New 5/8" fire code throughout, no drywall finish evidence room.
- ELECTRIC: \$8570.00
Per code, duplexes, wall switches, 1 X 4 surface lights, furnace room full light, 7 exterior surface mount lights, 4 emergency and 2 exit lights.

- PLUMBING: \$4000.00
2 new bathrooms with ADA fixtures.

- UNDERGROUND: \$10,200.00
New 4" sewer to building,
New 2" water to building.
New 1" gas to building.
All lines figured at 100 FT of run.

- HVAC: \$8000.00
New 2 ton system with associated ductwork.

- ROOFING: \$6600.00
3 tab asphalt shingles, 30# felt, Ice and water shield 3' from soffit.

- SIDING: \$6145.00
4" vinyl siding, 12" hardi board soffit panels.
Aluminum gutters and downspouts.

- DOORS: \$5106.00
4 hollow metal doors and frames, Schlage hardware.
Roton hinges on exterior and evidence room door.

- FIRE SYSTEM OPTION #1:
4" water main, sprinkler heads, and valves per code.
 OPTION #1 BASE BID PRICE: \$8600.00

- FIRE ALARM OPTION #2:
Pulls, strobes, smoke detectors and panel per code.
 OPTION #2 BASE BID PRICE: \$4500.00

- All work performed at prevailing wage.
- All work bonded and insured.

November 8, 2011

Mr. Ralph Cincinelli
847-708-9895 – Cell
rlcincinelli@hotmail.com

PARK RIDGE PROJECT
BIKE CORRAL
SKETCH SUPPLIED BY: MR. CINCINELLI – DATED 9/01/11
BUDGET COST: \$12,000.00

THE SCOPE OF THE CONSTRUCTION TO CONSIST OF:

- CONCRETE: \$4500.00
New 4" concrete pad and piers for post.
- ENCLOSURE: \$5400.00
New chain link enclose with 2 – 36" wide lockable gates.
8' high section tapered to 7' high.
Panel section for roof.
- ROOF: \$2100.00
Frame new roof with 2 X 6 framing, ½ CDX and roll roof over existing enclose roof.

November 8, 2011

Mr. Ralph Cincinelli
847-708-9895 – Cell
rlcincinelli@hotmail.com

PARK RIDGE PROJECT
NEW SALLY PORT
SKETCH SUPPLIED BY: MR. CINCINELLI – DATED 9/01/11
BUDGET COST: \$57,000.00

THE SCOPE OF THE CONSTRUCTION TO CONSIST OF:

- EXCAVATION: \$6000.00
Dig for driveway and retaining wall.
- CONCRETE: \$10,650.00
New concrete drive and retainage wall foundation.
- MASONRY: \$7600.00
New split face block construction.
- ROOF: \$3500.00
New modified roof system.
- STRUCTURAL STEEL: \$5200.00
New steel bar joist, corrugated decking, and guardrail.
- STORM SEWER: \$6900.00
New sewer for garage tied into existing storm.
- OVERHEAD DOOR: \$1200.00
New 10 X 10 overhead steel insulated door and operator.
- ELECTRIC: \$1200.00
New power to overhead door, service lighting, and switching.
- LANDSCAPING: \$1500.00
Misc. grading, seed and blanket.
- Supervision, general conditions and profit and overhead: \$13,250.00

November 8, 2011

Mr. Ralph Cincinelli
847-708-9895 – Cell
rlcincinelli@hotmail.com

PARK RIDGE PROJECT
BASE BUILDING REMODELING
SKETCH SUPPLIED BY: MR. CINCINELLI – DATED 9/01/11
BUDGET COST: \$420,000.00

THE SCOPE OF THE CONSTRUCTION TO CONSIST OF:

- DEMO: \$33,240.00
Labor and material to remove walls, ceiling and floors as required, all construction related debris removed from job site.
- CONCRETE: \$9000.00
Cut and repair for underground plumbing.
- CARPENTRY: \$32,200.00
Frame new exterior walls 1 5/8" steel studs, interior walls 3 5/8" steel studs.
- INSULATION: \$9400.00
Exterior walls 1 ½" ridged and interior walls R11 sound.
- DRYWALL: \$18,400.00
All new walls 5/8" fire code, taped and sanded. Exterior walls mold resistant board used.
- ELECTRICAL: \$46,400.00
Budget base on local village codes, switched, duplex, GFI, 2 X 4 ceiling fixtures, exit and emergency lights, all new devices tied into existing service.
- PLUMBING: \$49,500.00
New men's and women's bathroom/locker-room. Underground, fixtures, part ions and ADA hardware.
- HVAC: \$17,000.00
Rework existing ductwork, install new supplied and returns for new layout.
- MILLWORK: \$15,000.00
Doors, hollow metal frames, and solid core stain grade doors, Schlage hardware, or equivalent.
- FIRE ALARM: \$8000.00
Modify existing system for new design, i.e.: devices.
-

- FLOORING: \$31,500.00
New glue down carpet throughout with vinyl base, new ceramic tiles in men's and women's locker room floors.
- ACOUSTICAL CEILING: \$18,900.00
New lay acoustical ceiling, white grid.
- FINISHES: \$22,500.00
All new walls painted and doors stained.
- LOCKER: \$20,000.00
Labor and material to install 100 lockers.
- Supervision, General conditions, profit and overhead: \$76,960.00
- BOND: \$12,000.00

November 8, 2011

Mr. Ralph Cincinelli
847-708-9895 – Cell
rlcincinelli@hotmail.com

PARK RIDGE PROJECT
ADA RAMP, VESTIBULE, AND COURTYARD.
SKETCH SUPPLIED BY: MR. CINCINELLI – DATED 9/01/11
BUDGET COST: \$31,000.00

THE SCOPE OF THE CONSTRUCTION TO CONSIST OF:

- VESTIBULE: \$12,000.00
Labor and material to install storefront glass vestibule and doors.
- RAMP: \$11,400.00
New concrete ramp and stairs per ADA code.
- LANDSCAPE: \$7500.00
New courtyard landscaping, i.e.: 4 new trees, planters, and sod.
- NOTE:
Lower landing missed, pavers or stonework budgeted at \$25K.

November 8, 2011

Mr. Ralph Cincinelli
847-708-9895 – Cell
rlcincinelli@hotmail.com

PARK RIDGE PROJECT
PARKING LOT
SKETCH SUPPLIED BY: MR. CINCINELLI – DATED 9/01/11
BUDGET COST: \$69,000.00

THE SCOPE OF THE CONSTRUCTION TO CONSIST OF:

- DEMO: \$7500.00
Demo existing structure.
- SITE WORK: \$7000.00
New storm sewer to center of lot with catch basin, street cut and tied in.
- CONCRETE: \$11,200.00
New 6" curb and gutter.
New 3' wide sidewalk to new out building.
- ASPHALT: \$25,250.00
New asphalt lot for 18 stalls, binder, and top coat, stripping included.
- LANDSCAPE: \$7250.00
3 new trees allowance: \$500.00/Each.
Seed and blanket perimeter for new lot, bushes along South lot line of new lot.
- General conditions and profit and overhead: \$10,800.00

City Council Cover Memorandum

Meeting Date: March 14, 2012

Item Title: Sewer Lining Project Addition and Grant Income Addition

Action Requested:

- Approval
- For discussion
- Feedback requested
- For your information

Staff Contact: Allison Stutts
Phone Number: 847-318-5216
Email Address: astutts@parkridge.us

Background:

The City obtained a grant funding commitment for the Sewer Lining capital program in 2011/12 in the amount of \$300,000. To date, \$75,000 of the grant has been received. The total cost of the 2011/12 Sewer Lining program will be \$300,000, of which \$98,000 of the total cost may not be paid until the 2012/13 fiscal year. The remaining \$225,000 of the grant will not be received until the 2012/13 fiscal year. The capital budget and grant budget will be revised to reflect these changes.

Attachment:

- Revised Capital Plan
- Grant Income

503 - Sewer Fund	Projected 2011-12	Budget 2011-12	Budget 2012-13	Projection 2013-14	Projection 2014-15	Projection 2015-16
Sewer Rehabilitation (100% Grant)	482,049	475,000	-	-	-	-
Vactor Truck	-	-	-	-	-	-
Cathodic Protection Sibley Lift Station	-	-	30,000	-	-	-
Sewer Construction/Video & Lining (2011 project)	211,000	310,000	89,000			
Sewer Construction/Video & Lining (future years)			310,000	310,000	310,000	310,000
Subtotal	693,049	785,000	429,000	310,000	310,000	-
Contrib. to Motor Equip. Repl. Fd.	22,000	22,000	22,800	23,600	24,400	25,300
Sewer Fund Total	715,049	807,000	451,800	333,600	334,400	25,300

City of Park Ridge, Illinois

2012/13 Grant Income (Intergovernmental)

<i>Fund</i>	<i>Program</i>	<i>Project</i>	<i>Grant / Income Provider</i>	<i>Grant Income/ Reimbursements</i>	<i>Total Project Cost</i>	<i>Project Cost Budget</i>
100	Police	IDOT - Grants	IDOT	\$39,780.00	\$39,780.00	Overtime
100	Police	DOJ - Vest Replacement	DOJ	\$2,100.00	\$2,100.00	
100	Police	Capital Improvements		\$40,000.00	\$376,000.00	Renovations
100	Fire	SAFER Grant	FEMA	\$252,549.00	\$252,549.00	Extra Help
100	Fire	Fire Dept. Training Tower	FEMA	\$39,500.00	\$39,500.00	Capital
100	Fire	Replace lighting to LED St. 35	FEMA	\$65,000.00	\$65,000.00	Capital
100	Fire	Replace lighting to LED St. 36	FEMA	\$65,000.00	\$65,000.00	Capital
100	Fire	Fire Prevention and Safety Grant	FEMA	\$14,400.00	\$16,000.00	Materials
100	Fire	Defibrillators	FEMA	\$136,800.00	\$152,000.00	Capital
				\$655,129.00	\$1,007,929.00	
201	Library	IL Per Capita Grant	IL State Library	\$38,000.00	\$38,000.00	
				\$38,000.00	\$38,000.00	
204	TIF	Uptown Streetscape		\$0.00	\$0.00	
				\$0.00	\$0.00	
503	Sewer	2011/12 Remaining Grant for Sewer Lining		\$225,000.00	\$0.00	Prior Yr Project
				\$225,000.00	\$0.00	
Grand Total				\$918,129.00	\$1,045,929.00	

City Council Budget Meeting Agenda Cover Memorandum

Meeting Date: March 7, 2012

Item Title: Spokesman Options

Action Requested:

- Approval
- For discussion
- Feedback requested
- For your information

Staff Contact: Juliana A. Maller, Deputy City Manager
Phone Number: 847/318-5206
Email Address: jmaller@parkridge.us

Background:

Alderman DiPietro requested that the City Council take another look at funding the Spokesman newsletter as part of the 2012-2013 budget. The cost to produce the current 6 issues is \$52,220. Each issue costs \$8,703. One of the suggestions was to reduce the number of issues. If the Spokesman were to be produced quarterly, you could use a cost of \$34, 813 as a budget number.

The current Spokesman is 6 pages. We would not recommend reducing this any further.

The current Spokesman is printed in 4 color. There is not a significant cost savings to going to black and white. 17,000 copies are currently being printed. Of this 17,000 there are 1,000 extra copies that are not mailed and are available at various locations. One option would be to stop mailing the Spokesman and instead print copies and have them available at these various locations and continue to post it on the City's website. Please see various options attached and the cost for each option.

Recommendation:

City Council is asked to determine if one of the outlined options should be included in the 2012-2013 budget.

Budget Implications:

Does Action Require an Expenditure of Funds: Yes No
If Yes, Total Cost:
If yes, is this a Budgeted Item: Yes No

Attachments:

- Outline of Options

Option 1

Continue to print and mail 6 issues	\$52,220
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Option 2

Print and mail 4 issues	\$34,813
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Option 3

Print 7,500 copies and not mail	\$5,360 per issue
6 issues	\$32,160
4 issues	\$21,440

Option 4

Print 10,000 copies and not mail	\$5,546 per issue
6 issues	33,276
4 issues	22,184

City Council Cover Memorandum

Meeting Date: March 7, 2012

Item Title: Contingency Fund

Action Requested:

- Approval
- For discussion
- Feedback requested
- For your information

Staff Contact: Allison Stutts
Phone Number: 847-318-5216
Email Address: astutts@parkridge.us

Background:

During the budget discussion, certain line items were removed from the budget because they were included as place holders with additional information on the budget request coming after the budget is scheduled to be approved. Based on the discussions, it didn't appear that the Council was against the expenditure but they were more concerned with the uncertainty of the amount included in the budget.

I recommend the Council consider including a contingency line item in the budget to account for the placeholders that were eliminated from the budget during the budget discussion. As of our February 22nd meeting, these contingency line items would be:

Economic Development Marketing - \$45,000
CPD Consulting - \$20,000
PW Contract Engineering - \$4,000
Total - \$69,000

City Council Cover Memorandum

Meeting Date: March 14, 2012

Item Title: Medical, Dental, Life Benefits Renewal

Action Requested:

- Approval
- For discussion
- Feedback requested
- For your information

Staff Contact: Allison Stutts
Phone Number: 847-318-5216
Email Address: astutts@parkridge.us

Background:

We received renewal quotes from Blue Cross Blue Shield for the 2012/13 coverage period.
The actual HMO increase is 1.8% compared to a budgeted 15% increase.
The actual PPO increase is 11.8% compared to a budgeted 15% increase.
The actual Life increase is 0% compared to a budgeted 3% increase.
No increase on Dental as expected.

Attachment:

- Original benefits budget
- Revised benefits budget

City of Park Ridge, Illinois

Original Employee Benefits - 2012/13 Budget

Plan Type	Headcount	General	Library	Muni Waste	Parking	Water	Sewer	Total
PPO	198	166.22	24.00	0.33	1.44	4.42	1.59	198
HMO	76	60.59	9.00	0.30	0.40	3.54	2.18	76
Dental	213	166.36	32.00	0.66	1.88	8.90	3.19	213

Plan Type	Estimated Cost	General	Library	Muni Waste	Parking	Water	Sewer	Total
PPO	\$2,862,572	83.95%	12.12%	0.17%	0.73%	2.23%	0.80%	100.00%
HMO	\$1,171,356	79.71%	11.84%	0.39%	0.53%	4.66%	2.87%	100.00%
Dental	\$221,564	78.11%	15.02%	0.31%	0.88%	4.18%	1.50%	100.00%
Aetna	\$38,270	79.70%	14.11%	0.26%	0.78%	3.58%	1.57%	100.00%
Total	\$4,293,762							

Plan Type	Allocation	General	Library	Muni Waste	Parking	Water	Sewer	Total
PPO	\$2,862,572	\$2,403,115	\$346,978	\$4,771	\$20,819	\$63,902	\$22,987	\$2,862,572
HMO	\$1,171,356	\$933,725	\$138,695	\$4,623	\$6,164	\$54,553	\$33,595	\$1,171,356
Dental	\$221,564	\$173,057	\$33,288	\$687	\$1,956	\$9,258	\$3,318	\$221,564
Aetna	\$38,270	\$30,500	\$5,400	\$100	\$300	\$1,370	\$600	\$38,270
Total	\$4,293,762	\$3,540,397	\$524,362	\$10,181	\$29,239	\$129,083	\$60,501	\$4,293,762
		82%	12%	0%	1%	3%	1%	100%

	Allocation	General	Library	Muni Waste	Parking	Water	Sewer	Total
Employee Contributions	\$396,058	\$326,666	\$48,300	\$938	\$2,693	\$11,886	\$5,575	\$396,058
Retiree Contributions	\$404,126	\$404,126	\$0	\$0	\$0	\$0	\$0	\$404,126
	\$800,184	\$730,792	\$48,300	\$938	\$2,693	\$11,886	\$5,575	\$800,184
Expense Reduction	\$225,012	\$177,993	\$29,809	\$736	\$1,530	\$8,971	\$4,904	\$223,942
Contribution Reduction	48,707	44,270	2,886	71	149	862	469	48,707

City of Park Ridge, Illinois

Revised Employee Benefits - 2012/13 Budget

Plan Type	Headcount	General	Library	Muni Waste	Parking	Water	Sewer	Total
PPO	198	166.22	24.00	0.33	1.44	4.42	1.59	198
HMO	76	60.59	9.00	0.30	0.40	3.54	2.18	76
Dental	213	166.36	32.00	0.66	1.88	8.90	3.19	213

Plan Type	Estimated Cost	General	Library	Muni Waste	Parking	Water	Sewer	Total
PPO	\$2,753,957	83.95%	12.12%	0.17%	0.73%	2.23%	0.80%	100.00%
PSEBA	\$25,236	100.00%						100.00%
HMO	\$1,030,793	79.71%	11.84%	0.39%	0.53%	4.66%	2.87%	100.00%
Dental	\$221,564	78.11%	15.02%	0.31%	0.88%	4.18%	1.50%	100.00%
Aetna	\$37,200	81.99%	14.52%	0.27%	0.81%	3.68%	1.61%	102.88%
Total	\$4,068,750							

Plan Type	Allocation	General	Library	Muni Waste	Parking	Water	Sewer	Total
PPO	\$2,753,957	\$2,311,933	\$333,813	\$4,590	\$20,029	\$61,477	\$22,115	\$2,753,957
PSEBA	\$25,236	\$25,236	\$0	\$0	\$0	\$0	\$0	\$25,236
HMO	\$1,030,793	\$821,678	\$122,052	\$4,068	\$5,425	\$48,007	\$29,564	\$1,030,793
Dental	\$221,564	\$173,057	\$33,288	\$687	\$1,956	\$9,258	\$3,318	\$221,564
Aetna	\$37,200	\$30,500	\$5,400	\$100	\$300	\$1,370	\$600	\$38,270
Total	\$4,068,750	\$3,362,404	\$494,553	\$9,445	\$27,709	\$120,112	\$55,597	\$4,069,820
		83%	12%	0%	1%	3%	1%	100%

	Allocation	General	Library	Muni Waste	Parking	Water	Sewer	Total
Employee Contributions	\$371,950	\$306,994	\$45,413	\$868	\$2,545	\$11,024	\$5,106	\$371,950
Retiree Contributions	\$379,527	\$379,527	\$0	\$0	\$0	\$0	\$0	\$379,527
	\$751,477	\$686,521	\$45,413	\$868	\$2,545	\$11,024	\$5,106	\$751,477