



Special Revenue Funds

City of Waukegan Proposed Budget

Fiscal Year May 1, 2020 to April 30, 2021

Introduction

Special Revenue Funds are used to account for definite expenditures that are linked to specific revenue streams such as grants or special taxes. The Governmental Accounting Standards Board (GASB) explains, “(A) special revenue fund may only be established around one or more revenue sources that are restricted or committed to purposes other than capital projects or debt service.” Revenues and fund balances generally must be used for the specific purpose as restricted by the statutes governing the particular tax, grant or function, and therefore may not be utilized for general governmental operations until such time as a fund is closed.

Overview

The Fiscal Year May 1, 2020 to April 30, 2021 (FY21) Special Revenue Funds proposed budget calls for \$24.87 million in revenues, \$23.07 million in expenses, transfers-in of \$376 thousand, and transfers-out of \$4.28 million for a deficit of \$2.1 million.

<i>Revenues</i>	24,872,200
<i>Expenses</i>	(23,065,200)
<i>Surplus / (Deficit) before transfers</i>	1,807,000
<i>Transfers in</i>	376,000
<i>Transfers (out)</i>	(4,283,000)
<i>Surplus / (Deficit) after transfers</i>	(2,100,000)

Discussion

Total revenues are estimated to increase 14%, mostly attributed to projected increases in taxes and grant revenues. Specifically, the Motor Fuel and Tax Increment Financing District taxes are anticipated to increase and several grants have been applied for related to the Fire Department, Planning Department, and to augment the City’s rebuilding of its bridges. The spending linked to these restricted revenues are expensed to increase in tandem. Transfers-in reflect local matching requirements for Fire and Planning grants, and transfers-out account for Home Rule Sales Tax used to repay bonds issued for roadway improvements.

Actual revenues, expenses, and transfers are included in the following chart along with the FY20 adjusted budget and FY21 proposal. Line item detail for the FY21 budget proposal is in the attached Appendix.

SPECIAL REVENUE FUNDS	FY17 ACTUAL	FY18 ACTUAL	FY19 ACTUAL	FY20 ADJ BUDGET	FY21 PROP BUDGET	CHG FY21 VS. FY20 BUDGET	
Revenues							
Sub 3000 Tax Collection	-15,046,435	-15,241,952	-16,076,503	-17,342,000	-19,747,000	14%	-2,405,000
Sub 3400 Fees	-498,940	-392,165		-50,000	-100,000	100%	-50,000
Sub 3500 Fines	-79,580	-59,436	-63,795	-50,000	-60,000	20%	-10,000
Sub 4200 Reimbursement	-230,307	-308,242	-191,831	-35,000	-232,000	563%	-197,000
Sub 4400 Intergovernmental Revenue	-1,955,915	-1,248,237	-1,131,701	-3,887,000	-2,823,200	-27%	1,063,800
Sub 4600 Interest Earned	-15,787	-65,958	-94,887	-95,500	-660,000	591%	-564,500
Sub 4650 Donations	-22,033		-389,399	-312,500	-1,250,000	300%	-937,500
Sub 4800 Miscellaneous Revenue	-502,252	-500,115					
Sub 4900 Other Financing Sources	-35,000	-80,750					
Total Revenues	-18,386,249	-17,896,855	-17,948,116	-21,772,000	-24,872,200	14%	-3,100,200
Expenses							
Sub 2100 Personnel Services	2,524,161	2,654,403	2,839,158	2,896,400	3,365,600	16%	469,200
Sub 2200 Personnel Benefits	836,972	902,270	925,366	928,650	1,063,400	15%	134,750
Sub 2400 Contractual Services	8,626,342	9,193,442	8,919,426	11,368,345	12,211,300	7%	842,955
Sub 2500 Commodities	511,625	613,636	674,043	1,056,755	867,300	-18%	-189,455
Sub 2600 Capital Outlay	849,792	966,433	921,508	1,978,842	3,708,600	87%	1,729,758
Sub 2700 Capital Improvements	22,280	150,526	459,379	1,649,008	1,849,000	12%	199,992
Sub 2800 Non-Cash Expense	1,336,346	829,322	313,466				
Total Expenses	14,707,518	15,310,032	15,052,346	19,878,000	23,065,200	16%	3,187,200
Transfers							
Sub 6300 Transfers From	-228,694	-224,000		-182,000	-376,000		
Sub 6800 Transfers To	3,710,037	1,145,142	954,275	3,075,000	4,283,000		
Total -Surplus / Deficit	-197,388	-1,665,681	-1,941,495	999,000	2,100,000		

Description of Funds

- Fund 202 Home Rule Sales Tax Infrastructure - The Home Rule Sales Tax Fund is funded from a portion of Home Rule Sales Tax earmarked by the Waukegan City Code to be restricted for (a) the improvement of City roadways and related infrastructure, or (b) to pay for the debt service on bonds issued for the same purpose.
- Fund 211 Waukegan Public Library - The Library is a separate government agency, however, it is considered a component unit for financial reporting purposes. Therefore, the Waukegan Public Library's budget is incorporated into the City's budget and appropriation as a Special Revenue Fund. More information regarding the Waukegan Public Library may be found on the Library's website, www.waukeganpl.org.
- Fund 214 Foreign Fire Fund - The State of Illinois allows for the collection of insurance taxes from companies outside of the State of Illinois that sell policies within the state. Those funds have restricted use, specifically to provide for the needs of the City's fire department and are controlled by an independent board.

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- Fund 215 Fire Service Training Fund - The City of Waukegan established a fund to collect and restrict fees collected from other fire departments and districts for training provided by the City of Waukegan fire personnel.
 - Fund 218 Refuse Collection Fund - The City levies a property tax for the cost of residential garbage pick-up. The taxes collected are recorded to this fund, and pay for the outsourced garbage pick-up services.
 - Fund 228 Motor Fuel Tax - The Motor Fuel Tax is a per-gallon tax imposed by the State of Illinois with a formula-based distribution to local government. The funds are restricted by state law, and used primarily for the purchase of road salt, street light electrical charges, road patching, and bridge repairs.
 - Fund 231 Public Safety Grants – Fire - Waukegan Fire Department grants to obtain equipment such as ambulances or firefighting turnout gear are recorded to this fund.
 - Fund 232 911 Emergency System Fund - The Illinois Emergency Telephone System Act establishes the number “9-1-1” as the primary emergency telephone number for use in Illinois. The Act also allows surcharges to be collected from telephone companies with a portion being shared with local governments. The funds are restricted for expenditures that support the emergency system.
 - Fund 240 Public Safety Grants – Police - The City of Waukegan Police Department works with federal agencies on initiatives related to public safety. The fund allows for the expenses related to these programs to be tracked for proper reimbursement payments.
 - Fund 245 Community Development Block Grant (CDBG) - The Fund accounts for the federal grants from Housing and Urban Development (HUD) directly received by the City for the costs associated with assisting projects that benefit low and moderate income Waukegan residents.
 - Fund 251 Planning & Development Grant - This fund was created to more effectively track grants obtained for planning and economic development initiatives.
 - Fund 252 Vacant Registry Fund – This fund was created to account for fees paid by owners of vacant properties, and to track grants received that are associated with vacancy property demolition. The revenues are restricted to addressing negative impacts of vacant properties within the City.
 - Funds 261, 262, and 263 North Lakefront TIF#7, Downtown TIF #8, and South Lakefront TIF #9 – These contiguous TIF Districts along the City’s lakefront and downtown were established to capture incremental tax growth to be used for TIF eligible expenses.
 - Fund 264 McGaw Park TIF #10 - This TIF District was established at the same time the property formerly owned by Cardinal Health was annexed on the city’s southwest border.
 - Funds 292, 295 and 296 DUI, Local Forfeiture, and Narcotics Forfeiture Funds - The City of Waukegan collects fines and forfeitures as a result of police activity. These

funds are restricted by state and federal law to be used for specific public safety purposes.

Headcount from FY17 to current is shown below, with no changes proposed for FY21.

Special Revenue Funds Community Development Block Grant						
	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2021 Proposed</u>	<u>Change</u>
Compliance Coordinator	1.00	1.00	1.00	1.00	1.00	-
Director of CDBG	1.00	1.00	1.00	1.00	1.00	-
Rehab Coordinator	2.00	1.00	1.00	1.00	1.00	-
Total CDBG	4.00	3.00	3.00	3.00	3.00	-

Special Revenue Funds Public Works						
	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2021 Proposed</u>	<u>Change</u>
Laborer - MFT	1.00	-	-	-	-	-
Maintenance Worker - MFT	11.00	-	-	-	-	-
Public Works Supervisor - MFT	3.00	-	-	-	-	-
Total Public Works	15.00	-	-	-	-	-

Special Revenue Funds Police Department						
	<u>2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2021 Proposed</u>	<u>Change</u>
Communications Dir. - E911	-	1.00	1.00	1.00	1.00	-
Telecommunicator - E911	-	2.00	2.00	2.00	2.00	-
Total Police	-	3.00	3.00	3.00	3.00	-

Fnd 202 HR SALES TX INFRASTRUCTURE FUND

202 30080	Home Rule Retail Sales Tax	-2,650,000	
202 46100	Interest Earned	-43,000	
		-----	-2,693,000
202 68312	Transfer to Fund 312	1,100,000	
202 68430	Transfer to Fund 430	2,228,000	
202 68495	Transfer to Fund 495	282,000	
202 68497	Transfer to Fund 497	673,000	
		-----	4,283,000
		-----	1,590,000

Fnd 211 WAUKEGAN PUBLIC LIBRARY FUND

211 30000	Property Tax	-4,400,000	
211 44000	Intergovt Revenue	-50,000	
211 46100	Interest Earned	-10,000	
211 48910	Misc & Fundraising	-250,000	
		-----	-4,710,000
211 121121368	Part Time Employees	242,800	
211 121121840	Personnel Services	2,204,800	
211 121122456	Hospitalization	248,000	
211 121122461	Employer Portion Payroll Tax	182,300	
211 121122467	Life Insurance	2,800	
211 121122471	Other Compensattion	60,300	
211 121122610	Employer IMRF	277,000	
211 121124000	Library-Online	15,200	
211 121124076	Lease Payments	250,500	
211 121124083	Literacy Grant	80,000	
211 121124403	Interest Expense	138,300	
211 121124410	Building & Grounds	55,000	
211 121124411	Vehicle Maint.	800	
211 121124412	Equipment Maint.	4,200	
211 121124426	Utilities	7,800	
211 121124428	Rental/Lease Purchase	38,900	
211 121124431	Training & Schooling	61,700	
211 121124432	Postage	7,300	
211 121124433	Advertising	46,300	
211 121124436	Consultant Serv.	800	
211 121124438	Other Professional Serv.	32,000	
211 121124441	Security Services	1,000	
211 121124444	Other Technical	182,000	
211 121124474	Community Pride	9,000	
211 121124503	Insurance Admin	65,500	
211 121125465	Office Supplies	13,600	
211 121125468	Operating Supplies	48,700	
211 121126460	Library Materials	318,300	
211 121126492	Improvements	115,300	
		-----	4,710,200

		-----		200
Fnd 214	FOREIGN FIRE FUND			
214 30720	2% Foreign Fire Tax	-150,000		
		-----	-150,000	
214 321425486	Foreign Fire Expense	150,000		
		-----	150,000	
		-----		0
Fnd 215	FIRE SERVICE TRAINING FUND			
215 44970	Tuition - Fire	-30,000		
		-----	-30,000	
215 321524431	Training & Schooling	5,000		
215 321524438	Other Professional Serv.	12,000		
215 321525468	Operating Supplies	13,000		
		-----	30,000	
		-----		0
Fnd 218	REFUSE COLLECTION FUND			
218 30000	Property Tax	-4,835,000		
218 46100	Interest Earned	-500,000		
		-----	-5,335,000	
218 121824420	Refuse Collection	4,268,000		
218 121824421	Recycling Program	1,067,000		
		-----	5,335,000	
		-----		0
Fnd 228	MOTOR FUEL TAX FUND			
228 30800	Motor Fuel Tax	-2,280,000		
228 30802	MTR-Monthly Transfer	-900,000		
228 44130	Grant - Federal	-807,200		
		-----	-3,987,200	
228 922821400	Overtime	80,000		
228 922821401	Double-Time	80,000		
228 922821404	On-Call Pay	75,000		
228 922822461	Employer Portion (OASDI)	15,000		
228 922822462	Employer Portion (Medicare)	4,000		
228 922822610	Employer IMRF	33,000		
228 922824426	Utilities	500,000		
228 922824435	Engineering Ser.	200,000		
228 922825485	Salt	500,000		
228 922827641	Bridge Rehabilitation	1,069,000		
228 922827669	Street/Traffic	50,000		
228 922827706	Culvert Improvements	730,000		
		-----	3,336,000	
		-----		-651,200
Fnd 231	PUBLIC SAFETY GRANTS-FIRE			
231 44130	Grant - Federal	-1,119,000		
231 63714	Transfers From Fund 714	-281,000		
		-----	-1,400,000	
231 323126494	Equipment	1,400,000		

		-----	1,400,000	
		-----		0
Fnd 232	911 EMERGENCY SYSTEM FUND			
232 30600	911 Surcharges-	-1,600,000		
232 46100	Interest Earned	-50,000		
		-----	-1,650,000	
232 323221140	Communications	100,000		
232 323221400	Overtime	250,000		
232 323221805	Telecommunications	65,000		
232 323222456	Hospitalization	48,000		
232 323222461	Employer Portion OASDI	26,000		
232 323222462	Employer Portion Medicare	6,000		
232 323222467	Life Insurance	2,000		
232 323222610	Employer IMRF	59,000		
232 323224076	Lease Payments	250,000		
232 323224409	Radio Equipment	200,000		
232 323224429	Conference & Travel	5,000		
232 323224431	Training & Schooling	5,000		
232 323224438	Other Professional Serv.	20,000		
232 323224443	Membership Dues	2,000		
232 323224801	IT Serv Software	164,000		
232 323224802	IT Serv Hardware	164,000		
232 323224803	IT Serv Utilities	82,000		
232 323225468	Operating Supplies	141,000		
232 323225469	Uniforms	1,000		
232 323226350	Capital-Alarm	30,000		
232 323226494	Equipment	30,000		
		-----	1,650,000	
		-----		0
Fnd 240	PUBLIC SAFETY GRANTS-POLICE			
240 35876	e-Citation	-12,000		
240 44237	BYRNE Justice Grant	-30,000		
240 46100	Interest Earned	-2,000		
		-----	-44,000	
240 624024489	LLEBG Grant Expense	44,000		
		-----	44,000	
		-----		0
Fnd 245	COMMUNITY DEV. BLOCK GRANT			
245 48550	CDBG Grant	-1,000,000		
		-----	-1,000,000	
245 550221714	Housing Rehab Coordinator	65,000		
245 550221765	Director of CDBG	88,000		
245 550221815	Compliance Coordinator	65,000		
245 550122456	Hospitalization	48,000		
245 550122461	Employer Portion OASDI	15,000		
245 550122462	Employer Portion Medicare	4,000		
245 550222467	Life Insurance	1,000		

City of Waukegan
 May 1, 2020 to April 30, 2021 Proposed Budget

245 550222610	Employer IMRF	32,000		
245 550124429	Conference & Travel	4,000		
245 550124431	Training & Schooling	2,000		
245 550124432	Postage	1,000		
245 550124433	Advertising	4,000		
245 550224438	Other Profession Serv.	6,000		
245 550124443	Membership Dues	1,000		
245 550224445	Rehabilitation	437,000		
245 550324458	Neighborhood Improv.	50,000		
245 550324461	Catholic Charities	5,000		
245 550624480	Code Enforcement	50,000		
245 550324524	Zacharias Center	15,000		
245 550324571	A Safe Place	15,000		
245 550324582	CASA-Court App	10,000		
245 550324583	Little City Found.	5,000		
245 550324584	Waukegan Township	5,000		
245 550324606	Prairie State	10,000		
245 550324612	Prairie State Legal	12,000		
245 550324620	Northern Illinois	5,000		
245 550324623	Youth Build Lake	10,000		
245 550324630	PADS Crisis Serv.	5,000		
245 550324632	Christ Church	15,000		
245 550324641	Youth Conservatation	10,000		
245 550324649	UMMA	5,000		

				1,000,000

				0
Fnd 251	PLANNING & DEVELOPMENT GRANT			
251 44130	GRANT - Federal	-400,000		
251 63714	Transfers From Fund 714	-95,000		

				-495,000
251 825124489	Grant Expenditure	495,000		

				495,000

				0
Fnd 252	VACANT REGISTRY FUND			
252 34078	Fees-Vacant Struture	-100,000		
252 44135	GRANT - State	-250,000		

				-350,000
252 825224489	Grant Expenditure	250,000		
252 825226295	Vacant Structure	100,000		

				350,000

				0
Fnd 261	NORTH LAKE FRONT TIF #7			
261 30050	Property Tax -	-110,000		

				-110,000
261 126126492	Improvements	110,000		

				110,000

		-----		0
Fnd 262	DOWNTOWN TIF #8			
262 30050	Property Tax -	-460,000		
		-----	-460,000	
262 126224637	Redevelopment	65,000		
262 126226492	Improvements	395,000		
		-----	460,000	
		-----		0
Fnd 263	SOUTH LAKEFRONT TIF #9			
263 30050	Property Tax -	-50,000		
		-----	-50,000	
263 126326492	Improvements	50,000		
		-----	50,000	
		-----		0
Fnd 264	MCGAW PARK TIF #10			
264 30050	Property Tax -	-2,300,000		
		-----	-2,300,000	
264 126424637	Redevelopment	2,070,000		
264 126426492	Improvements	400,000		
		-----	2,470,000	
		-----		170,000
Fnd 292	PRISONER REVIEW/DUI SB740 FUND			
292 42860	DUI Fines-	-30,000		
292 35865	Fines - Prisoner Review	-30,000		
		-----	-60,000	
292 629226494	Equipment	60,000		
		-----	60,000	
		-----		0
Fnd 295	LOCAL FORFEITURE FUND			
295 42856	Contraband Forfeits	-30,000		
295 44373	Grant-Bulletproof Vest	-30,000		
295 46100	Interest Earned	-5,000		
		-----	-65,000	
295 629524438	Other Professional Serv.	565,000		
		-----	565,000	
		-----		500,000
Fnd 296	NARCOTICS FORFEITURE FUND			
296 42800	Contraband Forfeits	-202,000		
296 44220	DEA-Overtime Reimbur.	-7,000		
296 44221	Customs/Border Reimbur.	-100,000		
296 46100	Interest Earned	-50,000		
		-----	-359,000	
296 629621405	Overtime-Uniformed	50,000		
296 629624431	Training & Schooling	50,000		
296 629624438	Other Professional Serv.	50,000		

296 629626494

Equipment

700,000

850,000

491,000

2,100,000

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Capital Improvement Plan

Project Request Form
 FY 20/21

Agency	Public &/or Water Works
Division	Engineering
Category	Streets & Sidewalks
Project Name	Pershing Road Culvert
Priority Level	Critical
Project Timeline	Current / Shovel Ready

Is this project included in an
 assessment report?

If yes, which one?

Project Description

Pershing Road Culvert Replacement is critical due to the condition state of the culvert. The culvert replacement will require the removal of the culvert barrel, headwalls and roadway directly above the culvert. Fiscal Year 2020/2021 includes the Culvert Design Plans and Construction.

Source of Funding	Motor Fuel Tax	Useful Life (in years)	75
Notes on Funding	No match, all funded locally		

228 922827706	Culvert Improvements	Bridge Rehabilitation	Total	480,000
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Image (photo, map)



Capital Improvement Plan

Project Request Form
 FY 20/21

Agency	Public &/or Water Works
Division	Engineering
Category	Streets & Sidewalks
Project Name	Glen Rock Avenue Culvert
Priority Level	Critical
Project Timeline	Current / Shovel Ready

Is this project included in an
 assessment report?

If yes, which one?

Project Description

Glen Rock Avenue Culvert Repair includes the removal of the existing CMP extensions, installation of structural liner along the length of the original culvert barrel, and installation of new CMP pipe extentions and end sections. Fiscal Year 2020/2021 includes Culvert Design Plans and Construction.

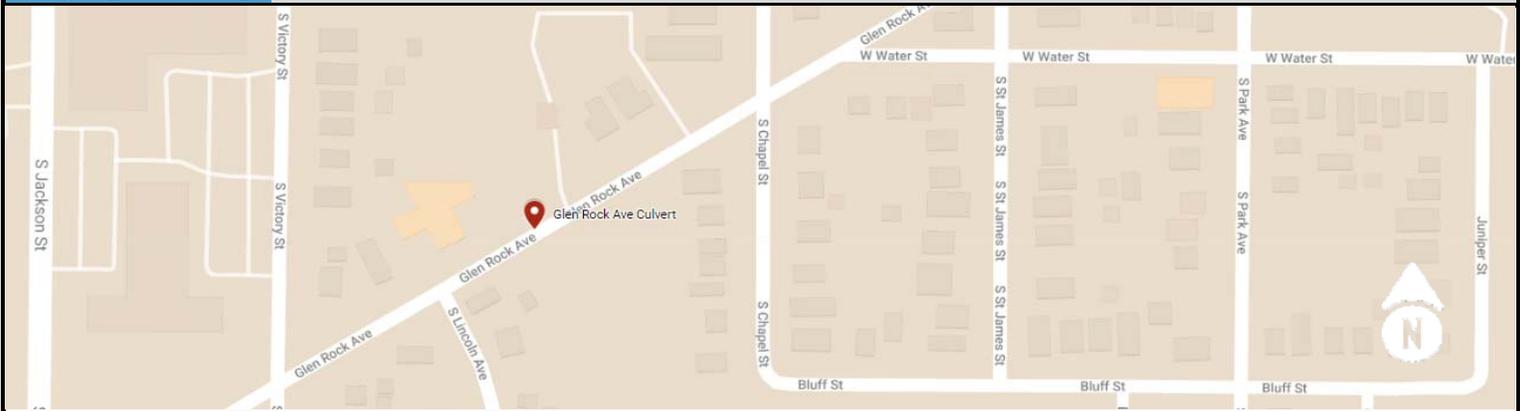
Source of Funding	Motor Fuel Tax	Useful Life (in years)	75
Notes on Funding	No match, all funded locally		

228 922827706

Culvert Improvements

Total 250,000

Image (photo, map)



Capital Improvement Plan

Project Request Form
 FY 20/21

Agency	Public &/or Water Works
Division	Engineering
Category	Streets & Sidewalks
Project Name	Belvidere Rd Bridge
Priority Level	Normal
Project Timeline	Planning Stage

Is this project included in an assessment report?

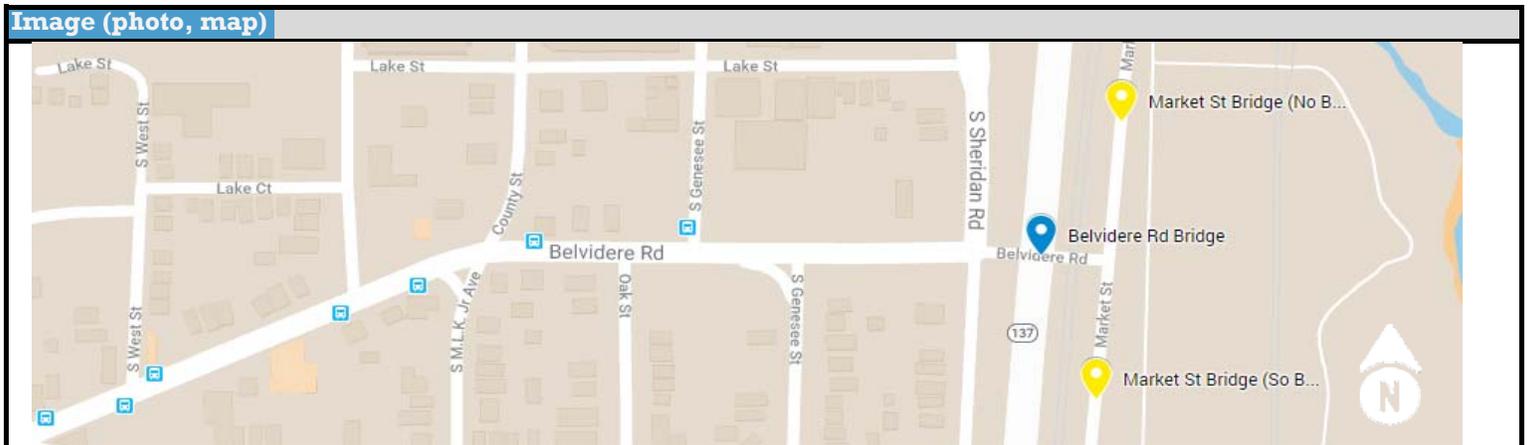
If yes, which one?

Project Description
 Belvidere Road Bridge Rehabilitation includes a superstructure removal and replacement with substructure repairs. Phase II engineering planned for fiscal year 2020/2021 with construction planned for fiscal years 2021/2022 and 2022/2023.

Source of Funding	Motor Fuel Tax	Useful Life (in years)	75
Notes on Funding	Local / Federal share		

Federal share is an 80% reimbursement of the total cost shown below.

Budget Code	228 922827641	Bridge Rehabilitation	Total	275,000
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Capital Improvement Plan

Project Request Form
 FY 20/21

Agency	Public &/or Water Works
Division	Engineering
Category	Streets & Sidewalks
Project Name	Belvidere Rd Bridge Maintenance Repair
Priority Level	Critical
Project Timeline	Current / Shovel Ready

Is this project included in an
 assessment report?

If yes, which one?

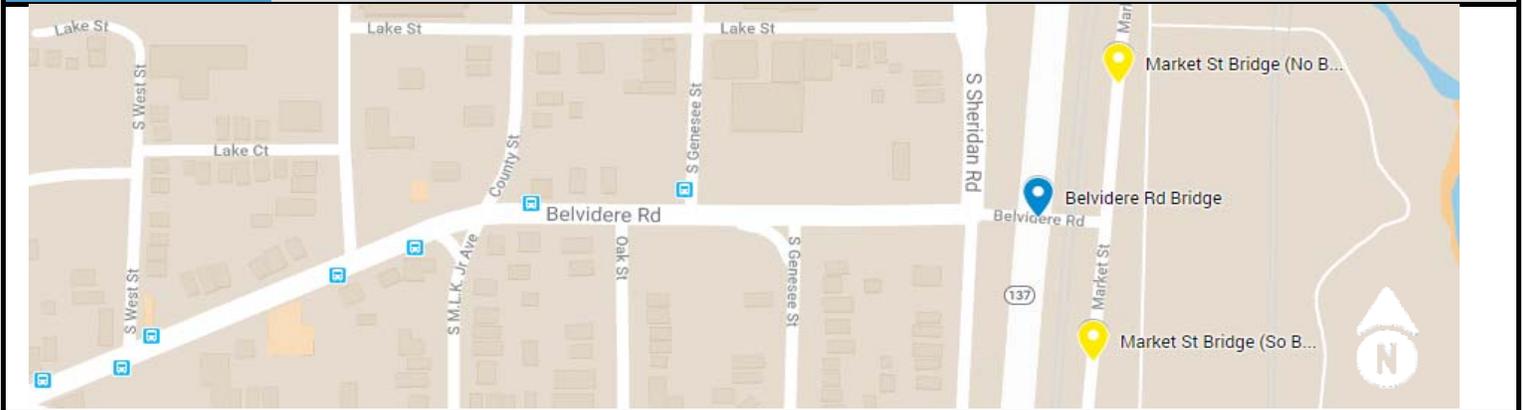
Project Description

Belvidere Road Bridge Maintenance Repairs include removal and replacement of the west preformed joint. This repair is scheduled for the fiscal year 2020/2021.

Source of Funding	Motor Fuel Tax	Useful Life (in years)	15
Notes on Funding	No match, all funded locally		

Budget Code	228 922827641	Bridge Rehabilitation	Total	50,000
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Image (photo, map)



Capital Improvement Plan

Project Request Form
 FY 20/21

Agency	Public &/or Water Works
Division	Engineering
Category	Streets & Sidewalks
Project Name	Genesee St. Bridge
Priority Level	Normal
Project Timeline	Planning Stage

Is this project included in an assessment report?

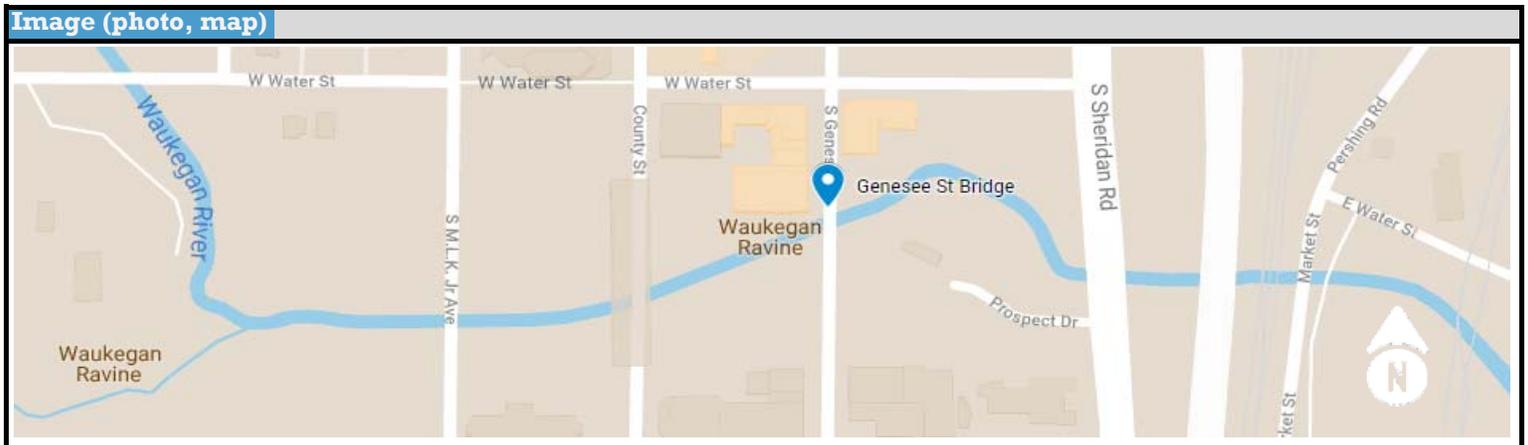
If yes, which one?

Project Description
 The Genesee Street Bridge will be rehabilitated with deck replacement and substructure / superstructure repairs. Phase II engineering planned in fiscal years 2020/2021 and 2021/2022 with construction planned in fiscal years 2022/2023 and 2023/2024.

Source of Funding	Motor Fuel Tax	Useful Life (in years)	75
Notes on Funding	Local / Federal share		

Federal share is an 80% reimbursement of the total cost shown below.

Budget Code 228 922827641 Bridge Rehabilitation **Total 475,000**



Capital Improvement Plan

Project Request Form
 FY 20/21

Agency	Public &/or Water Works
Division	Engineering
Category	Streets & Sidewalks
Project Name	Greenwood Ave. Bridge Emerg. Repair
Priority Level	Critical
Project Timeline	Current / Shovel Ready

Is this project included in an
 assessment report?

If yes, which one?

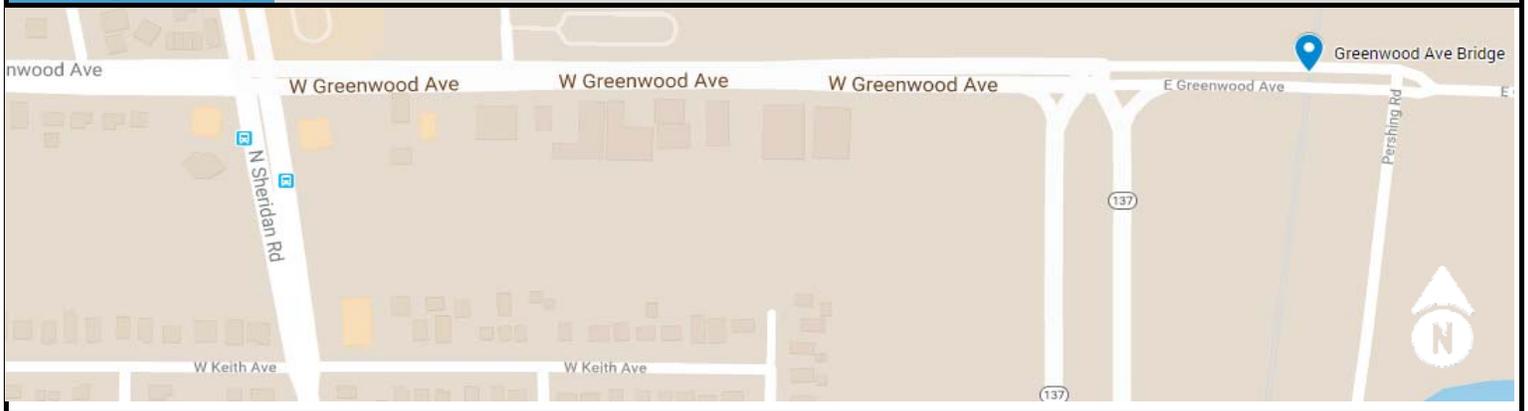
Project Description

Greenwood Avenue Bridge Repair will maintain the temporary shoring that is required to keep the bridge open. Repairs are planned to take place in the fiscal year 2020/2021.

Source of Funding	Motor Fuel Tax	Useful Life (in years)	15
Notes on Funding	No match, all funded locally		

Budget Code	228 922827641	Bridge Rehabilitation	Total	10,000
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Image (photo, map)



Capital Improvement Plan

Project Request Form
 FY 20/21

Agency	Public &/or Water Works
Division	Engineering
Category	Streets & Sidewalks
Project Name	Greenwood Ave. Bridge
Priority Level	Normal
Project Timeline	Planning Stage

Is this project included in an assessment report?

If yes, which one?

Project Description
 Greenwood Avenue Bridge Replacement will replace or rehabilitate the structurally deficient bridge. Phase I engineering planned in fiscal year 2020/2021, Phase II in fiscal years 2021/2022 and 2022/2023, and construction planned in fiscal year 2023/2024.

Source of Funding	Motor Fuel Tax	Useful Life (in years)	75
Notes on Funding	Local / Federal share		
Federal share is an 80% reimbursement of the total cost shown below.			

Budget Code 228 922827641 Bridge Rehabilitation **Total 259,000**



Capital Improvement Plan

Project Request Form
 FY 20/21

Agency	Central Services
Division	Office of the Mayor
Category	Economic Development
Project Name	FY21 Roadway Resurfacing Program
Priority Level	Critical
Project Timeline	Planning Stage

Is this project included in an assessment report?

If yes, which one?

Project Description
 Locations within established Tax Increment Financing (TIF) Districts may have improvements made to pavement, sidewalks, landscaping improvements, signage, or property acquisition which meet TIF rules and regulations.

Source of Funding	Capital - Bond Proceeds	Useful Life (in years)	15
Notes on Funding	TIF spending is restricted by State Statute. All allocations must comply with City of Waukegan procurement as well as State law.		

Budget Code	261 126126492	Improvements	110,000
Budget Code	262 126226492	Improvements	395,000
Budget Code	263 126326492	Improvements	50,000
Budget Code	264 126426492	Improvements	400,000
			TOTAL 955,000

Image (photo, map)

Grant Project or Program Budget Request Form Fiscal Year 20/21			
Project Name	FEMA Port Security Grant Program (PSGP)		
Agency	Fire & Medical Emergency		
Department			
Project Owner	Deputy Chief Gene Decker		
Category	Capital Grant		
Priority Level	Normal		
Project Timeline	Current / Shovel Ready		
Grant Description			
The current Dive boat is very limited in its uses, and is very outdated for the demands of the current day fire service. This equipment is over 22 years old with: many repaired & current leaks, weak floor decking areas, and rear structural supports for motor the need constant repairs. Due to the size the dive boat struggles complete current standard operating policies within the department's dive rescue operations, and with a lack of a keel this boat is challenged to meet the handling demands of Lake Michigan within a rescue attempt. Grant would request funds from FEMA through the Port Security Grant Program for the purchase of a boat for the Fire Department's Dive-Rescue Team. This boat would have equipment to support dive rescue operations including sonar capabilities. This grant is a 75/25 split.			
FY20/21			
Expenditure Estimate	400,000		
Total Expenditures			400,000
Reimbursement Estimate	300,000		
Total Reimbursements			300,000
Local Match Requirement	100,000	-	-
Total Local Match Required			100,000
Source of Local Match			
Fund 231 Public Safety Fire Grants.			
Budget Line for Expenditure	231 323126494		

Grant Project or Program Budget Request Form Fiscal Year 20/21

Project Name	Assistance to Firefighters Grant (AFG) FEMA - SCBA
Agency	Fire & Medical Emergency
Department	
Project Owner	Deputy Chief Gene Decker
Category	Capital Grant
Priority Level	Critical
Project Timeline	Current / Shovel Ready

Grant Description

Our current Self Contained Breathing Apparatus (SCBA) units are becoming outdated and nearing the end of their useful lives. SCBA air packs and masks are used by fire department personnel to enter and operate in hazardous environments such as structure fires and hazardous materials incidents. SCBA air packs and masks are essential for our personnel's safety and welfare by protecting them from the inhalation of toxic products of combustion or other chemicals into the respiratory tract that can harm them and reduce long term with cancer risk. The item(s) requested; via the grant funds, would otherwise need to be entirely funded by the City; therefore, applying for these grant funds will reduce the financial burden by 90%. 90/10 split.

FY20/21			
Expenditure Estimate	450,000		
Total Expenditures			450,000
Reimbursement Estimate	40,500		
Total Reimbursements			40,500
Local Match Requirement	409,500	-	-
Total Local Match Required			409,500

Source of Local Match

Fund 231 Public Safety Fire Grants.

Budget Line for Expenditure	231 323126494
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Grant Project or Program Budget Request Form Fiscal Year 20/21

Project Name	Assistance to Firefighters Grant (AFG) FEMA Engine
Agency	Fire & Medical Emergency
Department	
Project Owner	Deputy Chief Gene Decker
Category	Capital Grant
Priority Level	Normal
Project Timeline	Current / Shovel Ready

Grant Description

The primary goal of the Assistance to Firefighters Grants (AFG) is to enhance the safety of the public and firefighters with respect to fire-related hazards by providing direct financial assistance to eligible fire departments, nonaffiliated Emergency Medical Services (EMS) organizations, and State Fire Training Academies (SFTA) for critically needed resources to equip and train emergency personnel to recognized standards, enhance operations efficiencies, foster interoperability, and support community resilience. The Waukegan Fire Department will utilize this grant to obtain an Fire Engine (Pumper). NFPA Standards mandate reasonable service lifespans for all types of fire equipment and apparatus. It is the City's liability to ensure the highest safety standards for the protection and greater productivity of its sworn personnel. The items requested; via the grant funds, would otherwise need to be entirely funded by the City; therefore, applying for these grant funds will reduce the financial burden by 90%. 90/10 split. **Note:** Obtain a Fire Engine (Pumper) that meets department specs, an additional \$100,000 dollars was needed.

FY20/21			
Expenditure Estimate	550,000		
Total Expenditures			550,000
Reimbursement Estimate	409,500		
Total Reimbursements			409,500
Local Match Requirement	140,500	-	-
Total Local Match Required			140,500

Source of Local Match

Fund 231 Public Safety Fire Grants.

Budget Line for Expenditure	231 323126494
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Grant Project or Program Budget Request Form Fiscal Year 20/21

Project Name	Unified Development Ordinance (CMAP grant)
Agency	Building, Planning & Development
Department	Planning Dept.
Project Owner	Noelle Kischer-Lepper
Category	Operating Grant
Priority Level	Critical
Project Timeline	Phased Over 2+ Years

Grant Description

The Chicago Metropolitan Agency for Planning (CMAP) is expected to approve an award in March, 2020, through their Local Technical Assistance (LTA) Program, to provide assistance to the City of Waukegan for the development of a Unified Development Ordinance (UDO), which is a combined Zoning Ordinance and Subdivision Ordinance. Their work is expected to start in January, 2021, and last up to 24 months. Waukegan's match would be due by April, 2021.

FY20/21			
Expenditure Estimate	15,000		
Total Expenditures			15,000
Reimbursement Estimate			
Total Reimbursements			-
Local Match Requirement	15,000	-	-
Total Local Match Required			15,000

Source of Local Match

General fund. Our match will be paid directly to CMAP, which is expected to conduct this project using their internal staff.

Budget Line for Expenditure	251 825124489
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FINANCE DEPARTMENT NOTES

Grant Project or Program Budget Request Form Fiscal Year 20/21				
Project Name	USEPA Brownfields Cleanup Grant - 801 S. Market Street			
Agency	Building, Planning & Development			
Department	Planning Dept.			
Project Owner	Noelle Kischer-Lepper			
Category	Operating Grant			
Priority Level	Critical			
Project Timeline	Current / Shovel Ready			
Grant Description				
The remedial work proposed under the USEPA Brownfield Cleanup Grant application will bring the Site to a development ready and No Further Remediation (NFR) Letter status, thus advancing the City of Waukegan’s Master Plan for future development of the South Lakefront. The City holds an escrow account from Ampsky and Associates to provide a funding source for match and associated costs in order to complete the remaining remedial work. Upon completion of the cleanup and any required retesting of the site, it is expected that the site will be development ready and prepared for the 2003 Master Plan land use objectives. The City will use the developer’s escrow as the source for the required 20% match. The U.S. EPA Brownfield Grant is a reimbursable grant. All costs associated with the grant will be related to remedial work and final capping of the site to bring it to a development ready status. This work is beneficial to the City as preparation for attracting development for the South Lakefront.				
		FY20/21	FY21/22	FY22/23
Expenditure Estimate		480,000		
		Total Expenditures		480,000
Reimbursement Estimate		400,000		
		Total Reimbursements		400,000
Local Match Requirement		80,000	-	-
		Total Local Match Required		80,000
Source of Local Match				
Ampsky & Associates developer escrow \$80,000				
Budget Line for Expenditure	251 825124489			

Grant Project or Program Budget Request Form Fiscal Year 20/21			
Project Name	IHDA Abandoned Property Preservation (APP)		
Agency	Building, Planning & Development		
Department	Building Dept.		
Project Owner	Julie Hughes		
Category	Operating Grant		
Priority Level	Critical		
Project Timeline	Current / Shovel Ready		
Grant Description			
Reimbursement Grant of up to \$500,000.00 for Rounds 3 and 4. Each round is based on a timeline of 8 quarters to include the funding of demolition and maintenance expenses on abandoned residential structures from the Illinois Housing Development Authority (IHDA). Round 3 will expire on May 29th, 2020 and Round 4 on July 23rd, 2021.			
FY20/21			
Expenditure Estimate	250,000		-
Total Expenditures			250,000
Reimbursement Estimate	250,000		
Total Reimbursements			250,000
Local Match Requirement	-		-
Total Local Match Required			-
Source of Local Match			
Budget Line for Expenditure	252 825224489		