



**City of Wilmington
Water, Sewer, Streets & Alleys Committee
Wednesday, April 13, 2016 at 6:00 p.m.**

Location & Time

Council Chamber
Wilmington City Hall
1165 S. Water Street
6:00 p.m. 04/13/16

**Water, Sewer,
Streets & Alleys
Committee Members**

Frank Studer, Co-Chair
Kevin Kirwin, Co-Chair
Joe Van Duyne
Larry Hall
John Persic, Jr.

Agenda

1. Call to Order
2. Approval of the March 9, 2016 Meeting Minutes
3. New Business
 - a. FY 2017 Budget Review
 - i. Water Operations Fund 01
 - ii. Water Capital Fund 17
4. Review Budget Reports
 - a. Water Operations
 - b. Sewer Operations
 - c. Public Works Department
 - d. MFT
5. Adjournment

**CITY OF WILMINGTON
WATER, SEWER, STREETS & ALLEYS COMMITTEE
Wednesday, March 9, 2016, 6:00 p.m.
Wilmington City Hall, Council Chambers
1165 S. Water Street**

In Attendance

Committee Members

Co-Chair, Alderman Kevin Kirwin
Alderman Joe Van Duyne
Alderman Larry Hall

Members Absent

Co-Chair, Alderman Frank Studer
Alderman John Persic, Jr.

Other City Officials

Mayor Marty Orr
City Administrator Tony Graff
Superintendent of Public Works Gary Van Duyne
Superintendent of Waste Water Darin Fowler
Executive Secretary Joie Ziller

The meeting of the Water, Sewer, Streets and Alleys Committee was called to order at 6:06 p.m. by Alderman Kirwin.

Previous Meeting Minutes – February 10, 2016

The minutes were reviewed. **Alderman L. Hall made a motion and Alderman Van Duyne seconded to accept February 10, 2016 Committee meeting minutes as written and have them placed on file.**

Upon voice vote, THE MOTION CARRIED unanimously 3-0.

New Business

1. Water System Model Update presented by Strand Associates

Tim Juskiewicz, P.E., C.F.M. from Strand Associates, Inc. presented the Water System Model Updates to the Committee. The report will be attached to the approved version of these meeting minutes for future reference.

Review Budget Reports

Water Operations: The Committee reviewed the budget reports as presented.

Sewer Operations: The Committee reviewed the budget reports as presented.

Public Works: The Committee reviewed the budget reports as presented.

Adjournment

With no further business before the Committee, Alderman Kirwin made a motion and it was seconded by Alderman Van Duyne to adjourn. Upon voice vote, THE MOTION CARRIED unanimously and the meeting was adjourned at 6:41 p.m.

Respectfully submitted,

Joie Ziller
Executive Secretary

Water Operations

Mar-16

Account Number	Description	2016 Budget	Mar-16	March YTD	Avail/ Uncollect	% Avail/ Uncollect
4555	Water Base Fees	163,500.00	13,785.98	152,878.07	10,621.93	6.5
4590	Water Service Fees	800,000.00	58,428.10	730,492.84	69,507.16	8.69
4620	Water Meter Fees	44,000.00	680	18,050.10	25,949.90	58.98
4850	Interest Income Earned	50	0	10.31	39.69	79.38
4860	Other Misc Income	10,000.00	250	4,025.00	5,975.00	59.75
4870	Other Misc Reimbursements	7,000.00	513.66	5,250.42	1,749.58	24.99
	Revenue	<u>1,024,550.00</u>	<u>73,657.74</u>	<u>910,706.74</u>	<u>113,843.26</u>	<u>11.11</u>
6010	Salaries Payroll Expense	385,000.00	24,619.33	327,118.30	57,881.70	15.03
6011	FICA Payment Payroll Expense	36,000.00	2,157.87	29,290.46	6,709.54	18.64
6013	SUTA Employee Payroll Expense	3,500.00	223.64	1,466.45	2,033.55	58.1
6014	IMRF - Water Dept	48,000.00	0	37,631.88	10,368.12	21.6
6015	Overtime Wages Payroll Expense	45,000.00	1,596.68	36,724.25	8,275.75	18.39
6335	Computer Maint.& Prog. Fees	12,000.00	1,019.44	11,956.30	43.7	0.36
6360	Dues, Subscrp. & Memberships	800	0	458.8	341.2	42.65
6380	Employee Health & Life Ins Exp	74,000.00	5,902.93	58,991.32	15,008.68	20.28
6460	Legal Services Fees	2,000.00	0	74	1,926.00	96.3
6470	Property & Equip Ins Fees	60,000.00	0	60,000.00	0	0
6510	Maintenance - Equipment Exp	22,000.00	5,092.67	24,929.41	-5,429.41	-24.68
6520	Maint-Fire Hydrants Exp	1,000.00	44.93	469.91	530.09	53.01
6530	Maintenance - Grnds/Bldg Exp	7,000.00	263	9,868.05	-2,868.05	-40.97
6540	Maint-Pumping System Exp	4,000.00	206.57	3,223.55	776.45	19.41
6610	Maint-Water Mains Exp	18,500.00	3,198.21	20,861.52	-2,361.52	-12.76
6620	Maint-Water Meters Exp	6,500.00	0	5,138.40	1,361.60	20.95
6625	Maint-Water Serv Lines Exp	5,500.00	0	3,258.15	2,241.85	40.76
6640	Maint-Vehicles Exp	5,000.00	606.38	2,473.23	2,526.77	50.54
6650	Notices/Legal Publications Exp	700	0	0	700	100
6670	Other Professional Services Ex	18,500.00	883	12,330.16	6,169.84	33.35
6710	Rental of Equipment Exp	5,000.00	0	0	5,000.00	100
6730	Sludge Disposal Expense	12,000.00	0	9,171.20	2,828.80	23.57
6760	Telephone Services Exp	5,000.00	836.76	3,389.01	1,610.99	32.22
6770	Training & Mileage Expenses	2,000.00	0	898.25	1,101.75	55.09
6810	Utilities Expense	65,000.00	7,788.17	51,784.49	13,215.51	20.33
6930	Gasoline, Oil & Tolls Expense	10,000.00	221.02	4,767.03	5,232.97	52.33
6960	Office Supplies	5,000.00	469.08	3,780.70	1,219.30	24.39
6965	Postage	8,000.00	1,257.00	7,167.04	832.96	10.41
6970	Oper Supplies and Tools Exp	12,000.00	1,136.44	10,571.33	988.16	8.23
6975	Back Flow Preventers Exp	6,000.00	0	3,901.44	2,098.56	34.98

7010	Uniforms Expense	3,500.00	114.99	458.38	3,041.62	86.9
7030	Water Treatment Chemicals Exp	90,000.00	6,322.92	56,577.05	29,556.95	32.84
7160	Misc	2,000.00	186	1,379.87	620.13	31.01
7320	Equipment Purchases Exp	0	0	0	0	0
7321	Leased Equipment	3,500.00	366.79	2,230.16	1,269.84	36.28
7340	Utility Meter Expense	38,000.00	0	21,722.66	16,277.34	42.84
7360	Expensed Equipment	2,500.00	0	1,572.13	927.87	37.11
7928	Wtr IEPA Loan#2 Princ	12,900.00	9,136.86	9,136.86	3,763.14	29.17
7929	Wtr IEPA Loan#2 - Interest	7,100.00	4,787.76	4,787.76	2,312.24	32.57
7932	IEPA Loan Principle Payment	23,300.00	11,617.06	23,161.97	138.03	0.59
7934	IEPA Loan Interest Payment	5,500.00	2,651.85	5,375.85	124.15	2.26
7940	Service Fees Expense	6,500.00	0	5,252.80	1,247.20	19.19
8020	Transfers to Other Funds	69,000.00	0	34,983.69	34,016.31	49.3
	Expense	<u>1,148,800.00</u>	<u>93,520.35</u>	<u>909,146.81</u>	<u>232,846.68</u>	<u>20.27</u>
	YTD	-124,250.00	-19,862.61	1,559.93	YTD Increase in Fund Balance	

General Ledger
WATER CP MAR16

User: kim
Printed: 04/05/2016 - 4:01
Periods: 11-11
Fiscal Year: 2016
JE Number: 000000

City of Wilmington
1165 S. Water St.
Wilmington, IL 60481
815-476-2175



Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amt	Available	% Avail
6012	City Engineer Payroll Expense	34,500.00	2,640.00	29,786.30	4,713.70	0.00	4,713.70	13.66
6390	Engineering Services	20,000.00	2,360.00	21,330.00	(1,330.00)	0.00	(1,330.00)	(6.65)
6620	Maint-Water Meters Exp	30,000.00	0.00	29,338.55	661.45	0.00	661.45	2.20
6625	Maint-Water Serv Lines Exp	9,500.00	0.00	2,940.00	6,560.00	0.00	6,560.00	69.05
7320	Equipment Purchases Exp	80,805.00	5,539.65	10,510.58	70,294.42	0.00	70,294.42	86.99
7322	Water C/P Constr Expense	240,000.00	157,043.56	250,735.89	(10,735.89)	0.00	(10,735.89)	(4.47)
7323	IEPA Rt 53 WaterMain Ext Loan	650,000.00	0.00	477,057.14	172,942.86	0.00	172,942.86	26.61
8021	Contingency	5,000.00	0.00	0.00	5,000.00	0.00	5,000.00	100.00
Report Totals:		1,069,805.00	167,583.21	821,698.46	248,106.54	0.00	248,106.54	23.19

Sewer Operations

March 2016

Account Number	Description	Budget	Mar-16	MARCH YTD	Avail/ Uncollect	% Avail/ Uncollect
4555	WWTP Debt Service Revenue	970,000.00	77,329.30	867,334.09	102,665.91	10.58
4560	Sewer Service Fees	795,000.00	61,164.14	726,970.56	68,029.44	8.56
4570	Sewer Capacity User Fees	110,000.00	0	131,733.74	-21,733.74	-19.76
4850	Interest Income Earned	50	0	24.34	25.66	51.32
4860	Other Misc Income	500	0	1,827.02	-1,327.02	-265.4
4870	Other Misc Reimbursements	7,500.00	649.58	26,350.80	-18,850.80	-251.34
	Revenue	<u>1,883,050.00</u>	<u>139,143.02</u>	<u>1,754,240.55</u>	<u>128,809.45</u>	<u>6.84</u>
6010	Salaries Payroll Expense	293,000.00	22,796.04	255,487.16	37,512.84	12.8
6011	FICA Payment Payroll Expense	26,500.00	1,811.23	20,443.21	6,056.79	22.86
6013	SUTA Employee Payroll Expense	3,000.00	207.62	1,299.36	1,700.64	56.69
6014	IMRF - Sewer Dept	36,400.00	0	26,213.22	10,186.78	27.99
6015	Overtime Wages Payroll Expense	20,000.00	792.25	11,823.67	8,176.33	40.88
6335	Computer Maint.& Prog. Fees	15,000.00	1,018.17	9,607.18	5,392.82	35.95
6360	Dues, Subscrp. & Memberships	1,400.00	0	481.8	918.2	65.59
6380	Employee Health & Life Ins Exp	84,000.00	6,856.01	65,057.00	18,943.00	22.55
6390	Engineering Services	30,000.00	0	27,800.00	2,200.00	7.33
6460	Legal Services Fees	1,000.00	0	898.25	101.75	10.18
6470	Property & Equip Ins Fees	51,500.00	0	51,500.00	0	0
6510	Maintenance - Equipment Exp	21,350.00	0	5,604.26	15,745.74	73.75
6530	Maintenance - Grnds/Bldg Exp	14,350.00	441.84	10,901.62	3,448.38	24.03
6560	Maint-Sewers Exp	40,000.00	2,134.80	24,723.93	6,791.99	16.98
6561	Maintenance Sewers - Process	112,000.00	5,928.44	97,233.55	12,151.24	10.85
6640	Maint-Vehicles Exp	5,000.00	2.33	3,801.32	1,198.68	23.97
6650	Notices/Legal Publications Exp	800	0	0	800	100
6670	Other Professional Services Ex	20,000.00	0	15,957.60	4,042.40	20.21
6710	Rental of Equipment Exp	11,000.00	0	7,750.00	3,250.00	29.55
6730	Sludge Disposal Expense	28,500.00	3,190.16	19,690.93	8,809.07	30.91
6760	Telephone Services Exp	5,500.00	696.24	3,812.12	1,687.88	30.69
6770	Training & Mileage Expenses	4,100.00	0	1,273.16	2,826.84	68.95
6810	Utilities Expense	100,000.00	8,324.85	83,708.99	16,291.01	16.29
6930	Gasoline, Oil & Tolls Expense	14,000.00	188.85	4,904.26	9,095.74	64.97
6960	Office Supplies	6,000.00	353	5,215.34	784.66	13.08
6965	Postage	8,000.00	1,257.00	7,136.68	863.32	10.79
6970	Oper Supplies and Tools Exp	17,600.00	4,151.83	15,357.51	2,242.49	12.74
6985	Sewer Chemicals Expense	45,000.00	9,570.41	28,398.69	14,764.34	32.81
7010	Uniforms Expense	3,000.00	0	850.37	2,149.63	71.65
7160	Misc	1,000.00	0	230.71	769.29	76.93

7320	Equipment Purchases Exp	13,000.00	332.98	8,021.83	4,978.17	38.29
7321	Leased Equipment	3,500.00	366.79	2,230.16	1,269.84	36.28
7360	Expensed Equipment	2,500.00	447.47	1,585.33	914.67	36.59
7932	IEPA Loan Principle Payment	641,500.00	0	641,071.23	428.77	0.07
7934	IEPA Loan Interest Payment	261,500.00	0	261,042.49	457.51	0.17
7940	Service Fees Expense	6,500.00	0	5,244.76	1,255.24	19.31
8020	Transfers to Other Funds	85,000.00	0	0	85,000.00	100
	Expense	<u>2,032,500.00</u>	<u>70,868.31</u>	<u>1,726,357.69</u>	<u>293,206.05</u>	<u>14.43</u>
04	Sewer Operating M & R Fund	-149,450.00	68,274.71	27,882.86	YTD INCREASE	

General Ledger

PW Exp vs Budget MAR 16

City of Wilmington
 1165 S. Water St.
 Wilmington, IL 60481
 815-476-2175



User: kim
 Printed: 04/05/2016 - 3:58
 Periods: 11-11
 Fiscal Year: 2016
 JE Number: 000000

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amt	Available	% Avail
6010	Salaries Payroll Expense	262,500.00	18,240.54	223,756.62	38,743.38	0.00	38,743.38	14.76
6012	City Engineer Payroll Expense	34,500.00	2,640.00	29,786.30	4,713.70	0.00	4,713.70	13.66
6015	Overtime Wages Payroll Expense	22,000.00	1,843.65	14,996.02	7,003.98	0.00	7,003.98	31.84
6020	P-T Officer Wages Payroll Exp	21,500.00	0.00	21,230.00	270.00	0.00	270.00	1.26
6335	Computer Maint.& Prog. Fees	1,500.00	0.00	119.98	1,380.02	0.00	1,380.02	92.00
6360	Dues, Subscrp. & Memberships	300.00	0.00	179.00	121.00	0.00	121.00	40.33
6380	Employee Health & Life Ins Exp	90,000.00	6,715.61	68,630.63	21,369.37	0.00	21,369.37	23.74
6390	Engineering Services	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	100.00
6440	JULIE Service Fees	2,000.00	0.00	1,645.76	354.24	0.00	354.24	17.71
6460	Legal Services Fees	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	100.00
6480	Maint-Bridges Fees	4,000.00	0.00	2,252.49	1,747.51	0.00	1,747.51	43.69
6500	Maint-Curbs & Gutters Exp	2,000.00	0.00	504.00	1,496.00	0.00	1,496.00	74.80
6510	Maintenance - Equipment Exp	22,000.00	1,119.38	19,920.90	2,079.10	0.00	2,079.10	9.45
6535	Maint-Parking Lots Exp	2,000.00	0.00	0.00	2,000.00	0.00	2,000.00	100.00
6570	Maint-Sidewalks Exp	3,000.00	0.00	505.00	2,495.00	0.00	2,495.00	83.17
6580	Maint-Storm Sewers Exp	8,000.00	0.00	5,301.30	2,698.70	0.00	2,698.70	33.73
6590	Maint-Streets Exp	26,000.00	2,872.60	26,336.45	(336.45)	0.00	(336.45)	(1.29)
6640	Maint-Vehicles Exp	30,000.00	2,438.37	10,477.85	19,522.15	0.00	19,522.15	65.07
6650	Notices/Legal Publications Exp	1,200.00	0.00	869.80	330.20	0.00	330.20	27.52
6710	Rental of Equipment Exp	7,500.00	0.00	6,300.00	1,200.00	0.00	1,200.00	16.00
6740	Street Light Electricity Exp	88,000.00	835.40	74,585.15	13,414.85	0.00	13,414.85	15.24
6760	Telephone Services Exp	3,000.00	286.66	2,047.38	952.62	0.00	952.62	31.75
6770	Training & Mileage Expenses	2,000.00	120.00	726.99	1,273.01	0.00	1,273.01	63.65
6780	Tree and Weed Removal Exp	5,000.00	0.00	3,989.69	1,010.31	0.00	1,010.31	20.21
6930	Gasoline, Oil & Tolls Expense	35,000.00	2,458.00	22,627.67	12,372.33	0.00	12,372.33	35.35
6960	Office Supplies	2,200.00	1,103.70	1,267.49	932.51	0.00	932.51	42.39
6965	Postage	500.00	1.46	318.13	181.87	0.00	181.87	36.37
6970	Oper Supplies and Tools Exp	15,000.00	820.62	12,283.73	2,716.27	0.00	2,716.27	18.11
6990	Sign Replacement Expense	9,990.00	2.25	2,505.26	7,484.74	0.00	7,484.74	74.92
7010	Uniforms Expense	6,000.00	536.49	5,675.86	324.14	0.00	324.14	5.40
7160	Misc	500.00	0.00	136.67	363.33	0.00	363.33	72.67
7320	Equipment Purchases Exp	10,000.00	0.00	0.00	10,000.00	0.00	10,000.00	100.00
7323	Equip Loan - Princ	36,500.00	0.00	36,320.57	179.43	0.00	179.43	0.49
7324	Equip Loan - Interest	5,700.00	0.00	5,583.73	116.27	0.00	116.27	2.04
7360	Office Furniture and Equip Exp	1,000.00	0.00	37.18	962.82	0.00	962.82	96.28
8020	Transfers to Other Funds	22,710.00	0.00	22,703.00	7.00	0.00	7.00	0.03

Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amt	Available	% Avail
	Report Totals:	785,100.00	42,034.73	623,620.60	161,479.40	0.00	161,479.40	20.57

General Ledger

MFT Exp vs Budget MAR 16

User: kim
 Printed: 04/05/2016 - 3:59
 Periods: 11-11
 Fiscal Year: 2016
 JE Number: 000000

City of Wilmington
 1165 S. Water St.
 Wilmington, IL 60481
 815-476-2175



Account Number	Description	Budgeted Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amt	Available	% Avail
6596	Misc. MFT Projects - Prior Yrs	340,000.00	0.00	274,335.36	65,664.64	0.00	65,664.64	19.31
6983	Salt & Cinders Expense	30,000.00	0.00	0.00	30,000.00	0.00	30,000.00	100.00
Report Totals:		370,000.00	0.00	274,335.36	95,664.64	0.00	95,664.64	25.86