

# CITY OF GENEVA, IL FY 2016-17 ANNUAL BUDGET



Bald Eagle by State Street Bridge

Photo Credit: Dave Soderstrom

City of Geneva, Illinois  
FY 2017 Annual Budget

For the fiscal year beginning May 1, 2016



**Mayor**

Kevin R. Burns

**City Council**

Tara Burghart

Mike Bruno

Donald B. Cummings, Jr.

Dean Kilburg

Craig Maladra

Richard Marks

Jim Radecki

Mary Seno

Tom Simonian

Ron Singer

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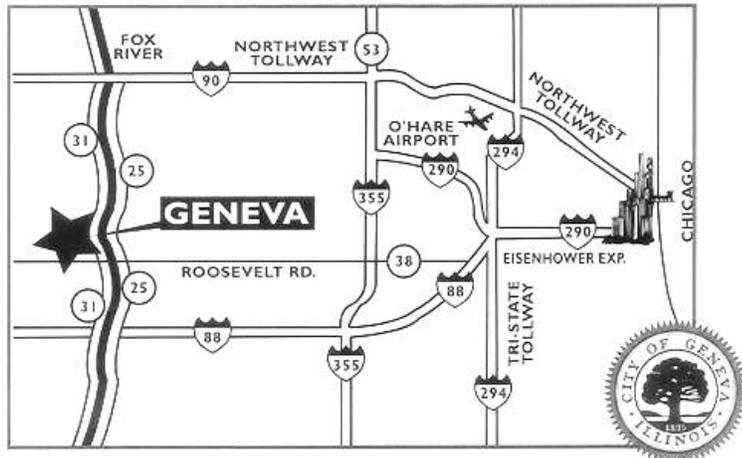
## Mission Statement

*The City of Geneva, through its elected and appointed officials, employees and volunteers, provides quality public services and promotes the health, safety, and welfare of our residents, businesses and visitors in the most cost-effective manner. In doing so, the City will respect the past, respond to current concerns and plan for the future, while keeping with the historical character and heritage of the community.*

## Vision Statement

*The City of Geneva's vision is to maintain and enhance the downtown business district, implement a long-term plan for open space restoration, and maintain and expand the City's infrastructure to support existing and future development. The City will also continue to provide high level services to maintain and enhance the historic integrity of the community.*

## About Geneva



Founded in 1835 and selected as the Kane County seat, Geneva is located in the Fox River Valley 40 miles west of Chicago.

The City, a non-home rule community, operates under a non-partisan Mayor/Council form of government. The Mayor, Clerk and Treasurer are elected on an at-large basis and serve four-year terms. The ten council members are elected by ward (two representing each of the five wards)

and serve four year, staggered terms. The Mayor and Council appoint the City Administrator as well as several other positions within the City. Appointments are made on an annual basis.

## Economic Data

The City of Geneva has a population of 21,495 (2010 census). Within the 5 mile ring from downtown Geneva, over 116,722 people live in 43,077 households with a 2010 average household income of \$108,634 - 60.3% of households have an income greater than \$75,000 (source: ESRI). Geneva's character is found in its historic architecture, adaptive re-use of historic buildings, graceful trees and attention to landscaping. Open space and recreation abound with 700 acres of park land (48 parks), a skate park, miniature golf course, swimming pool, the 580 acre Prairie Green Preserve, 556 acres of Kane County forest preserves, two golf courses in Geneva plus another 12 (public & private) courses in the vicinity. With festivals and events every month, Geneva is a place to connect with others for shopping, dining or browsing art galleries. Home to excellent schools, library and parks, Geneva continues to be one of the top cities in the Chicago area to live, work, play and raise a family.

The City of Geneva is known for an exceptional quality of life with abundant recreational opportunities and open space, a full selection of shopping and quality employers. The City is also known for its historic downtown business district (over 1.1 mil s.f. of commercial space, including 0.66 mil s.f. of retail), the Geneva Commons Lifestyle Shopping Center on Randall Road with 600,000 s.f. of shopping, the Geneva Business Park (adjacent to DuPage National Airport), Kane County Cougar baseball, festivals, bike trails and fun!

The railroad arrived in 1853, bringing passenger service to Chicago and freight lines. Since 1840, food manufacturing has remained a major industry. Over 1,000 businesses call Geneva home and enjoy our lower cost municipal electric utility. Our largest employers are Delnor-Community Hospital (Northwestern Medical Group), Kane County, Peacock Engineering, Burgess-Norton, Houghton Mifflin, Johnson Controls, FONA International, Power Packaging, Home Depot, Millard Refrigeration, Gordon Fleisch, On-Cor Frozen Foods, Continental Envelope and Miner Enterprises.

The City of Geneva electric utility is a draw for manufacturing, offering reliable power at a rate less than that generally found in the Chicago region. Geneva also owns its own sanitary sewer and water utilities.

## Elected Officials



Front Row (Left to Right) – Lynn Landberg, Clerk; Tara Burghart, Ward 1; Kevin R. Burns, Mayor; Mary Seno, Ward 3; Ron Singer, Ward 4.

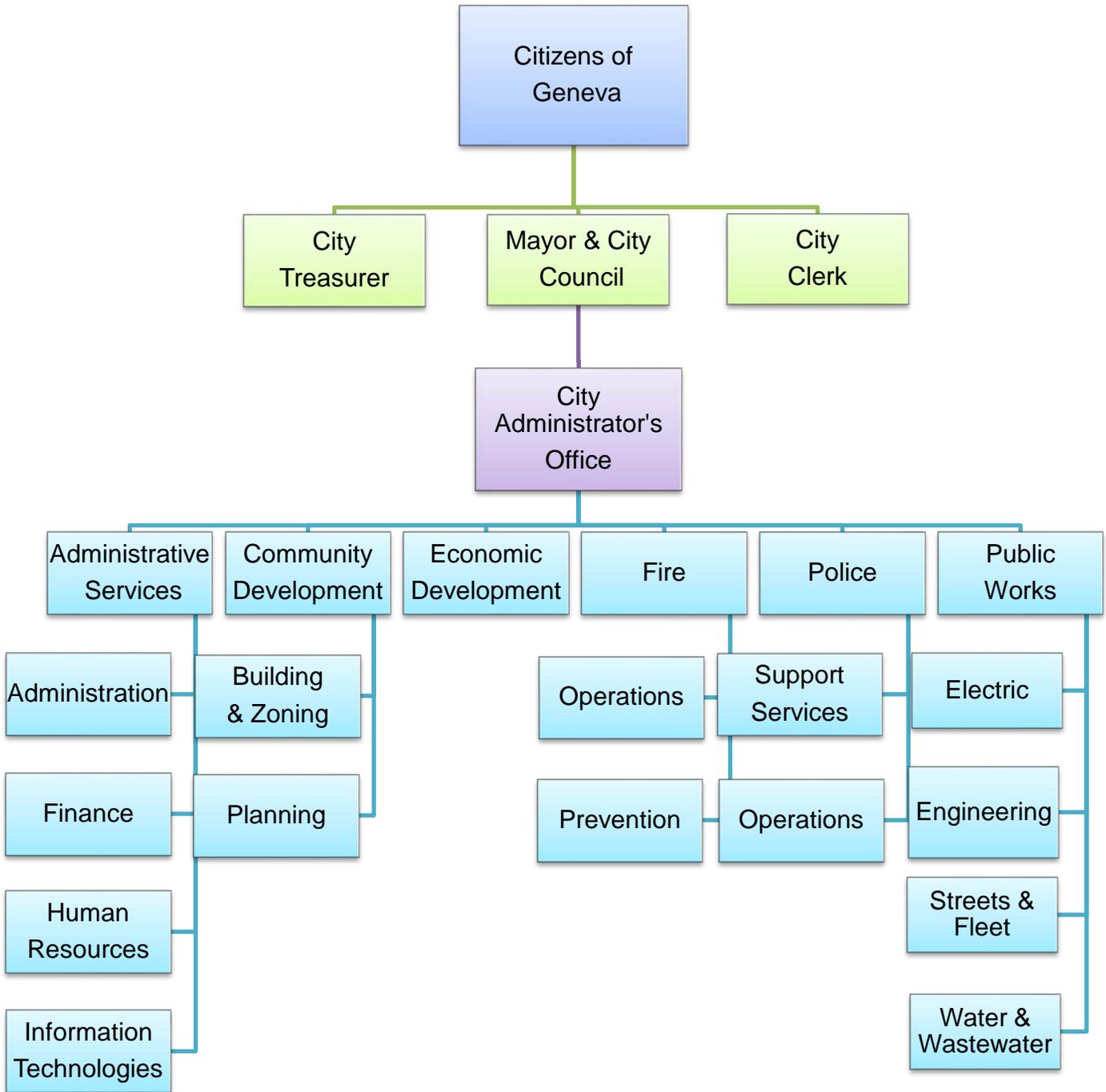
Back Row (Left to Right) – Jim Radecki, Ward 4; Mike Bruno, Ward 1; Dean Kilburg, Ward 3; Donald B. Cummings, Jr., Ward 2; Richard Marks, Ward 2; Craig Maladra, Ward 5; Tom Simonian, Ward 5.

## Senior Management Team

City Administrator  
Asst. City Administrator/Director of Administrative Svcs.  
Chief of Police  
Fire Chief  
Director of Public Works  
Director of Community Development  
Director of Economic Development

Mary McKittrick  
Stephanie Dawkins  
Steve Mexin  
Steve Olson  
Rich Babica  
David DeGroot  
Cathleen Tymoszenko

# City of Geneva





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Geneva  
Illinois**

For the Fiscal Year Beginning

**May 1, 2015**

Executive Director

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*Kevin R. Burns, Mayor*

April 18, 2016

*Lynn Landberg, Clerk  
Pat McQueeney, Treasurer*

*Tara Burghart, Ward 1  
Mike Bruno, Ward 1  
Donald B. Cummings, Jr., Ward 2  
Richard Marks, Ward 2  
Dean Kilburg, Ward 3  
Mary Seno, Ward 3  
Jim Radecki, Ward 4  
Ron Singer, Ward 4  
Craig Maladra, Ward 5  
Tom Simonian, Ward 5*

*Mary L. McKittrick,  
City Administrator*

Mayor Kevin R. Burns and City Council:

I am pleased to present to you the Fiscal Year (FY) 2017 Budget for the City of Geneva, Illinois. The total FY 2017 budget equals \$90,815,720. This is a decrease of 1.0% over the amended FY 2016 budget. The primary purpose of the City's budget and budgeting process is to develop, adopt, and implement a plan for accomplishing goals for the upcoming year within given resources. The FY 2017 Budget has been designed to be consistent with the long-term vision of the City and the overriding objectives of maintaining a responsive government, a stable financial position, and high quality service levels.

**Factors Influencing the FY 2017 Budget Development:**

**Priorities and Values:** The City Council, senior management staff, and a representative of the Strategic Plan Advisory Committee (SPAC) attended the annual strategic planning workshop as the kickoff to the budget development process. At this workshop, the participants reviewed the Strategic Plan, initially adopted in 2007 and revised in 2014, to prioritize and set short-term and long-term goals and objectives for the upcoming fiscal year. The priorities adopted by the City Council for FY 2017 include:

- Evaluate sales tax revisions
- Develop/provide funding for capital investments
- Develop framework for downtown corridor expansion to east of river
- Settler's Hill development plans
- Annex Kane County Events Center
- Educate and communicate to Council and citizens benefits of Home Rule
- Annex Judicial Center

**Budget Challenges:** The City faced numerous challenges in creating the FY 2017 Budget that encompassed the priorities outlined above, while recognizing revenue constraints. Some of the most significant challenges included:

- Federal and State mandates and constraints
- National and regional economic conditions
- Collective bargaining outcomes and conditions
- Past declines in equalized assessed values (EAV)
- Decline or delays in State shared revenues

- Customer service response levels associated with reduced workforce
- Rising power costs
- Moderately high debt level (\$42,462,772)
- Aging infrastructure and equipment
- Lack of a state budget for more than a year including threats to Local Government Distributive Funds (LGDF) proposed by Governor

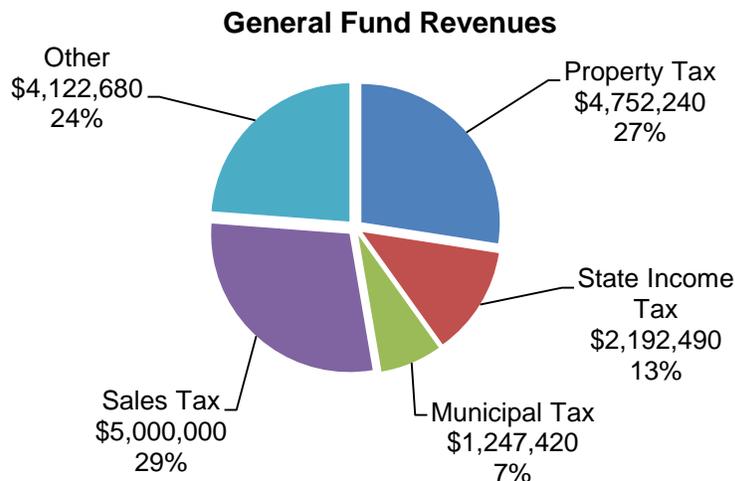
**Responses to Budget Challenges:** In the early phases of the FY 2017 Budget process, the City Council and staff discussed projections of revenues, the desire to maintain existing services, the tax levy rate, and expected revenues from other sources. Management staff held more than three (3) dozen budget-related meetings to devise a strategy to present balanced operating budgets, while addressing the priorities of the City Council, advancing a solid capital improvement program, maintaining reserves at a fiscally responsible level, and providing high quality services. The following measures were implemented as part of this strategy:

- Operating budgets were held as close to zero expenditure increases as possible, while implementing a rise in expenditures for public safety pension liability, liability insurance, and employee contractual and non-contractual wage increases
- Continued general hiring freeze
- Continued voluntary furlough program
- No education reimbursement
- Limited professional development and no overnight travel unless funded through grant or other means
- Continued to reduce non-emergency overtime

The FY 2017 Budget recognizes the stated priorities of the City Council. The focus of the FY 2017 budget is to continue providing the high level of service the City has traditionally provided while maintaining the City’s strong financial position. The Budget reflects staffing levels below FY 2005 workforce totals. The budget includes an additional position in the Electric Division anticipating the upcoming retirements in the division over the course of the next several years.

Revenue estimates are conservative with sales tax revenues showing less than a 1% decrease over the FY 2016 budgeted amount and State income tax revenues up 3.3% over FY 2016 projections matching the Illinois Municipal League projections.

A summary of revenues and expenditures follows:



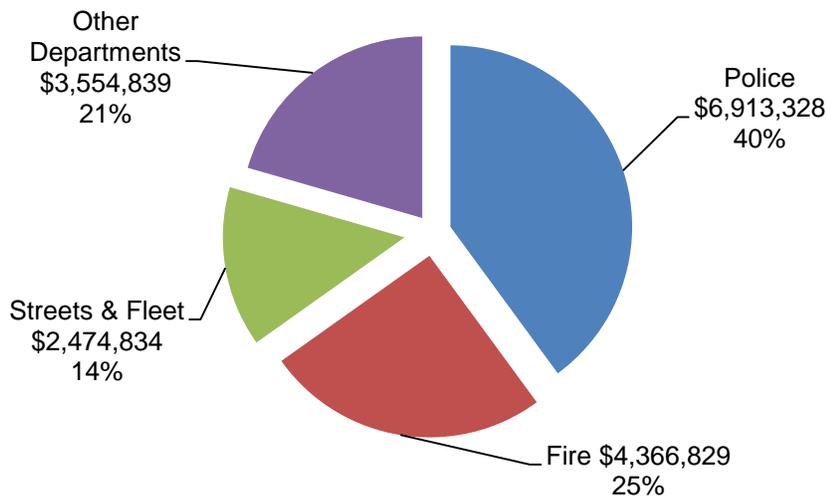
**Sales Tax:** The largest source of revenue for the City's General Fund is from local sales taxes. The City conducted a successful non-home rule sales tax referendum in 2007, bringing the City's total sales tax rate to 7.5%. Of the 1.5% sales tax revenue received, 0.5% is restricted for capital improvement/infrastructure projects. The Budget projects sales tax receipts of ~\$7 million for FY 2017 (\$5 million for the General Fund and \$2 million for the Infrastructure Capital Projects Fund). This figure represents approximately 30% of the revenue in the General Fund. The sales tax projection is conservative, as a result of the volatility of sales tax revenue in the current economic environment.

**Property Tax:** The final tax levy rate, obtained from Kane County, is 0.747927; an increase of 0.3% from the FY 2016 level. The total property tax levy is \$6,862,779 which includes \$1,993,217 for debt service. The annual City property tax bill for the average Geneva home with a market value of \$350,000 will see an increase of approximately \$1.60 per month. The City's portion of an average tax bill accounts for approximately 8% of the total.

**State Income Tax:** Another significant revenue source is derived from State income tax. The City currently receives State income tax revenues based on a per capita formula applied to the State's set-aside 10% for Local Government Distributive Funds. The FY 2017 Budget has a projected decrease .85% under the FY 2016 budget.

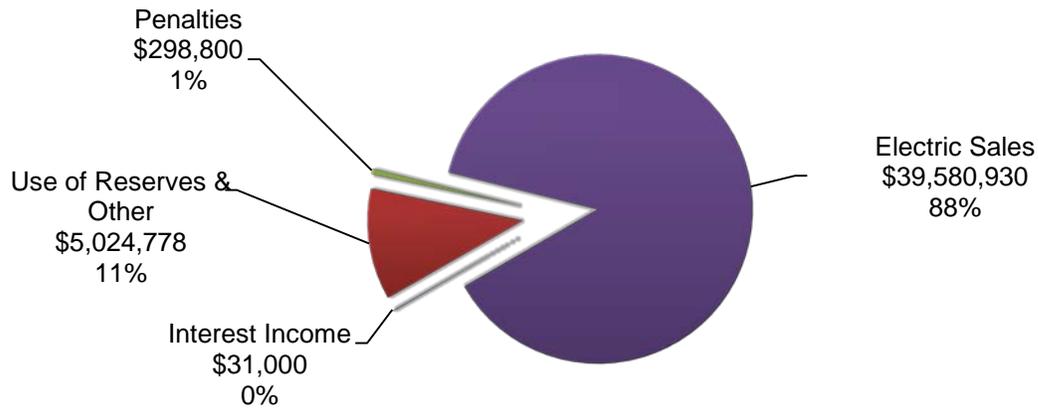
**Municipal Tax:** The City collects a municipal tax on gas, electric, and water utilities. The Budget includes \$1,247,420 in Municipal Taxes for FY 2017.

### General Fund Expenditures



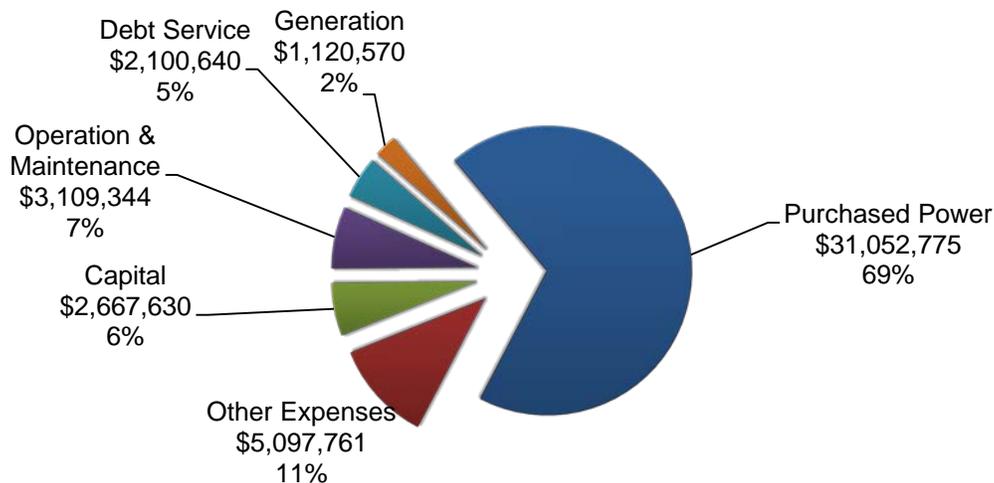
**Personnel Services:** General Fund personnel services account for a total of \$13,629,745 for salaries and employee benefits in the General Fund. This is a 3% increase from the FY 2016 Budget. This amount includes collective bargaining wage increases, merit wage increases for non-represented employees, based upon job performance evaluations, and an increase in Police and Fire pension contributions. By implementing various workforce planning initiatives including not filling several full-time vacancies in various departments, implementing voluntary furloughs, continuing a general hiring freeze, reclassifying positions as vacancies occur, replacing full time with part time staff, and reducing non-emergency overtime the FY 2017 was able to remain relatively flat. Additionally, various positions' wages and related benefits were allocated to other funds based upon actual work responsibilities and time spent on specific functions in an effort to accurately reflect costs in specific funds.

### Electric Fund Revenues



**Electric Sales:** The FY 2017 Budget includes Electric Sales (including sales to City) of \$39,637,195. This represents an increase of 0.7% from the FY 2016 Budget.

### Electric Fund Expenditures

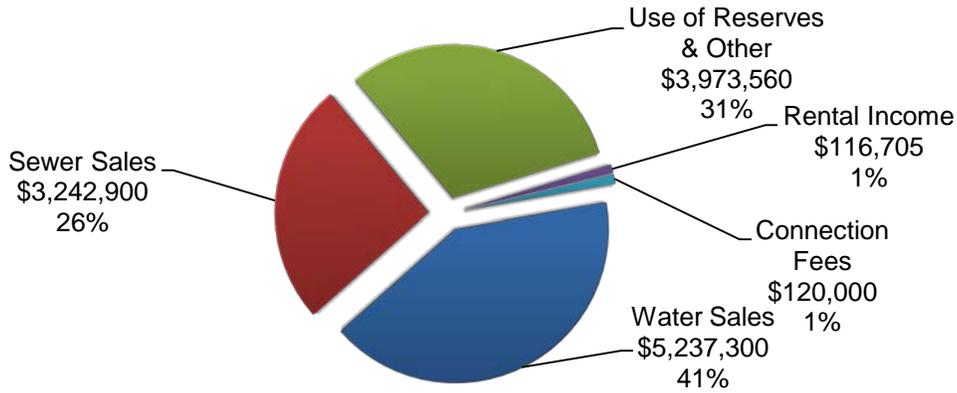


**Purchased Power:** Purchased power accounts for the largest share of the Electric Fund for a total of \$31,052,775. Purchased power is directly related to customer sales. The FY 2017 Budget reflects an increase of 0.42% over the FY 2016 Budget.

**Debt Service:** The total principal and interest payments in FY 2017 are \$2,100,640.

**Personnel Services:** Electric Fund personnel services account for a total of \$3,298,477 for salaries and employee benefits in the Electric Fund. This is a 4.05% increase over the FY 2016 Budget. This adjustment includes collective bargaining wage increases of 2%, and merit wage increase for all non-represented employees based upon performance. This increase is also attributable to the addition of an electric apprentice position created in anticipation of upcoming retirements in the division.

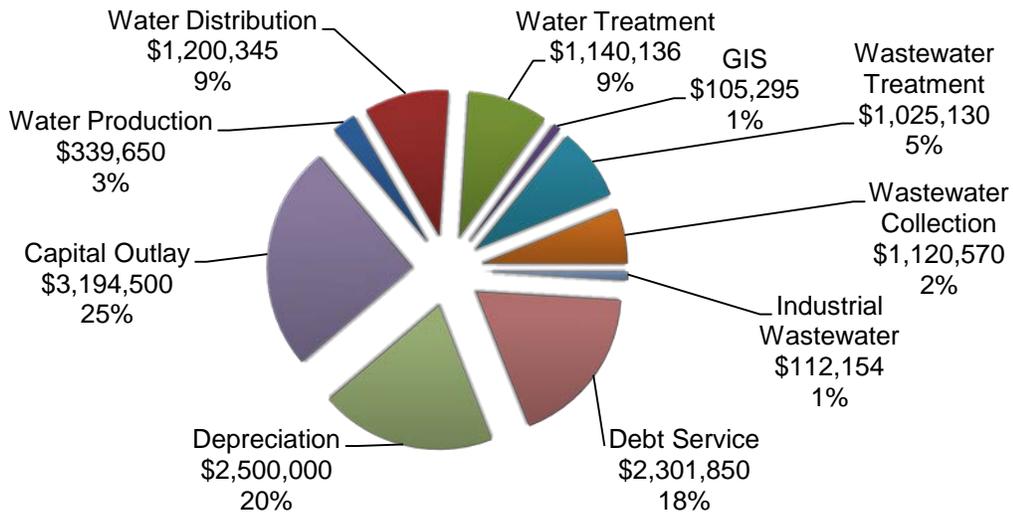
### Water/Wastewater Fund Revenues



**Sale of Water:** The largest source of revenue for the City’s Water/Wastewater Fund is from the sale of water to customers. The Budget projects sales receipts of \$5,237,300. This represents an increase of 9.2% over the FY 2016 Budget. The budgeted water sales figure comes from a water rate study completed in FY 2016 and takes into account a slight decrease in consumption and an increase in the fixed charge portion of the customer’s bill.

**Sewage Fees:** The next largest source of revenue for the Water/Wastewater Fund is from sewage fees. The Budget projects sewage fee receipts of \$3,424,940. This represents an increase of 3.6% compared to the FY 2016 Budget.

### Water/Wastewater Expenditures



**Water Distribution:** Water distribution expenses account for the largest share in this Fund with a Budget of \$1,200,345. This represents a decrease of 11.8% compared to the FY 2016 Budget.

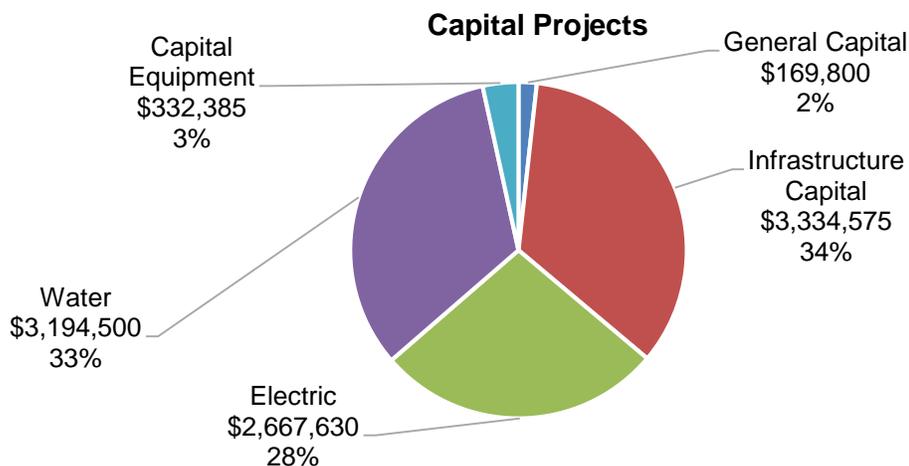
**Debt Service:** The FY 2015 Budget includes \$2,301,850 for principal and interest expenses for Illinois Environmental Protection Agency (IEPA) loans for capital improvements to the Wastewater Treatment Plant and the Water Treatment Facility and Alternate Revenue Bonds.

**Personnel Services:** Water/Wastewater Fund personnel services account for a total of \$2,496,966 for salaries and employee benefits in the Water/Wastewater Fund. This is an increase of 1.6% compared to FY 2016.

### All Funds

**Budget Totals:** The proposed Budget for FY 2017, including all expenditures and transfers, totals \$90,815,720. This represents a 1.0 % decrease from the FY 2016 amended budget.

**Notable Budget Impacts:** Prior to the adoption of the FY 2017 budget, the Governor indicated the potential of freezing property taxes for the next two years, which would affect FY 2017-18 and FY 2018-19. This freeze may not affect any public safety or debt service levies. The City has positioned itself to take advantage of this change. At the time of adoption, the State's final budget plans were still unknown and may not be known until well into the City's fiscal year.



**Capital Projects:** The total FY 2017 budget for capital outlay is \$9,833,320. The FY 2017 **Infrastructure Capital Improvement Program** includes an enhanced street program of \$2,100,000 (which includes River Lane), the design costs for a potential downtown pavilion in the amount of \$100,000, (if grant funding is received), and \$462,000 in multiple phase 1 projects. A total of \$3,334,575 funds the Infrastructure Capital Improvement Program for FY 2017.

Capital projects in the **General Capital Projects Fund** are financed mainly by General Fund transfers. Limited funding is available so necessary City building improvements and a fire station alerting system are planned.

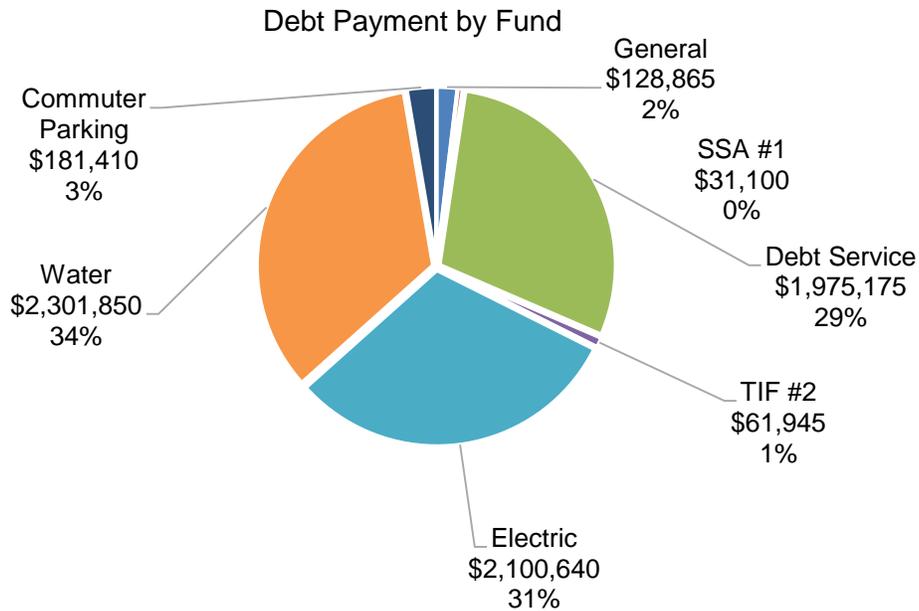
Capital projects in the **Capital Equipment Fund** are financed by the sale of City assets. This year three police vehicles, a fire administrative vehicle, and one plow truck will be purchased.

Capital projects in the **Electric Fund** total \$2,667,630, which includes the underground/overhead cable replacement program, East Side Drive Substation improvements, and the development of the South East Development substation.

The **Water/Wastewater Fund** totals \$3,194,500 and includes continuation of the water main replacement program and the water meter replacement program and improvements to the Wastewater Treatment Plant.

**Miscellaneous Funds:** Expenses in the various Miscellaneous Budgets include the Beautification Fund in the amount of \$12,900, the Cemetery Fund in the amount of \$61,600,

Commuter Parking Fund in the amount of \$649,270, Cultural Arts Commission Fund in the amount of \$49,795, Debt Service Fund in the amount of \$1,975,175, Group Dental Insurance Fund in the amount of \$156,200, Fire Pension Fund in the amount of \$831,305, the Mental Health Board Fund in the amount of \$293,175, the Motor Fuel Tax Fund in the amount of \$557,075, the Prairie Green Preserve Fund in the amount of \$70,420, the Police Pension fund in the amount of \$2,227,735, the Refuse Fund in the amount of \$557,520, the Strategic Plan Advisory Committee Fund in the amount of \$14,935, various Special Service Area Funds in the amount of \$508,605, Tax Increment Financing District #2 in the amount of \$245,795, the Tourism Fund in the amount of \$271,775, and the Workers' Compensation Fund in the amount of \$524,730.



**Debt:** Moody's Investor Services reaffirmed the City's Aa2 (double A-2) bond rating stating "Assignment of the Aa2 rating reflects the city's stable financial operations supported by growing reserves, modestly sized tax base . . . and manageable debt levels. The city's financial operations will likely remain stable as a result of recent expenditure reductions and conservative budget estimates, which have increased General Fund reserves."

The City's overall debt totals \$42,462,772 for both the Governmental Funds and Enterprise Funds. The total debt service represents an approximate \$1,975 debt per capita. The City Administrator has recommended that bonded and other debt be paid down substantially before incurring additional liability. The FY 2017 Budget includes debt service totaling approximately \$6,780,985.

### Conclusion

The City is continually presented with challenges and opportunities, and our success is determined by our level of preparedness to respond. The City is fortunate to have a dedicated workforce and an engaged citizenry that contribute to the high quality of life and well-being of our community. The FY 2017 Budget reflects a concerted effort on the part of the City's leadership to work together to meet current service demands, while also preparing for the future. This Budget will serve as a policy document, an operations guide, a communications device and a financial plan for the City Council and staff. Over the next year, City staff will continue to monitor revenues and expenditures to ensure that we are implementing this financial plan as adopted by the City

Council. Accordingly, staff will continue to meet our mission of providing excellent public services that are responsive to the needs of the residents and businesses in a reliable, efficient and effective manner.

In conclusion, this Budget was a multifaceted and challenging process that was developed over a period of six (6) months. I am particularly proud of our Department Heads, including Assistant City Administrator/Director of Administrative Services Stephanie Dawkins, Community Development Director David DeGroot, Economic Development Director Cathleen Tymoszenko, Fire Chief Steve Olson, Police Chief Steve Mexin, and Public Works Director Rich Babica, for their dedication to the City and professionalism in reducing their operational expenditures while still providing quality services to our residents. I would also like to express my appreciation to staff in the City Administrator's Office and the Administrative Services Department including Finance Manager Rita Kruse, Accounting Supervisor Darshana Prakash and Administrative Assistant Sherri Weigl who worked diligently to assist in the preparation of the FY 2017 Budget document.

Therefore, it is with pride that I submit the FY 2017 Budget to the Mayor and City Council and recommend its approval as presented.

Respectfully Submitted,

A handwritten signature in black ink that reads "Mary L. McKittrick". The signature is written in a cursive, flowing style.

Mary L. McKittrick  
City Administrator



# **City of Geneva Strategic Plan**

Adopted April 7, 2014  
Amended November 7, 2014  
Amended December 7, 2015

The Geneva Strategic Plan is sponsored by the Strategic Plan Advisory Committee (SPAC), authorized by the Geneva City Council, and guided by a diverse team of Geneva stakeholders.

# GENEVA STRATEGIC PLAN

The following presentation of Visions and Goals is the result of a multi-year process and the culmination of the City's comprehensive and inclusive strategic planning process. This was a highly participative process and highlights the City's commitment to honoring volunteerism, expertise, and ideas from the community.

***Vision 1: Recognize, honor, preserve, and enhance community heritage and character.***

## Goals

- A. Annex the Kane County Events Center.
- B. Educate and communicate to Council and citizens the benefits of Home Rule and perhaps begin working towards its adoption.
- C. Annex the County Judicial Center.
- D. Explore/visit property maintenance code enforcement within State law including property maintenance and sign violations. Complete the review and development of a rental licensing program. Direct Legal Counsel to conduct a review of the City's authority with respect to foreclosed property in order to secure the general appearance of the City.
- E. Create a budget to implement an enhanced code enforcement program. Educate and communicate to citizens the benefits of how Home Rule can impact/amplify local regulatory policies and programs.
- F. Explore regulations and resources that examine preservation and rehabilitation of historic properties.

***Vision 2: Maintain, sustain, and enhance the character, vibrancy, uniqueness, and desirability of our various business districts and corridors.***

## Goals

- A. Construct a new permit parking lot or deck on 4th Street.
- B. Complete the East Side Corridor Development Plan.
- C. Increase downtown parking options for shoppers and employees and explore the extension of diagonal parking on West State Street.
- D. Encourage development of the former Geneva Bottling Works property, Geneva Dam projects, and encourage redevelopment of the Mill Race Restaurant property.
- E. Develop a conceptual/action framework for the downtown corridor to physically expand to the east side of the river.
- F. Assemble the strategic parcels necessary to implement the goals of the Downtown Master Plan.
- G. Explore the use of incentives to promote economic development or private-public partnerships.
- H. Consider zoning changes to implement the approved Downtown Master Plan.
- I. Explore methods to add/provide more music in the downtown area including live music in the summer and recorded music for other seasons.

- J. Consider higher densities (dwelling units per acre) than typically permitted through traditional zoning or land use regulations.
- K. Consider economic incentives to give downtown a competitive advantage during site selection for additional housing opportunities and provide for additional housing opportunities within the downtown district.
- L. Interface West and East State Street redevelopment plans with current and future business and development planning for the central downtown business district.
- M. Based on determined need and on an area-specific basis, increase the number of parking spaces in downtown.
- N. Promote and influence the retention of existing public services (City Hall, Geneva Library, Kane County Courts and Administration, U.S. Post Office) within the downtown business district.
- O. Determine potential future parking demand and present parking inventory and calculate actual occupancy rates of existing parking assets.
- P. Study cost-effectiveness of constructing a centrally located parking deck to serve the local business community's employees and/or visiting clientele.

***Vision 3: Encourage, foster, and facilitate the ongoing strength of community participation and commitment to public affairs.***

**Goals**

- A. Develop a citizen's academy to cultivate awareness of local government functions, ways of participating, and understanding of issues.
- B. Collaborate on an analysis of potential shared resources.

***Vision 4: Promote and amplify community unity and diversity through actions and programs that encourage inclusion, vitality, and wholeness.***

**Goals**

- A. Encourage higher density in-fill in core parts of the City.
- B. Establish a citizen-based Housing Commission.
- C. Analyze local and state resources to support affordable/attainable housing development.
- D. Develop a plan for the creation of affordable/attainable housing.
- E. Evaluate the feasibility of economic and non-economic developer incentives for mixed income housing development and redevelopment.

***Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires.***

**Goals**

- A. Work with the Park District and School District to explore establishing a performing arts center or finalize plans to construct a new Cultural Arts Center in the community.
- B. Facilitate development of currently underutilized property in the City.
- C. Develop the necessary infrastructure for a South East Industrial Park.
- D. Develop and finalize plans for new/updated City Hall and Library facilities. Work to address space needs and construct a new City Hall for present and future needs.

- E. Consider/evaluate sales tax revisions for capital improvements and projects that enhance the Downtown Business District.
- F. Continue implementing technology upgrades in various core service areas of the City including: fiber optics for redundancy; enhance present GIS system; and additional technology capabilities for budget and finance. Plan for, fund, and install necessary technology to insure quality operations and citizen services and upgrades within a strategic technology framework.
- G. Develop and provide funding for capital investments and projects that consider a variety of local capital needs and those mandated by State/Federal Agencies including: a regular vehicle replacement schedule for all city vehicles; equipment for the Emergency Operations Center (EOC); other identified capital projects and equipment for all departments and programs (Capital Projects Plan).
- H. Work to maintain adequate staffing levels required to continue to provide all core services within service quality standards and expectations.
- I. Maintain a standard of excellence for city personnel through retention and recruitment policies and practices.
- J. Acknowledge current City Hall deficiencies and embark on a plan for securing adequate physical space for the conduct of city governance and business.
- K. Develop a long-range facility plan for the City.
- L. Maintain high-quality public services that serve and protect our residents and businesses.
- M. Initiate a long-range planning effort to optimize timing, funding, and location options for anticipated public facility needs.
- N. Compile inventory of inter-jurisdictional space-needs studies and projections.
- O. Determine opportunities for collaboration and coordination with respect to new and renewed space options.
- P. Implement the development of community supported children's safety programs.
- Q. Secure emergency communications by establishing a redundant connection to the present fiber optic line.
- R. Develop wireless data communications network for public services.
- S. Optimize technology's effectiveness at delivery of public services.

***Vision 6: Facilitate, encourage, and promote environmental awareness, natural assets, energy efficiency, and open space as central community values for policy and operations.***

## **Goals**

- A. Continue to take a proactive role in the Settler's Hill development plans.
- B. Begin exploration of a joint Fox River/Dam initiative with Batavia and City of St. Charles.
- C. Explore the creation of a stormwater utility to address long-term stormwater issues, needs, and mandates.
- D. Encourage green initiatives.
- E. Preserve and enhance public access on the Fox River.

- F. Support and expand the City's beautification efforts including curb-side landscaping using the City's funds and other funding sources.
- G. Create an Annual Landscape Enhancement Award Program and establish eligibility criteria, program schedule, and committee to review award applications.
- H. Extend beautification efforts to Kautz Road/Gateways to the City.
- I. Evaluate and expand resources available for reforestation.
- J. Implement the 2<sup>nd</sup> phase of recreational trail construction; evaluate the 2<sup>nd</sup> phase of wetland construction (Prairie Green).
- K. Establish a Prairie Green Preserve Citizens Advisory Committee.
- L. Complete engineering, design, and construction of the Geneva North Central Trail (from the intersection of IL Rt. 38 and 7<sup>th</sup> St. to Wheeler Park).
- M. Extend the Fox River Trail where possible.
- N. Collaborate with the Natural Resources Committee to establish a volunteer effort to replant trees.
- O. Address issues with the dam.

***Vision 7: Encourage and promote a variety of mobility options that promote an efficient and varied transportation system.***

**Goals**

- A. Enhance mobility options by working with IDOT on the timing of walk lights at State and 3rd Streets.
- B. Enhance pedestrian and bike safety via installation of traffic signals and other techniques at identified locations.
- C. Work with the Union Pacific Railroad to construct a pedestrian walkway over Route 31 to access the train station.
- D. Review and implement a city bike plan and pursue funding opportunities.
- E. Evaluate and improve intersections (e.g., Fisher Drive and Keslinger Road).
- F. Work with developers south of proposed intersection to construct Kautz Road extended south to Fabyan Parkway.
- G. Evaluate alternative access improvements and pedestrian crossings.
- H. Connect bike paths from West and East to downtown.
- I. Optimize opportunities for pedestrian and bicycle options when performing street maintenance (striping, signage, etc.).
- J. Evaluate and incorporate walk/bike paths into State Street improvements.

***Completed Goals:***

- A. Continue to work with Metra to complete the third tier of the parking deck at the Metra Station (*Vision 2; Maintain, sustain, and enhance the character, vibrancy, uniqueness, and desirability of our various business districts and corridors*).
- B. Determine the final direction of Phase II of the Business District Study (*Vision 2; Maintain, sustain, and enhance the character, vibrancy, uniqueness, and desirability of our various business districts and corridors*).
- C. Evaluate existing, and explore potential, means for creating new funding measures and incentives to economic development in the City's downtown business district

- (Vision 2; Maintain, sustain, and enhance the character, vibrancy, uniqueness, and desirability of our various business districts and corridors).*
- D. Continue to consider and adopt a housing plan (*Vision 4; Promote and amplify community unity and diversity through actions and programs that encourage inclusion, vitality, and wholeness*).
  - E. Define the issue and evaluate the current need for affordable/attainable housing (*Vision 4; Promote and amplify community unity and diversity through actions and programs that encourage inclusion, vitality, and wholeness*).
  - F. Consider the framework of the State Affordable Housing Planning and Appeal Act in local efforts to develop affordable/attainable housing (*Vision 4; Promote and amplify community unity and diversity through actions and programs that encourage inclusion, vitality, and wholeness*).
  - G. Identify available sites that can be developed for affordable/attainable housing (*Vision 4; Promote and amplify community unity and diversity through actions and programs that encourage inclusion, vitality, and wholeness*).
  - H. Publish clear statements of purpose and functions of the appointed boards, committees, and commissions and support them in pursuit of their goals and objectives (*Vision 5; Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires*).
  - I. Establish and adopt a capital funding plan in the next 24 months, so that infrastructure projects (repair, replacement, and new) can be scheduled, tracked, and monitored (*Vision 5; Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires*).
  - J. Finalize the utility's facility plan and necessary updates/improvements to comply with mandates (*Vision 5; Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires*).
  - K. Consider/evaluate sales tax revisions for capital improvements and projects that enhance the Downtown Business District (*Vision 5; Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires*).
  - L. Adopt and fund an effective succession planning process (*Vision 5; Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires*).
  - M. Explore solutions for effluent in Mill Creek (*Vision 6; Facilitate, encourage, and promote environmental awareness, natural assets, energy efficiency, and open space as central community values for policy and operations*).
  - N. Investigate Rt. 31 Road Diet improvements (*Vision 7; Encourage and promote a variety of mobility options that promote an efficient and varied transportation system*).

**Deleted Goals:**

- A. Encourage additional single use/special events within the community (i.e., Old Town Clydesdales; 2nd Street Festivals) (*Vision 2; Maintain, sustain, and enhance the character, vibrancy, uniqueness, and desirability of our various business districts and corridors*).

- B.** Investigate the use of Fox River for hydro-power (*Vision 6; Facilitate, encourage, and promote environmental awareness, natural assets, energy efficiency, and open space as central community values for policy and operations*).
- C.** Collaborate with the Geneva Park District in the development and maintenance of a new park and open space sites (*Vision 6; Facilitate, encourage, and promote environmental awareness, natural assets, energy efficiency, and open space as central community values for policy and operations*).
- D.** Expand RiverPark and other open spaces on the Fox River (*Vision 6; Facilitate, encourage, and promote environmental awareness, natural assets, energy efficiency, and open space as central community values for policy and operations*).
- E.** Explore the feasibility of installing a traffic circle at 3rd Street and Route 31 (*Vision 7; Encourage and promote a variety of mobility options that promote an efficient and varied transportation system*).

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# Financial Policies and Provisions

## General Provisions

The City of Geneva financial policies and provisions, compiled below, set forth the basic framework for the overall fiscal management of the City. These policies assist the decision-making process of the City Council and the Administration. The policies also provide guidelines for evaluating both current activities and proposals for future programs and budgets.

Financial policies aid the City by improving financial management, financial position and the creditworthiness of the City. They also serve to ensure that all financial transactions conducted by or on behalf of the City, its agencies, departments, officials and authorized agents shall be made in a manner and method which provides for the most proficient and effective management of the financial resources and funds of the City. These policies provide for the maximum protection of the City taxpayer, in accordance with and utilizing established financial management practices, accounting standards and auditing requirements. Included in these are specific policies related to operations, accounting and auditing, reserves, capital projects, cash management, debt and budget.

The City prepares a balanced itemized budget for each fund and each program within the fund. The budget should be balanced with current revenues equal to or greater than current expenditures/expenses. In any fund in which expenditures/expenses shall exceed revenues, prior year revenues (reappropriation or use of fund balance) shall be used to meet the shortfalls.

The City Council is responsible for establishing and authorizing policies and procedures for the management of all financial resources and transactions of the City. The City Administrator and other City officials are responsible for adopting administrative procedures necessary to implement the financial policies.

It is the policy of the City to maintain sound financial practices and policies which are viable and current according to generally accepted accounting principles, auditing standards and financial management experience, and which are consistent and comply with all applicable State and Federal laws. The City shall regularly review its policies and procedures and reserves its right to change and supplement them as necessary.

The following financial policies were adopted by Resolution by the Geneva City Council on October 20, 2014:

## General Policies

1. ***Economic Development:*** The City will try to create an economic environment that will encourage businesses to locate in Geneva and create opportunities for existing businesses.
2. ***Investments:*** Investment practices should have avoidance of risk as the primary objective. Additionally, practices should provide for liquidity, diversification and yield.

## Financial Policies and Provisions

- 3. Citizen Participation:** The City will develop methods to insure public participation in decision making. This endeavor can be accomplished by the Strategic Plan Advisory Committee.

### Budgetary Policies

- 1. Fund Balance:** Fund balance is generally defined as the difference between a fund's assets and liabilities. An adequate fund balance is necessary for numerous reasons, such as to have funds available in case of an emergency or unexpected events, to maintain or enhance the City's financial position and related bond ratings, to provide cash for operations prior to receipt of property tax revenues, and to maximize investment earnings. The City will strive to maintain an available fund balance of at least 90 days of current budget year operating expenditures for the General Fund and available cash of at least 90 days of current budget year expenditures in the Electric Fund and the Water/Wastewater Fund.
- 2. Sources of Revenue:** The City will maintain a diversified and stable revenue stream to shelter the City from short-run fluctuations in any one revenue source.
- 3. Forecasting:** The City will prepare an annual budget for the upcoming year and a projection of revenues and expenditures for two subsequent years. The City will do its best to estimate revenues and expenditures while realistically taking into account those that have a high degree of elasticity.
- 4. Goals and Objectives:** The City will use the Strategic Plan to direct the budget plan, and include the accompanying goals and objectives in the budget document.

### Operating Policies

- 1. Pay-As-You-Go:** The City will attempt to pay current operating expenses from current revenues. To ensure this activity, the City will not expand services beyond the City's level of operating revenue.
- 2. Maintain Existing Service Levels:** The City provides a high level of service to our citizens and may find it necessary from time to time to adjust the extent of services, but the primary objective is to maintain the high standard currently in place.
- 3. Capital Assets:** Capital assets are those items having a useful life greater than one year with an initial, individual cost of more than \$50,000 for streets, bridges and storm sewers, \$20,000 for sidewalks and \$5,000 for all other capital assets. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation. The cost of normal maintenance and repairs, including street overlays that do not add to the value of the asset or materially extend asset lives are not capitalized. The City will provide for the adequate maintenance of capital assets.

## Financial Policies and Provisions

4. **Balanced Budget:** The City will present a budget annually to the Council that is within the City's ability to pay, with the expenditures not exceeding the current revenues and prior year fund balance.

### TIF Allocation Policies

1. **Allocation of TIF Funds:** Tax Increment Finance District (TIF) funds are to be used for community and economic development purposes as one of the City's public financing methods.
2. **Administration:** The administration and implementation of these funds are accomplished through the work of the Economic Development Director, who serves as the Tax Increment Finance Administrator for the City of Geneva, with assistance from the Community Development Director, Business Development Specialist and the Finance Manager.
3. **Salary Allocation:** TIF funding may be allocated toward the salaries of these positions, depending on the anticipated level of job-related TIF duties, on a year-to-year basis, in an amount not to exceed 30% of the total designated TIF funds.

### Investment Policies

1. **Scope:** This policy includes all funds governed by the Mayor and the City Council. Except for cash in certain restricted and special funds, the City will consolidate cash balances from all funds to maximize investment earnings. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.
2. **Safety:** Safety shall be the main objective of the Investment Policy and refers to the preservation of capital and protection of investment principal. City investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the City's overall portfolio by mitigating credit and interest rate risk.
  - a. **Credit Risk:** Credit risk is the risk that an issuer of a debt security will not pay its par value upon maturity. The goal will be to minimize credit risk by:
    - i. Limiting investments to the types of securities identified in the policy.
    - ii. Diversifying the portfolio in accordance with the policy so that potential losses on individual securities will be minimized. Diversification reduces the risk that potential losses on individual securities might exceed the income generated from the remainder of the portfolio.
  - b. **Interest Rate Risk:** Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The goal will be to minimize interest rate risk by:

## Financial Policies and Provisions

- i. Structuring the portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity.
  - ii. Investing operating funds primarily in shorter-term securities, money markets or similar investment pools.
3. **Liquidity:** The portfolio shall maintain sufficient liquidity to enable the City to meet all operating requirements and expected liabilities which may be reasonably anticipated in any City fund.
4. **Return:** The portfolio shall be designed to obtain a reasonable return, taking into account the City's investment risk constraints and cash flow needs of the City's funds and conforming to all state and local statutes governing the investment of public funds.
5. **Delegation of Authority:** Management and administrative responsibility for the investment program is hereby delegated to the Finance Manager, hereinafter referred to as investment officer, who, under the direction of the City Administrator, will act in accordance with established written procedures and internal controls for the operation of the investment program consistent with this investment policy. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the investment officer. The investment officer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.
6. **Authorized Financial Dealers and Institutions:** Financial institutions may include depositories, investment advisors, broker/dealers and local government investment pools as authorized in this policy. Financial institutions who desire to become qualified for transactions must provide certification of having read and understood this policy, agree to comply with this policy and ensure all investments proposed for purchase will conform to this policy and applicable State statutes. Selection of financial institutions authorized to engage in transactions with the City shall be at the sole discretion of the City. Financial institutions will be selected based on financial condition, proper registration, level of service, experience with Illinois municipalities and competitive pricing.

All depositories shall be insured by the Federal Deposit Insurance Corporation (FDIC) or the National Credit Union Administration (NCUA) and may consist of banks, savings and loan associations and credit unions. All financial institutions who desire to become designated depositories must supply the following (as appropriate):

- a. Audited financial statements
- b. Proof of state registration
- c. Evidence of adequate insurance coverage

## Financial Policies and Provisions

All investment advisors shall be registered under the Investment Advisors Act of 1940. All financial institutions who desire to become designated investment advisors must supply the following (as appropriate):

- a. Audited financial statements
- b. Securities and Exchange Commission (SEC) Form ADV – Parts 1 and 2
- c. Proof of state or SEC registration
- d. Evidence of adequate insurance coverage

All broker/dealers shall be insured by the Securities Investors Protection Corporation (SIPC). All financial institutions who desire to become designated brokers/dealers must supply the following (as appropriate):

- a. Audited financial statements
- b. Proof of Financial Industry Regulatory Authority (FINRA) certification
- c. Proof of state registration
- d. Evidence of adequate insurance coverage

A periodic review of the financial condition and registration of all designated financial institutions will be conducted by the Finance Manager, or his or her designee.

Any financial institution selected by the City of Geneva may be requested to provide cash management services, including but not limited to: checking accounts, wire and ACH transfers, purchase and sale of investment securities and safekeeping services. Fees for banking services shall be mutually agreed to by an authorized representative of the financial institution and the Finance Manager of the City.

**7. *Authorized and Suitable Investments:*** Investments may be made in any type of security allowed for in Illinois statutes regarding the investment of public funds. The following investments will be permitted by this policy and are those defined by state law:

- a. Bonds, notes, certificates of indebtedness, treasury bills or other securities now or hereafter issued, which are guaranteed by the full faith and credit of the United States of America as to principal and interest.
- b. Bonds, notes, debentures or other similar obligations of the United States of America, its agencies and its instrumentalities.
- c. Interest-bearing savings accounts, interest-bearing certificates of deposit or interest-bearing time deposits or any other investments constituting direct obligations of any bank as defined by the Illinois Banking Act.
- d. Short term obligations of corporations organized in the United States with assets exceeding \$500,000,000 if (i) such obligations are rated at the time of purchase at one of the 3 highest classifications established by at least 2 standard rating services and which mature not later than 270 days from the date of purchase, (ii) such purchases do not exceed 10% of the corporation's

## Financial Policies and Provisions

outstanding obligations and (iii) no more than one-third of the City's funds may be invested in short term obligations of corporations.

- e. Money market mutual funds registered under the Investment Company Act of 1940, provided that the portfolio of any such money market mutual fund is limited to (i) Bonds, notes, certificates of indebtedness, treasury bills or other securities now or hereafter issued, which are guaranteed by the full faith and credit of the United States of America as to principal and interest and (ii) Bonds, notes, debentures or other similar obligations of the United States of America, its agencies and its instrumentalities.
  - f. Interest-bearing bonds of any county, township, city, village, incorporated town, municipal corporation or school district of the State of Illinois, of any other state, or of any political subdivision or agency of the State of Illinois or of any other state. The bonds shall be registered in the name of the City or held under a custodial agreement at a bank. The bonds shall be rated at the time of purchase within the 4 highest general classifications established by a rating service of nationally recognized expertise in rating bonds of states and their political subdivisions.
  - g. Short term discount obligations of the Federal National Mortgage Association.
  - h. Shares or other forms of securities legally issuable by State or Federal savings banks or savings and loan associations which are insured by the FDIC. Dividend-bearing share accounts, share certificate accounts or class of share accounts of a credit union chartered under the laws of the State of Illinois or the laws of the United States; provided, however, the principal office of any such credit union must be located within the State of Illinois whose accounts of which are insured by applicable law.
  - i. A Public Treasurers' Investment Pool created under Section 17 of the State Treasurer Act (e.g., Illinois Funds).
  - j. Illinois Metropolitan Investment Fund.
  - k. Any other investment permitted by Illinois statute.
8. **Collateralization:** Funds on deposit (checking accounts, certificates of deposit, etc.) in excess of FDIC limits must be secured by some form of collateral allowed by Illinois state statute (30 ILCS 235/6d), witnessed by a written agreement and held at an independent third party institution in the name of the City of Geneva. Securities held as collateral must not be of a type in violation of this investment policy. The amount of collateral provided will not be less than 105% of the market value of the net amount of public funds secured. Substitution or exchange of securities held in safekeeping shall not be done without prior written notice of the City at least 10 days prior to any proposed substitutions and provided that the market value of the replacement securities are equal or greater than the market

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value of the securities being replaced. The City must pre-approve all substitution and exchanges of securities. The ratio of fair market value of collateral to the amount of funds secured shall be reviewed monthly and additional collateral will be requested when the ratio declines below the level required.

- 9. *Safekeeping and Custody:*** All security transactions entered into by the City where applicable shall be conducted on a delivery-versus-payment (DVP) basis to ensure that securities are deposited in an eligible financial institution prior to release of funds. Securities will be held by an independent third party custodian designated by the Finance Manager and evidenced by safekeeping receipts and a written custodial agreement.
- 10. *Diversification:*** The City shall diversify its investments to the best of its ability based on the type of funds invested and the cash flow needs of those funds. Diversification may be by type of investment, number of institutions invested in and length of maturity.
- 11. *Maximum Maturities:*** To the extent possible, the City shall attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not directly invest in securities maturing more than three (3) years from the date of purchase. However, reserve funds may be invested in securities exceeding three (3) years if the maturities of such investments are made to coincide as nearly as practicable with the expected use of the funds.
- 12. *Readily Available Funds:*** Because of inherent difficulties in accurately forecasting cash flow requirements, a portion of the portfolio should be continuously invested in readily available funds such as money market funds to ensure that appropriate liquidity is maintained to meet ongoing obligations.
- 13. *Internal Control:*** The Finance Manager is responsible for establishing and maintaining an internal control structure designed to insure that the assets of the City are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The internal controls shall address the following points:
  - Control of collusion
  - Separation of transaction authority from accounting
  - Custodial safekeeping
  - Written confirmation of telephone transactions for investments and wire transfers
- 14. *Performance Standards:*** This investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio should obtain a comparable rate of return during a market/economic environment of stable interest rates. Portfolio performance should be compared to benchmarks with similar maturity, liquidity and credit quality as the portfolio.
- 15. *Reporting:*** The Finance Manager shall prepare an investment report quarterly. The report should be provided to the Mayor, City Council and City Administrator and made

## Financial Policies and Provisions

available upon request. The report should be in a format suitable for review by the general public.

- 16. Legislation and Documentation:** The City's investment program shall comply at all times with the Illinois Public Funds Investment Act (30 ILCS 235/1 *et seq.*) and other state laws governing the investment of public funds, as amended from time to time. In the event of any conflict between this policy and the Illinois Public Funds Investment Act and other state laws, the provisions of the Illinois Public Funds Investment Act and other state laws shall control.

The Finance Manager will maintain a list and is hereby authorized to deposit City monies, in accordance with 65 ILCS 5/3.1-35-50, in financial institutions approved by the City Council. The Finance Manager shall review this list from time to time and shall submit any modifications to the City Council for approval.

### Debt Policies

- 1. Use of Debt Financing:** The City will limit the use of long-term borrowing to capital improvement projects that cannot be financed from current revenues. Debt financing shall generally be utilized for projects that benefit the citizens of Geneva and have useful life that will exceed the term of the financing. The City will not use long-term debt for current operations.
- 2. Limits on Debt Issuance:** State statute limits a local government's debt to 8.625% of its assessed value. Additionally, the City will try to keep the average maturity of all debt at or below 15 (fifteen) years.
- 3. Bond Covenants:** The City will restrict current activities to a point where bond covenants will be met. The City's ability to meet these covenants will also reflect on how rating agencies view the City.

### Pension Funding Policies

- 1. Purpose:** The financial objective of a defined benefit pension plan is to fund the long term cost of benefits provided to the plan participants. In order to assure that the plan is financially sustainable, the plan should accumulate adequate resources in a systematic and disciplined manner over the active service life of benefitting employees. This funding policy outlines the method utilized by the City of Geneva (City) to determine its actuarially determined contribution to the Pension Funds which fund the long term cost of benefits to the plan participants and annuitants.
- 2. Guidelines:** The City believes that this funding policy meets the guidelines for State and Local governments set by the Pension Funding Task Force convened by the Center for the State and Local Government Excellence. The guidelines set by this task force outline the following objectives for pension funding policy:

## Financial Policies and Provisions

- **Actuarially determined contributions** – a pension funding plan should be based on an actuarially determined annual required contribution (ARC) that incorporates both the cost of benefits in the current year and the amortization of the plan's unfunded actuarial accrued liability.
- **Funding discipline** – a commitment to make timely, actuarially determined contributions to the retirement system is needed to ensure that sufficient assets are available for all current and future retirees.
- **Intergenerational equity** – annual contributions should be reasonably related to the expected and actual cost of each year of service so that the cost of employee benefits is paid by the generation of taxpayers who receives services from those employees.
- **Contributions as a stable percentage of payroll** – contributions should be managed so that employer costs remain consistent as a percentage of payroll over time.
- **Accountability and transparency** – clear reporting of pension funding should include an assessment of whether, how, and when the plan sponsor will ensure sufficient assets are available for all current and future retirees.

3. **Policy:** The City will determine its ARC to the Police Pension and Firefighters Fund using the following principles:

- The ARC will be calculated by an enrolled actuary<sup>1</sup>.
- The ARC will include the normal cost for current service and amortization to collect or refund any under or over funded amount.
- The normal cost will be calculated using the entry age normal level of percentage of payroll actuarial cost method using assumptions for investment rate of return, salary increase and non-economic assumptions such as rate of separation, disability, retirement, mortality rates that reflect current experience.
- The difference between the accrued liability and actuarial value of assets will be amortized to achieve 100% funding in 2040 (a 30 year closed period that began in 2011) based upon a level percentage of payroll.
- Actuarial assets will be determined using market valuation.

<sup>1</sup>Enrolled actuary is a member of the Society of Actuaries or American Academy of Actuaries and is enrolled under Subtitle C of Title III of the Employee Retirement Income Security Act of 1974, or who has been engaged in providing actuarial services to one or more public retirement systems for a period of at least 3 years as of July 1, 1983.

The City will make its actuarially determined contribution to the Pension Funds in 12 monthly installments each fiscal year.

4. **Transparency & Reporting:** Funding of the Pension Funds should be transparent to vested parties including plan participants, annuitants, the Pension Fund Board of Trustees, City Council, and residents. In order to achieve this transparency, the following information shall be annually distributed:

## Financial Policies and Provisions

- A copy of the annual actuarial valuation for the Police Pension Fund and Firefighters Fund shall be made available to the City Council and the respective Pension Fund Board of Trustees.
- The City's Comprehensive Annual Financial Report shall be published on the City's website. This report includes information on the City's annual contribution and funded status of the Pension Funds.
- The City Council shall approve the City's annual contribution to the Pension Funds.
- The City's annual operating budget shall include the City's contribution to the Pension Funds as well as include a budget for each of the Pension Funds.

Each of the Pension Fund budgets is controlled by its Pension Fund Board of Trustees, in accordance with State law. The City's operating budget document shall be published on the City's website and made available for public inspection at the Geneva Public Library.

5. **Review of Funding Policy:** Funding a defined benefit pension plan requires a long term horizon. Assumptions and inputs into the policy should focus on long term trends, not year to year shifts in the economic or non-economic environments. Generally, assumptions or inputs should be evaluated and changed if long term economic or non-economic inputs have fundamentally changed or are no longer reasonable. As such, the City will review this policy at least every three years to determine if changes to this policy are needed to ensure adequate resources are being accumulated in the Pension Funds. The City reserves the right to make changes to this policy at any time if it is deemed appropriate.

## Planning and Goal Setting

The City of Geneva initially adopted a ten (10) year strategic plan document in 2007. In 2012, the City engaged consultants to assist in the updating of this plan as many of the goals had been achieved or priorities have shifted over the years. The process began with a Town Hall Meeting sponsored by the Strategic Plan Advisory Committee (SPAC) and a Strategic Plan Workshop by the City Council and Senior Management staff. These meetings were followed-up with a citizen survey and several focus group discussions. The focus group meetings were comprised of stakeholders from the community, City staff, high school students, and citizen committees. The Citizen Survey resulted in over 600 responses which were compiled into a report presented to the City Council in May 2013.

The next phase of the process involved developing the plan's goals. The City Council and Senior Management staff attended a day long planning retreat in August 2013 with the objective of exploring and setting strategic goals for the next two to five years.

Lastly, in November 2014, the City Council, Senior Management staff and a representative of SPAC attended the annual strategic planning workshop as the kickoff to the budget development process. At this workshop the City's newly developed goals along with existing goals from the prior strategic plan were further refined, reviewed, and prioritized.

## Financial Policies and Provisions

In the original Strategic Plan for 2017 document guiding principles were established. These guiding principals were reaffirmed during the update in 2013. The guiding principles express the values that govern our conduct, and our success depends on consistently living these principles as an organization and as a community. These guiding principles are:

1. Geneva is deeply committed to the principle of full community participation.
2. We honor the spirit of public stewardship and volunteerism, and invite community ideas and expertise.
3. Our conduct is ethical and respectful of others.
4. Our attitude is helpful and cooperative.
5. Our communication is open, and information is available and accessible.
6. We are open-minded and willing to consider all perspectives.
7. We maintain high standards in all that we do.

Additionally, the Strategic Plan for 2017 set out the visions which were also reaffirmed and reworked to fit present day. These visions are:

1. Recognize, honor, preserve, and enhance community heritage and character.
2. Maintain, sustain, and enhance the character, vibrancy, uniqueness, and desirability of our various business districts and corridors.
3. Encourage, foster, and facilitate the ongoing strength of community participation and commitment to public affairs.
4. Promote and amplify community unity and diversity through actions and programs that encourage inclusion, vitality, and wholeness.
5. Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires.
6. Facilitate, encourage, and promote environmental awareness, natural assets, energy efficiency, and open space as central community values for policy and operations.
7. Encourage and promote a variety of mobility options that promote an efficient and varied transportation system

The City Council meets annually in November for a strategic planning workshop. In November, 2014, the City Council revisited the vision, goals, and objectives established in the Strategic Plan document to set priorities for the upcoming fiscal year. Strategic planning is an important and dynamic process which the Council and City staff continues to implement and improve upon. The top seven priorities listed below reflect the issues deemed to be of greatest concern to the Council as of the November 2014 review. The Council did not rank the current priorities, therefore each should be considered to carry equal weight. Though strategies are not listed for each priority, identification of Council's top goals provides direction for city staff in preparing department budgets and utilizing city resources.

1. Educate and communicate to Council and citizens the benefits of Home Rule and perhaps begin working towards its adoption.
2. Encourage development of the former Geneva Bottling Works property, Geneva Dam projects and encourage redevelopment of the Mill Race Inn Restaurant property.
3. Encourage higher density in-fill in core parts of the City.

## Financial Policies and Provisions

4. Facilitate development of currently underutilized property in the City.
5. Develop the necessary infrastructure for a South East Industrial Park.
6. Establish and adopt a capital funding plan in the next 24 (twenty four) months so that infrastructure projects (repair, replacement and new) can be scheduled, tracked and monitored.
7. Address issues with the Fox River dam.

### **Integration with Other Long-Term Planning Processes**

The City Council and staff utilize several processes and documents to help develop long-term goals and objectives, including the following:

**Preliminary Budget Work Sessions** – The City Administrator and Finance Manager conducted over three (3) dozen budget-related meetings with management staff to discuss the financial outlook and short-term priorities for the upcoming budget year.

**Economic Development** – The City has a dedicated economic development department who work to attract appropriate commercial, office/research and light industrial developments to the City. The City is uniquely positioned along the scenic Fox River only 40 (forty) miles west of Chicago.

**Downtown Enhancements** – The downtown business district serves as a focal point for community activities and is a stimulus for the community and creating a destination location. The City began the process in 2010-2011 in creating a downtown/station area master plan that describes the City's overall vision for the future of downtown, together with detailed recommendations on future development/redevelopment sites, land use, government facilities/sites, parking, vehicle/bicycle/pedestrian access, transit housing, open/civic spaces and urban designs. The plan was completed and published in FY 2013.

**Infrastructure Maintenance** – The City is committed to infrastructure and property maintenance to maintain property values.

### **Annual Budget Adoption**

During the third quarter of each year, the City Administrator establishes the calendar for adoption of the annual operating budget for the upcoming year. The calendar is designed to allow sufficient time for preparation of budget requests, public comment, staff and Administrator review, Council consideration, and publication and submission deadlines established by state statute. All dates are considered to be mandatory unless otherwise modified by the City Administrator.

The City Administrator and Finance Manager issue budget forms and standards around the middle of December. All departments submit their budget requests according to the schedule and standards. The City Administrator, with assistance from the Finance Manager and Assistant City Administrator, reviews and evaluates the budget requests in formulating the budget to be recommended to the Council. Throughout this process several meetings are scheduled with each Department Head to discuss budget requests. Department Heads are prepared to fully explain and justify their requests to the City Administrator.

## Financial Policies and Provisions

The City Administrator formulates a recommended budget and submits it to the Council for consideration in March. The Council meets as a Committee of the Whole to consider and discuss the budget. The Council may invite officials or Departments to present additional information or justifications concerning their requests.

After review by the Council and action to set a public hearing date, copies of the proposed budget are made available on the City's website, at City Hall and at the Geneva Public Library for viewing. A public hearing notice is also published in the local newspaper. The public hearing is scheduled at most 20 (twenty) days after publication of the notice, but not less than 10 days, in accordance with state statutes. The Council holds a public hearing on the date and at the time specified in the publication for the purposes of hearing taxpayer questions and comments concerning the proposed budget. The budget must be adopted on or before May 1.

Subsequent to the adoption of the budget, the budgeted expenditures are recorded in the general ledger and provide management with an ongoing visual indication of available balances. Each month budget reports are sent to the City Administrator and Department Heads for their review and budget adjustments are made between department line items when operations cause a line item to exceed the budget amount. During the year, the City Administrator may recommend budget amendments to the City Council as needed. The City Council must authorize budget amendments by a 2/3 (two-thirds) vote.

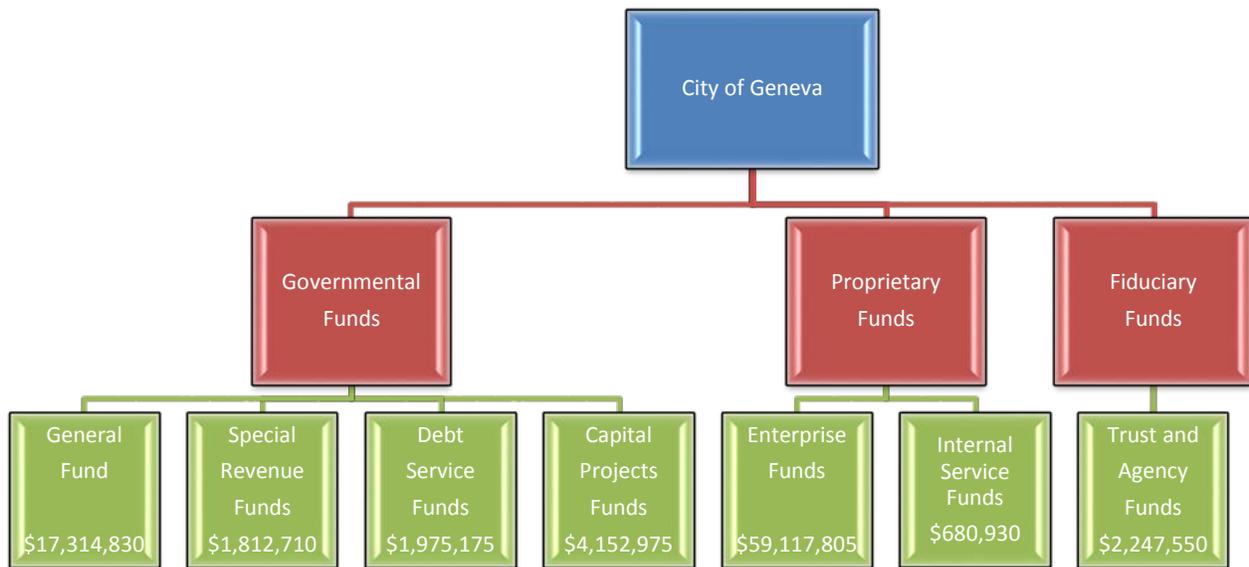
### Budget Development Schedule

DATE	RESPONSIBILITY	ITEM DESCRIPTION
November 6, 2015	City Council (CC), SPAC Chairman, and Senior Management Staff (SMS)	Strategic Planning Workshop; Prioritization of FY 2016-17 Goals and Objectives
November 30, 2015	CC & SMS	Strategic Plan workshop follow up meeting
December 7, 2015	City Council Meeting	Approval of Prioritized FY2016-17 Goals
Week of December 20, 2015	City Administrator (CA)	Provide Budget Schedule and Standards to Department Heads
Weeks of January 3 and 10, 2016	CA	FY 2016-17 CA's Office, Mental Health Board, and Legislative operating budget using budget standards.
Week of January 17, 2016	CA, Finance Manager (FM), and Department Heads (DH) Meet	FY 2016-17 Miscellaneous, Economic Development, SSA # 1, TIF, Engineering, and Police operating budgets using Budget Standards
Week of January 24, 2016	CA, FM, and DH	FY 2016-17 Community Development and Administrative Services operating budgets using Budget Standards

## Financial Policies and Provisions

Week of January 31, 2016	CA, FM, and DH	FY 2016-17 Water/Wastewater and Electric operating budgets using 2016-17 Budget Standards
Week of February 7, 2016	CA, FM, and DH	FY 2016-17 Capital Improvement Meetings and Department Goals
Weeks of February 14 & 21, 2016	CA, FM, and DH	Draft operating & capital budget review by CA & follow up meetings with Department Heads as needed
Week of February 28, 2016	CA, FM, and DH	Finalize draft budgets in New World, prepare presentation & report to CC
Monday, March 7, 2016	CC Meeting	Present FY 2016-17 Miscellaneous, GF, Electric, Water Operating & Capital Budgets
Monday, March 14, 2016	COW Meeting	Recommend Public Hearing for FY 2016-17 Budget
Monday, March 21, 2016	CC Meeting at 7:00 p.m.	Consider FY 2016-17 Budget
Monday, March 28, 2016	COW Meeting at 7:00 p.m.	Consider FY 2016-17 Budget
Monday, April 4, 2016	Public Hearing at 7:00 p.m.	Public Hearing for FY 2016-17 Budget
Monday, April 4, 2016	CC Meeting at 7:00 p.m.	Consider FY 2016-17 Budget Resolution
Monday, April 11, 2016	Special CC at 7:00 p.m.	Consider FY 2016-17 Budget Resolution

# Financial Structure



## **Basis of Presentation**

In determining the agencies or entities which comprise the City for financial reporting purposes, the criteria of oversight responsibility over such agencies or entities, special financing relationships and scope of public service provided by the agencies or entities are used. Oversight responsibility is determined by the extent of financial interdependency, control over the selection of the governing authority and management, ability to significantly influence operations and accountability for fiscal matters. Based on these criteria, Tri-Com Dispatch is the only other agency which are not included in the financial statements of the City, based on an Intergovernmental Agreement between the Cities of Geneva, Batavia and St. Charles.

The accounts of the City are organized on the basis of funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for by providing a separate set of self-balancing accounts which comprise its assets, liabilities, equities, revenues and expenditures. The various funds are grouped by type in the financial statements. Within each fund type exists one or more funds. The following fund types are used by the City.

## **Fund Structure**

The City has three types of funds: Governmental Funds, Proprietary Funds, and Fiduciary Funds.

*Governmental Funds* are those through which most governmental functions of the City are financed. The acquisition, use, and balances of the City's expendable financial resources and the related liabilities (other than those in proprietary funds) are accounted for through government funds.

- *The General Fund* is the general operating fund of the City. It is used to account for all financial resources traditionally associated with governments which are not required to be accounted for in another fund.

## Financial Structure

- *Special Revenue Funds* are used to account for the proceeds of specific revenue sources that are restricted by law or administrative action to expenditures for specified purposes. Special Revenue Funds include:
  - Motor Fuel Tax
  - Cultural Arts Commission (CAC)
  - Strategic Plan Advisory Committee (SPAC)
  - Beautification
  - Tourism
  - Restricted Police Fines
  - Tri-Com
  - Public, Educational and Government Access (PEG)
  - Mental Health
  - Foreign Fire Insurance Board
  - Special Service Area #1
  - Special Service Area #4 (Randall Square)
  - Special Service Area #5 (Williamsburg)
  - Special Service Area #7 (Blackberry)
  - Special Service Area #9 (Geneva Knolls)
  - Special Service Area #11 (Eagle Brook)
  - Special Service Area #16 (Fisher Farms)
  - Special Service Area #18 (Wildwood)
  - Special Service Area #22 (Riverfront Debt) (Unbudgeted)
  - Special Service Area #23 (Sunset Meadows)
  - Special Service Area #26 (Westhaven)
  - Special Service Area #32 (On Brentwood's Pond)
- *Debt Service Funds* are used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs other than capitalized leases and compensated absences which are paid from the governmental funds. The City has only one Debt Service Fund.
- *Capital Project Funds* are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed through proprietary funds or fiduciary funds). Capital Project Funds for the City include:
  - General Capital Projects
  - Infrastructure Capital Projects
  - Prairie Green
  - Tax Increment Financing #2 (TIF #2)
  - Capital Equipment

## Financial Structure

*Proprietary Funds* are for those services for which the City charges customers a fee. There are 2 (two) types of proprietary funds, enterprise and internal service. Enterprise funds encompass the same functions reported as business-type activities in the government-wide statements. Enterprise fund services are primarily provided to customers external to the City organization such as those of the electric, water and sewer utilities and refuse functions. Internal service funds provide services and charge fees to customers within the City organization such as equipment services and the insurance funds.

- *Enterprise Funds* are used to account for operations that are financed and operated in a manner similar to a private business enterprise. The intent of the City in using this type of fund is to determine that the costs (expense, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. Enterprise Funds for the City include:
  - Electric
  - Water/Wastewater
  - Refuse
  - Cemetery
  - Commuter Parking
  
- *Internal Service Funds* are used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City on a cost reimbursement basis. Internal Service Funds for the City include:
  - Group Dental Insurance
  - Workers' Compensation
  - Compensated Absences (Unbudgeted)

*Fiduciary Funds* are used to account for assets held by the City in a trustee capacity or as an agent for individuals, private organizations and other governments.

- *Trust and Agency Funds* consist of resources received and held by the City as trustee or agent to be expended or invested in accordance with the conditions of the trust or in its agency capacity. Pension Trust Funds are accounted for in essentially the same manner as Proprietary funds. Trust Funds for the City include:
  - Police Pension Fund
  - Firefighters' Pension Fund

### **Basis of Accounting**

Budgets for the governmental fund types (General Fund, Special Revenue Funds, etc.) are adopted on a basis consistent with "Generally Accepted Accounting Principles" (GAAP), utilizing the modified accrual basis of accounting. Revenues are recognized when they become

## Financial Structure

measurable and available. Expenditures are recognized when the liability has been incurred, with the exception that principal and interest payments on general long-term debt are recognized when due.

The proprietary fund types are budgeted on a basis consistent with GAAP, utilizing the accrual basis of accounting, except for capital outlay and debt principal which is budgeted as an expenditure.

The Comprehensive Annual Financial Report (CAFR) shows the status of the City's finances on the basis of GAAP and on a budgetary basis. In most cases this conforms to the way the City prepares its budget. Exceptions are as follows:

- Capital outlay within the Enterprise Funds are recorded as assets on a GAAP basis and expended on a Budget basis.
- Debt principal payments are recorded as reductions of liabilities on a GAAP basis and expended on a Budget basis.

The final budget adopted by the City Council must be a balanced budget, where total resources equal total obligations. The State Budget Law prohibits a budget which projects spending in excess of available resources. The City's budget is prepared on the modified accrual basis and assumes that prior year's ending cash balances will be fully utilized to balance the budget.

While the fund balance is not an annual source of revenue to fund operations of the City, year-end carryovers are used to fund future year operating and capital budgets. It is critical that adequate fund balance reserves are kept to meet unexpected operating or capital demands and to cover any unanticipated revenue shortfalls.

### **Internal Controls**

The City is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the government are protected from loss, theft or misuse and to ensure that adequate accounting data are compiled to allow for the preparation of financial statements in conformity with GAAP. The internal control structure is designed to provide reasonable, but not absolute assurance that these objectives are met. The concept of reasonable assurance recognizes that the cost of a control should not exceed the benefits likely to be derived, and that the valuation of costs and benefits requires estimates and judgments by management.

### **Budgetary Control**

Budgetary controls are maintained to ensure compliance with legal provisions embodied in the annual appropriated budget approved by the City Council. Activities of the governmental, proprietary and fiduciary funds are included in the annual appropriated budget. The budgetary level of control, the level at which expenditures cannot legally exceed the appropriated amount, is exercised at the fund level.

## Debt Service

### Overview and Debt Financing Principles

Local governments are often faced with increasing demands for services and infrastructure improvements. These demands often exceed the corresponding revenue necessary to finance the services and improvements. This produces a need to finance public facilities and infrastructure. Through debt financing, the City can construct improvements in advance of or as the need arises rather than delaying projects. Debt financing more fairly distributes the costs of the improvements to the users of the project over its lifetime.

The goal of the City's debt policy is to maintain the ability to provide high quality essential city services and improvements in a cost effective manner. Policy makers weigh this goal against maintaining the ability to borrow at the lowest possible rates. The City uses the following guidelines before financing projects with long term debt:

- Management staff and elected officials conservatively project the revenue sources to pay off the debt.
- The financing of the improvement will not exceed its useful life.
- The benefits of the improvement must outweigh its costs, including the interest costs of financing.
- The use of long-term borrowing will be limited to capital improvement projects that cannot be financed from current revenues. Debt will not be used to cover deficits (annual spending greater than annual revenue) or to cover short-term cash flow difficulties.
- As a non-home rule government, under Illinois law, the City is limited in issuing debt to 8.625% of the equalized assessed valuation (EAV). Additionally, the City will strive to keep the average maturity of all debt at or below 15 (fifteen) years.

### Outstanding Debt

The following provides a summary of the City's outstanding debt issues. The City's bonds have received a credit rating of "Aa2" by Moody's Investors Service.

*General Obligation Bonds* – The City issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds have been issued for both general government and proprietary activities. In addition, general obligation bonds have been issued to refund general obligation bonds. General obligation bonds are direct obligations and pledge the full faith and credit of the City. General obligation bonds currently outstanding are as follows:

Description	Maturity Date	Original Amount	Outstanding Amount (04/30/16)	Principal Payments FY 2017
2006B Bonds	12-15-2021	4,905,000	3,825,000	800,000
2008A Refunding Bonds	03-01-2018	4,580,000	1,850,000	885,000
2011 Refunding Bonds *	11-01-2021	9,935,000	8,030,000	1,445,000

## Debt Service

2012A Refunding Bonds ^	12-15-2018	2,355,000	1,650,000	0
2012B Refunding Bonds ^	02-01-2030	5,250,000	5,160,000	20,000
2013 Refunding Bonds *	05-01-2021	1,505,000	870,000	155,000
2014 Refunding Bonds *	02-01-2021	1,815,000	1,590,000	245,000
Total General Obligation Bonds			21,325,000	3,550,000

\* Bond payments are paid from the Electric Fund

^ Bond payments are paid from the Water/Wasterwater Fund

*Special Service Area Bonds* – The City also issues bonds where the City pledges property taxes from a separately created special service area. These bonds are not an obligation of the City and are secured by the levy of an annual tax on the real property within the special service area. Special service area bonds currently outstanding are as follows:

Description	Maturity Date	Original Amount	Outstanding Amount (04/30/16)	Principal Payments FY 2017
2016 Refunding	08-01-2022	200,000	200,000	29,000
Total SSA Bonds			200,000	29,000

*Revenue Bonds* – The City also issues bonds where government pledges income derived from the acquired or constructed assets to pay debt service. Revenue bonds currently outstanding are as follows:

Description	Maturity Date	Original Amount	Outstanding Amount (04/30/16)	Principal Payments FY 2017
Commuter Parking Fund – 2008 Series	10-01-2021	1,670,000	1,000,000	145,000
Total Revenue Bonds			1,000,000	145,000

*Tax Increment Financing Bonds* – The City issues bonds where a tax increment financing district is established and sales tax revenue generated in that district is used to pay the debt. Tax increment financing bonds currently outstanding are as follows:

Description	Maturity Date	Original Amount	Outstanding Amount (04/30/16)	Principal Payments FY 2017
2006 Series	11-01-2016	450,000	59,243	59,243
Total Tax Increment Financing			59,243	59,243

## Debt Service

*Certificate of Participation* – The City issued certificates of participation for the purchase of a fire truck.

Description	Maturity Date	Original Amount	Outstanding Amount (04/30/16)	Principal Payments FY 2017
2014	05-15-2017	378,022	252,125	125,139
Total Certificates of Participation			252,125	125,139

*Loans Payable* – Loans payable represents obligations to the Illinois Environmental Protection Agency for the construction of drinking water or wastewater facilities. Loans payable currently outstanding are as follows:

Description	Maturity Date	Original Amount	Outstanding Amount (04/30/16)	Principal Payments FY 2017
IEPA Loan (L17-0986)	08-01-2020	5,400,000	1,473,848	312,739
IEPA Loan (L17-1854)	12-01-2023	5,500,000	2,444,087	299,475
IEPA Loan (L17-2330)	12-09-2026	3,148,969	1,968,844	160,882
IEPA Loan (L17-2851)	12-03-2027	8,617,559	5,785,779	419,024
IEPA Loan (L17-2104)	07-01-2027	9,931,439	6,303,850	479,507
Total Notes Payable			17,976,408	1,671,627

### Legal Debt Margin

Percentage of legal debt margin used measures the City's ability to issue bonded debt. Direct bonded debt is debt for which the City has pledged its full faith and credit. The debt limit establishes a maximum dollar limitation calculated under existing law. The debt limitations provided by Illinois state statute provide that the debt of the City is limited to 8.625% of its EAV.

### Legal Debt Margin

2015 Equalized Assessed Valuation	917,573,326
Statutory Debt Limitation (8.625% of EAV)	79,140,699

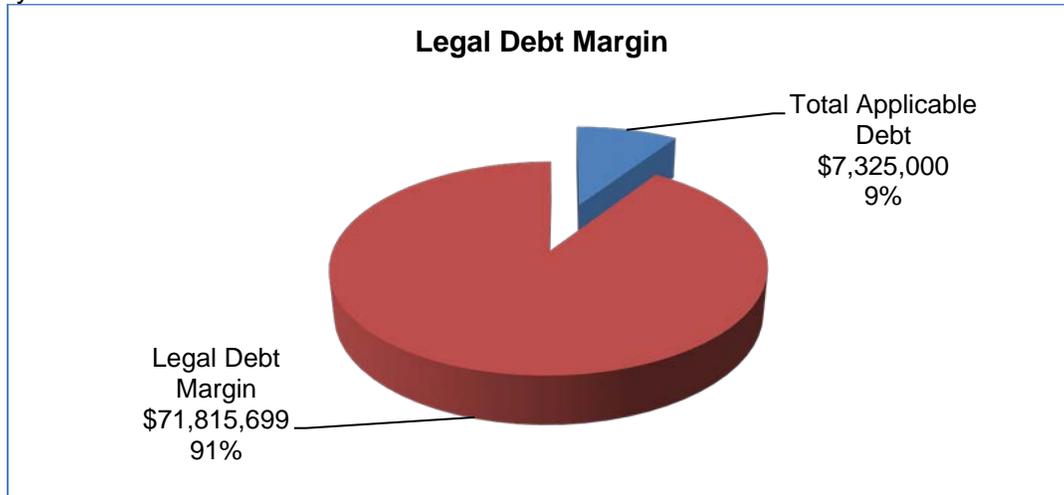
#### General Obligation Debt:

Series 2006B	3,825,000
Series 2008A	1,850,000
Series 2012A	1,650,000
Series 2011 (1)	8,030,000
Series 2012B (1)	5,160,000
Series 2013 (1)	870,000
Series 2014 (1)	1,590,000
Less: Alternate Revenue Bonds (1)	<u>(15,650,000)</u>
Total Bonds	7,325,000

Total Applicable Debt	<u>7,325,000</u>
Legal Debt Margin	71,815,699

## Debt Service

Notes: (1) The Series 2011 Bonds, Series 2012B Bonds, Series 2013 and Series 2014 Bonds are General Obligation Alternate Revenue Bonds under Illinois Statute and are not included in the computation of the legal debt margin as long as the debt service levy for such bonds is abated annually and not extended.



### Annual Debt Service

The following table provides a summary of the City's annual debt service requirements (principal and interest) on current debt obligations from the budget year through the final year of debt retirement. The City has never in its history defaulted on the payment of any of its debt obligations.

#### Annual Debt Service Requirements

Year	Principal	Interest	Total
2017	5,580,009	1,196,065	6,776,074
2018	5,725,274	1,032,266	6,757,540
2019	5,807,037	866,071	6,673,108
2020	4,761,903	704,019	5,465,922
2021	4,733,221	564,995	5,298,216
2022 – 2026	11,049,387	1,486,586	12,535,973
2027 – 2030	4,805,943	295,024	5,100,967

### Effect of Debt on Current and Future Operations

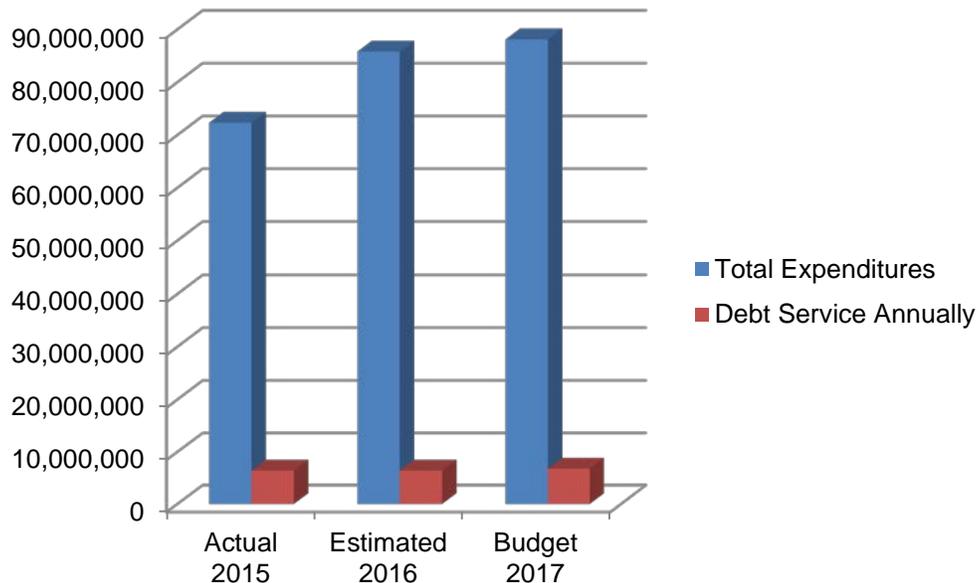
The table below shows a comparison of budgeted debt service expenditures as a percentage of total City expenditures:

## Debt Service

### Debt Service as a Percentage of Total Expenditures

	Actual FY 2015	Estimated FY 2016	Budget FY 2017
Total Expenditures	72,322,776	85,791,625	87,301,975
Debt Service Annually	6,406,108	6,405,392	6,780,955
Debt Service as a Percentage of Total Expenditures	8.9%	7.5%	7.8%

### Debt Service Compared to Total Expenditures



Each year, the City prepares a capital improvement plan (see Capital Improvement Program Section). In preparing the plan, the City forecasts projected revenues and expenditures for the plan period and beyond. Part of this forecasting involves analyzing the impact of future debt service payments. The forecast reveals that all future debt service payments may be made with no property tax levy for alternate revenue debt, no contributions from operating funds, and only minor growth in sales tax revenues.

# Revenue Sources

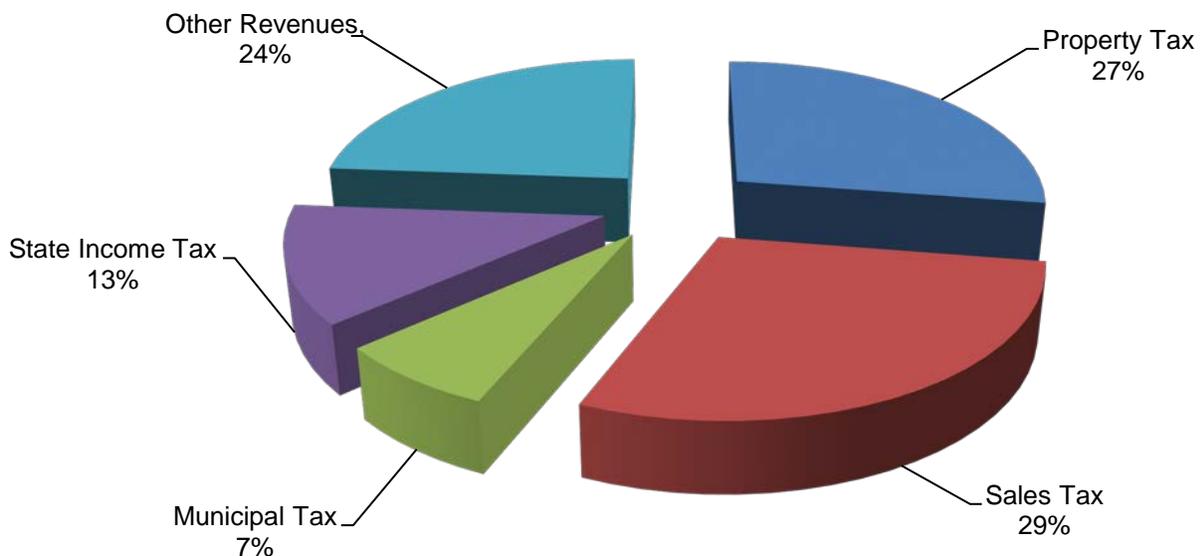
## Introduction

The City of Geneva has developed a diverse base of revenues to fund its operational and capital needs. The purpose of this section is to describe the major revenue sources and trends and how these affect the City. Special emphasis is placed on four major revenue sources. This set of revenues is significant in that they collectively represent 76% of the City's budgeted revenues in the General Fund for FY 2017. Each major source of revenue is described on the following pages. Revenues in the FY 2017 budget total \$17,314,830. These four major revenue sources and their contribution to overall revenues are summarized in the charts below.

### Major Revenue Summary – General Fund

Major Revenue Source	Budgeted 2017 Revenue	Percent of Total Current Revenues
<i>Property Tax</i>	\$4,752,240	27%
<i>Sales Tax</i>	\$5,000,000	29%
<i>Municipal Tax</i>	\$1,247,420	7%
<i>State Income Tax</i>	\$2,194,490	13%
<i>Subtotal Major Revenue Sources</i>	\$13,194,150	76%
Other Revenues	\$4,120,680	24%
Total Current Revenues	\$17,314,830	100%

### Major Revenue Sources - General Fund

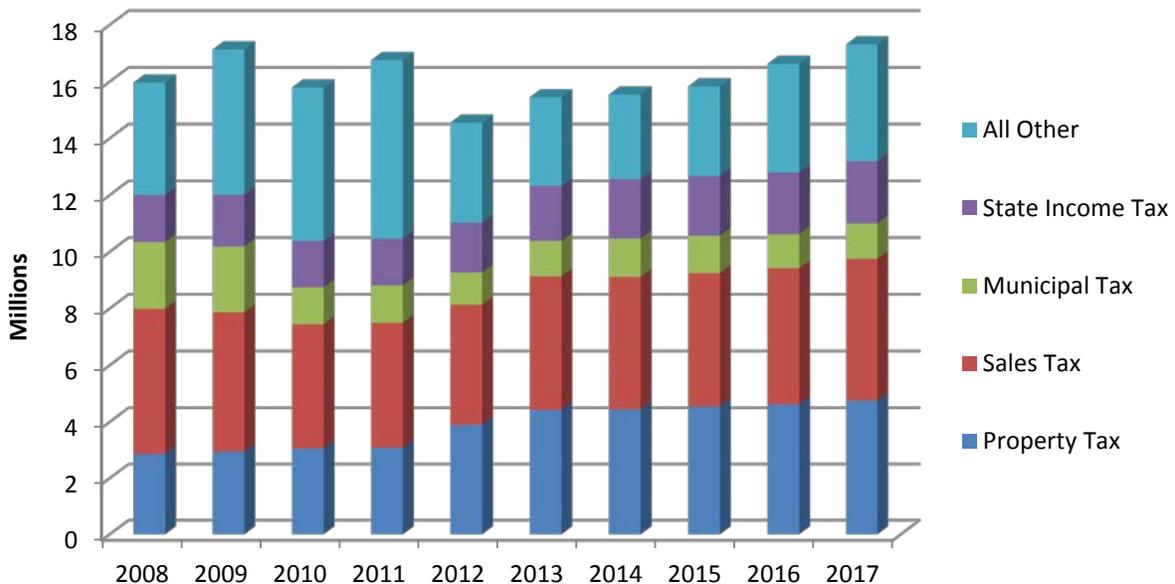


## Revenue Sources

### Major Revenue Sources – Last Ten Fiscal Years

Year	Property Tax	Sales Tax	Municipal Tax	State Income Tax	All Other	Total Revenues
2007	2,798,315	5,303,859	1,994,980	1,415,434	3,160,601	14,673,189
2008	2,864,060	5,127,859	2,351,424	1,659,834	3,963,594	15,966,771
2009	2,950,241	4,917,076	2,321,021	1,827,127	5,120,111	17,135,576
2010	3,062,871	4,383,719	1,301,537	1,637,623	5,409,004	15,794,755
2011	3,086,722	4,411,592	1,316,989	1,652,801	6,289,650	16,757,754
2012	3,904,829	4,229,673	1,137,863	1,754,844	3,527,764	14,554,973
2013	4,427,487	4,708,771	1,250,410	1,937,141	3,126,611	15,450,420
2014	4,450,945	4,666,100	1,353,762	2,094,605	2,981,141	15,546,553
2015	4,545,724	4,701,581	1,324,307	2,105,104	3,194,959	15,835,561
2016 Est.	4,647,125	4,800,000	1,198,270	2,175,000	3,806,155	16,626,550
2017 Bud.	4,752,240	5,000,000	1,247,420	2,192,490	4,120,680	17,314,830

Major Revenue Sources - Last Ten Fiscal Years



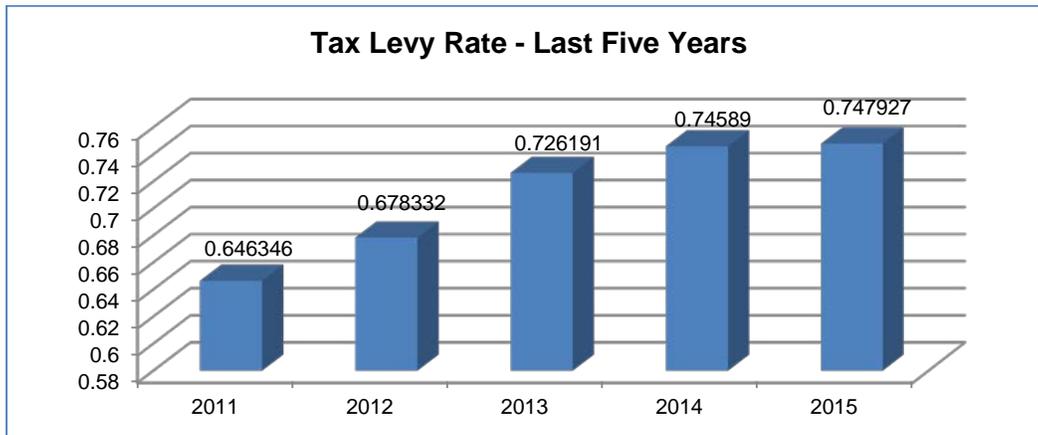
### Ad Valorem Property Tax

Budgeted FY 2017 ad valorem property taxes total \$4,752,240 or 27% of current revenue in the General Fund. Property taxes are collected on the assessed valuation of taxable real personal property. The County provides the EAV used in the calculation of property taxes necessary to fund the budget.

## Revenue Sources

Total assessed valuation in Geneva grew steadily during the early to mid 2000's and then began a steady descent after Levy Year 2009 and a slow return since Levy Year 2014. The 2015 assessed valuation of \$917,573,326 shows an increase of \$16,977,894 or 1.7% over 2014.

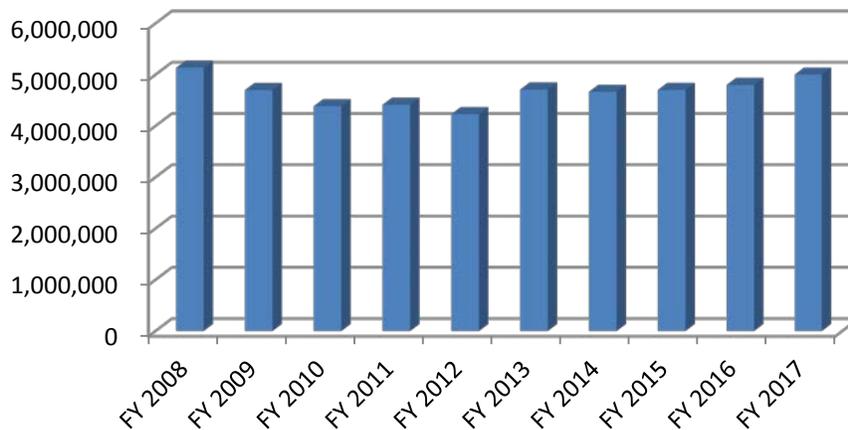
The 2015 levy (for FY 2017) will require an effective property tax rate of 0.747927, an increase of 0.021736 or 2.9% from the FY 2016 level. The 2015 property taxes are collected in 2016 and provide funding for the FY 2017 budget.



## Sales Tax

The largest source of revenue for the City's General Fund is from local Sales Taxes. Retail Sales Tax of 7.5% is collected by the State. The City receives 1.5% of the revenues collected. Of the total sales tax revenue received 1% is unrestricted and recorded in the General Fund while the remaining 0.5% is restricted to capital improvement/infrastructure projects and is recorded in the Infrastructure Capital Projects Fund. Sales taxes are expected to increase 4% from the FY 2016 estimated amount. This figure represents approximately 29% of the total revenue in the General Fund.

## City Sales Tax Revenue

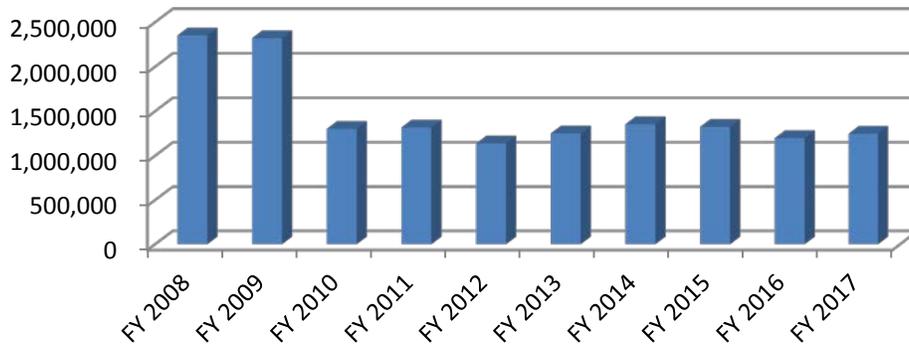


# Revenue Sources

## Municipal Tax

The City collects a municipal tax on gas, electric and water utilities. The Budget projects \$1,247,240 in Municipal Tax for FY 2017. Revenue received for these taxes depends largely upon changes in the cost of natural gas, changes in population and/or whether the area experiences extreme temperatures.

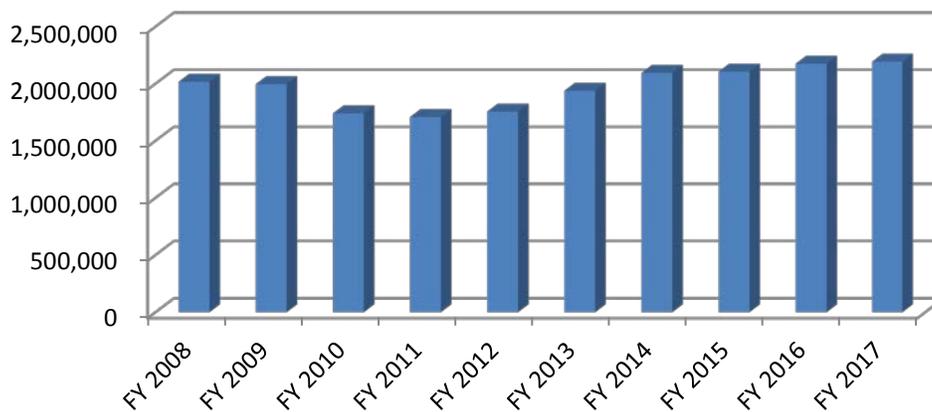
**Municipal Utility Tax Revenue**



## State Income Tax

The City currently receives State Income Tax revenues based on a per capita formula applied to the State's set-aside 10% for Local Government Distributive Funds. State Income Tax is expected to increase slightly (.8%) from current year estimates due to signs that the economic recovery is putting more people back to work in the State of Illinois. However past statements from the governor regarding the possibility of reducing the amount distributed to municipalities could be as much as 50%. The budget was prepared as if the reduction would not take place, but contingency plans have been developed.

**Income Tax Revenue**



## Revenue Sources

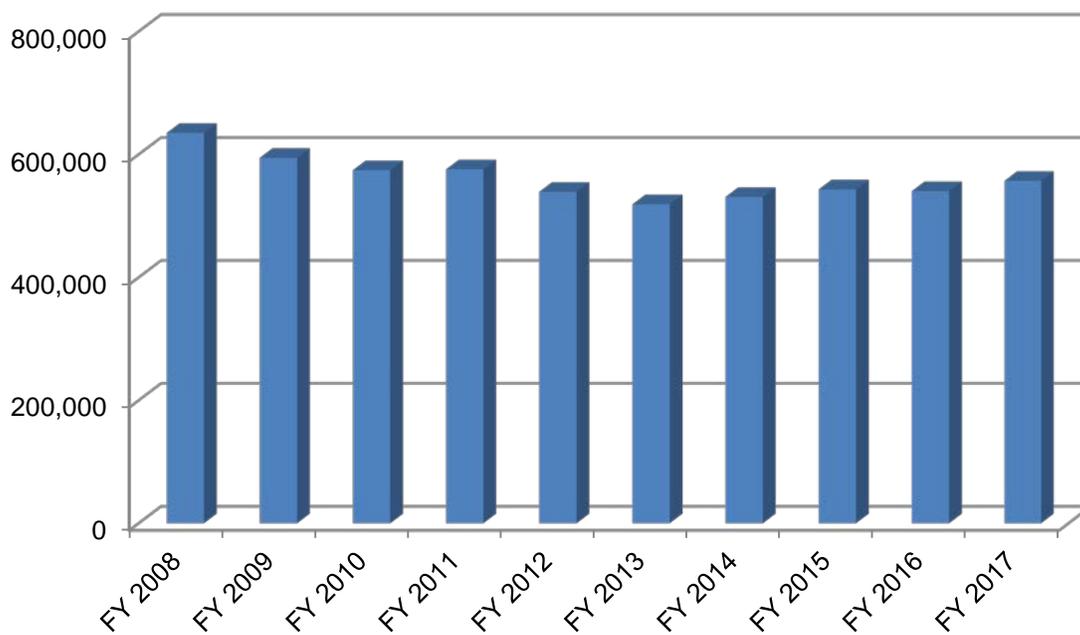
### Other Revenue Sources

#### Motor Fuel Tax

The Illinois Motor Fuel Tax (MFT) Fund is derived from a tax on the privilege of operating motor vehicles upon public highways and of operating recreational watercraft upon the waters of the State, based upon the consumption of motor fuel. The Department of Transportation allocates this money according to the MFT Fund Distribution statute (35 ILCS 505/8) and initiates the process for distribution of motor fuel tax to the counties, townships and municipalities.

The FY 2017 budget estimates \$557,075 in MFT funds which are recorded in the MFT Special Revenue Fund. The City will use these funds towards a street improvement program. Collections of MFT funds have decreased over the past couple of years which can be attributed to fuel prices, conservation of fuel and the overall economic environment.

**Motor Fuel Tax Revenue**

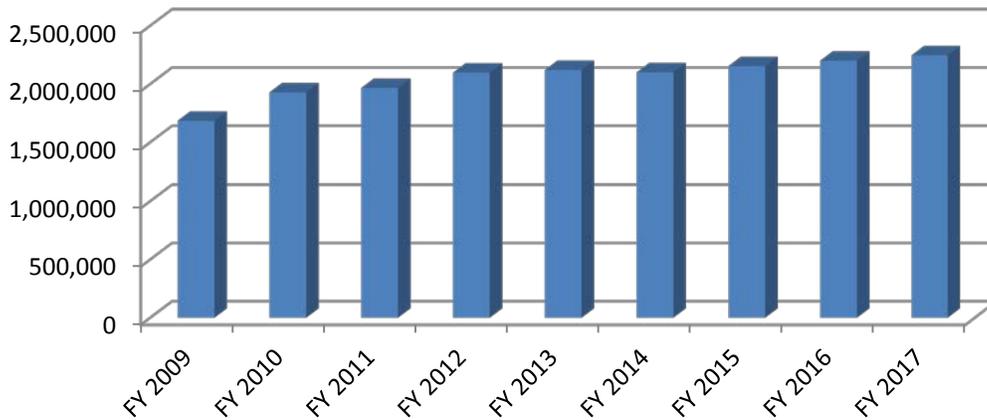


#### Non-Home Rule Sales Tax

The 0.5% Non-Home Rule Sales Tax was instituted in 2007 and is restricted to “Infrastructure” related capital projects and is recorded in the Infrastructure Capital Projects Fund. This tax does not apply to sales of food, drugs, and medical appliances so therefore it is not exactly half of the Sales Tax. Non-Home Rule Sales taxes are expected to increase 2% from the FY 2016 estimated amount due to an upswing in the local economy.

# Revenue Sources

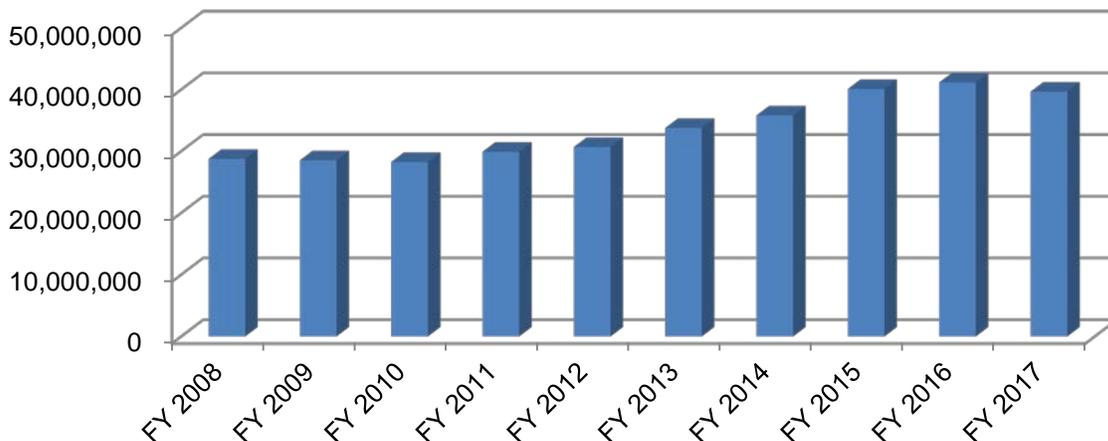
## Non-Home Rule Sales Tax Revenue



## Electric Sales

Electric revenues are based on the amount of electricity used by individual homes and businesses. Electric revenues over the past ten (10) years have been driven mainly by three factors. The first factor was rate increases in 2011, 2014 and again in 2015 due to cost increases in operations and purchased power. The second factor was overall increase in growth. The City of Geneva's demand for energy grew, peaking in 2007; followed by an overall decline due to the recession and rebounded in 2012. The final factor is weather, 2012 and 2013 had record periods of hot weather, driving the electric system to peak demand levels. The City is a partner in NIMPA (Northern Illinois Municipal Power Agency) which operates a coal-fired generating station in southern Illinois. The City can also generate power during peak demand via the Geneva Generating Facility (GGF), a natural gas-fired generating station. The FY 2017 budget of \$39,637,195 is based on a slight increase in consumption over the estimated FY 2016 usage.

## Electric Sales Revenue

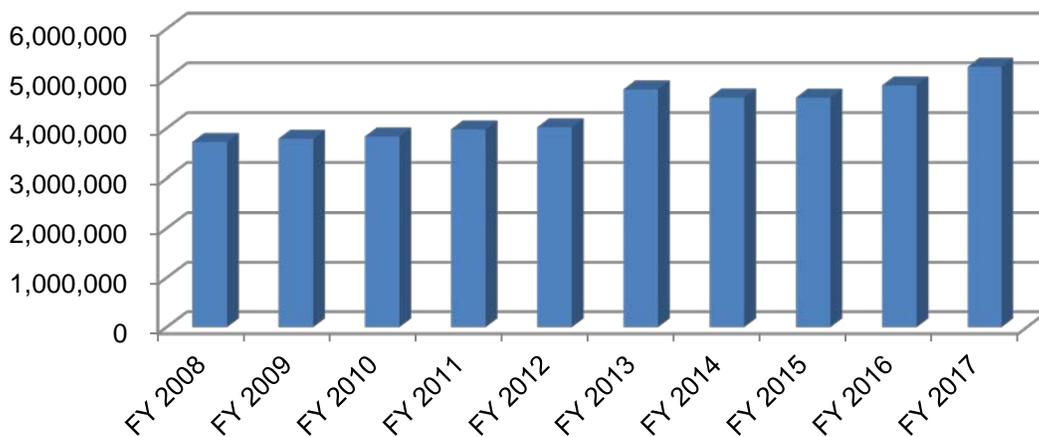


## Revenue Sources

### Water Sales

Water revenues are based on the number of cubic feet used by individual homes and businesses. Water rates are developed to recover the cost of providing potable water to the City users. The City pumps water from underground wells and treats it through a reverse osmosis system at the Water Treatment Facility. Water consumption has been steadily increasing over the past several years and a rate restructuring in 2016 has provided a fixed component that is independent of usage. The FY 2017 budget of \$5,237,300 is an increase of 8.3% and is based on the 2015 rate study projections.

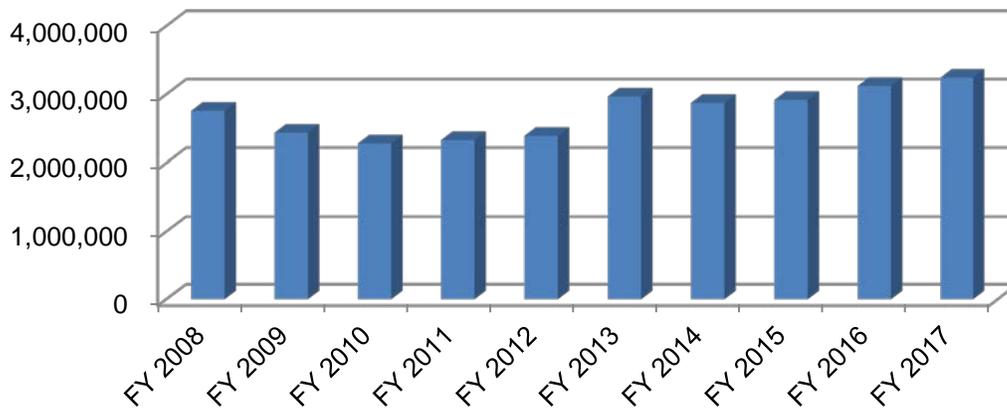
**Water Sales Revenue**



### Sewer Sales

Sewer sales are largely based on water consumption and have generally followed the same trends. The FY 2017 budget of \$3,242,940 is an increase of 7.2% from the FY 2016 estimate and is based on the 2015 rate study projections.

**Sewer Sales Revenue**



### Revenue Forecast Methodology

The City of Geneva uses various sources of information to forecast revenue. Included are previous year trends, economic conditions, information from the County and Township assessors and the Illinois Municipal League and rate studies for the Electric and Water/Wastewater Funds. Included in trend forecasting are sales tax, municipal tax, telecommunications tax, income tax, MFT tax and electric and water sales. External economic conditions including inflation, employment and interest rates are also taken into consideration when forecasting anticipated revenue.

## Typical Tax Bill

**Market Value of Home:** \$350,000

**Current Tax Levy:** .747927

**Assessed Valuation:** \$116,655

To determine assessed valuation, multiply Market value by 33.33%:  
 $350,000 \times 33.33\% = \$116,655$

**Annual Tax Liability for City Services: \$872.49**

To calculate the annual tax bill, multiply the assessed valuation by the tax levy rate and divide the result by 100.  $116,655 \times .747927 = 87,249.42$ ;  $87,249.42 \div 100 = \$872.49$

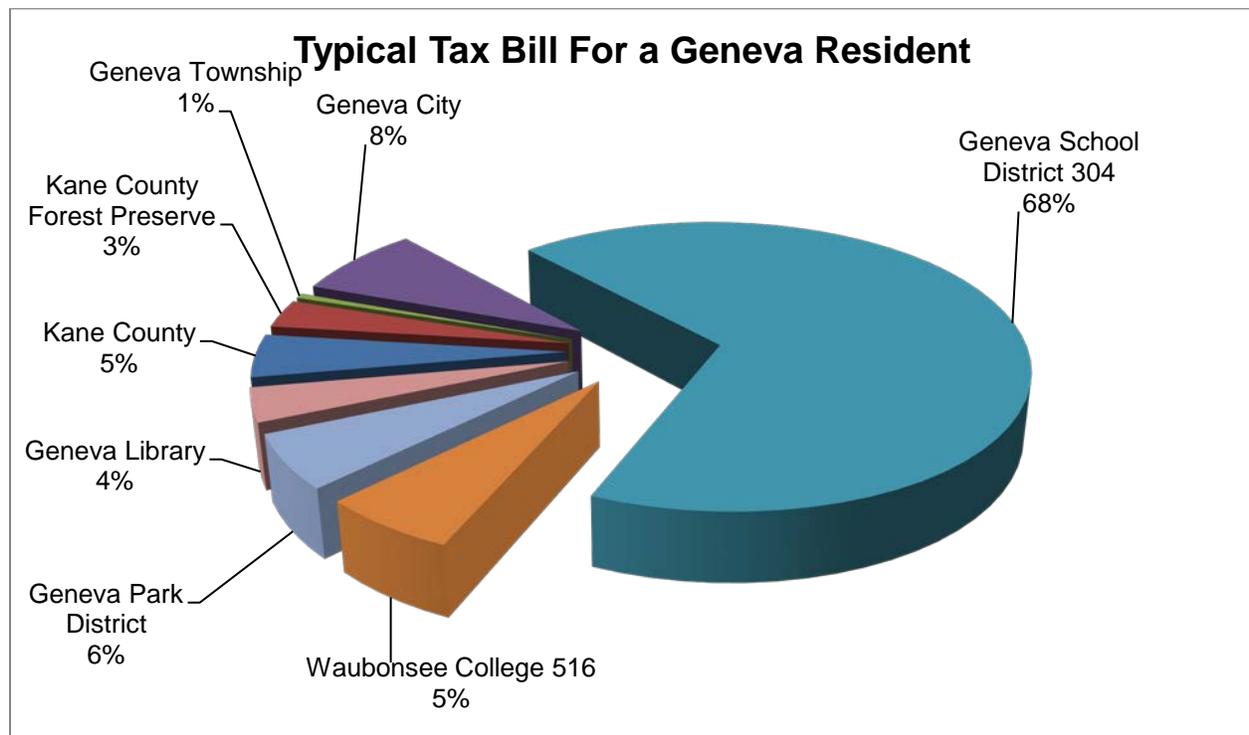
**Monthly Expenses for City Services: \$72.70**

To determine the monthly tax expenses for City services, divide the tax liability by 12 months:  
 $\$872.49 \div 12 = \$72.70$

City of Geneva property owners pay property taxes which generate revenue used to operate the City, schools, parks, libraries and township road districts.

The City of Geneva is under the *Property Tax Extension Limitation Law* which caps increases in property tax extensions for non-home rule taxing districts. Increases in tax extensions are limited to the lesser of 5% or the Consumer Price Index (CPI) for the year preceding the levy year. This limit slows the growth of property tax revenues to taxing districts when property values and assessments are increasing faster than the rate of inflation.

A common misconception about property taxes is that all of the money goes to the City. The City's portion of a resident's total tax bill is approximately 8%. The City relies more heavily on a combination of sales tax and other miscellaneous tax, than property tax, to provide essential core services to the public. The chart below illustrates the breakdown of a typical residential tax bill.



CITY OF GENEVA, ILLINOIS  
Budget Summary - Total by Fund  
Fiscal Year Ending April 30, 2017

Fund	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Estimated	2016-2017 Request
<b>Revenues and Other Financing Sources</b>					
General	\$ 15,546,553	\$ 15,835,561	\$ 17,045,077	\$ 16,626,550	\$ 17,314,830
<b>Special Revenue Funds</b>					
Motor Fuel Tax	626,122	717,322	511,110	540,300	557,075
Cultural Arts Commission	52,235	57,137	77,925	26,895	49,795
SPAC	18,065	25,705	16,785	15,710	14,935
Beautification	10,561	15,714	12,850	12,935	12,900
Tourism	211,713	229,333	225,000	230,000	271,775
Restricted Police Fines	-	43,656	21,155	14,525	21,155
PEG	-	143,213	32,600	35,800	36,640
Mental Health	154,947	155,155	155,300	154,915	293,175
Foreign Fire Insurance	43,782	44,166	44,455	45,400	46,655
SSA #1	298,103	295,301	338,679	298,525	212,130
SSA #4 (Randall Square)	12,051	12,093	12,025	12,145	28,950
SSA #5 (Williamsburg)	7,768	8,148	12,755	8,515	23,250
SSA #7 (Blackberry)	2,760	2,723	2,765	2,765	11,865
SSA #9 (Geneva Knolls)	3,020	3,019	3,020	3,015	3,165
SSA #11 (Eagle Brook)	52,948	52,875	53,000	52,980	55,600
SSA #16 (Fisher Farms)	153,942	154,022	154,150	154,160	154,165
SSA #18 (Wildwood)	1,466	1,462	1,465	1,465	1,535
SSA #23 (Sunset Meadows)	1,068	1,068	1,070	1,070	1,120
SSA #26 (Westhaven)	7,092	7,100	7,100	7,100	13,825
SSA #32 (On Brentwood's Pond)	-	-	-	-	3,000
	<u>1,657,641</u>	<u>1,969,212</u>	<u>1,683,209</u>	<u>1,618,220</u>	<u>1,812,710</u>
<b>Debt Service Funds</b>					
Debt Service	1,739,573	1,810,824	1,907,725	1,932,805	1,975,175
	<u>1,739,573</u>	<u>1,810,824</u>	<u>1,907,725</u>	<u>1,932,805</u>	<u>1,975,175</u>
<b>Capital Projects Funds</b>					
General Capital Projects	794,795	1,125,503	628,634	125,730	169,800
Infrastructure Capital Projects	2,705,539	2,647,653	5,444,565	2,754,125	3,334,575
Prairie Green	103,649	105,629	107,450	106,645	70,420
TIF #2	275,663	254,685	256,180	242,910	245,795
Capital Equipment	9,351	56,708	50,350	84,060	332,385
	<u>3,888,997</u>	<u>4,190,178</u>	<u>6,487,179</u>	<u>3,313,470</u>	<u>4,152,975</u>
<b>Enterprise Funds</b>					
Electric	36,772,790	41,108,768	44,959,508	41,795,210	45,148,710
Water/Wastewater	8,364,420	8,955,964	12,131,680	8,949,600	12,700,705
Refuse	492,699	500,237	515,495	511,970	557,520
Cemetery	77,762	69,738	60,500	57,400	61,600
Commuter Parking	446,936	5,301,185	716,088	527,250	649,270
	<u>46,154,607</u>	<u>55,935,892</u>	<u>58,383,271</u>	<u>51,841,430</u>	<u>59,117,805</u>
<b>Internal Service Funds</b>					
Group Dental Insurance	158,624	168,571	185,265	186,795	156,200
Workers Compensation	435,204	467,372	724,151	635,300	524,730
	<u>593,828</u>	<u>635,943</u>	<u>909,416</u>	<u>822,095</u>	<u>680,930</u>
<b>Trust and Agency Funds</b>					
Police Pension	2,615,422	2,725,824	2,204,355	1,897,355	2,227,735
Fire Pension	1,145,570	1,080,512	1,231,305	961,690	831,305
	<u>3,760,991</u>	<u>3,806,336</u>	<u>3,435,660</u>	<u>2,859,045</u>	<u>3,059,040</u>
<b>Total Revenues</b>	<u>\$ 73,342,191</u>	<u>\$ 84,183,946</u>	<u>\$ 89,851,537</u>	<u>\$ 79,013,615</u>	<u>\$ 88,113,465</u>

CITY OF GENEVA, ILLINOIS  
 Budget Summary - Total by Fund  
 Fiscal Year Ending April 30, 2017

Fund	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Estimated	2016-2017 Request
<b>Expenditures and Other Financing Uses</b>					
General	\$ 15,748,601	\$ 16,333,865	\$ 16,761,677	\$ 16,504,535	\$ 17,314,830
<b>Special Revenue Funds</b>					
Motor Fuel Tax	505,735	409,893	511,110	540,000	557,075
Cultural Arts Commission	38,839	33,561	77,925	53,020	49,795
SPAC	18,798	18,139	16,785	7,855	14,935
Beautification	13,042	11,391	12,850	8,040	12,900
Tourism	194,640	194,944	225,000	197,570	271,775
Restricted Police Fines	-	30,451	21,155	10,900	21,155
PEG	-	57,991	32,600	485	36,640
Mental Health	149,835	141,231	155,300	141,080	293,175
Foreign Fire Insurance	34,228	27,221	44,455	68,625	46,655
SSA #1	313,742	295,833	338,679	285,720	212,130
SSA #4 (Randall Square)	9,347	9,591	12,025	13,050	28,950
SSA #5 (Williamsburg)	7,131	6,902	12,755	12,755	23,250
SSA #7 (Blackberry)	1,635	1,678	2,765	2,765	11,865
SSA #9 (Geneva Knolls)	3,785	2,526	3,020	3,020	3,165
SSA #11 (Eagle Brook)	24,200	62,800	53,000	53,000	55,600
SSA #16 (Fisher Farms)	94,864	153,124	154,150	137,500	154,165
SSA #18 (Wildwood)	935	960	1,465	1,465	1,535
SSA #23 (Sunset Meadows)	594	609	1,070	1,070	1,120
SSA #26 (Westhaven)	3,387	3,476	7,100	7,100	13,825
SSA #32 (On Brentwood's Pond)	-	-	-	-	3,000
	<u>1,414,738</u>	<u>1,462,321</u>	<u>1,683,209</u>	<u>1,545,020</u>	<u>1,812,710</u>
<b>Debt Service Funds</b>					
Debt Service	1,770,786	1,836,046	1,907,725	1,899,425	1,975,175
	<u>1,770,786</u>	<u>1,836,046</u>	<u>1,907,725</u>	<u>1,899,425</u>	<u>1,975,175</u>
<b>Capital Projects Funds</b>					
General Capital Projects	794,795	619,481	628,634	632,310	169,800
Infrastructure Capital Projects	2,625,167	2,769,945	5,444,565	2,969,285	3,334,575
Prairie Green	27,189	16,644	107,450	19,835	70,420
TIF #2	628,267	202,960	256,180	156,795	245,795
Capital Equipment	-	-	50,350	-	332,385
	<u>4,075,418</u>	<u>3,609,030</u>	<u>6,487,179</u>	<u>3,778,225</u>	<u>4,152,975</u>
<b>Enterprise Funds</b>					
Electric	34,302,375	37,613,364	44,959,508	44,430,115	45,148,710
Water/Wastewater	8,436,895	8,163,867	12,131,680	11,429,880	12,700,705
Refuse	462,111	465,625	515,495	514,455	557,520
Cemetery	51,935	54,091	60,500	60,500	61,600
Commuter Parking	436,148	477,494	716,088	414,200	649,270
	<u>43,689,464</u>	<u>46,774,441</u>	<u>58,383,271</u>	<u>56,849,150</u>	<u>59,117,805</u>
<b>Internal Service Funds</b>					
Group Dental Insurance	143,620	155,100	185,265	156,200	156,200
Workers Compensation	365,535	540,732	582,965	371,510	524,730
	<u>509,155</u>	<u>695,832</u>	<u>768,230</u>	<u>527,710</u>	<u>680,930</u>
<b>Trust and Agency Funds</b>					
Police Pension	1,173,097	1,198,563	1,460,350	1,315,335	1,596,550
Fire Pension	322,888	412,657	503,000	526,410	651,000
	<u>1,495,986</u>	<u>1,611,220</u>	<u>1,963,350</u>	<u>1,841,745</u>	<u>2,247,550</u>
<b>Total Expenditures</b>	<u>\$ 68,704,148</u>	<u>\$ 72,322,755</u>	<u>\$ 87,954,641</u>	<u>\$ 82,945,810</u>	<u>\$ 87,301,975</u>

## **Budget Summary – Total by Fund**

### **General Fund**

The General Fund budget has increased \$269,753 or 1.6% under the FY 2016 amended budget. While there are slight differences throughout the General Fund budget, the main reason for the funds increase is due to an increase 19% and 22% respectively in the police pension and firefighters pension contribution.

### **Special Revenue Funds**

Most of the Special Revenue Funds held steady over the FY 2015 amended budget, except for Mental Health. The increase in the Mental Health Fund is due to the Geneva Mental Health Board drawing down their reserves due to change in priorities.

### **Debt Service Funds**

The Debt Service Fund budget is \$67,450 or 3.5% higher than the FY 2016 budget which is due to the debt payment schedule.

### **Capital Project Funds**

The General Capital Projects Fund budget is \$458,834 or 73.0% lower than the FY 2016 budget mainly due to the lack of available funding from the General Fund for general capital projects. The Infrastructure Capital Projects Fund budget is \$2,109,990 or 38.8% lower than the FY 2016 budget due to budgeted projects which were expected to come to fruition but did not. The Capital Equipment Fund budget increased by \$282,035 or 560.1% due to the use of fund balance for equipment replacement.

### **Enterprise Funds**

The Electric Fund budget is \$189,202 or 0.4% higher than the FY 2016 budget due to higher purchased power costs that are matched with higher revenues. The Water/Wastewater budget is \$569,025 or 4.7% higher mainly due to the \$500,000 budgeted for upgrades at the Wastewater Treatment Plant to remove phosphorous from the effluent into the Fox River as required by the EPA and increased rates based upon the 2015 Water Rate Study. The Commuter Parking Fund budget has decreased \$66,818 or 9.3% due to the completion of the 3<sup>rd</sup> deck addition to the parking garage.

### **Internal Service Funds**

The Workers' Compensation Fund budget is \$58,235 or 10.0% lower than FY 2016 budget due to lower than expected workers' compensation claims experienced in the past two years.

### **Trust and Agency Funds**

The Police and Fire Pensions budgets are higher due to increased costs for retiree pension payments caused by expected retirements during the fiscal year offset by the lack of increase in fair value in the current market place.

CITY OF GENEVA, ILLINOIS  
 Budget Summary - Total by Category and Fund  
 Fiscal Year Ending April 30, 2017

	General	Non Major Funds	Electric Fund	Water/Wastewater Fund	Non Major Funds	Internal Service	Pension Trust Funds	Total
<b>Revenues and Other Financing Sources</b>								
Taxes	6,949,230	3,080,860	-	-	-	-	-	10,030,090
Licenses	167,140	-	-	-	-	-	-	167,140
Permits	378,500	-	-	-	-	-	-	378,500
Intergovernmental Revenues	7,881,725	2,803,225	-	-	-	-	-	10,684,950
Fines and Forfeits	272,100	14,200	250,000	220,000	-	-	-	756,300
Service Charges	-	1,820	39,837,195	8,630,440	519,520	-	-	48,988,975
Service Fees	718,600	67,490	\$500.00	\$35,930.00	563,150	679,930	-	2,065,600
Other Revenues	390,460	284,025	223,000	650,705	66,750	1,000	3,059,040	4,674,980
Other Financing Sources	557,075	1,689,240	4,838,015	3,163,630	118,970	-	-	10,366,930
<b>Total Revenues</b>	<b>17,314,830</b>	<b>7,940,860</b>	<b>45,148,710</b>	<b>12,700,705</b>	<b>1,268,390</b>	<b>680,930</b>	<b>3,059,040</b>	<b>88,113,465</b>
<b>Expenditures and Other Financing Uses</b>								
Personal Services	13,629,745	224,867	3,298,477	2,496,966	123,159	-	2,030,200	21,803,414
Contractual Services	1,946,910	641,870	32,968,891	1,583,284	645,640	680,930	217,350	38,684,875
Commodities	859,515	94,565	249,410	585,175	7,800	-	-	1,796,465
Debt Service	128,865	2,068,190	2,100,640	2,301,850	181,410	-	-	6,780,955
Capital Outlay	-	3,837,687	2,667,630	3,194,500	-	-	-	9,699,817
Other Expenditures	12,920	300,150	2,007,575	2,538,930	287,300	-	-	5,146,875
Other Financing Uses	736,875	773,531	1,856,087	-	23,081	-	-	3,389,574
<b>Total Expenditures/Expenses</b>	<b>17,314,830</b>	<b>7,940,860</b>	<b>45,148,710</b>	<b>12,700,705</b>	<b>1,268,390</b>	<b>680,930</b>	<b>2,247,550</b>	<b>87,301,975</b>

CITY OF GENEVA, ILLINOIS  
 Budget Summary - Total by Department and Fund  
 Fiscal Year Ending April 30, 2017

	General	Non Major Funds	Electric Fund	Water/ Wastewater Fund	Non Major Funds	Internal Service	Pension Trust Funds	Total
Expenditures and Other Financing Uses								
Legislative	143,436	370,805	-	-	-	-	-	514,241
City Administrator's Office	247,864	508,605	-	-	-	-	-	756,469
Administrative Services	1,681,870	2,010,615	-	-	-	680,930	-	4,373,415
Community Development	944,662	129,420	-	-	-	-	-	1,074,082
Economic Development	170,948	517,570	-	-	-	-	-	688,518
Police Department	6,913,328	168,040	-	-	-	-	1,596,550	8,677,918
Fire Department	4,366,829	136,655	-	-	-	-	651,000	5,154,484
Public Works	2,845,893	4,099,150	45,148,710	12,700,705	1,268,390	-	-	66,062,848
<b>Total Expenditures/Expenses</b>	<b>17,314,830</b>	<b>7,940,860</b>	<b>45,148,710</b>	<b>12,700,705</b>	<b>1,268,390</b>	<b>680,930</b>	<b>2,247,550</b>	<b>87,301,975</b>

CITY OF GENEVA, ILLINOIS  
 Estimated Change in Fund Balance  
 Fiscal Year Ending April 30, 2017

Fund	Beginning Fund Balance	2016-2017 Revenues	2016-2017 Expenditures	Ending Fund Balance
General	4,025,329	17,314,830	17,314,830	4,025,329
Special Revenue Funds				
Motor Fuel Tax	731,766	557,075	557,075	731,766
Cultural Arts Commission (1)	67,769	49,795	43,580	73,984
SPAC	30,311	14,935	14,935	30,311
Beautification (1)	42,349	10,350	12,900	39,799
Tourism (1)	81,748	230,000	271,775	39,973
Restricted Police Fines	16,830	14,200	21,155	9,875
PEG (1)	120,537	36,640	17,050	140,127
Mental Health (1)	151,145	155,600	293,175	13,570
Foreign Fire Insurance (1)	3,273	46,665	33,835	16,103
SSA #1 (1)	166,189	208,660	212,130	162,719
SSA #4 (Randall Square) (1)	49,672	12,155	28,950	32,877
SSA #5 (Williamsburg) (1)	15,144	8,930	23,250	824
SSA #7 (Blackberry) (1)	10,188	2,900	11,865	1,223
SSA #9 (Geneva Knolls) (1)	8,536	3,165	3,020	8,681
SSA #11 (Eagle Brook) (1)	37,616	55,600	53,000	40,216
SSA #16 (Fisher Farms) (1)	149,266	154,165	140,000	163,431
SSA #18 (Wildwood)	2,365	1,535	1,535	2,365
SSA #23 (Sunset Meadows)	6,498	1,120	1,120	6,498
SSA #26 (Westhaven) (1)	13,579	7,450	13,825	7,204
SSA #32 (On Brentwood's Pond)	0	3,000	3,000	0
	<u>1,704,781</u>	<u>1,573,940</u>	<u>1,757,175</u>	<u>1,521,546</u>
Debt Service Funds				
Debt Service (1)	313,318	1,958,975	1,975,175	297,118
Capital Projects Funds				
General Capital Projects (1)	5,414	169,800	169,800	5,414
Infrastructure Capital Projects	823,554	2,934,575	3,334,575	423,554
Prairie Green (1)	380,835	70,420	19,694	431,561
TIF #2 (1)	692,017	245,795	204,185	733,627
Capital Equipment (1)	318,454	35,000	332,385	21,069
	<u>2,220,274</u>	<u>3,455,590</u>	<u>4,060,639</u>	<u>1,615,225</u>
Enterprise Funds				
Electric (2)	7,635,359	40,310,695	41,292,623	6,653,431
Water/Wastewater (2)	2,217,224	9,537,075	10,200,705	1,553,594
Refuse (3)	209,222	557,520	535,539	231,203
Cemetery (4)	325,128	61,600	53,500	333,228
Commuter Parking (2)	208,418	530,300	369,270	369,448
	<u>10,595,351</u>	<u>50,997,190</u>	<u>52,451,637</u>	<u>9,140,904</u>
Internal Service Funds				
Group Dental Insurance	65,401	156,200	156,200	65,401
Workers Compensation	181,035	524,730	524,730	181,035
	<u>454,854</u>	<u>1,211,230</u>	<u>1,050,200</u>	<u>615,884</u>
Trust and Agency Funds				
Police Pension	18,915,302	2,227,735	1,596,550	19,546,487
Fire Pension	13,482,114	831,305	651,000	13,662,419
	<u>32,578,451</u>	<u>3,583,770</u>	<u>2,772,280</u>	<u>33,389,941</u>

- (1) Less: Reappropriation Revenue (Use of Reserves); or Less: Expenditure Source of Reserves
- (2) Cash Balance: Less Reappropriation Revenue (Use of Reserves), Less Depreciation
- (3) Cash Balance: Less: Expenditure Source of Reserves
- (4) Cash Balance: Less Depreciation

## **Estimated Change in Fund Balance**

### **General Fund**

The General Fund fund balance is expected to remain the same to \$4,025,329 at the end of FY 2017. The City Council policy requires a General Fund reserve level of 25% of anticipated expenditures. The estimated April 30, 2017 fund balance will be at 23% of anticipated FY 2017 expenditures. The decrease is due to a purchase property which was outside of the budget process and was understood that we would not meet the fund balance policy. The revenues and expenditures of this fund will be monitored to ensure maintenance of sufficient fund reserves and compliance with City Council policy.

### **Special Revenue Funds**

The Cultural Arts Commission (CAC) Fund has a budgeted increase in fund balance due to a reduction in number of events. The Tourism fund has a budgeted decrease in fund balance by 51% due to the purchase of Welcome signs and downtown kiosks. The PEG Fund has a budgeted 16.2% decrease in fund balance due to the budgeted use of funds for capital projects. Mental Health fund is drawing down all of its fund balance to be distributed to their grant organizations. SSA #1, 4, 5, 7, and 26 have budgeted decrease in fund balance to fund current capital projects.

### **Debt Service Funds**

The Debt Service Fund is expected to remain relatively stable.

### **Capital Project Funds**

The Infrastructure Capital Projects Fund fund balance is expected to decrease 48.6% due to the use of accumulation of reserves in prior years. The fund balance in the Prairie Green Fund is expected to increase \$50,726 to \$431,561 or 13% at the end of FY 2017. The Fund is using accumulating fund balance due to the 34% decrease in the fund's major revenue source. The Capital Equipment Fund is currently using its reserves for the replacement of General Fund vehicles.

### **Enterprise Funds**

The Electric Fund cash balance is expected to decrease \$981,928 to \$6,653,431 or 12.9% due mainly to the continued investment in capital improvements to the system. The Water/Wastewater Fund cash balance is expected to decrease \$663,630 or 29.9% due mainly to investments in the Wastewater Treatment Plant.

### **Internal Service Funds**

The Group Dental and Workers' Compensation Funds seek to increase their fund reserves each year to cover potential insurance losses. Insurance premiums are monitored to determine if they are adequate to meet future claims.

## Estimated Change in Fund Balance

### Trust and Agency Funds

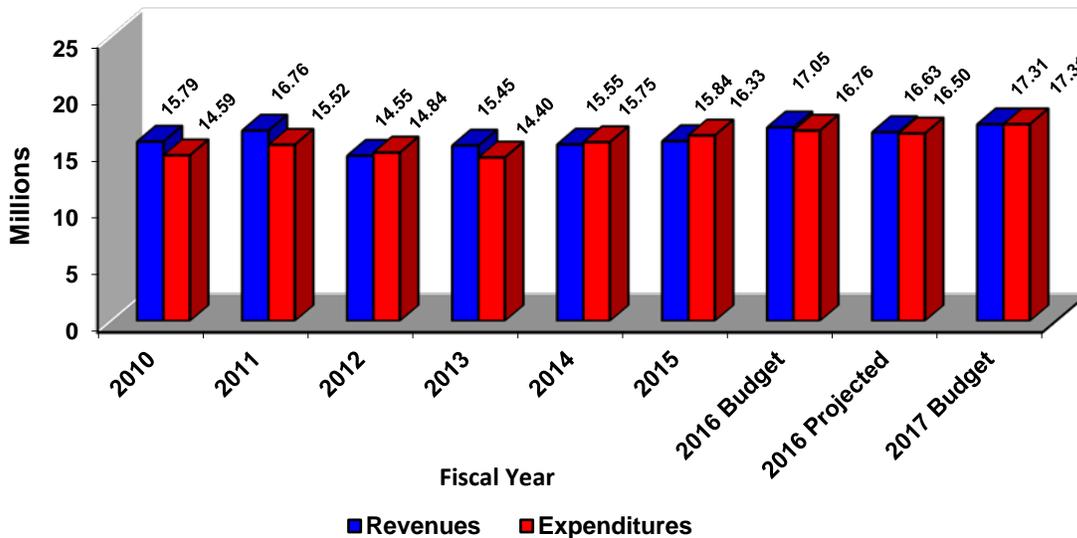
The Police and Fire Pensions seek to increase their fund reserves each year to cover future pension liabilities.

# GENERAL FUND

The General Fund accounts for resources traditionally associated with the City’s operations, which are not required legally or by sound financial management to be accounted for in another fund. The City’s General Fund is categorized into functional areas as follows:

- Legislative
- City Administrator’s Office
- Administrative Services Department
- Community Development Department
- Economic Development Department
- Police Department
- Fire Department
- Streets & Fleet Maintenance Division
- Engineering & Storm Drainage Division

General Fund Revenues and Expenditures

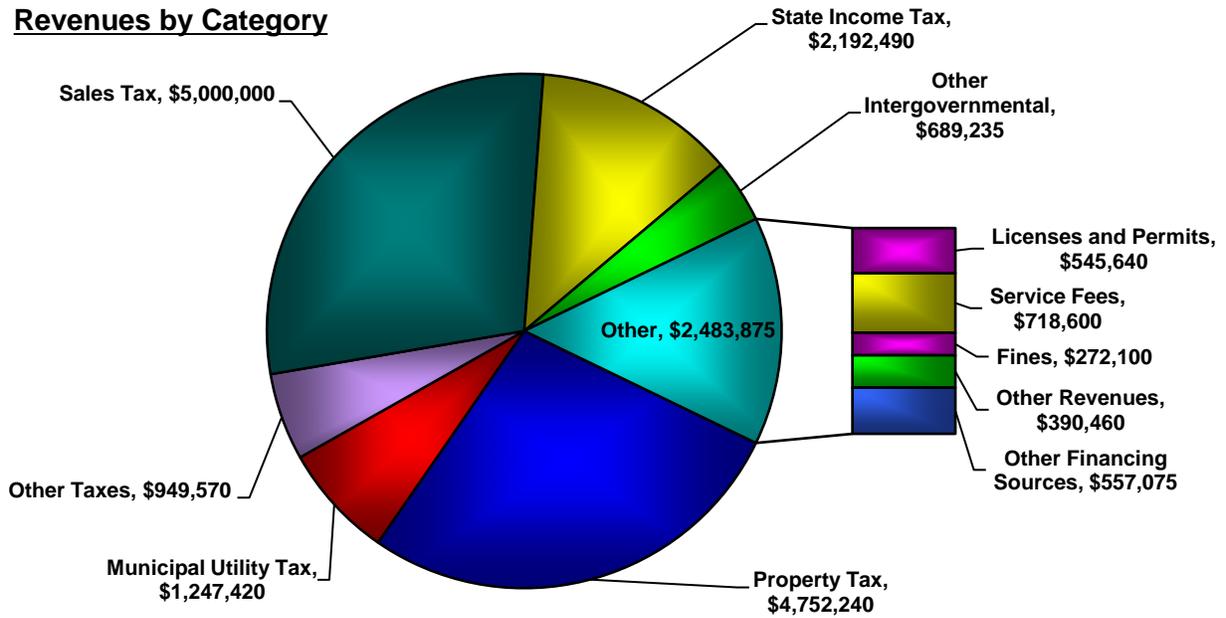


Fiscal Year 2010 – 2015: Actual Revenues and Expenditures

Total General Fund budgeted revenues have increased from FY 2016. This is primarily due to increases in Rental Income, Local Use Tax, Parking Violations, and Impound Fees. Expenditures have been controlled to ensure that recurring revenues cover operating expenditures.

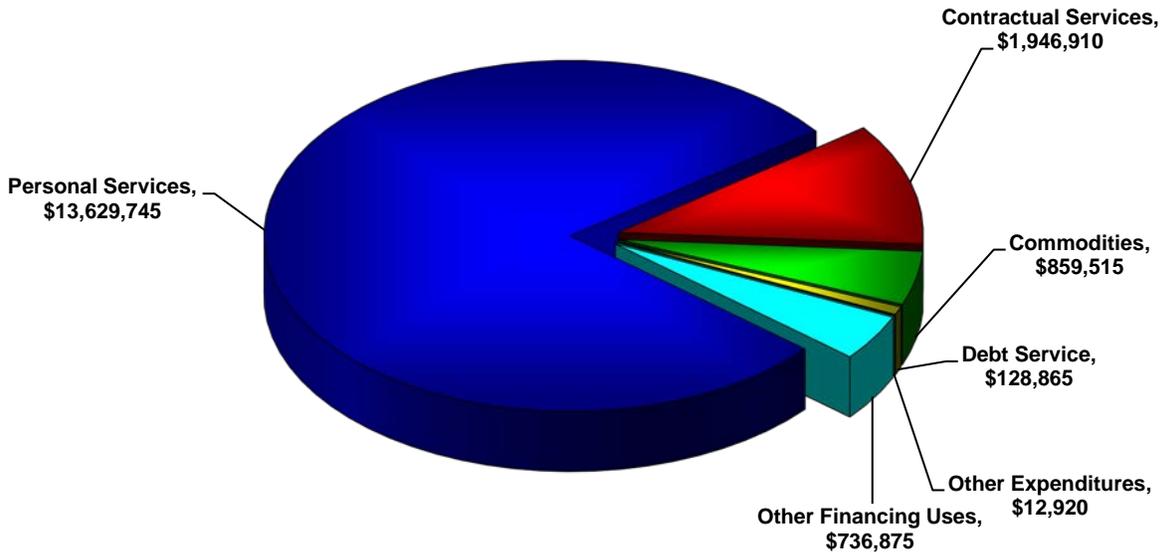
# GENERAL FUND FY 2017 Budget

## Revenues by Category



Sales Tax revenue is the largest revenue source in the General Fund due to the large number of commercial businesses in the City and the vibrant historic downtown area.

## Expenditures by Category



Personal Services account for 79% of the General Fund budget. FY 2017 budgeted Personal Services expenditures increase 3.0% over FY 2016 budget due to an increase in the City's Police Pension and Fire Pension contributions and wage increases. Overall the General Fund expenditures increased by \$553,153 or 3.3%.

CITY OF GENEVA, ILLINOIS  
Budget Summary by Account  
Fiscal Year Ending April 30, 2017

Fund 100 - General Fund

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Revenues and Other Financing Sources</b>						
410	Property Tax	\$ 4,450,945	\$ 4,545,724	\$ 4,660,230	\$ 4,647,125	\$ 4,752,240
412	Simplified Telecommunications Tax	1,014,002	970,585	1,000,000	919,230	873,270
413	Municipal Utility Tax	1,353,762	1,324,307	1,350,000	1,198,270	1,247,420
415	Township Fire Tax	-	150,587	75,000	70,830	75,000
416	Auto Rental Tax	501	1,044	1,000	900	1,000
417	Charitable Games Tax	308	279	300	300	300
<b>Total Taxes</b>		<b>6,819,518</b>	<b>6,992,527</b>	<b>7,086,530</b>	<b>6,836,655</b>	<b>6,949,230</b>
420	Business Licenses	162,290	161,535	162,215	168,525	167,140
<b>Total Licenses</b>		<b>162,290</b>	<b>161,535</b>	<b>162,215</b>	<b>168,525</b>	<b>167,140</b>
430	Building Permits	326,248	281,248	362,500	312,750	364,500
431	Sign Permits	10,378	14,127	10,500	8,000	9,000
433	Overweight Permits	2,470	4,940	5,000	1,280	5,000
<b>Total Permits</b>		<b>339,096</b>	<b>300,315</b>	<b>378,000</b>	<b>322,030</b>	<b>378,500</b>
440	Sales Tax	4,666,100	4,701,581	5,042,730	4,800,000	5,000,000
442	State Income Tax	2,094,605	2,105,104	2,128,005	2,175,000	2,192,490
443	Replacement Tax	96,681	94,330	95,000	95,000	95,000
444	Local Use Tax	377,121	438,624	390,360	490,500	505,130
446	Reimbursements	78,807	83,612	85,445	85,845	86,605
447	Federal Grants	2,438	55	-	-	-
448	State/Local Grants	25,969	6,686	2,500	10,800	2,500
<b>Total Intergovernmental Revenues</b>		<b>7,341,722</b>	<b>7,429,991</b>	<b>7,744,040</b>	<b>7,657,145</b>	<b>7,881,725</b>
450	Circuit Court Fines	56,301	78,996	75,000	86,060	76,100
451	Parking Violations	71,947	73,438	70,000	70,810	150,000
452	Red Light Violations	11,608	1,002	-	-	-
453	Ordinance Fines	41,935	29,885	45,000	29,675	35,000
454	False Alarm Fines	21,036	7,525	25,000	10,000	10,000
456	Compliance Fines	5,250	(8,586)	5,000	1,000	1,000
457	Restricted Police Fines	11,149	-	-	-	-
<b>Total Fines &amp; Forefeits</b>		<b>219,226</b>	<b>182,259</b>	<b>220,000</b>	<b>197,545</b>	<b>272,100</b>
471.05	Cable Franchise Fees	361,344	380,762	374,000	398,500	392,200
471.15	Boat Ramp	345	305	250	220	250
471.20	Engineering Review Fees	-	100	1,500	-	1,500
472.05	Plan Review Fees	34,201	43,759	35,000	65,000	70,000
472.10	Inspection Fees	5,700	11,435	10,000	17,000	20,000
472.15	Stormwater Review Fees	380	11,300	10,000	-	10,000
472.20	Development Fees	8,950	11,550	9,000	6,500	9,000
472.25	Plumbing Inspector Fees	46,906	65,704	50,000	80,000	85,000
473	Public Safety Fees	98,035	100,129	108,650	110,240	130,650
<b>Total Service Fees</b>		<b>555,861</b>	<b>625,044</b>	<b>598,400</b>	<b>677,460</b>	<b>718,600</b>
481	Interest Income	7,733	9,477	7,500	7,500	7,455
482	Rental Income	23,676	39,839	37,500	42,100	185,840
483.05	Insurance & Property Damage	20,610	20,703	27,282	28,095	6,660
484	Sale of Capital Assets	4,871	5,610	5,000	1,000	5,000
485	Reimbursed Expenditures	24,106	57,230	222,000	135,000	175,000
486	Donations	1,474	775	500	370	500
489	Miscellaneous	26,368	10,256	45,000	13,125	10,005
<b>Total Other Revenues</b>		<b>108,839</b>	<b>143,891</b>	<b>344,782</b>	<b>227,190</b>	<b>390,460</b>

CITY OF GENEVA, ILLINOIS  
Budget Summary by Account  
Fiscal Year Ending April 30, 2017

Fund 100 - General Fund

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
491.14	Transfers In MFT	-	-	511,110	540,000	557,075
499	Reappropriation	-	-	-	-	-
Total Other Financing Sources		-	-	511,110	540,000	557,075
Total Revenues and Other Financing Sources		\$ 15,546,553	\$ 15,835,561	\$ 17,045,077	\$ 16,626,550	\$ 17,314,830

Expenditures and Other Financing Uses

501	Wages - Regular	\$ 7,717,455	\$ 8,001,777	\$ 7,860,986	\$ 7,833,770	\$ 7,909,601
502	Wages - Part-Time/Seasonal	203,935	193,932	257,596	204,450	260,729
503	Overtime	581,515	602,086	616,935	522,365	634,425
504	Stand-By	76,912	71,432	80,500	86,995	86,640
506	Wages - Meetings	4,385	6,173	4,950	9,455	8,690
513	POC Holiday	4,099	4,766	5,060	7,700	7,605
514	Overnight Duty	365,635	399,455	435,000	440,000	505,240
515	Still Alarms	35,868	36,000	41,265	36,200	39,660
516	Training	8,849	10,700	14,000	9,740	15,075
521	Group Insurance	1,593,394	1,674,907	1,709,759	1,820,593	1,748,214
522	Medicare	119,319	124,932	147,810	128,960	113,582
523	Social Security	204,336	206,916	218,570	205,040	177,048
524	IMRF	368,480	361,945	345,679	349,925	322,526
525	Police/Fire Pension	1,203,605	1,593,765	1,500,045	1,500,045	1,800,710
Total Personal Services		12,487,787	13,288,785	13,238,155	13,155,238	13,629,745
531	Maintenance Service	290,801	264,217	270,655	284,040	268,701
541	Accounting & Auditing Service	11,977	12,080	13,015	17,612	17,180
542	Engineering Service	12,957	21,244	11,000	15,000	11,000
543	Legal Service	86,871	53,880	101,000	65,401	79,000
544	Medical Services	11,917	14,543	17,910	14,395	17,925
546	Janitorial Service	29,914	28,414	33,050	57,598	57,598
547	Banking Service	7,521	10,210	9,415	11,625	11,625
551	Advertising	4,625	4,791	12,000	500	1,100
552	Data Programming Service	2,850	870	1,000	1,010	2,500
559	Other Professional Services	44,081	51,140	72,595	71,313	88,235
561	Postage	9,578	8,007	10,740	8,960	11,090
562	Telephone	53,010	56,040	60,350	61,710	61,069
563	Publishing	16,368	7,716	16,635	11,710	17,235
564	Printing	13,275	12,614	21,530	14,485	23,095
565	Internet	2,753	2,440	2,680	2,680	2,680
566	Recording Fees	149	615	2,150	2,015	1,890
571	Dues & Subscriptions	28,611	26,231	34,725	35,004	35,085
572	Travel & Meals	14,236	15,415	19,990	15,685	18,600
573	Training & Professional Development	37,769	48,359	76,360	64,760	66,135
575	Publications	1,277	801	1,650	1,210	1,750
581	Utilities	12,265	6,552	6,760	5,820	6,820
582	Street Lighting	529	475	480	480	480
583	Garbage Disposal	1,400	-	2,000	-	2,000
584	Landfill Charges	3,613	1,640	7,000	7,000	7,000
587	Mosquito Abatement	44,150	45,474	60,000	60,000	60,000
592	General Insurance	95,787	94,380	215,532	220,000	205,000
595	Rentals	27,712	25,215	29,465	29,595	29,895
596	Public Transportation	21,203	15,014	35,000	13,500	35,000
597	Tri-City Ambulance/Tri-Com	590,948	625,906	613,185	613,210	647,690
599	Other Contractual Services	82,045	113,880	119,855	127,295	159,532
Total Contractual Services		1,560,192	1,568,163	1,877,727	1,833,613	1,946,910

CITY OF GENEVA, ILLINOIS  
Budget Summary by Account  
Fiscal Year Ending April 30, 2017

Fund 100 - General Fund

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
601	Maintenance Supplies	390,785	307,384	438,130	326,510	430,950
621	Office Supplies	22,454	25,478	30,120	23,980	28,980
622	Office Equipment	10,755	11,574	8,560	4,470	8,450
623	Office Furniture	1,998	4,347	3,700	2,940	4,650
624	Operating Supplies	67,403	51,264	104,975	104,580	101,700
625	Small Tools	4,060	8,323	14,050	11,950	11,950
626	Janitorial Supplies	3,716	4,502	5,020	4,870	5,620
627	Motor Fuel & Lubricants	182,347	141,853	174,129	152,622	175,670
630	Ammunition	9,949	5,597	11,175	11,175	10,750
631	Clothing	44,826	48,902	62,536	51,240	65,255
632	Per Copy Charges	11,787	11,077	10,680	10,400	11,180
641	Books	848	553	1,740	1,490	1,960
642	Periodicals	231	267	350	350	350
662	Film/Video	491	468	800	800	800
663	Computer Software	494	1,250	1,625	2,800	1,250
Total Commodities		<u>752,144</u>	<u>622,837</u>	<u>867,590</u>	<u>710,177</u>	<u>859,515</u>
705.17	Principal 2002A Bonds					
705.22	Principal 2006C Bonds					
705.39	Principal 2014 Certificates of Participation	-	-	125,900	125,900	125,140
710.17	Interest 2002A Bonds					
710.22	Interest 2006C Bonds					
710.33	Interest 2014 Certificates of Participation	-	-	2,965	2,962	3,725
715	Paying Agent Fees	-	195	-	-	-
Total Debt Service		<u>-</u>	<u>195</u>	<u>128,865</u>	<u>128,862</u>	<u>128,865</u>
910	Capitalized Assets	(505,735)	(409,893)	-	-	-
912		-	-	-	75	-
913	Community Relations	4,047	3,878	5,580	3,580	6,850
914	State/Federal Permit Fees	1,500	500	500	500	500
916	Property Taxes	-	6,200	-	1,055	1,250
917	Employee Awards	5,890	5,482	6,220	5,505	4,320
919	General Claims Expense	83,727	-	-	-	-
Total Other Expenditures		<u>(410,571)</u>	<u>(393,833)</u>	<u>12,300</u>	<u>10,715</u>	<u>12,920</u>
951.17	Interfund Transfers Out SPAC	5,000	5,000	5,000	5,000	5,000
951.18	Interfund Transfers Out Beautification	-	5,000	5,000	5,000	5,000
951.41	Interfund Transfers Out General Capital Proj.	758,314	737,824	25,930	25,930	169,800
951.42	Interfund Transfers Out Infrastructure Cap.	505,735	409,893	511,110	540,000	557,075
951.51	Interfund Transfers Out SSA #1	90,000	90,000	90,000	90,000	-
Total Other Financing Uses		<u>1,359,049</u>	<u>1,247,717</u>	<u>637,040</u>	<u>665,930</u>	<u>736,875</u>
Total Expenditures and Other Financing Uses		<u>\$ 15,748,601</u>	<u>\$ 16,333,865</u>	<u>\$ 16,761,677</u>	<u>\$ 16,504,535</u>	<u>\$ 17,314,830</u>

CITY OF GENEVA, ILLINOIS  
 Expenditure Budget Summary by Department  
 Fiscal Year Ending April 30, 2017

Fund 100 - General Fund

Description		2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
10	Legislative	\$ 110,107	\$ 115,256	\$ 143,436	\$ 119,640	\$ 143,436
30	City Administrator's Office	211,298	210,680	238,876	211,645	247,864
40	Administrative Services	2,147,419	1,957,191	1,659,017	1,658,624	1,681,870
50	Community Development	730,019	891,037	885,032	913,443	944,662
60	Economic Development	160,545	145,360	165,892	145,778	170,948
70	Police	6,211,649	6,733,203	6,711,068	6,657,270	6,913,328
80	Fire	3,862,142	4,120,708	4,138,451	4,212,617	4,366,829
91	Streets & Walks	1,569,341	1,429,446	2,048,614	1,853,325	2,102,934
91.50	Fleet Maintenance	366,661	351,600	381,039	357,445	371,900
93	Engineering & Storm Drainage	379,421	379,382	390,252	374,748	371,059
<b>Total General Fund</b>		<b>15,748,601</b>	<b>16,333,865</b>	<b>16,761,677</b>	<b>16,504,535</b>	<b>17,314,830</b>

CITY OF GENEVA, ILLINOIS  
Expenditure Budget Summary by Department  
Fiscal Year Ending April 30, 2017

Fund 100 - General Fund

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
10 Legislative					
Personal Services	\$ 68,050	\$ 68,465	\$ 68,461	\$ 68,525	\$ 68,461
Contractual Services	36,018	42,080	64,325	47,015	64,325
Commodities	3,553	2,979	7,650	3,100	7,650
Other Expenditures	2,485	1,733	3,000	1,000	3,000
Total	<u>110,107</u>	<u>115,256</u>	<u>143,436</u>	<u>119,640</u>	<u>143,436</u>
30 City Administrator					
Personal Services	171,191	177,015	180,906	189,000	189,894
Contractual Services	35,935	29,789	53,550	20,745	53,550
Commodities	4,173	3,876	4,420	1,900	4,420
Other Expenditures	-	-	-	-	-
Total	<u>211,298</u>	<u>210,680</u>	<u>238,876</u>	<u>211,645</u>	<u>247,864</u>
40 Administrative Services					
Personal Services	424,800	443,550	463,535	448,994	400,372
Contractual Services	269,188	242,001	412,702	393,688	397,683
Commodities	9,558	17,176	15,675	19,020	15,625
Debt Service	-	195	128,865	128,862	128,865
Other Expenditures	84,824	6,552	1,200	2,130	2,450
Other Financing Uses	1,359,049	1,247,717	637,040	665,930	736,875
Total	<u>2,147,419</u>	<u>1,957,191</u>	<u>1,659,017</u>	<u>1,658,624</u>	<u>1,681,870</u>
50 Community Development					
Personal Services	622,612	747,083	713,142	726,890	736,254
Contractual Services	95,247	129,635	151,400	169,513	188,848
Commodities	11,969	14,162	20,340	16,940	19,060
Other Expenditures	191	157	150	100	500
Total	<u>730,019</u>	<u>891,037</u>	<u>885,032</u>	<u>913,443</u>	<u>944,662</u>
60 Economic Development					
Personal Services	133,871	124,853	131,772	112,400	130,828
Contractual Services	22,483	16,119	28,440	28,948	33,520
Commodities	2,570	2,276	3,200	1,950	3,200
Other Expenditures	1,621	2,112	2,480	2,480	3,400
Total	<u>160,545</u>	<u>145,360</u>	<u>165,892</u>	<u>145,778</u>	<u>170,948</u>
70 Police					
Personal Services	5,665,805	6,177,504	6,109,573	6,081,185	6,287,853
Contractual Services	407,096	431,644	450,265	453,835	472,110
Commodities	136,657	121,740	149,110	120,750	151,995
Other Expenditures	2,091	2,316	2,120	1,500	1,370
Total	<u>6,211,649</u>	<u>6,733,203</u>	<u>6,711,068</u>	<u>6,657,270</u>	<u>6,913,328</u>
80 Fire					
Personal Services	3,396,052	3,660,146	3,604,686	3,713,496	3,817,024
Contractual Services	398,883	399,168	441,695	422,039	457,635
Commodities	65,706	60,803	90,870	75,527	90,970

CITY OF GENEVA, ILLINOIS  
Expenditure Budget Summary by Department  
Fiscal Year Ending April 30, 2017

Fund 100 - General Fund

Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
Other Expenditures	1,501	591	1,200	1,555	1,200
Total	<u>3,862,142</u>	<u>4,120,708</u>	<u>4,138,451</u>	<u>4,212,617</u>	<u>4,366,829</u>
<b>91 Streets &amp; Walks</b>					
Personal Services	1,487,310	1,371,685	1,443,134	1,328,345	1,490,545
Contractual Services	176,797	171,723	166,910	184,045	171,569
Commodities	410,268	294,831	437,570	339,935	440,720
Other Expenditures	(505,035)	(408,793)	1,000	1,000	100
Total	<u>1,569,341</u>	<u>1,429,446</u>	<u>2,048,614</u>	<u>1,853,325</u>	<u>2,102,934</u>
<b>91.50 Fleet Maintenance</b>					
Personal Services	193,132	192,662	201,089	168,380	188,405
Contractual Services	83,252	69,556	75,300	77,920	78,845
Commodities	90,276	89,383	104,650	111,145	104,650
Total	<u>366,661</u>	<u>351,600</u>	<u>381,039</u>	<u>357,445</u>	<u>371,900</u>
<b>93 Engineering &amp; Storm Drainage</b>					
Personal Services	324,964	325,822	321,857	318,023	320,109
Contractual Services	35,292	36,449	33,140	35,865	28,825
Commodities	17,664	16,261	34,505	20,010	21,625
Other Expenditures	1,500	850	750	850	500
Total	<u>379,421</u>	<u>379,382</u>	<u>390,252</u>	<u>374,748</u>	<u>371,059</u>
<b>Total General Fund</b>	<u>15,748,601</u>	<u>16,333,865</u>	<u>16,761,677</u>	<u>16,504,535</u>	<u>17,314,830</u>
<b>Total General Fund</b>					
Personal Services	\$ 12,487,787	\$ 13,288,785	\$ 13,238,155	\$ 13,155,238	\$ 13,629,745
Contractual Services	1,560,192	1,568,163	1,877,727	1,833,613	1,946,910
Commodities	752,394	623,487	867,990	710,277	859,915
Debt Service	-	195	128,865	128,862	128,865
Other Expenditures	(410,821)	(394,483)	11,900	10,615	12,520
Other Financing Uses	1,359,049	1,247,717	637,040	665,930	736,875
Total	<u>15,748,601</u>	<u>16,333,865</u>	<u>16,761,677</u>	<u>16,504,535</u>	<u>17,314,830</u>

### PROGRAM DESCRIPTION

The City Council is composed of eleven (11) members elected by the voters, including the Mayor and ten (10) Aldermen. Two (2) Aldermen are elected from each of five (5) Wards. The Mayor, Clerk and Treasurer are elected at-large. As called for in the City Charter, general municipal elections are held every odd-numbered year, with five (5) Aldermen elected the year preceding Leap Year and five (5) Aldermen, the Mayor, the Clerk and the Treasurer elected the year after Leap Year.

Council Members hold office for four-year terms commencing the first regular council meeting in May, following the April election. The Mayor presides at meetings of the City Council, signs all documents on behalf of the City Council, and acts as the Chairman of Committee of the Whole meetings. The Mayor Pro Tem assumes these duties in the Mayor's absence.

Regular meetings of the City Council are held on the first and third Monday of each month in Council Chambers. Committee of the Whole meetings are held on the second and fourth Monday of each month also in Council Chambers. Special Committee of the Whole meetings are scheduled, as needed, on issues more complex or time-consuming than those typically scheduled for regular meetings. All meetings, except closed sessions as allowed under the Open Meetings Act, are open to the public.

The City Council appoints a City Administrator as the administrative head of the City government and a City Attorney who serves as a legal advisor to the Council and other City officials. The Council enacts ordinances and resolutions, and approves the budget and City expenditures. The Mayor, with the advice and consent of the Council, appoints citizens to serve on Boards and Commissions which operate in an advisory capacity to the Council.

The Mayor and Council members attempt to be responsive to citizen concerns and to enact legislation which reflects the needs, wishes and priorities of all the residents of the City of Geneva. They strive to promote the economic, cultural and governmental well being of the community. They represent the City at community ceremonies, meetings and other functions as well as participating in regional, state and national organizations.



CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2017

Fund 100 - General Fund

Department 10 - Legislative

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Expenditures</b>						
<b>Mayor &amp; Council</b>						
502	Wages - Part-Time/Seasonal	\$ 63,150	\$ 63,600	\$ 63,600	\$ 63,600	\$ 63,600
522	Medicare	929	922	920	925	920
523	Social Security	3,971	3,943	3,941	4,000	3,941
<b>Total Personal Services</b>		<b>68,050</b>	<b>68,465</b>	<b>68,461</b>	<b>68,525</b>	<b>68,461</b>
543	Legal Service	3,670	-	-	-	-
599	Other Professional Services	5,950	5,815	15,000	17,500	15,000
561	Postage	276	825	800	300	800
562	Telephone	734	729	1,500	750	1,500
563	Publishing	4,884	2,404	6,500	5,250	6,500
564	Printing	633	122	2,000	500	2,000
566	Recording Fees	-	2	150	300	150
572	Dues	10,474	10,234	15,000	15,000	15,000
573	Travel	1,953	4,700	3,500	2,000	3,500
574	Training	1,427	4,820	3,100	-	3,100
575	Publications	440	-	500	-	500
<b>Total Contractual Services</b>		<b>30,442</b>	<b>29,650</b>	<b>48,050</b>	<b>41,600</b>	<b>48,050</b>
621	Office Supplies	2,171	1,667	2,000	1,750	2,000
622	Office Equipment	-	209	500	-	500
624	Operating Supplies	349	582	2,000	600	2,000
626	Janitorial Supplies	28	-	150	-	150
631	Clothing	462	-	-	100	-
632	Per Copy Charges	544	435	500	650	500
641	Books	-	-	500	-	500
<b>Total Commodities</b>		<b>3,553</b>	<b>2,893</b>	<b>5,650</b>	<b>3,100</b>	<b>5,650</b>
913	Community Relations	2,335	1,610	3,000	1,000	3,000
917	Employee Awards	150	123	-	-	-
<b>Total Other Expenditures</b>		<b>2,485</b>	<b>1,733</b>	<b>3,000</b>	<b>1,000</b>	<b>3,000</b>
<b>Total Mayor &amp; Council</b>		<b>104,530</b>	<b>102,741</b>	<b>125,161</b>	<b>114,225</b>	<b>125,161</b>
<b>Fire &amp; Police Commission</b>						
543	Legal Service	-	-	1,000	-	1,000
544	Medical Service	294	2,315	500	-	500
559	Other Professional Services	4,527	9,719	10,000	4,500	10,000
561	Postage	39	-	150	15	150

CITY OF GENEVA, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending April 30, 2017

Fund 100 - General Fund

Department 10 - Legislative

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
Expenditures						
563	Publishing	1,092	21	650	40	650
564	Printing	-	-	3,000	-	3,000
571	Dues	(375)	375	425	375	425
572	Travel	-	-	100	150	100
573	Training	-	-	450	335	450
Total Contractual Services		<u>5,576</u>	<u>12,430</u>	<u>16,275</u>	<u>5,415</u>	<u>16,275</u>
624	Operating Supplies	-	86	2,000	-	2,000
Total Commodities		<u>-</u>	<u>86</u>	<u>2,000</u>	<u>-</u>	<u>2,000</u>
Total Fire & Police Commission		<u>5,576</u>	<u>12,515</u>	<u>18,275</u>	<u>5,415</u>	<u>18,275</u>
Total Legislative		<u>\$ 110,107</u>	<u>\$ 115,256</u>	<u>\$ 143,436</u>	<u>\$ 119,640</u>	<u>\$ 143,436</u>

# City Administrator's Office



\*Funding for the ACA/DOAS position is eliminated effective June 13, 2016

## PROGRAM DESCRIPTION

The City Administrator's Office is responsible for the management and administration of all City operations, directing all internal services, programs, and operations and all external laws, ordinances and public policies as they relate to the City.

## MISSION STATEMENT

The City Administrator's Office oversees the management and provision of high level quality services in a cost-effective and efficient manner for internal and external customers through all City Departments. Internal customers include the City Council, City employees, and appointed Boards, Committees and Commissions. External customers include residents, businesses, vendors, developers and other governmental agencies.

## FY 2017 GOALS

**Goal # 1** Create a centralized reference center for City staff and City Council with materials relating to good governance and best practices for local government.

**Funding:** Staff Time; Resource Materials – General Operating

**Completion Date:** 04/30/2017

**Strategic Plan:** N/A

**Goal # 2** Work with Economic and Community Development Departments to update and streamline the special event application process including itinerant merchants and outdoor sales.

**Funding:** Staff Time

**Completion Date:** 04/30/2017

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires.

**Goal # 3** Promote accountability through performance management and transparency. Assist departments in developing performance measurement indicators.

**Funding:** Staff Time

**Completion Date:** 04/30/2017

**Strategic Plan:** Vision 3: Encourage, foster, and facilitate the ongoing strength of community participation and commitment to public affairs. Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires.

**Goal # 4** Monitor state legislative trends that impact the city's financial condition and provide appropriate recommendations for action to the City Council.

**Funding:** Staff Time

**Completion Date:** on-going

**Strategic Plan:** N/A

## City Administrator's Office

**Goal # 5** Evaluate ordinances and policies. Update where necessary.

**Funding:** Staff Time

**Completion Date:** 04/30/2017

**Strategic Plan:** N/A

<b>Performance Measures</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>
Number of Licenses Issued	387	405	527
Number of FOIA Requests Processed	357	437	488
Number of Ordinances Registered/Filed	56	44	76
Number of Resolutions Registered/Filed	129	95	145
Number of City Council Meeting Agenda Packets	27	28	30
Number of Committee of the Whole Meeting Agenda Packets	30	32	35
Number of Cemetery Deeds Issued	29	46	30
Number of Facebook Fans	5,328	6,355	7,375
Number of Twitter Followers	2,652	3,460	4,512
Number of Instagram Followers	N/A	558	1,961
YouTube Video Viewers	N/A	4,444	18,585
GenevaMail Subscribers	2,124	2,176	1,890
Quarterly Newsletter Subscribers	2,451	2,476	2,153

N/A – Not Available

## City Administrator's Office – Personnel Summary

<b>Position Title</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>Current Authorized</b>
City Administrator	1.00	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00	1.00
Part-Time Intern	1.00	1.00	1.00	1.00	1.00
Communications Coordinator	0.00	1.00	1.00	1.00	1.00
<b>Total</b>	<b>3.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2017

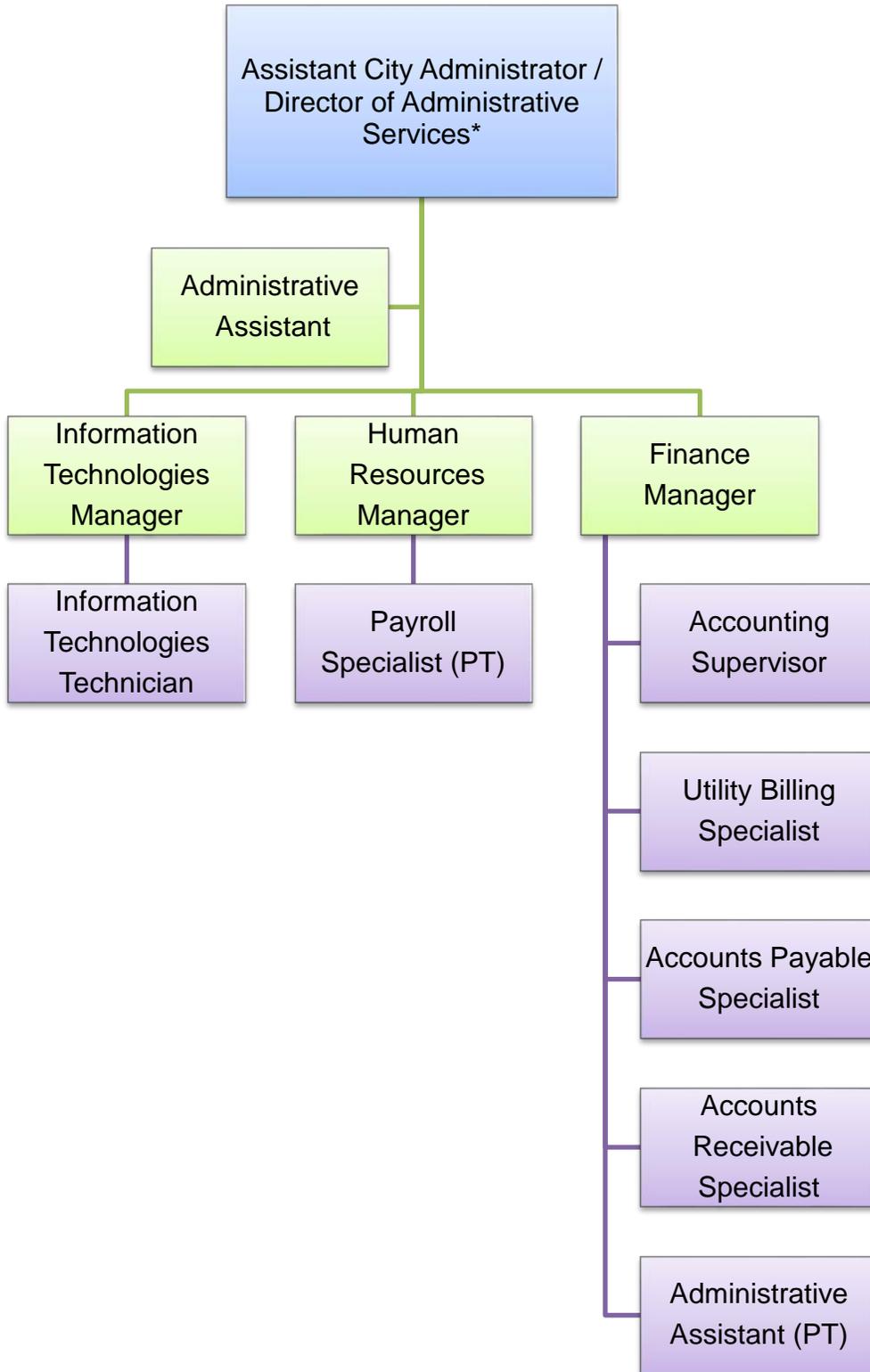
Fund 100 - General Fund

Department 30 - City Administrator's Office

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Expenditures</b>						
501	Wages - Regular	\$ 105,624	\$ 114,352	\$ 108,989	\$ 113,800	\$ 116,844
502	Wages - Part-Time/Seasonal	16,665	11,828	19,968	18,030	19,032
521	Group Insurance	24,587	26,234	26,700	27,530	28,281
522	Medicare	1,687	1,737	1,871	1,825	1,970
523	Social Security	6,830	7,137	7,525	7,115	7,979
524	IMRF	15,798	15,728	15,853	20,700	15,788
<b>Total Personal Services</b>		<b>171,191</b>	<b>177,015</b>	<b>180,906</b>	<b>189,000</b>	<b>189,894</b>
543	Legal Service	287	-	-	-	-
544	Medical Service	95	45	100	-	100
559	Other Professional Services	1,265	32	750	145	750
561	Postage	284	87	300	100	300
562	Telephone	1,400	1,787	1,600	1,800	1,600
563	Publishing	4,634	1,256	4,000	-	4,000
564	Printing	259	112	700	-	700
571	Dues	1,394	1,486	1,500	1,500	1,500
572	Travel	3,735	2,918	2,500	2,100	2,500
573	Training	1,334	1,009	3,500	1,500	3,500
575	Publications	45	-	100	100	100
592	General Insurance	-	43	-	-	-
596	Public Transportation	21,203	15,014	35,000	13,500	35,000
599	Other Contractual Services	-	6,000	3,500	-	3,500
<b>Total Contractual Services</b>		<b>35,935</b>	<b>29,789</b>	<b>53,550</b>	<b>20,745</b>	<b>53,550</b>
621	Office Supplies	1,877	1,283	1,400	750	1,400
622	Office Equipment	1,235	223	1,500	-	1,500
623	Office Furniture	-	29	-	-	-
624	Operating Supplies	277	951	250	200	250
626	Janitorial Supplies	80	151	220	150	220
627	Motor Fuel & Lubricants	443	397	550	550	550
632	Per copy Charges	11	-	50	150	50
641	Books	-	192	50	-	50
663	Computer Software	250	650	400	100	400
<b>Total Commodities</b>		<b>4,173</b>	<b>3,876</b>	<b>4,420</b>	<b>1,900</b>	<b>4,420</b>
917	Employee Awards	-	-	-	-	-
<b>Total Other Expenditures</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total City Administrator's Office</b>		<b>\$ 211,298</b>	<b>\$ 210,680</b>	<b>\$ 238,876</b>	<b>\$ 211,645</b>	<b>\$ 247,864</b>

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# Administrative Services Department



\*Funding for the ACA/DOAS position is eliminated effective June 13, 2016

## PROGRAM DESCRIPTION

The Administrative Services Department is comprised of four divisions: Administration, Information Technologies, Human Resources and Finance. The Administration division handles a wide range of administrative functions that deal with the interaction of the City with citizens of Geneva, the governing body and City management. Additionally, the Administrative division carries out all responsibilities relating to risk management. The Information Technologies division is responsible for keeping the telephone and data networks, and all computers, servers, email and voicemail functional for all City employees. The Human Resources division is responsible for personnel related activities for City employees including payroll, benefits, employee relations, legal compliance, workers' compensation and employee event coordination. The Finance division develops, implements and maintains all accounting systems and procedures, including maintaining its books and financial records, including utility billing.

## MISSION STATEMENT

The Administrative Services Department shall provide quality services and programs to internal and external customers in the most effective and efficient manner possible. Specific operations include four divisions: Administration, Information Technology, Human Resources and Finance.

## FY 2017 GOALS

### Administration Division

**Goal # 1** Create a procedure/desk manual for the Administrative Assistant position.

**Funding:** Staff Time

**Completion Date:** 03/31/2017

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires. Goal V: Optimize technology's effectiveness at delivery of public services.

**Goal # 2** Establish an internal New World Systems User Group.

**Funding:** Staff Time

**Completion Date:** 11/30/2016

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires. Goal V: Optimize technology's effectiveness at delivery of public services.

### Information Technology Division

**Goal # 1** Research design and costing for off-site disaster recovery for Geneva's data systems, including options for full backup to County-owned servers and/or cloud-based solutions.

## Administrative Services

**Funding:** Staff Time

**Completion Date:** 12/31/2016

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires. Goal V: Optimize technology's effectiveness at delivery of public services.

**Goal # 2** Research updates and costing to Geneva's data networks specific to the replacement of desktop phones and supporting network switches.

**Funding:** Staff Time

**Completion Date:** 04/30/2017

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires. Goal V: Optimize technology's effectiveness at delivery of public services.

**Goal # 3** Research and potentially draft legislation relating to the use of PEG funds for operational needs.

**Funding:** Staff Time

**Completion Date:** 04/30/2017

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires. Goal V: Optimize technology's effectiveness at delivery of public services.

### Human Resources Division

**Goal # 1** Research and make recommendations regarding healthcare plan options; including the feasibility of Health Savings Accounts or other healthcare programs.

**Funding:** Staff Time

**Completion Date:** 10/01/2016

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires. Goal K: Maintain a standard of excellence for city personnel through retention and recruitment policies and practices.

**Goal # 2** Evaluate ways that Human Resources can assist in employees transitioning from working to retirement. Provide speaker series and/or information regarding retirement planning, Social Security, and Medicare and the various options associated with such.

**Funding:** Staff Time

**Completion Date:** 04/30/2017

## Administrative Services

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires. Goal K: Maintain a standard of excellence for city personnel through retention and recruitment policies and practices.

### Finance Division

**Goal # 1** Create and publish a Popular Annual Financial Report (PAFR) for the previous fiscal year.

**Funding:** Staff Time

**Completion Date:** 11/01/2016

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires. Goal V: Optimize technology's effectiveness at delivery of public services.

**Goal # 2** Issue and implement RFP for utility printing services.

**Funding:** Staff Time

**Completion Date:** 06/30/2016

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires.

**Goal #3** Analyze advantages and disadvantages of moving from a May 1 fiscal year to calendar fiscal year.

**Funding:** Staff Time

**Completion Date:** 04/30/2017

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires.

### Human Resources Division

Performance Measures	FY 2013	FY 2014	FY 2015	FY 2016
Sick Leave Hours Used per 1,000 Hours Worked	42.00	41.27	46.4	45.0
Number of Employee Grievances/Appeals per 100 Employees	0	<1	0	0
Number of Workers' Compensation Claims	23	27	15	20

## Administrative Services

Turnover Rate: Total	0.68%	4.20%	10%	6%
Turnover Rate: Voluntary	0.68%	2.10%	10%	5%
Turnover Rate: Involuntary	0.00%	2.10%	0%	0%
Total Full-Time Staff per 1,000 Residents	6.60	6.65	6.65	6.65
Non Public-Safety Full-Time Staff per 1,000 Residents	3.53	3.58	3.58	3.58
Public-Safety Full-Time Staff per 1,000 Residents	3.07	3.07	3.07	3.07
Liability/Property Claims Processed	19	17	21	20
Average Number of Working Days to Complete External Recruitment	N/A	N/A	24.5	25
Total Number of Workdays Lost	185	64	89	45
Number of Employee Training Programs Initiated	N/A	N/A	8	N/A

## Finance Division

Performance Measures		FY 2013	FY 2014	FY 2015	FY 2016
Cycle 1	# of Utility Accounts	N/A	2,839	2,948	2,983
	Total Amount Billed		\$19,557,389	\$23,952,010	\$23,068,039
Cycle 2	# of Utility Accounts	N/A	3,580	3,711	3,789
	Total Amount Billed		\$7,790,762	\$8,237,505	\$7,434,815
Cycle 3	# of Utility Accounts	N/A	2,575	2,625	2,651
	Total Amount Billed		\$6,393,919	\$6,748,974	\$6,865,042
Cycle 4	# of Utility Accounts	N/A	2,081	2,173	2,165
	Total Amount Billed		\$9,163,118	\$11,770,368	\$12,356,930
Number of Utility Accounts – Adjustments Processed		1,561	1,667	6,871	1,008
Number of Utility Accounts – Penalty Assessed		4,216	5,281	5,489	5,437

N/A – Not Available

## Administrative Services – Personnel Summary

Position Title	FY 2013	FY 2014	FY 2015	FY 2016	Current Authorized
Assistant City Administrator/Director of Administrative Services	1.00	1.00	1.00	1.00	0.00
Administrative Assistant Information Technologies Manager	1.00	1.00	1.00	1.00	1.00
Information Technologies Technician	1.00	1.00	1.00	1.00	1.00
Human Resources Manager	1.00	1.00	1.00	1.00	1.00
Part-Time Payroll Specialist	1.00	1.00	1.00	1.00	1.00
Finance Manager	1.00	1.00	1.00	1.00	1.00
Accounting Supervisor	1.00	1.00	1.00	1.00	1.00
Accounts Payable Specialist	1.00	1.00	1.00	1.00	1.00
Accounts Receivable Specialist	1.00	1.00	1.00	1.00	1.00
Utility Billing Specialist	1.00	1.00	1.00	1.00	1.00
Part-Time Finance Intern/Administrative Assistant	0.00	0.00	1.00	1.00	1.00
<b>Total</b>	<b>11.00</b>	<b>11.00</b>	<b>12.00</b>	<b>12.00</b>	<b>11.00</b>

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2017

Fund 100 - General Fund

Department 40 - Administrative Services

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
Expenditures						
Administration						
501	Wages - Regular	\$ 125,003	\$ 128,808	\$ 118,197	\$ 115,935	\$ 52,865
521	Group Insurance	17,675	18,493	18,255	18,059	14,877
522	Medicare	1,698	1,773	1,714	1,625	767
523	Social Security	7,263	7,580	7,328	6,950	3,278
524	IMRF	15,573	15,801	14,530	14,495	6,143
Total Personal Services		<u>167,213</u>	<u>172,455</u>	<u>160,024</u>	<u>157,064</u>	<u>77,930</u>
561	Postage	46	20	50	25	50
571	Dues	400	353	405	395	405
572	Travel	66	595	600	250	600
573	Training	370	730	750	500	750
575	Publications	45	-	-	-	-
592	General Insurance	-	17	-	-	-
Total Contractual Services		<u>927</u>	<u>1,715</u>	<u>1,805</u>	<u>1,170</u>	<u>1,805</u>
621	Office Supplies	412	667	500	500	500
622	Office Equipment	172	-	250	-	250
624	Operating Supplies	-	-	275	-	275
632	Per Copy Charges	603	373	400	400	400
Total Commodities		<u>1,187</u>	<u>1,040</u>	<u>1,425</u>	<u>900</u>	<u>1,425</u>
Total Administration		<u>169,327</u>	<u>175,211</u>	<u>163,254</u>	<u>159,134</u>	<u>81,160</u>
Information Technology						
501	Wages - Regular	\$ 34,523	\$ 33,701	\$ 35,197	\$ 34,500	\$ 35,938
503	Overtime	40	-	-	-	-
521	Group Insurance	6,818	7,735	8,862	8,640	9,107
522	Medicare	485	478	510	480	521
523	Social Security	2,072	2,046	2,183	2,050	2,228
524	IMRF	4,427	4,293	4,327	4,180	4,176
Total Personal Services		<u>48,365</u>	<u>48,253</u>	<u>51,079</u>	<u>49,850</u>	<u>51,970</u>
531	Maintenance Service	22,823	26,110	24,875	26,655	26,590
544	Medical Service	-	85	-	-	-
561	Postage	115	28	100	-	100
562	Telephone	5,520	7,368	5,000	5,255	5,000
564	Printing	-	142	-	-	-
565	Internet	2,753	2,440	2,680	2,680	2,680
573	Training	4,582	996	1,500	-	1,000
581	Utilities	144	210	180	240	240
595	Rentals	2,506	2,505	2,315	2,315	2,775
Total Contractual Services		<u>38,444</u>	<u>39,884</u>	<u>36,650</u>	<u>37,145</u>	<u>38,385</u>

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2017

Fund 100 - General Fund

Department 40 - Administrative Services

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Expenditures</b>						
601	Maintenance Supplies	301	2,012	500	500	500
621	Office Supplies	191	155	250	200	250
622	Office Equipment	507	2,471	500	1,730	1,000
624	Operating Supplies	18	-	-	-	-
625	Small Tools	-	17	-	-	-
632	Per Copy Charges	14	40	50	50	50
663	Computer Software	-	808	-	-	-
<b>Total Commodities</b>		<b>1,031</b>	<b>5,502</b>	<b>1,300</b>	<b>2,480</b>	<b>1,800</b>
<b>Total Information Technology</b>		<b>87,839</b>	<b>93,639</b>	<b>89,029</b>	<b>89,475</b>	<b>92,155</b>
<b>Human Resources</b>						
501	Wages - Regular	\$ 56,578	\$ 58,841	\$ 60,312	\$ 59,160	\$ 66,644
502	Wages - Part-Time/Seasonal	8,560	10,908	11,011	13,315	13,610
521	Group Insurance	3,984	4,095	4,328	4,325	4,780
522	Medicare	939	1,008	1,035	1,110	1,164
523	Social Security	4,015	4,309	4,422	4,760	4,976
524	IMRF	7,253	7,355	7,414	7,715	7,744
<b>Total Personal Services</b>		<b>81,330</b>	<b>86,516</b>	<b>88,522</b>	<b>90,385</b>	<b>98,918</b>
544	Medical Service	1,260	1,580	2,000	-	2,000
561	Postage	208	174	300	300	325
563	Publishing	-	20	35	-	35
564	Printing	359	277	300	320	300
571	Dues	570	725	600	585	600
572	Travel	393	-	700	675	300
573	Training	2,505	1,805	3,750	3,450	3,750
<b>Total Contractual Services</b>		<b>5,295</b>	<b>4,581</b>	<b>7,685</b>	<b>5,330</b>	<b>7,310</b>
621	Office Supplies	806	976	1,250	1,000	1,250
622	Office Equipment	279	-	-	-	-
624	Operating Supplies	1,217	1,566	2,500	10,000	2,500
632	Per Copy Charges	1,146	733	900	750	900
<b>Total Commodities</b>		<b>3,448</b>	<b>3,276</b>	<b>4,650</b>	<b>11,750</b>	<b>4,650</b>
917	Employee Awards	1,097	352	1,200	1,000	1,200
<b>Total Other Expenditures</b>		<b>1,097</b>	<b>352</b>	<b>1,200</b>	<b>1,000</b>	<b>1,200</b>
<b>Total Human Resources</b>		<b>91,170</b>	<b>94,726</b>	<b>102,057</b>	<b>108,465</b>	<b>112,078</b>
<b>Finance</b>						
501	Wages - Regular	\$ 91,699	\$ 98,724	\$ 101,828	\$ 110,325	\$ 113,911
502	Wages - Part-Time/Seasonal	-	-	18,720	-	10,873
521	Group Insurance	17,584	18,139	19,323	19,950	22,722

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2017

Fund 100 - General Fund

Department 40 - Administrative Services

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Expenditures</b>						
522	Medicare	1,275	1,365	1,747	1,530	1,810
523	Social Security	5,451	5,836	7,473	6,540	7,737
524	IMRF	11,884	12,261	14,819	13,350	14,501
<b>Total Personal Services</b>		<b>127,892</b>	<b>136,325</b>	<b>163,910</b>	<b>151,695</b>	<b>171,554</b>
541	Accounting & Auditing Service	11,977	12,080	13,015	17,612	17,180
544	Medical Service	95	85	100	85	100
547	Banking Service	7,521	10,210	9,415	11,625	11,625
561	Postage	1,806	1,786	1,875	1,875	1,875
562	Telephone	322	-	-	-	-
563	Publishing	250	-	-	270	-
564	Printing	3,535	4,055	4,500	3,920	4,730
571	Dues	1,890	1,800	1,800	1,460	1,800
572	Travel	-	317	300	-	300
573	Training	600	895	1,000	1,200	2,000
595	Rentals	-	560	-	2,280	2,280
599	Other Contractual Services	-	32	-	80	68
<b>Total Contractual Services</b>		<b>27,996</b>	<b>31,819</b>	<b>32,005</b>	<b>40,407</b>	<b>41,958</b>
621	Office Supplies	1,740	2,043	2,500	1,500	1,500
622	Office Equipment	1,780	190	500	500	500
623	Office Furniture	-	3,557	-	40	400
632	Per Copy Charges	176	93	50	350	350
641	Books	196	-	250	-	-
<b>Total Commodities</b>		<b>3,892</b>	<b>5,882</b>	<b>3,300</b>	<b>2,390</b>	<b>2,750</b>
912	Bad Debt	-	-	-	75	-
<b>Total Other Expenditures</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>75</b>	<b>-</b>
<b>Total Finance</b>		<b>159,780</b>	<b>174,026</b>	<b>199,215</b>	<b>194,567</b>	<b>216,262</b>
<b>City-Wide Services</b>						
531	Maintenance Service	\$ -	\$ 505	\$ 480	\$ 515	\$ 480
543	Legal Service	82,914	53,880	100,000	65,401	78,000
559	Other Professional Services	-	-	-	5,500	6,200
562	Telephone	3,944	3,913	5,020	4,000	5,020
581	Utilities	7,339	6,260	6,500	5,500	6,500
583	Garbage Disposal	1,400	-	2,000	-	2,000
592	General Insurance	95,787	94,321	215,532	220,000	205,000
595	Rentals	5,142	5,123	5,025	4,720	5,025
599	Other Contractual Services	-	-	-	4,000	-
<b>Total Contractual Services</b>		<b>196,526</b>	<b>164,002</b>	<b>334,557</b>	<b>309,636</b>	<b>308,225</b>
621	Office Supplies	-	1,475	5,000	1,500	5,000
<b>Total Commodities</b>		<b>-</b>	<b>1,475</b>	<b>5,000</b>	<b>1,500</b>	<b>5,000</b>

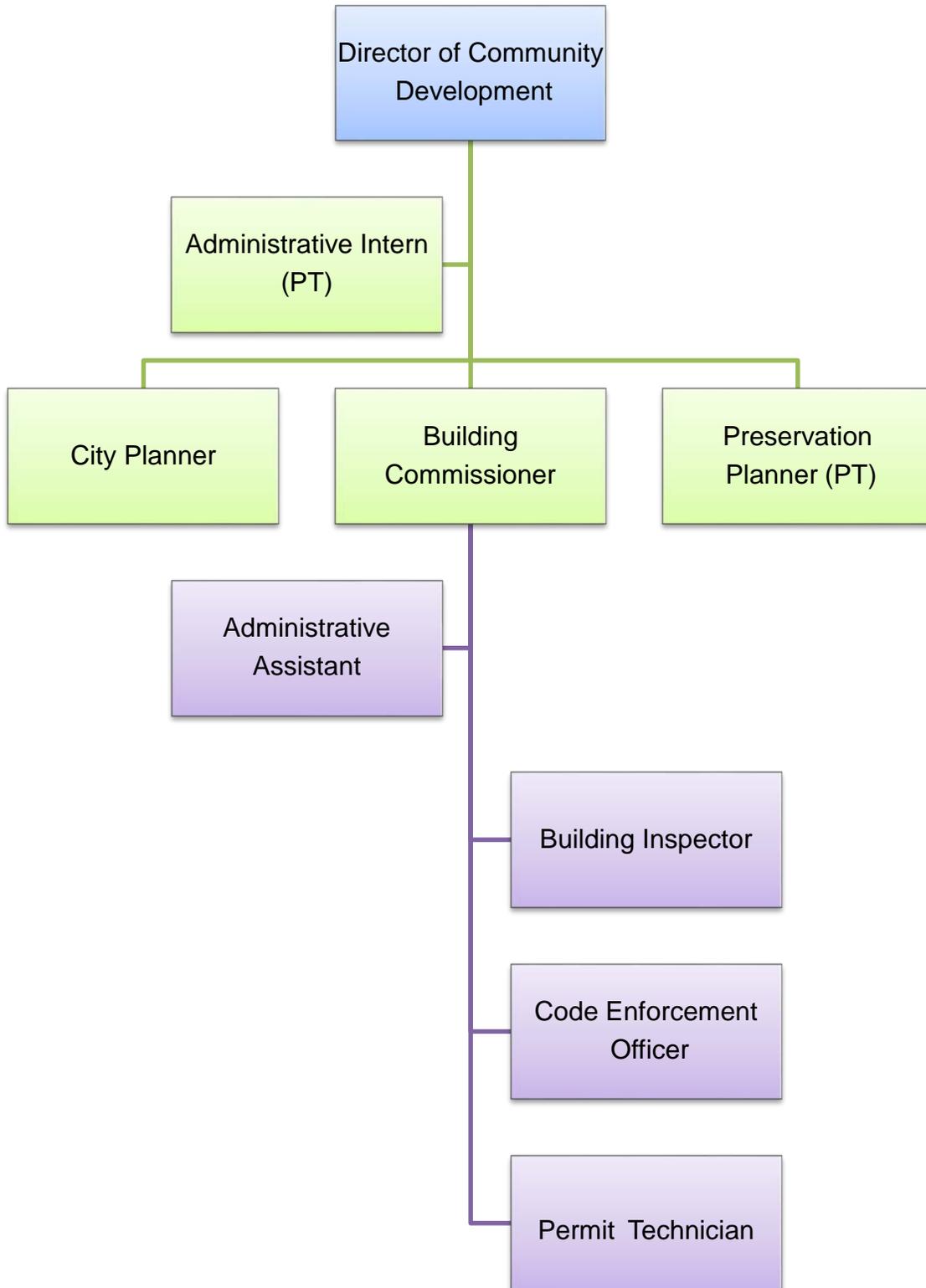
CITY OF GENEVA, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending April 30, 2017

Fund 100 - General Fund

Department 40 - Administrative Services

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
Expenditures						
916	Property Taxes	-	6,200	-	1,055	1,250
919	General Claims Expense	83,727	-	-	-	-
Total Other Expenditures		<u>83,727</u>	<u>6,200</u>	<u>-</u>	<u>1,055</u>	<u>1,250</u>
951.17	Transfers Out - SPAC	5,000	5,000	5,000	5,000	5,000
951.18	Transfers Out - Beautification	-	5,000	5,000	5,000	5,000
951.41	Transfers Out - General Capital Projects	758,314	737,824	25,930	25,930	169,800
951.42	Transfers Out - Infrastructure Capital Proj.	505,735	409,893	511,110	540,000	557,075
951.51	Transfers Out - SSA #1	90,000	90,000	90,000	90,000	-
Total Other Financing Uses		<u>1,359,049</u>	<u>1,247,717</u>	<u>637,040</u>	<u>665,930</u>	<u>736,875</u>
705.39	Principal - 2014 Capital Lease	-	-	125,900	125,900	125,140
710.39	Interest - 2014 Capital Loan	-	-	2,965	2,962	3,725
715	Paying Agent Fees	-	195	-	-	-
Total Debt Service		<u>-</u>	<u>195</u>	<u>128,865</u>	<u>128,862</u>	<u>128,865</u>
Total City-Wide Services		<u>1,639,302</u>	<u>1,419,589</u>	<u>1,105,462</u>	<u>1,106,983</u>	<u>1,180,215</u>
Total Administrative Services		<u>\$ 2,147,419</u>	<u>\$ 1,957,191</u>	<u>\$ 1,659,017</u>	<u>\$ 1,658,624</u>	<u>\$ 1,681,870</u>

# Community Development Department



## PROGRAM DESCRIPTION

The Community Development Department includes the Building and Planning divisions. The Department is responsible for formulating and implementing plans, policies, codes and ordinances that provide for the orderly development of the City while promoting the public health, safety and general welfare of its citizens, protecting property values, and preserving the City's unique qualities and characteristics.

### Building Division

## MISSION STATEMENT

The Building Division of the Community Development Department develops, maintains, and enforces plans, policies, codes, and ordinances that promote the public health, safety, and general welfare of citizens in the City while preserving property values. The Building Division provides professional building and zoning plan reviews, issues permits, interprets and applies city codes, performs inspections, and conducts code enforcement activities so that the City continues to be one of the most desirable communities in the State of Illinois to live, work, shop and raise a family.

## FY 2017 GOALS

**Goal # 1** Inspect all properties that have been granted Site Plan Approval by the City Council for compliance with approved landscape plans. If violations are identified, provide written notice of the violation to the property owner with a set deadline to bring the property into compliance. Conduct follow up inspections to ensure compliance.

**Funding:** General Operating, staff time

**Completion Date:** 11/15/2016

**Strategic Plan:** Vision 2: Maintain, sustain, and enhance the character, vibrancy, uniqueness, and desirability of our various business districts and corridors.

**Goal # 2** Record liens against properties when the property owner has been found liable through the adjudication process for Property Maintenance Code violations and the City has been awarded fines and/or performed services to eliminate unsightly or unsafe conditions.

**Funding:** General Operating, staff time

**Completion Date:** 12/31/2016

**Strategic Plan:** Vision 2: Maintain, sustain, and enhance the character, vibrancy, uniqueness, and desirability of our various business districts and corridors.

**Goal #3** Review and evaluate the differences between the City's current adopted 2009 edition of the Building Code and the most recent 2015 edition. Formulate a recommendation to the City Council regarding the possible adoption of the 2015 Building Code, including local amendments where appropriate.

## Community Development

**Funding:** General Operating, staff time

**Completion Date:** 04/30/2017

**Strategic Plan:** N/A

**Goal # 4** Review and evaluate the differences between the City's current adopted 2006 edition of the Property Maintenance Code and the most recent 2015 edition. Formulate a recommendation to the City Council regarding the possible adoption of the 2015 Property Maintenance Code, including local amendments where appropriate.

**Funding:** General Operating, staff time

**Completion Date:** 04/30/2017

**Strategic Plan:** N/A

### Planning Division

#### MISSION STATEMENT

To formulate, maintain and implement City plans, policies, codes and ordinances that provide for orderly development; promote the public health, safety, morals and general welfare of citizens; protect property values and preserve the City's unique historic character.

#### FY 2017 GOALS

**Goal # 1** Continue implementation of the regional recommendations contained within the adopted Homes for a Changing Region Plan (working with Batavia, North Aurora, St. Charles, Chicago Metropolitan Agency for Planning (CMAP), Metropolitan Planning Council, and Kane County Development Department). Focus on the identified priority of considering the creation of a community land trust (CLT). Partner with Batavia, St. Charles, and North Aurora to share in the cost of a Phase 1 feasibility to explore the creation of a Central Fox Valley CLT.

**Funding:** General Operating for \$3,125.00 (Geneva's share of \$12,500.00 Phase 1 Study) and staff time

**Completion Date:** 04/30/2017

**Strategic Plan:** Vision 4: Promote and amplify community unity and diversity through actions and programs that encourage inclusion, vitality, and wholeness.

**Goal # 2** Encourage higher density infill residential development in the core parts of Geneva.

- Formulate amendments to the City's zoning regulations that encourage higher density residential development as envisioned in the adopted Geneva Downtown/Station Area Master Plan.
- Review and consider other related changes and upgrades to the city's zoning regulations pertaining to allowable uses, expansion of by-right development, bulk regulations, form-based coding, use of graphic illustrations, buffer screening, off-street parking, public open space/plazas, public art, and LEED certification.

## Community Development

**Funding:** TBD and/or General Operating for staff time

**Completion Date:** 04/30/2017

**Strategic Plan:** Vision 4: Promote and amplify community unity and diversity through actions and programs that encourage inclusion, vitality, and wholeness.

**Goal # 3** Formulate amendments (working with the Geneva Park District and Geneva Community Unit School District 304) to the City's subdivision regulations related to the dedication of park lands and school sites, or payment of fees in lieu thereof.

**Funding:** General Operating, staff time

**Completion Date:** 12/31/2016

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires.

**Goal # 4** Update the city's architectural resources inventory data for all properties in the Geneva Historic District, and update the National Park Service certification for the district's listing on the National Register of Historic Places.

**Funding:** General Operating, staff time

**Completion:** 04/30/2017

**Strategic Plan:** Vision 1: Recognize, honor, preserve, and enhance community heritage and character. Goal: Explore regulations and resources that examine preservation and rehabilitation of historic properties.

**Goal # 5** Working with the Economic Development Department, study and evaluate what factors may be contributing to the lack of development activity and completion of the East State Street Redevelopment Plan. Focus on development controls and approval processes to understand what challenges or barriers to redevelopment they present. Formulate recommendations for better utilization of the East State Street Tax Increment Finance District prior to its expiration in 2022.

**Funding:** General Operating, staff time

**Completion Date:** 04/30/2017

**Strategic Plan:** Vision 2: Maintain, sustain, and enhance the character, vibrancy, uniqueness, and desirability of our various business districts and corridors.

**Goal # 6** Formulate a Community Development Department Strategic Plan

**Funding:** General Operating, staff time

**Completion Date:** 12/31/2016

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires.

# Community Development

## Building Division

<b>Performance Measures</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>
Number of Zoning Board of Appeals Cases	N/A	9	14
Number of Permits Issued:			
Residential	N/A	1,152	1,080
Commercial	N/A	363	176
Industrial	N/A	2	5
Other	N/A	N/A	673
Number of Inspections Completed	N/A	4,034	4,945
Number of Code Enforcement Contacts	N/A	843	1,224
Number of Code Enforcement Cases sent to Adjudication	N/A	16	11

## Planning Division

<b>Performance Measures</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>
Number of Plan Commission Cases Reviewed	N/A	19	17
Number of Administrative Reviews of Historic Preservation Committee Cases	N/A	78	92
Number of Commission Reviews of Historic Preservation Committee Cases	N/A	31	37

N/A – Not Available

## Community Development – Personnel Summary

Position Title	FY 2013	FY 2014	FY 2015	FY 2016	Current Authorized
Director of Community Development	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
City Planner	1.00	1.00	1.00	1.00	1.00
Part-Time Preservation Planner	1.00	1.00	1.00	1.00	1.00
Part-Time Intern	1.00	1.00	1.00	1.00	1.00
Building Commissioner	1.00	1.00	1.00	1.00	1.00
Building Inspector	1.00	1.00	1.00	1.00	1.00
Code Enforcement Officer	1.00	1.00	1.00	1.00	1.00
Permit Technician	0.00	0.00	1.00	1.00	1.00
<b>Total</b>	<b>8.00</b>	<b>8.00</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2017

Fund 100 - General Fund

Department 50 - Community Development

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Expenditures</b>						
<b>Building Division</b>						
501	Wages - Regular	\$ 260,440	\$ 314,683	\$ 319,983	\$ 330,670	\$ 329,384
521	Group Insurance	51,037	69,296	78,184	76,375	80,092
522	Medicare	3,563	4,159	4,641	4,250	4,776
523	Social Security	15,235	17,785	19,838	19,190	20,422
524	IMRF	33,151	38,199	39,335	40,395	38,274
<b>Total Personal Services</b>		<b>363,426</b>	<b>444,122</b>	<b>461,981</b>	<b>470,880</b>	<b>472,948</b>
531	Maintenance Service	5,588	8,576	15,400	12,950	15,200
546	Janitorial Service	7,500	7,285	9,250	17,058	17,058
559	Other Professional Services	1,697	2,190	2,010	2,600	2,010
561	Postage	438	577	800	800	800
562	Telephone	3,461	3,952	3,600	3,800	4,635
563	Publishing	1,029	962	1,600	1,800	1,600
564	Printing	-	95	430	380	430
566	Recording Fees	5	329	600	475	500
571	Dues	560	505	1,300	1,300	1,300
572	Travel	1,589	760	1,500	1,500	1,500
573	Training	2,766	1,910	3,075	3,000	3,075
595	Rentals	3,000	2,769	3,360	3,000	2,100
599	Other Contractual Services	43,980	66,246	79,030	90,000	116,050
<b>Total Contractual Services</b>		<b>71,612</b>	<b>96,155</b>	<b>121,955</b>	<b>138,663</b>	<b>166,258</b>
601	Maintenance Supplies	780	3,539	7,200	4,900	7,100
621	Office Supplies	915	1,570	2,000	1,900	2,000
622	Office Equipment	1,669	280	350	400	350
623	Office Furniture	-	501	950	900	-
624	Operating Supplies	708	382	200	150	200
625	Small Tools	20	50	450	350	350
626	Janitorial Supplies	89	348	200	100	150
627	Motor Fuel & Lubricants	2,534	3,208	4,200	3,000	4,000
631	Clothing	613	846	850	850	850
632	Per Copy Charges	860	1,098	1,000	1,050	1,000
641	Books	433	163	700	1,100	1,360
<b>Total Commodities</b>		<b>8,621</b>	<b>11,985</b>	<b>18,100</b>	<b>14,700</b>	<b>17,360</b>
917	Employee Awards	-	-	50	-	50
<b>Total Other Expenditures</b>		<b>-</b>	<b>-</b>	<b>50</b>	<b>-</b>	<b>50</b>
<b>Total Building Division</b>		<b>443,659</b>	<b>552,262</b>	<b>602,086</b>	<b>624,243</b>	<b>656,616</b>
<b>Planning Division</b>						
501	Wages - Regular	\$ 146,504	\$ 176,578	\$ 116,610	\$ 122,300	\$ 119,881
502	Wages - Part-Time/Seasonal	47,476	46,619	71,239	69,000	77,802
503	Overtime	-	1,731	-	600	-

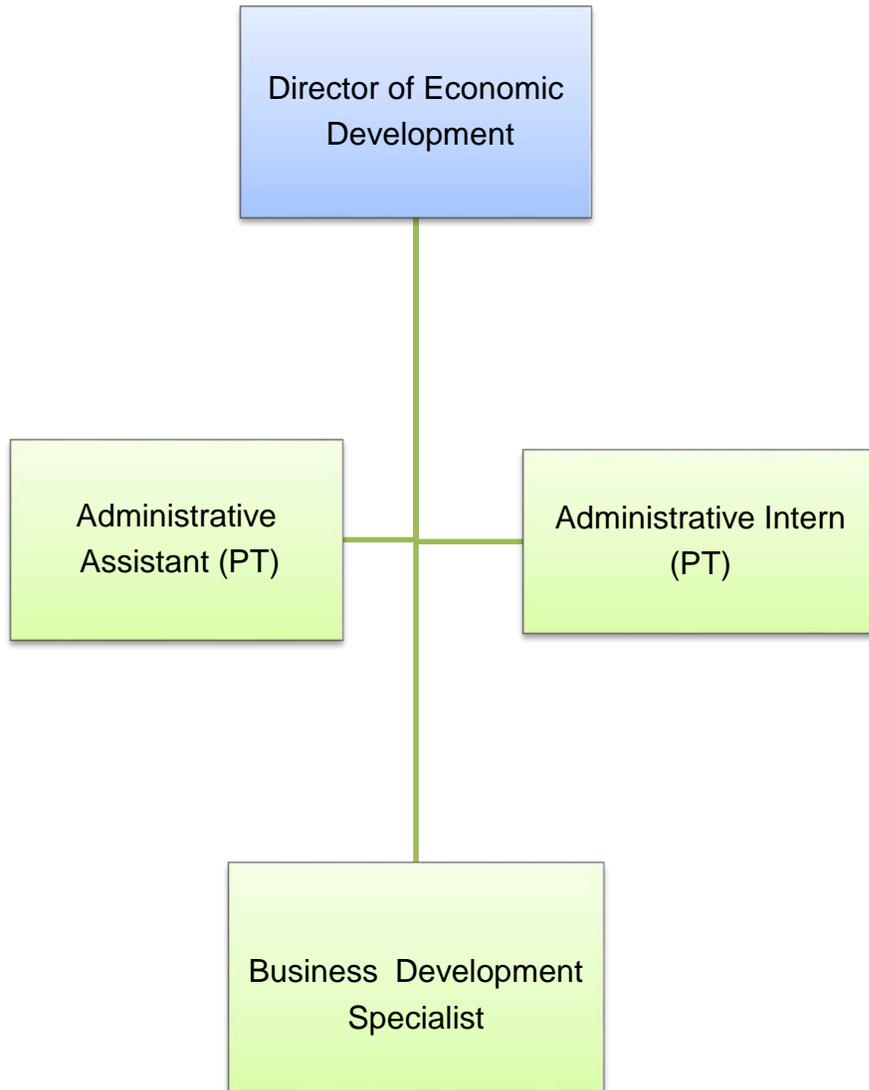
CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2017

Fund 100 - General Fund

Department 50 - Community Development

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Expenditures</b>						
521	Group Insurance	27,957	32,119	26,929	27,430	27,529
522	Medicare	2,685	3,231	2,645	2,655	2,867
523	Social Security	11,479	13,816	11,311	11,350	12,257
524	IMRF	23,085	28,866	22,427	22,675	22,970
<b>Total Personal Services</b>		<b>259,186</b>	<b>302,961</b>	<b>251,161</b>	<b>256,010</b>	<b>263,306</b>
544	Medical Service	-	-	85	85	-
559	Other Professional Services	8,045	10,395	8,500	10,500	8,500
561	Postage	112	269	300	300	1,025
562	Telephone	721	853	1,310	1,310	750
563	Publishing	2,946	1,984	3,000	3,000	3,000
564	Printing	95	698	1,000	1,000	2,000
566	Recording Fees	2,732	1,651	2,495	2,200	2,420
571	Dues	-	160	200	200	200
572	Travel	30	1,804	11,610	11,310	1,570
573	Training	-	-	285	285	-
599	Other Contractual Services	8,954	15,667	660	660	3,125
<b>Total Contractual Services</b>		<b>23,635</b>	<b>33,480</b>	<b>29,445</b>	<b>30,850</b>	<b>22,590</b>
621	Office Supplies	805	761	400	400	400
622	Office Equipment	172	120	400	400	400
623	Office Furniture	1,173	-	-	-	-
624	Operating Supplies	133	-	600	600	-
632	Per Copy Charges	1,013	1,104	650	650	900
641	Books	52	192	190	190	-
<b>Total Commodities</b>		<b>3,348</b>	<b>2,177</b>	<b>2,240</b>	<b>2,240</b>	<b>1,700</b>
913	Community Relations	191	157	100	100	450
<b>Total Other Expenditures</b>		<b>191</b>	<b>157</b>	<b>100</b>	<b>100</b>	<b>450</b>
<b>Total Planning Division</b>		<b>286,360</b>	<b>338,775</b>	<b>282,946</b>	<b>289,200</b>	<b>288,046</b>
<b>Total Community Development</b>		<b>\$ 730,019</b>	<b>\$ 891,037</b>	<b>\$ 885,032</b>	<b>\$ 913,443</b>	<b>\$ 944,662</b>

# Economic Development Department



## PROGRAM DESCRIPTION

The Economic Development Department is responsible for all areas of economic development including tourism, with an emphasis on developing and implementing strategies and programs that will retain, expand and attract appropriate commercial, office/research and light industrial developments to and within the City.

## MISSION STATEMENT

The City of Geneva's Economic Development Department shall serve the community by attracting appropriate commercial, office/research and light industrial developments to the City as a means to reduce reliance on residential property taxes. The Department creates and fosters successful programs to retain and bolster existing business and promote Geneva as a destination.

## FY 2017 GOALS

**Goal # 1** Encourage development of the former Geneva Bottling Works property, Geneva Dam projects, and encourage redevelopment of the Mill Race Inn Restaurant property.

- Work to encourage public and private investment within the Geneva Fox River Redevelopment Project Area TIF 3 including facilitating necessary studies to determine feasibility of and potential public inducements needed to create an entertainment district.

**Funding:** Staff time; TIF 2 Professional Services \$50,000

**Completion Date:** 04/30/2017

**Strategic Plan:** Vision 2: Maintain, sustain, and enhance the character, vibrancy, uniqueness, and desirability of our various business districts and corridors.

**Goal # 2** Explore use of incentives to promote economic development or private/public partnerships.

- Continue work with property owners to secure annexations and to establish a Tax Increment Financing District (TIF 4) to further development goals included in the Southeast Subarea Plan.

**Funding:** Staff time; TIF 4 Future Fund Reimbursable to General Fund

**Completion Date:** 4/30/2017

**Strategic Plan:** Vision 2: Maintain, sustain, and enhance the character, vibrancy, uniqueness, and desirability of our various business districts and corridors.

**Goal # 3** Evaluate existing and explore potential means for creating new funding measures and incentives to economic development in the City's downtown business district.

- Complete discussion on proposed downtown business district and carry out decisions of City Council, encourage private and public investment within the East

## Economic Development

State Street Redevelopment Area (TIF 2) and continue to promote the City adopted Economic Development Incentive Policy on a case by case basis.

**Funding:** Staff time; Economic Development \$13,500 and TIF Funds

**Completion Date:** 04/30/2017

**Strategic Plan:** Vision 2: Maintain, sustain, and enhance the character, vibrancy, uniqueness, and desirability of our various business districts and corridors.

**Goal # 4** Work with Geneva Public Works Departments to implement new Welcome to Geneva signage program.

**Funding:** Staff time, Infrastructure Capital \$90,000 and Tourism \$50,000

**Completion Date:** 04/30/2017

**Strategic Plan:** Vision 2: Maintain, sustain, and enhance the character, vibrancy, uniqueness, and desirability of our various business districts and corridors.

**Goal # 5** Enhance advertising and marketing efforts by updating market analysis, upgrading photography and promotional videos and diversifying mediums to enhance existing economic development and tourism goals and strategies.

**Funding:** Staff time, Economic Development \$2,500 and Tourism \$25,000

**Completion Date:** 04/30/2017

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires.

**Goal # 6** Work with City Administrator and Community Development to update and streamline special event application process including itinerant merchants and outdoor sales.

**Funding:** Staff time

**Completion Date:** 04/30/2017

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires.

Performance Measures	FY 2013	FY 2014	FY 2015	FY 2016
Number of Active Businesses	1,030	1,061	1,043	1,198
Number of New Businesses	75	80	79	60
Number of Sales Tax Payers	1,068	1,061	1,043	1,060
Total Equalized Assessed Value (EAV) of Tax Increment Financing (TIF) District 2	6,093,790	5,698,853	5,599,183	5,737,853
Number of Special Event Applications Processed	43	55	58	85

## Economic Development – Personnel Summary

<b>Position Title</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>Current Authorized</b>
Director of Economic Development	1.00	1.00	1.00	1.00	1.00
Part-Time Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Business Development Specialist	1.00	1.00	1.00	1.00	1.00
Part-Time Intern	1.00	1.00	1.00	1.00	1.00
<b>Total</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2017

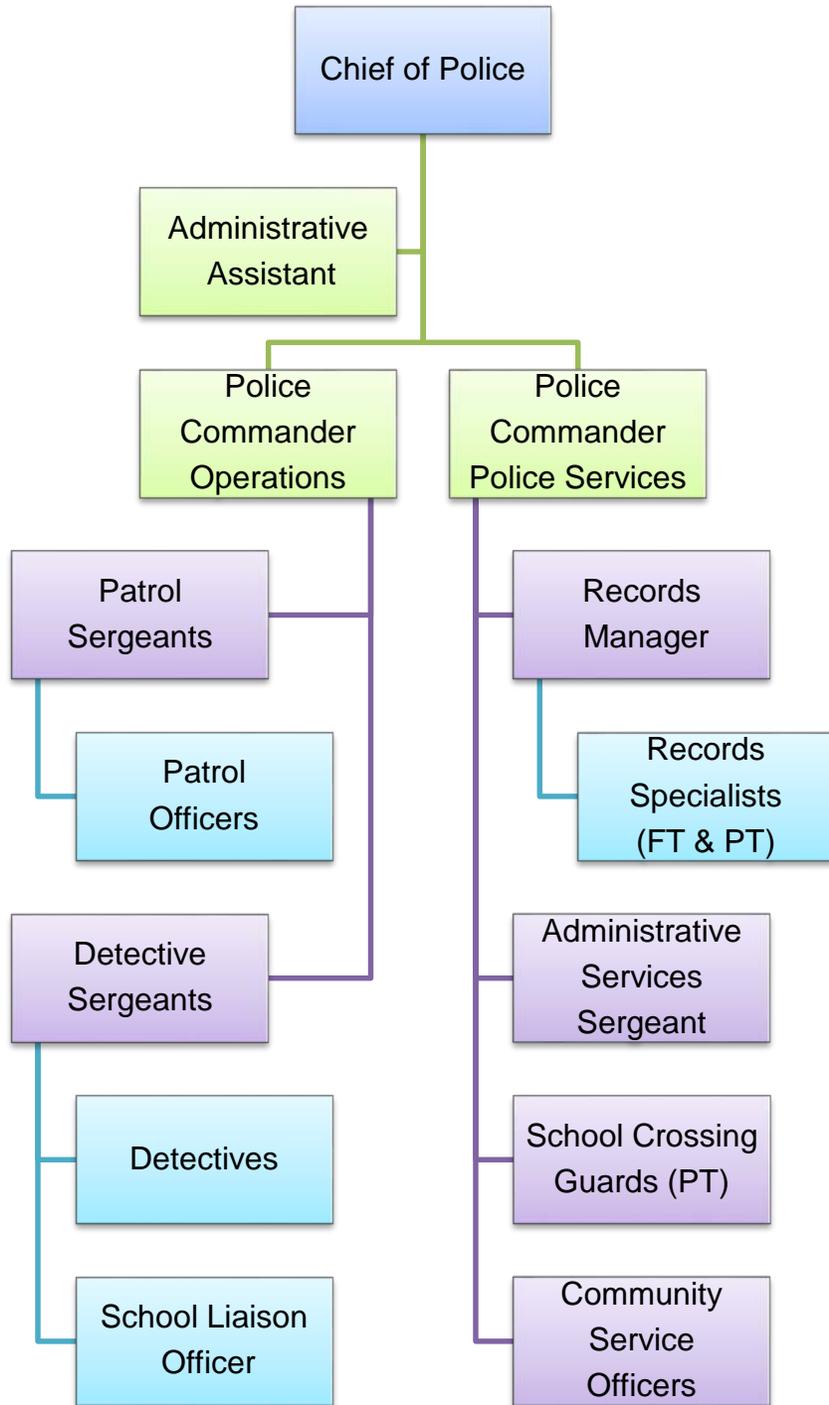
Fund 100 - General Fund

Department 60 - Economic Development

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Expenditures</b>						
501	Wages - Regular	\$ 77,062	\$ 73,002	\$ 73,649	\$ 72,485	\$ 74,195
502	Wages - Part-Time/Seasonal	19,043	15,728	19,968	5,500	18,720
521	Group Insurance	18,527	18,267	19,485	19,475	20,008
522	Medicare	1,319	1,234	1,358	1,035	1,347
523	Social Security	5,640	5,277	5,804	4,415	5,762
524	IMRF	12,280	11,347	11,508	9,490	10,796
<b>Total Personal Services</b>		<b>133,871</b>	<b>124,853</b>	<b>131,772</b>	<b>112,400</b>	<b>130,828</b>
544	Medical Service	-	215	85	85	85
551	Advertising	4,625	4,791	12,000	500	1,100
552	Data Programming Service	2,850	870	1,000	1,010	2,500
559	Other Professional Services	-	161	2,000	14,238	16,000
561	Postage	2,004	309	1,200	800	1,200
562	Telephone	1,502	1,931	1,440	1,920	1,920
563	Publishing	-	-	250	250	250
564	Printing	1,475	1,922	2,040	2,000	2,000
571	Dues	2,664	766	2,245	2,245	2,245
572	Travel	813	905	765	500	795
573	Training	2,010	1,505	2,690	2,600	2,600
575	Publications	66	106	200	200	300
599	Other Contractual Services	4,473	2,638	2,525	2,600	2,525
<b>Total Contractual Services</b>		<b>22,483</b>	<b>16,119</b>	<b>28,440</b>	<b>28,948</b>	<b>33,520</b>
621	Office Supplies	1,118	615	900	900	900
622	Office Equipment	120	506	250	-	250
623	Office Furniture	-	260	400	-	400
624	Operating Supplies	-	219	450	450	450
632	Per Copy Charges	1,332	676	1,200	600	1,200
<b>Total Commodities</b>		<b>2,570</b>	<b>2,276</b>	<b>3,200</b>	<b>1,950</b>	<b>3,200</b>
913	Community Relations	1,521	2,112	2,480	2,480	3,400
917	Employee Awards	100	-	-	-	-
<b>Total Other Expenditures</b>		<b>1,621</b>	<b>2,112</b>	<b>2,480</b>	<b>2,480</b>	<b>3,400</b>
<b>Total Economic Development</b>		<b>\$ 160,545</b>	<b>\$ 145,360</b>	<b>\$ 165,892</b>	<b>\$ 145,778</b>	<b>\$ 170,948</b>

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# Police Department



**PROGRAM DESCRIPTION**

The Police Department provides for the protection of life and property, enforcement of criminal and traffic laws, prevention of crime, preservation of public peace and apprehension of violators of the law through patrol and response to calls for service. Additionally, the Department is responsible for enforcing parking regulations, providing information and assistance to the general public, handling special events as requested and evidence collection and submission.

**MISSION STATEMENT**

With steadfast dedication, each member of the Geneva Police Department takes great pride in providing the City of Geneva with *QUALITY* service, protection and enforcement, while maintaining the utmost level of professionalism and integrity.

**FY 2017 GOALS**

**General and Departmental**

- Police operations and patrol practices will continue to focus on keeping the City of Geneva a safe, secure and inviting community in which to live, raise a family, visit, work, go to school and retire.
- Utilize the Illinois Crime Report data as a benchmark for measuring and quantifying community safety and security.
- Utilize Service Satisfaction Survey results as benchmarks for measuring and quantifying citizen satisfaction with the quality of police service provided by the Geneva Police Department.
- Continue providing high-quality and meaningful Community Policing Programs.

**Patrol Division**

- Goal # 1** Engage in proactive and measurable crime prevention efforts that will enhance the safety of the community:
- Identify opportunities to reduce the risk of criminal activity at private residences and businesses by identifying areas of vulnerability and educating the public through the issuance of a minimum of 1400 crime prevention notices.
  - Crime Prevention Specialists will provide presentations and engage in other activity that would assist in educating the public on measures that will reduce the potential for criminal activity.
  - Conduct crime prevention assessments of businesses within the community that have been identified as having deficiencies in their crime prevention practices.
  - Conduct a minimum of 1900 premise checks of various public and private locations throughout the city.

**Funding:** Staff Time

**Completion Date:** 04/30/2017

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires. Goal N: Maintain high-quality public services that serve and protect our residents and businesses.

**Goal # 2** Participate in four (4) public service announcements including various police-related topics that could include subject matter such as:

- Crime prevention tips for individuals and/or businesses
- Geneva Police Department Senior Care Program
- Internet safety
- Parking-related information

**Funding:** Staff Time

**Completion Date:** 04/30/2017

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires. Goal N: Maintain high-quality public services that serve and protect our residents and businesses. Goal V. Optimize technology's effectiveness at delivery of public services.

**Goal # 3** Develop and implement an early warning system relevant to the performance of Geneva Police Department staff:

- Develop criteria and scoring to be used
- Develop policy to promulgate this system
- Develop final document
- Implement its use

**Funding:** Staff Time

**Completion Date:** 04/30/2017

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires. Goal N: Maintain high-quality public services that serve and protect our residents and businesses.

## Police Services Division

**Goal # 1** Conduct a complete review and update of all departmental policies:

- Complete a systematic review of all departmental policies to include directives, standard operating procedures, and general orders
- Prioritize those policies in need of updating
- Update policies as needed

**Funding:** Staff Time

**Completion Date:** 04/30/2017

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires. Goal N: Maintain high-quality public services that serve and protect our residents and businesses.

**Goal # 2** Conduct a facility facade assessment to identify needs and possible opportunities for updating the appearance and structural integrity of the police facility.

- Solicit input from stakeholders inside and outside of the department
- Identify and review possible options
- Create a plan for implementation

**Funding:** Staff Time

**Completion Date:** 04/30/2017

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires. Goal N: Maintain high-quality public services that serve and protect our residents and businesses.

**Goal # 3** Formalize crisis prevention efforts within the department

- Increase the number of Geneva Police Officers currently certified
- Develop policy for their utilization
- Create a system to monitor the use of CIT officers

**Funding:** Staff Time

**Completion Date:** 04/30/2017

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires. Goal N: Maintain high-quality public services that serve and protect our residents and businesses.

<b>Performance Measures</b>	<b>CY 2012</b>	<b>CY 2013</b>	<b>CY 2014</b>	<b>CY 2015</b>
Number of Calls for Service	10,346	10,786	10,663	12,434
Number of Traffic Stops	5,604	6,504	6,024	5,876
Number of Parking Tickets Issued	5,547	5,574	5,978	8,335
Number of Accident Reports	994	1,052	1,000	1,004
Number of DUI Tickets Issued	45	76	47	66
Number of Domestic Battery Cases	45	28	40	34

## Police – Personnel Summary

<b>Position Title</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>Current Authorized</b>
Chief of Police	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Police Commander	2.00	2.00	2.00	2.00	2.00
Police Sergeant	7.00	7.00	7.00	7.00	7.00
Police Officer	26.00	26.00	26.00	26.00	26.00
Community Service Officer/Evidence Technician	1.00	1.00	1.00	1.00	0.00
Community Service Officer	1.00	1.00	1.00	1.00	2.00
Records Manager	1.00	1.00	1.00	1.00	1.00
Records Specialist	5.00	5.00	5.00	5.00	5.00
Part-Time Records Specialist	4.00	4.00	4.00	4.00	4.00
Part-Time Crossing Guard	8.00	8.00	7.00	7.00	7.00
<b>Total</b>	<b>57.00</b>	<b>57.00</b>	<b>56.00</b>	<b>56.00</b>	<b>56.00</b>

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2017

Fund 100 - General Fund

Department 70 - Police

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Expenditures</b>						
<b>Police Services</b>						
501	Wages - Regular	\$ 3,189,631	\$ 3,293,072	\$ 3,246,582	\$ 3,286,000	\$ 3,236,248
503	Overtime	256,683	336,215	362,270	295,000	360,560
504	Stand-By	22,973	17,305	20,000	16,965	14,485
521	Group Insurance	508,439	539,978	587,921	592,150	572,187
522	Medicare	45,901	49,037	51,070	48,330	44,645
525	Police/Fire Pension	948,170	1,247,900	1,144,355	1,144,355	1,365,910
<b>Total Personal Services</b>		<b>4,971,796</b>	<b>5,483,507</b>	<b>5,412,198</b>	<b>5,382,800</b>	<b>5,594,035</b>
531	Maintenance Service	30,099	19,269	23,005	18,500	22,020
546	Janitorial Service	18,844	17,859	19,800	35,460	35,460
564	Printing	5,897	4,755	6,700	6,000	7,485
571	Dues	1,157	1,440	2,190	1,680	2,090
572	Travel	2,136	1,707	2,400	1,500	2,355
573	Training	12,547	20,592	18,000	18,000	19,740
575	Publications	681	695	850	850	850
597	Tri-City Ambulance/Tri-Com	270,615	302,791	295,540	295,565	306,300
<b>Total Contractual Services</b>		<b>341,976</b>	<b>369,107</b>	<b>368,485</b>	<b>377,555</b>	<b>396,300</b>
601	Maintenance Supplies	7,506	7,075	12,480	10,000	11,450
621	Office Supplies	4	63	-	110	-
622	Office Equipment	-	1,267	-	-	-
624	Operating Supplies	4,961	1,385	1,150	1,525	1,150
627	Motor Fuel & Lubricants	68,046	54,544	68,209	49,365	71,450
630	Ammunition	9,949	5,597	11,175	11,175	10,750
631	Clothing	20,224	23,536	22,330	17,000	24,780
641	Books	-	95	-	-	-
642	Periodicals	231	267	350	350	350
<b>Total Commodities</b>		<b>110,921</b>	<b>93,829</b>	<b>115,694</b>	<b>89,525</b>	<b>119,930</b>
<b>Total Police Services</b>		<b>5,424,694</b>	<b>5,946,443</b>	<b>5,896,377</b>	<b>5,849,880</b>	<b>6,110,265</b>
<b>Records</b>						
501	Wages - Regular	\$ 431,900	\$ 433,290	\$ 430,282	\$ 435,460	\$ 423,480
502	Wages - Part-Time/Seasonal	-	-	7,640	5,140	7,582
503	Overtime	454	1,313	-	400	-
504	Stand-By	87,936	-	-	-	-
521	Group Insurance	-	79,329	81,301	93,550	101,739
522	Medicare	5,940	6,065	6,348	6,000	6,248

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2017

Fund 100 - General Fund

Department 70 - Police

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Expenditures</b>						
523	Social Security	25,397	25,932	27,151	25,650	26,726
524	IMRF	55,495	55,354	52,894	52,775	49,208
<b>Total Personal Services</b>		<b>607,121</b>	<b>601,283</b>	<b>605,616</b>	<b>618,975</b>	<b>614,983</b>
531	Maintenance Service	15,015	13,646	17,995	17,995	14,210
544	Medical Service	1,042	3,079	2,510	2,510	2,510
559	Other Professional Services	3,525	2,658	3,090	2,030	2,030
561	Postage	2,991	2,740	3,300	3,000	3,000
562	Telephone	17,339	17,508	19,320	19,320	19,320
571	Dues	-	115	-	-	-
572	Travel	-	131	-	-	-
573	Training	-	135	-	125	-
581	Utilities	74	82	80	80	80
595	Rentals	6,468	6,437	7,770	7,220	7,770
599	Other Contractual Services	10,956	8,415	19,185	17,000	19,890
<b>Total Contractual Services</b>		<b>57,410</b>	<b>54,947</b>	<b>73,250</b>	<b>69,280</b>	<b>68,810</b>
601	Maintenance Supplies	-	23	-	-	-
621	Office Supplies	9,398	11,217	10,545	10,500	10,480
622	Office Equipment	2,097	4,251	1,860	1,000	2,800
623	Office Furniture	440	-	2,350	2,000	3,850
624	Operating Supplies	7,776	5,053	8,005	8,000	7,035
631	Clothing	1,901	2,894	3,100	2,500	3,100
632	Per Copy Charges	3,472	3,597	3,200	2,800	3,000
663	Computer Software	72	250	1,575	1,300	1,200
<b>Total Commodities</b>		<b>25,155</b>	<b>27,285</b>	<b>30,635</b>	<b>28,100</b>	<b>31,465</b>
917	Employee Awards	2,091	2,316	2,120	1,500	1,370
<b>Total Other Expenditures</b>		<b>2,091</b>	<b>2,316</b>	<b>2,120</b>	<b>1,500</b>	<b>1,370</b>
<b>Total Records</b>		<b>691,778</b>	<b>685,830</b>	<b>711,621</b>	<b>717,855</b>	<b>716,628</b>
<b>Community Service</b>						
501	Wages - Regular	\$ 34,210	\$ 36,958	\$ 37,778	\$ 31,375	\$ 28,790
502	Wages - Part-Time/Seasonal	32,475	34,905	33,450	29,865	36,010
503	Overtime	461	26	-	565	-
504	Stand-By	-	56	-	-	-
521	Group Insurance	10,319	10,802	10,437	9,465	8,488
522	Medicare	944	1,012	2,623	975	417
523	Social Security	4,037	4,329	2,827	3,365	1,785

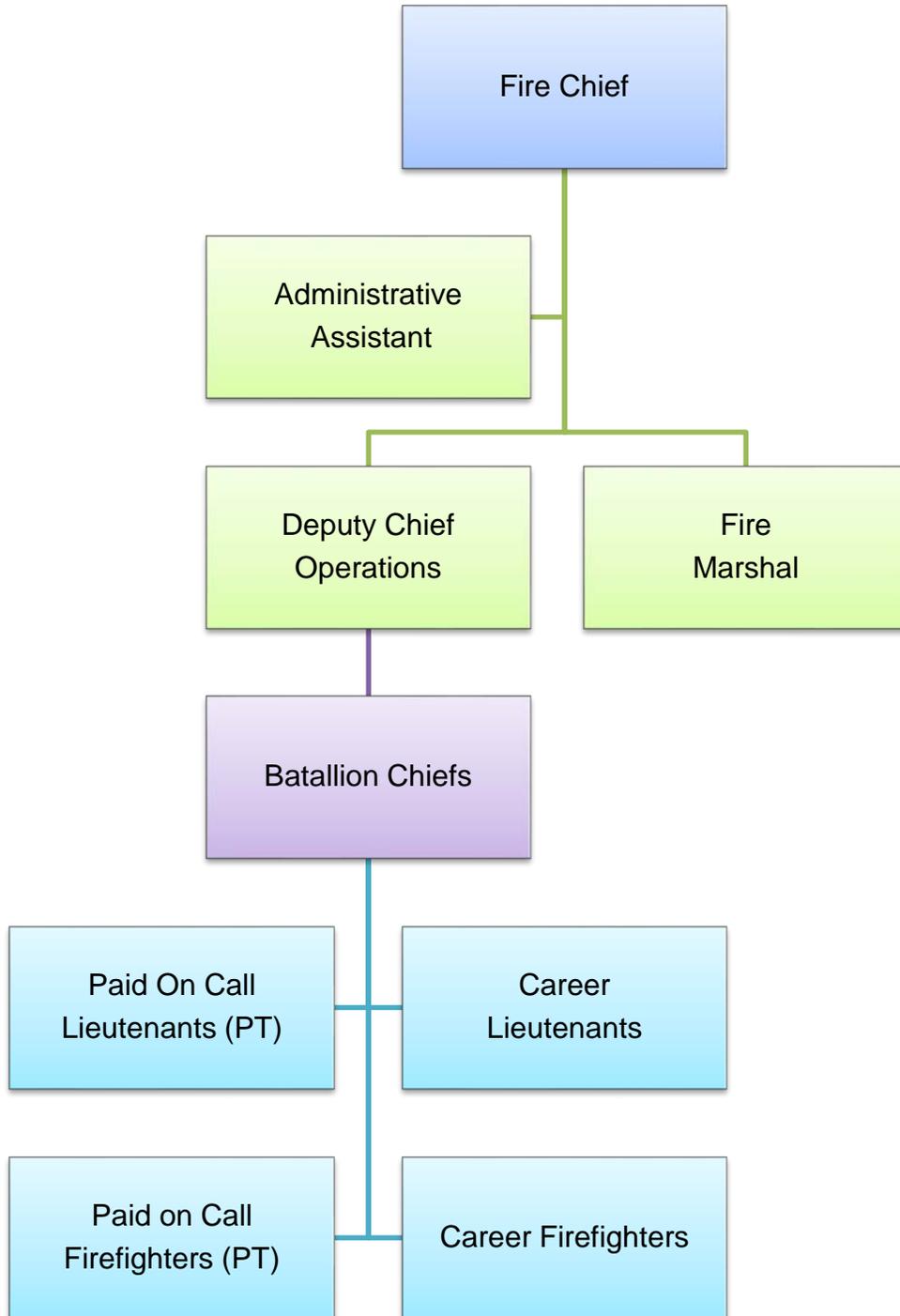
CITY OF GENEVA, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending April 30, 2017

Fund 100 - General Fund

Department 70 - Police

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
Expenditures						
524	IMRF	4,441	4,627	4,644	3,800	3,345
Total Personal Services		<u>86,888</u>	<u>92,714</u>	<u>91,759</u>	<u>79,410</u>	<u>78,835</u>
599	Other Contractual Services	7,710	7,590	8,530	7,000	7,000
Total Contractual Services		<u>7,710</u>	<u>7,590</u>	<u>8,530</u>	<u>7,000</u>	<u>7,000</u>
631	Clothing	580	626	2,781	3,125	600
Total Commodities		<u>580</u>	<u>626</u>	<u>2,781</u>	<u>3,125</u>	<u>600</u>
Total Community Service		<u>95,177</u>	<u>100,931</u>	<u>103,070</u>	<u>89,535</u>	<u>86,435</u>
Total Police		<u>\$ 6,211,649</u>	<u>\$ 6,733,203</u>	<u>\$ 6,711,068</u>	<u>\$ 6,657,270</u>	<u>\$ 6,913,328</u>

# Fire Department



## PROGRAM DESCRIPTION

The Fire Department is responsible for providing various fire fighting and rescue services, fire prevention and fire inspections and investigation services to the community.

## MISSION STATEMENT

We will be a leader among our peers and to the community through compassion, selflessness and the stewardship of the public's trust. We will do this through education, prevention, mitigation of fire & non-fire risk, collaborative relationships with external partners and providing diverse emergency services.

## FY 2017 GOALS

**Goal # 1** Manage the seamless transition in senior management of the department.

The department has been planning for a transition in the fire chief's office for the last two years through a restructuring in positions, duties, and responsibilities; and the reimagining of the five-year strategic plan and a reassessment of the entire organization.

**Funding:** Staff Time

**Completion Date:** 08/30/2016

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment and meet community needs and desires. Goal H: Work to maintain adequate staffing levels required to continue to provide all core services within service quality standards and expectations.

**Accreditation Objective:** 1A.5, 1B.1

**Goal # 2** Prepare for and host the Peer Team Site Visit of the department.

The fire department has been an accredited agency since 2001 and has been re-assessed every five years since. This, the fourth site visit, is slated for June, 2016 and will be conducted by a four-person team consisting of fire service professionals who have expertise in the operations of a fire department. While on the ground the Team will determine if the documents submitted to the Commission on Fire Accreditation International accurately reflect the agency and develop recommendations for continued improvement in the department.

**Funding:** Staff Time

**Completion Date:** 06/30/2016

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment and meet community needs and desires. Goal L: Maintain high-quality public services that serve and protect our residents and businesses.

**Accreditation Objective:** 2D.1, 2D.7

- Goal # 3** Support the accreditation work by Tri-City Ambulance to receive accredited status from the Commission on Accreditation of Ambulance Services (CAAS).

The Tri-City Ambulance Board of Directors approved the recommendation of the three fire chiefs to pursue the accreditation of Tri-City Ambulance starting in FY 2015. The goal of this project is to conduct a top to bottom review of the now 25 year old program to ensure it remains contemporary in both field operations and administration. This is the first time in the history of the program that such a review has been done. Emergency medical treatment and transport field has always been one with frequent and rapid changes but, with the implementation of the Affordable Care Act, those changes are happening faster and come with an impact that has been very difficult to predict. The accreditation process is both timely and appropriate.

**Funding:** Staff Time

**Completion Date:** 06/30/2016

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment and meet community needs and desires. Goal O: Maintain high-quality public services that serve and protect our residents and businesses.

**Accreditation Objective:** 2C.1, 2C.5, 2C.6, 5G.1 – 10

- Goal # 4** Host representatives from the Insurance Services Organization (ISO) for a reassessment of the Public Protection Class rating assigned to the community.

The city currently has a Public Protection Class rating of “3” which was awarded by ISO in 2007 and re-affirmed in 2014. ISO awards PPC ratings of 1 through 10 with the former considered the highest class rating and 10 the lowest. An analysis of the 2014 scoring process indicated the department was very close to moving to a Class 2 rating with adjustments to the manner in which staffing and training hours were tracked. Staff embarked on a multi-year project to develop the data that supports an improvement to a Class 2 rating.

**Funding:** Staff Time

**Completion Date:** 06/30/2016

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment and meet community needs and desires. Goal O: Maintain high-quality public services that serve and protect our residents and businesses.

**Accreditation Objective:** 2C.2

# Fire

<b>Performance Measures</b>	<b>CY 2012</b>	<b>CY 2013</b>	<b>CY 2014</b>	<b>CY 2015</b>
Response Time (Minutes)	6.21	6.45	6.39	6:15
Call Volume:				
Fire % of total	4.6	3.1	2.9	3.2
EMS % of total	52.3	52.3	49.7	54.0
Other % of total	43.0	44.6	44.3	42.8
Number of Structure Fires	13	8	2	4
Number of Patient Transports	1,163	1,145	1,165	1,148
Number of training hours (75 attendees includes employees, POC, contractual)	8,566	11,649	13,385	16,689

## Fire – Personnel Summary

<b>Position Title</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>Current Authorized</b>
Fire Chief	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Deputy Fire Chief	2.00	2.00	2.00	1.00	1.00
Fire Battalion Chief	0.00	0.00	3.00	3.00	3.00
Fire Marshal	0.00	0.00	1.00	1.00	1.00
Fire Lieutenant	6.00	6.00	6.00	6.00	6.00
Firefighter	11.00	11.00	8.00	8.00	10.00*
Part-Time Paid-On-Call Firefighter	45.00	45.00	50.00	50.00	50.00
<b>Total</b>	<b>66.00</b>	<b>66.00</b>	<b>72.00</b>	<b>71.00</b>	<b>73.00</b>

\*Authorized filling vacancies effective 07-01-2016 and 01-01-2017.

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2017

Fund 100 - General Fund

Department 80 - Fire

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
Expenditures						
Command						
501	Wages - Regular	\$ 418,351	\$ 428,079	\$ 716,708	\$ 720,210	\$ 715,583
503	Overtime	-	343	-	-	-
521	Group Insurance	96,812	94,244	158,072	157,026	159,732
522	Medicare	1,985	2,442	8,384	8,385	8,490
523	Social Security	2,406	2,508	2,792	2,790	2,851
524	IMRF	5,403	5,487	5,535	5,325	5,343
Total Personal Services		<u>524,957</u>	<u>533,103</u>	<u>891,491</u>	<u>893,736</u>	<u>891,999</u>
531	Maintenance Service	7,641	7,196	8,015	7,950	8,015
544	Medical Service	-	1,440	-	-	-
559	Other Professional Services	252	61	500	250	500
561	Postage	483	512	565	545	565
562	Telephone	7,686	7,338	9,760	9,455	9,760
563	Publishing	173	-	-	-	-
564	Printing	309	43	350	250	350
571	Dues	4,695	4,300	4,400	4,200	4,400
572	Travel	503	478	4,500	4,200	3,500
573	Training	-	185	500	-	500
595	Rentals	2,575	2,468	2,660	2,640	2,660
597	Tri-City Ambulance/Tri-Com	320,333	323,115	317,645	317,645	341,390
Total Contractual Services		<u>344,649</u>	<u>347,135</u>	<u>348,895</u>	<u>347,135</u>	<u>371,640</u>
601	Maintenance Supplies	-	197	1,000	790	1,000
621	Office Supplies	1,531	1,506	1,500	1,485	1,500
622	Office Equipment	327	616	150	200	150
624	Operating Supplies	712	913	1,200	675	1,200
631	Clothing	3,882	8,045	9,900	5,700	9,900
632	Per Copy Charges	1,464	1,835	1,500	1,770	1,600
Total Commodities		<u>7,916</u>	<u>13,112</u>	<u>15,250</u>	<u>10,620</u>	<u>15,350</u>
917	Employee Awards	1,501	591	1,200	1,555	1,200
Total Other Expenditures		<u>1,501</u>	<u>591</u>	<u>1,200</u>	<u>1,555</u>	<u>1,200</u>
Total Command		<u>879,023</u>	<u>893,941</u>	<u>1,256,836</u>	<u>1,253,046</u>	<u>1,280,189</u>
Fire Services						
501	Wages - Regular	\$ 1,546,127	\$ 1,613,411	\$ 1,272,076	\$ 1,256,870	\$ 1,351,192
503	Overtime	176,361	202,189	180,000	180,000	184,640
506	Wages - Meetings	4,385	6,173	4,950	9,455	8,690
513	POC Holiday	4,099	4,766	5,060	7,700	7,605
514	Overnight Duty	365,635	399,455	435,000	440,000	505,240
515	Still Alarms	35,868	36,000	41,265	36,200	39,660

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2017

Fund 100 - General Fund

Department 80 - Fire

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Expenditures</b>						
516	Training	8,849	10,700	14,000	9,740	15,075
521	Group Insurance	418,128	447,907	345,816	462,805	358,531
522	Medicare	30,176	32,214	28,313	31,500	19,592
523	Social Security	26,031	28,363	31,025	29,800	-
525	Police/Fire Pension	255,435	345,865	355,690	355,690	434,800
<b>Total Personal Services</b>		<b>2,871,094</b>	<b>3,127,043</b>	<b>2,713,195</b>	<b>2,819,760</b>	<b>2,925,025</b>
542	Engineering Service	-	-	1,000	-	1,000
544	Medical Service	8,023	4,165	11,200	10,200	11,200
559	Other Professional Services	-	189	-	-	-
571	Dues	-	-	-	1,089	-
572	Travel	1,261	845	1,000	500	1,000
573	Training	5,337	7,156	18,000	16,500	17,000
599	Other Contractual Services	166	-	-	-	-
<b>Total Contractual Services</b>		<b>14,786</b>	<b>12,354</b>	<b>31,200</b>	<b>28,289</b>	<b>30,200</b>
601	Maintenance Supplies	-	141	-	-	-
624	Operating Supplies	12,035	7,837	20,750	20,070	21,750
625	Small Tools	-	59	-	-	-
631	Clothing	8,179	5,268	14,500	12,375	14,500
641	Books	155	54	-	-	-
<b>Total Commodities</b>		<b>20,368</b>	<b>13,359</b>	<b>35,250</b>	<b>32,445</b>	<b>36,250</b>
<b>Total Fire Services</b>		<b>2,906,249</b>	<b>3,152,755</b>	<b>2,779,645</b>	<b>2,880,494</b>	<b>2,991,475</b>
<b>Facility Maintenance</b>						
531	Maintenance Service	\$ 17,624	\$ 21,500	\$ 30,305	\$ 29,695	\$ 24,500
595	Rentals	189	59	500	250	500
599	Other Contractual Services	1,295	1,518	1,000	570	1,000
<b>Total Contractual Services</b>		<b>19,108</b>	<b>23,077</b>	<b>31,805</b>	<b>30,515</b>	<b>26,000</b>
601	Maintenance Supplies	11,691	11,130	12,800	9,450	11,800
624	Operating Supplies	1,809	485	1,450	1,235	1,450
626	Janitorial Supplies	2,687	3,591	3,770	3,680	3,770
627	Motor Fuel & Lubricants	20,443	18,537	20,000	17,207	20,000
<b>Total Commodities</b>		<b>36,630</b>	<b>33,743</b>	<b>38,020</b>	<b>31,572</b>	<b>37,020</b>
<b>Total Facility Maintenance</b>		<b>55,738</b>	<b>56,820</b>	<b>69,825</b>	<b>62,087</b>	<b>63,020</b>
<b>ESDA</b>						
531	Maintenance Service	3,562	6,148	5,250	4,200	5,250
559	Other Professional Services	13,000	6,448	18,445	4,200	18,445
562	Telephone	3,778	4,006	5,000	7,600	5,000

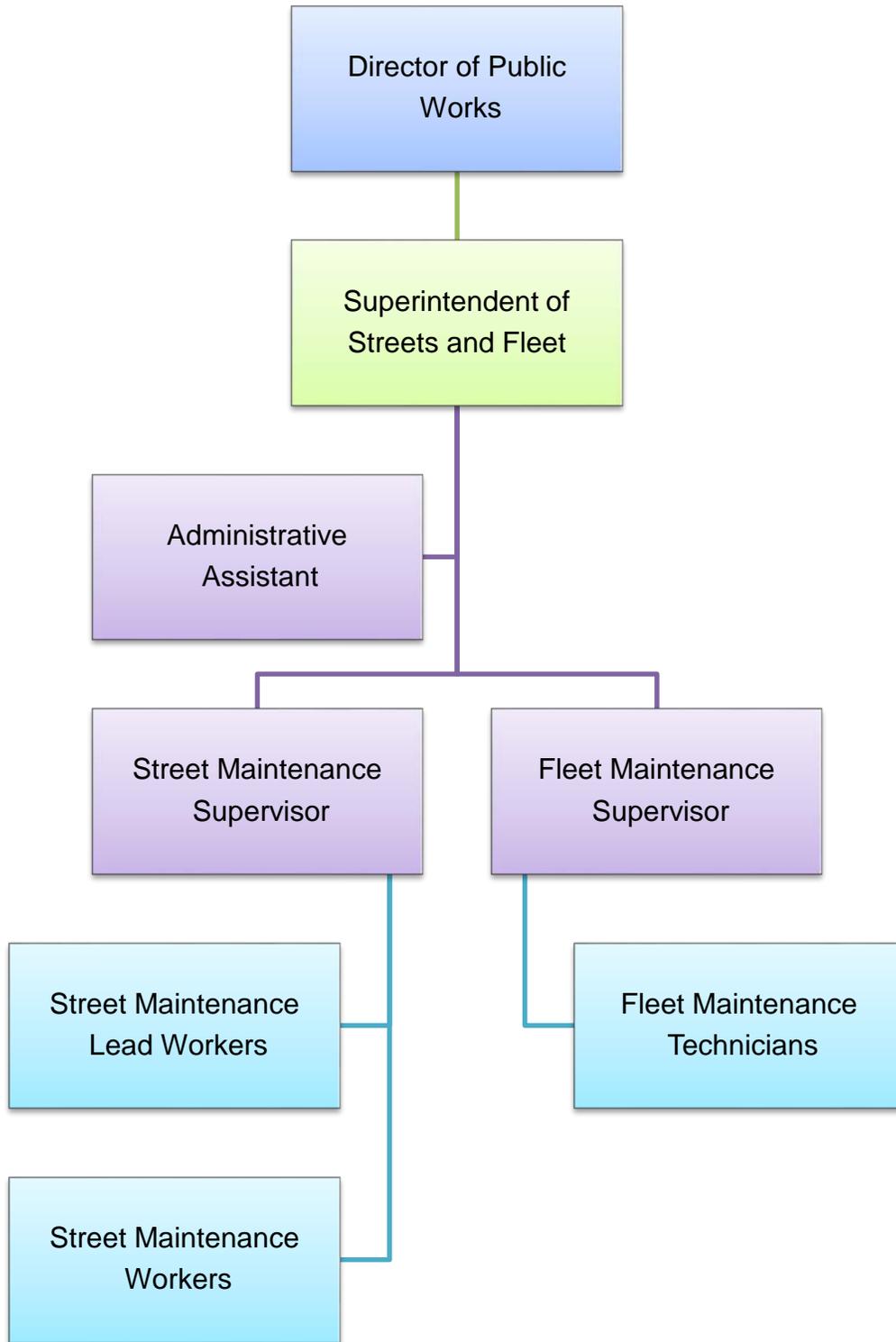
CITY OF GENEVA, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending April 30, 2017

Fund 100 - General Fund

Department 80 - Fire

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
Expenditures						
564	Printing	-	-	100	50	100
573	Training	-	-	1,000	50	1,000
Total Contractual Services		<u>20,340</u>	<u>16,602</u>	<u>29,795</u>	<u>16,100</u>	<u>29,795</u>
622	Office Equipment	-	56	-	-	-
624	Operating Supplies	167	10	750	290	750
627	Motor Fuel & Lubricants	147	214	300	500	300
631	Clothing	479	309	1,300	100	1,300
Total Commodities		<u>792</u>	<u>589</u>	<u>2,350</u>	<u>890</u>	<u>2,350</u>
Total ESDA		<u>21,132</u>	<u>17,191</u>	<u>32,145</u>	<u>16,990</u>	<u>32,145</u>
Total Fire		<u>\$ 3,862,142</u>	<u>\$ 4,120,708</u>	<u>\$ 4,138,451</u>	<u>\$ 4,212,617</u>	<u>\$ 4,366,829</u>

Public Works Department  
Streets & Fleet Maintenance Division



## PROGRAM DESCRIPTION

The Streets and Fleet Maintenance Division of Public Works is responsible for street and sidewalk maintenance and repair, snow and ice control, tree trimming, planting and removal, leaf and brush collections, alley maintenance, public and commuter parking lot maintenance, landscape maintenance, street sweeping, sign maintenance, community festival support, central business district streetscape maintenance operations, cemetery maintenance and operations, fleet maintenance/repair operations and the City's fuel management system.

## MISSION STATEMENT

The Streets and Fleet Maintenance Division is dedicated to providing all associated programs, projects and services in a timely, modernized manner with the highest level of quality to our customers, externally and internally at the most economical cost possible.

## FY 2017 GOALS

### Goal # 1 Fleet Heavy Maintenance

**Funding:** General Capital Projects - \$25,000

**Completion Date:** 04/30/2017

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires. Goal O: Maintain high-quality public services that serve and protect our residents and businesses.

### Goal # 2 Fall parkway tree planting on city properties that aren't supported by the 50/50 replacement program

**Funding:** Reimburse Expenditures Parkway Trees - \$17,000

**Completion Date:** 11/30/2016

**Strategic Plan:** Vision 6: Facilitate, encourage, and promote environmental awareness, natural assets, energy efficiency, and open space as central community values for policy and operations. Goal K: Evaluate and expand resources available for reforestation.

### Goal # 3 Continue the Emerald Ash Borer (EAB) replacement parkway tree planting program. With the addition of the 50/50 program, the number of trees that will be replaced is approximately 100 trees. A spring planting is anticipated.

**Funding:** General Operating \$80,000

**Completion Date:** Ongoing

**Strategic Plan:** Vision 6: Facilitate, encourage, and promote environmental awareness, natural assets, energy efficiency, and open space as central community values for policy and operations. Goal K: Evaluate and expand resources available for reforestation.

## Public Works – Streets & Fleet Maintenance

**Goal # 4** Perform necessary repairs on downtown brick pavers.

**Funding:** Infrastructure Capital Projects Fund - \$25,000

**Completion Date:** 11/01/2016

**Strategic Plan:** Vision 2: Maintain, sustain, and enhance the character, vibrancy, uniqueness, and desirability of our various business districts and corridors.

**Goal # 5** Miscellaneous Streets & Fleet Goals:

- Continue to evaluate and possibly sell seldom used equipment or vehicles.

**Funding:** N/A

**Completion Date:** 04/30/2017

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires. Goal O: Maintain high-quality public services that serve and protect our residents and businesses.

**Goal # 6** Update Parking Lot Signage

**Funding:** Infrastructure Capital Projects Fund - \$10,000

**Completion Date:** 10/30/2016

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires. Goal O: Maintain high-quality public services that serve and protect our residents and businesses.

**Goal # 7** Oak Hill Cemetery Beautification Project

**Funding:** General Fund Project

**Completion Date:** 10/30/2016

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires. Goal O: Maintain high-quality public services that serve and protect our residents and businesses.

### Forestry Division

Performance Measures	FY 2013	FY 2014	FY 2015	FY 2016
Number of Emerald Ash Borer (EAB) Trees Removed	794	636	409	238
Total Number of Parkway Trees	10,126	9,761	9,532	9,354
Number of Parkway Trees Planted	244	271	180	60

## Public Works – Streets & Fleet Maintenance

### Street Division

<b>Performance Measures</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>
Number of Snow Events	22	42	18	14
Salt Used (Tons)	1,975	3,704	2,070	1,400
Asphalt Patching (Tons)	188	280	250	250

### Fleet Division

<b>Performance Measures</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>
Number of Fleet Repairs Performed	3,016	3,275	3,200	2,850

### Cemetery

<b>Performance Measures</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>
Number of Burials	32	40	49	43
Number of Plots Sold	23	54	40	38

## Public Works – Streets & Fleet Maintenance – Personnel Summary

Position Title	FY 2013	FY 2014	FY 2015	FY 2016	Current Authorized
Superintendent of Streets and Fleet	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Street Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Street Maintenance Lead Worker	4.00	4.00	4.00	4.00	4.00
Street Maintenance Worker	9.00	9.00	8.00	8.00	8.00
Fleet Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Fleet Maintenance Technician	2.00	2.00	2.00	2.00	2.00
<b>Total</b>	<b>19.00</b>	<b>19.00</b>	<b>18.00</b>	<b>18.00</b>	<b>18.00</b>

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2017

Fund 100 - General Fund

Division 91 - Streets & Walks

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
Expenditures						
General Maintenance						
501	Wages - Regular	\$ 826,871	\$ 821,841	\$ 844,639	\$ 795,910	\$ 878,419
502	Wages - Part-Time/Seasonal	16,567	10,345	12,000	-	13,500
503	Overtime	145,590	59,886	73,800	45,000	88,020
504	Stand-By	53,912	54,002	60,500	70,000	72,155
521	Group Insurance	236,685	241,604	255,987	236,680	269,218
522	Medicare	14,492	12,970	28,997	13,280	12,737
523	Social Security	61,902	55,458	61,437	55,575	54,428
524	IMRF	131,291	115,580	105,774	111,900	102,068
Total Personal Services		<u>1,487,310</u>	<u>1,371,685</u>	<u>1,443,134</u>	<u>1,328,345</u>	<u>1,490,545</u>
531	Maintenance Service	54,506	55,871	66,380	67,300	70,611
544	Medical Service	1,108	1,364	1,230	1,230	1,230
546	Janitorial Service	1,785	1,635	2,000	2,540	2,540
559	Other Professional Services	1,455	414	3,000	3,000	2,500
561	Postage	449	421	500	500	500
562	Telephone	3,213	3,132	2,800	2,800	3,064
563	Publishing	441	100	100	100	100
564	Printing	153	158	400	400	400
571	Dues	1,238	1,115	1,100	1,100	1,100
572	Travel	544	717	750	830	750
573	Training	2,214	3,458	3,100	3,100	3,100
581	Utilities	4,707	-	-	-	-
582	Street Lighting	529	475	480	480	480
584	Landfill Charges	3,613	1,640	7,000	7,000	7,000
595	Rentals	1,423	3,416	4,570	4,570	4,570
599	Other Contractual Services	3,363	4,755	4,200	4,200	4,324
Total Contractual Services		<u>80,741</u>	<u>78,669</u>	<u>97,610</u>	<u>99,150</u>	<u>102,269</u>
601	Maintenance Supplies	7,578	39,598	33,600	34,675	34,100
621	Office Supplies	696	636	800	800	800
622	Office Equipment	1,707	1,156	500	140	500
623	Office Furniture	386	-	-	-	-
624	Operating Supplies	26,723	18,596	46,690	46,690	46,190
625	Small Tools	941	3,210	6,000	6,000	6,000
626	Janitorial Supplies	38	367	200	290	700
627	Motor Fuel & Lubricants	74,820	46,032	63,000	63,000	63,000
631	Clothing	7,403	6,141	6,500	6,610	8,650
632	Per Copy Charges	326	348	480	480	480
662	Film/Video	491	468	800	800	800
Total Commodities		<u>121,107</u>	<u>116,551</u>	<u>158,570</u>	<u>159,485</u>	<u>161,220</u>
910	Capitalized Assets	(505,735)	(409,893)	-	-	-
917	Employee Awards	700	1,100	1,000	1,000	100
Total Other Expenditures		<u>(505,035)</u>	<u>(408,793)</u>	<u>1,000</u>	<u>1,000</u>	<u>100</u>

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2017

Fund 100 - General Fund

Division 91 - Streets & Walks

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
Expenditures						
Total General Maintenance		1,184,123	1,158,112	1,700,314	1,587,980	1,754,134
Snow Control						
559	Other Professional Services	1,674	2,029	1,800	1,800	1,800
595	Rentals	44	-	-	-	-
599	Other Contractual Services	275	-	-	-	-
Total Contractual Services		1,993	2,029	1,800	1,800	1,800
601	Maintenance Supplies	284,467	172,890	273,000	173,300	273,000
624	Operating Supplies	989	1,325	700	700	700
625	Small Tools	-	369	100	100	100
Total Commodities		285,457	174,584	273,800	174,100	273,800
Total Snow & Ice Control		287,450	176,613	275,600	175,900	275,600
Forestry						
531	Maintenance Service	47,527	34,355	2,000	16,955	2,000
559	Other Professional Services	1,930	10,998	5,000	5,000	4,500
564	Printing	456	197	500	565	500
571	Dues & Subscriptions	-	-	-	575	500
587	Mosquito Abatement	44,150	45,474	60,000	60,000	60,000
Total Contractual Services		94,063	91,024	67,500	83,095	67,500
601	Maintenance Supplies	1,071	202	500	1,285	1,000
624	Operating Supplies	1,115	122	600	965	600
625	Small Tools	1,518	3,208	4,000	4,000	4,000
627	Motor Fuel & Lubricants	-	164	100	100	100
Total Commodities		3,704	3,696	5,200	6,350	5,700
Total Forestry		97,768	94,720	72,700	89,445	73,200
Total Streets & Walks		\$ 1,569,341	\$ 1,429,446	\$ 2,048,614	\$ 1,853,325	\$ 2,102,934

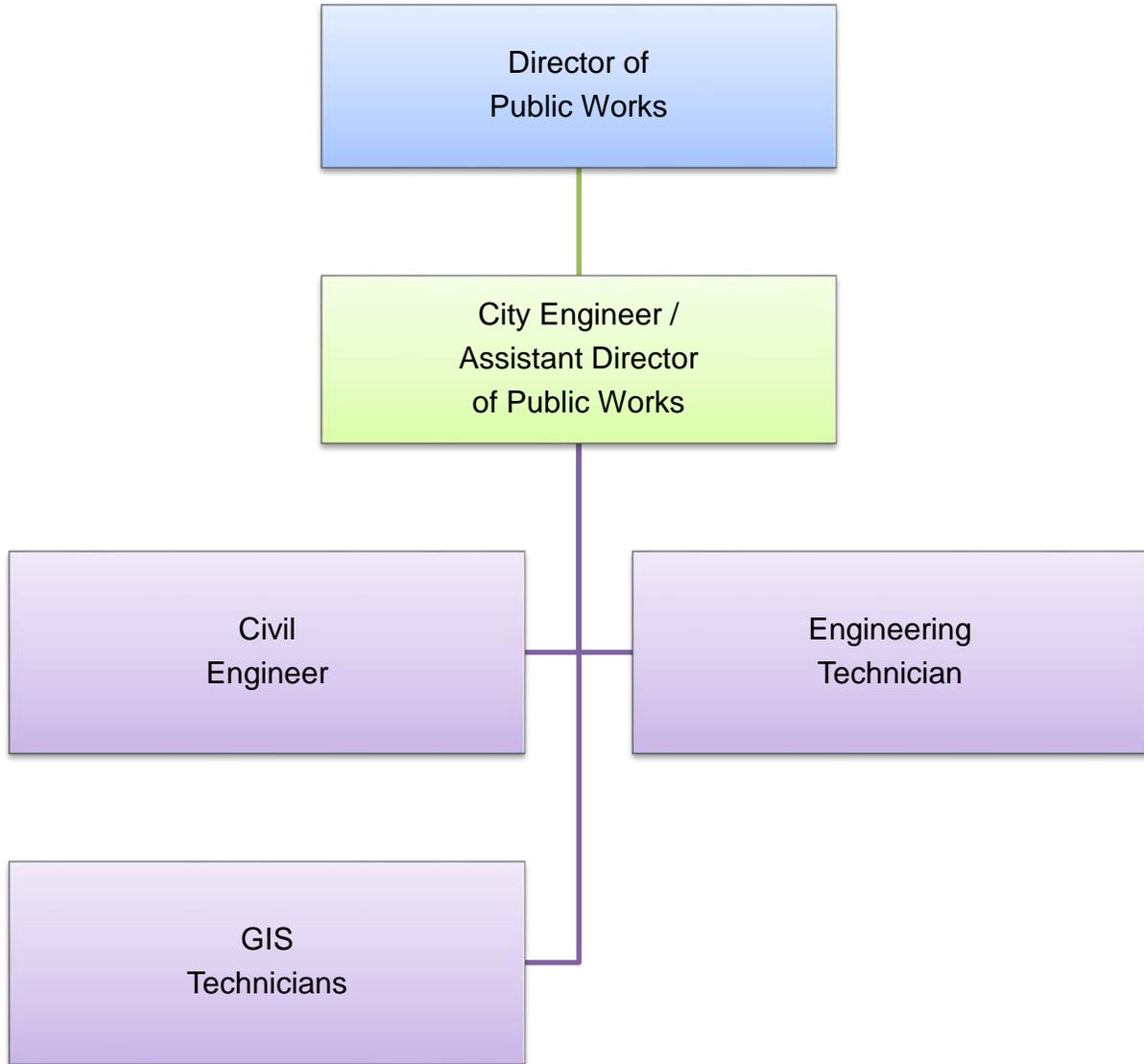
CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2017

Fund 100 - General Fund

Division 91.50 - Fleet Maintenance

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
Expenditures						
Fleet Maintenance						
501	Wages - Regular	\$ 141,364	\$ 142,219	\$ 147,734	\$ 122,055	\$ 137,584
503	Overtime	1,901	359	865	800	1,205
521	Group Insurance	20,733	21,566	22,689	20,500	23,102
522	Medicare	2,041	2,030	2,291	1,815	1,995
523	Social Security	8,728	8,681	9,224	7,760	8,531
524	IMRF	18,366	17,808	18,286	15,450	15,988
Total Personal Services		<u>193,132</u>	<u>192,662</u>	<u>201,089</u>	<u>168,380</u>	<u>188,405</u>
531	Maintenance Service	80,623	66,810	71,700	75,125	74,695
571	Dues	539	519	550	550	550
573	Training	12	-	450	450	1,000
575	Publications	-	-	-	60	-
595	Rentals	1,206	1,207	1,600	1,600	1,600
599	Other Contractual Services	872	1,020	1,000	135	1,000
Total Contractual Services		<u>83,252</u>	<u>69,556</u>	<u>75,300</u>	<u>77,920</u>	<u>78,845</u>
601	Maintenance Supplies	66,053	61,412	78,000	78,560	78,000
621	Office Supplies	-	16	-	105	-
622	Office Equipment	119	-	-	-	-
624	Operating Supplies	7,342	9,424	10,100	10,100	10,100
625	Small Tools	1,581	1,411	1,500	1,500	1,500
626	Janitorial Supplies	846	50	700	650	700
627	Motor Fuel & Lubricants	14,176	16,820	14,100	17,100	14,100
631	Clothing	159	250	250	1,630	250
632	Per Copy Charges	-	-	-	1,500	-
663	Computer Software	-	-	-	-	-
Total Commodities		<u>90,276</u>	<u>89,383</u>	<u>104,650</u>	<u>111,145</u>	<u>104,650</u>
Total Fleet Maintenance		<u>\$ 366,661</u>	<u>\$ 351,600</u>	<u>\$ 381,039</u>	<u>\$ 357,445</u>	<u>\$ 371,900</u>

Public Works Department  
Engineering Division



### PROGRAM DESCRIPTION

The Engineering Division of the Public Works Department administers and supervises all engineering related improvements and activities within the City. This division manages the design, bidding and construction of Public Works projects and reviews plans submitted by developers to ensure the plans comply with City Ordinance and display good engineering judgment. Additionally, the division works with residents to solve an array of engineering and public works issues. The Engineering division maintains and oversees the City's land-based GIS and provides information systems support and back up. This division is responsible for improving the workflow of City employees by making data accessible via paper and electronic maps and digital files, through the Internet and Intranet, and as needed for analysis and mapping purposes.

### MISSION STATEMENT

To provide the City of Geneva professional engineering design consultation, engineering plan review, project management and construction inspection services of the highest quality and reliability to maintain and expand City infrastructure to support the existing community and remaining build out.

### FY 2017 GOALS

**Goal # 1** In accordance with the City's Strategic Plan Visions and Goals, facilitate the continued maintenance and improvement of the City's public properties to continue to provide a high level of City services on a cost effective basis.

- South River Lane – Reconstruction

South River Lane between State Street (Route 38) and South Street will have the roadway pavement/curbs/sidewalks reconstructed. The existing sanitary sewer main will be evaluated and treated to eliminate ground water infiltration, and the existing undersized watermain will be replaced with an 8" watermain. The existing water services are assumed to be lead, and these will be replaced within the ROW to copper piping. The residents will be given the option to work with the contractor to replace the entire length of lead pipe with copper.

Bollinger Lach and Associates (BLA) has been selected to perform the surveying and phase 2 engineering design work for this project. Staff will hold a meeting with the affected residents to confirm the reconstruction addresses other roadway/drainage issues in this area. Staff will include the bidding for this project within the bidding for the annual roadway program, and staff will observe/manage the project to minimize costs with the consultant. Staff anticipates this project will commence this summer, with substantial completion this fall, and final landscaping completed in the spring of 2017.

**Funding:** Construction – Infrastructure Capital @ \$712,000

**Completion Date:** Fall 2016

**Strategic Plan:** Vision 1: We honor and preserve our community heritage and character. Goal 1: Encourage beautification and improvement of public and private property. Vision 5: Community needs and desires are effectively and efficiently balanced with available resources. Goal 3: Maintain and enhance high-quality City services.

**Goal # 2** In accordance with the City's Strategic Plan Goals and Visions, facilitate the continued maintenance and improvement of the City's transportation and utility infrastructure systems to continue to provide a high level of City services on a cost effective basis.

- East State Street Reconstruction Project

In 2010, IDOT approved the City's Phase 1 report for the reconstruction of East State Street. Bollinger, Lach, and Associates (BLA) was selected and approved by the City Council as the Phase 2 Engineering Consultant on Jan. 21, 2013. BLA is now working on final engineering plans for the various utilities and commencing the landscaping plans with their sub-consultant. This design work could be completed this fiscal year. Staff will continue to oversee and manage this consultant's work and contract. *Staff and BLA have also secured an additional ~\$4.5 million in CMAQ grants resulting in the City securing ~\$8.2 million in funding (ITEP and STP funding) to offset the total estimated project cost of ~\$18 million.* This project could proceed to construction in 2018 if IDOT can program the balance of the project cost.

**Funding:** Design – Staff Time; Construction – TIF #2 Capital \$200,000; Infrastructure Capital Projects \$300,000

**Completion Date:** Phase 2 Design completed Fall 2016

**Strategic Plan:** Vision 7: A variety of mobility options provide an efficient transportation system. Goal 2: Plan and Implement Transportation Improvements.

**Goal # 3** Assist the Water and Wastewater Division with the design of Sanitary Sewer, Storm and Water Improvements within the City.

- Water Main Upgrades – South River Lane Reconstruction

Staff has selected BLA to complete the necessary plans and specifications for a new 8" watermain to replace an under-sized and aged 4" watermain that is experiencing poor pressure and firefighting challenges.

**Funding:** Design – Staff time; Construction – Water Capital Estimated @ \$730,000

**Completion Date:** Summer 2016

**Strategic Plan:** Vision 5: Community needs and desires are effectively and efficiently balanced with available resources. Goal 3: Maintain and enhance high-quality city services.

**Goal # 4** Support the Visions and Goals identified in the City's Strategic Plan by providing mapping and data services in conjunction with various departments and projects:

- In cooperation with the various City departments, Tri-Com, and the Fire Department, GIS staff will assess the city's existing address data base and address map; and coordinate any changes necessary to ensure agreement between the various departments.

The City's municipal code establishes the Building Commissioner as the person responsible for assigning addresses to properties. Over the years, some addresses have been placed by the property owners, which do not agree with the City's records for the property. This address discrepancy creates an issue for first responders in the event of an emergency, and for the City with our records. GIS staff will work with the various City departments, Fire Department, and Tri-Com to analyze the existing GIS maps and data bases to ensure agreement between all of the departments.

**Funding:** Staff Time

**Completion Date:** On-going

**Strategic Plan:** Vision 5: Community needs and desires are effectively and efficiently balanced with available resources. Goal 3: Maintain and enhance high-quality city services.

**Goal # 5** In accordance with the City's Strategic Plan Goals and Visions, facilitate the continued maintenance and improvement of the City's transportation and utility infrastructure systems to continue to provide a high level of City services on a cost effective basis.

- Various Engineering Phase 1 Studies – To position the City in a favorable position for future Federal/State funding options that require the completion of Phase 1 studies, staff will be evaluating the consultants that the City has an existing working relationship with to determine the best candidate for the preparation of the Phase 1 studies for several potential capital projects. Subject to Council concurrence, staff is recommending the following Phase 1 studies:

1. *Kautz Road/ IL Route 38 South Leg Extension* – This is the extension of the south leg of the signalized intersection into the undeveloped acreage referred to as the Southeast Industrial Park. The City envisions this acreage as a potential business park and the City is currently planning to expand our electrical services into this area in the near future. The City believes that the completion of the Phase 1 study for this intersection will encourage the potential business park development. WBK Engineering was selected to complete this Phase 1 study.

**Funding:** Phase 1 Study Infrastructure Capital Projects \$160,000 (estimated); construction cost \$10 million (estimated) including water, storm and sanitary sewer installation for extending Kautz Road south to Fabyan Parkway.

**Completion Date:** Phase 1 Study ~12 – 18 months; construction ~2 years

**Strategic Plan:** Vision 5: Manage City resources and assets to provide for capital investment. Goal C: Develop the necessary infrastructure for a Southeast Industrial Park.

2. *7<sup>th</sup> Street/West State Street Intersection* – This is the extension of the north leg of the signalized intersection into the potential “Marquette Development”. The City believes that the completion of the Phase 1 study will assist in pursuing external funding options and encourage the potential re-development in this immediate area. V3 Consulting was selected to complete this Phase 1 study.

**Funding:** Phase 1 Study Infrastructure Capital Projects \$120,000 (estimated); Construction cost \$2.6 million (estimated) including utility relocations.

**Completion Date:** Phase 1 Study ~12 – 18 months; construction ~1.5 years

**Strategic Plan:** Vision 5: Manage City resources and assets to provide for capital investment. Goal B: Facilitate the development of currently underutilized property. Vision 4: Promote and amplify community unity and diversity. Goal A: Encourage higher density in-fill in core parts of the City.

<b>Performance Measures</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>
Sidewalk Replaced/Repaired (Sq. Ft)	31,828	25,308	12,326	25,000
Curb Removed/Replaced (Sq. Ft)	14,978	9,425	5,320	10,600
Pavement Maintenance (Miles)	3.0	2.0	2.0	3.0
Roadway Resurfaced (Miles)	4.7	6.0	6.0	5.0
Number of Drainage & Utility Structures Improved	95	110	76	89

## Public Works – Engineering – Personnel Summary

<b>Position Title</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>Current Authorized</b>
Director of Public Works	1.00	1.00	1.00	1.00	1.00
City Engineer / Assistant Director of Public Works	1.00	1.00	1.00	1.00	1.00
Civil Engineer	1.00	1.00	1.00	1.00	1.00
Engineering Technician	1.00	1.00	1.00	1.00	1.00
GIS Technicians	2.00	2.00	2.00	2.00	2.00
<b>Total</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2017

Fund 100 - General Fund

Division 93 - Engineering/Division 94 - Storm Drainage

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Expenditures</b>						
<b>Engineering</b>						
501	Wages - Regular	\$ 200,372	\$ 198,918	\$ 194,883	\$ 191,150	\$ 190,630
521	Group Insurance	39,644	36,963	36,759	36,800	37,331
522	Medicare	2,817	2,757	2,827	2,750	2,765
523	Social Security	11,981	11,788	12,086	11,600	11,788
524	IMRF	25,978	24,748	23,963	23,500	22,158
<b>Total Personal Services</b>		<b>280,791</b>	<b>275,172</b>	<b>270,518</b>	<b>265,800</b>	<b>264,672</b>
531	Maintenance Service	1,175	1,302	5,000	1,880	5,130
542	Engineering Service	12,957	21,244	10,000	15,000	10,000
544	Medical Service	-	170	-	200	200
546	Janitorial Service	1,785	1,635	2,000	2,540	2,540
559	Other Professional Services	761	32	1,500	50	-
561	Postage	328	259	500	400	400
562	Telephone	3,390	3,525	4,000	3,700	3,500
563	Publishing	919	970	400	1,000	1,000
564	Printing	58	93	460	100	100
566	Recording Fees	144	230	400	240	240
571	Dues	574	747	715	750	750
572	Travel	1,092	1,183	1,000	1,200	1,200
573	Training	1,451	1,360	3,500	1,550	2,000
595	Rentals	654	671	630	715	615
599	Other Contractual Services	-	-	125	50	50
<b>Total Contractual Services</b>		<b>25,288</b>	<b>33,419</b>	<b>30,230</b>	<b>29,375</b>	<b>27,725</b>
601	Maintenance Supplies	60	39	5,000	50	-
621	Office Supplies	690	556	1,000	580	1,000
622	Office Equipment	573	86	1,800	100	250
624	Operating Supplies	1,073	669	3,305	300	1,100
626	Janitorial Supplies	28	146	-	150	150
627	Motor Fuel & Lubricants	2,102	2,183	4,000	2,200	2,500
631	Clothing	979	987	1,025	1,250	1,325
632	Per Copy Charge	360	348	200	300	250
641	Books	-	50	50	50	50
<b>Total Commodities</b>		<b>5,865</b>	<b>5,064</b>	<b>16,380</b>	<b>4,980</b>	<b>6,625</b>
917	Employee Awards	-	350	250	350	-
<b>Total Other Expenditures</b>		<b>-</b>	<b>350</b>	<b>250</b>	<b>350</b>	<b>-</b>
<b>Total Engineering</b>		<b>311,945</b>	<b>314,005</b>	<b>317,378</b>	<b>300,505</b>	<b>299,022</b>
<b>GIS</b>						
501	Wages - Regular	\$ 3,553	\$ 9,855	\$ 10,068	\$ 13,215	\$ 13,724
521	Group Insurance	533	1,914	1,980	2,323	2,401
522	Medicare	48	135	146	180	199
523	Social Security	207	577	624	780	851
524	IMRF	445	1,238	1,238	1,600	1,595
<b>Total Personal Services</b>		<b>4,786</b>	<b>13,719</b>	<b>14,056</b>	<b>18,098</b>	<b>18,770</b>
531	Maintenance Service	4,619	1,587	250	4,320	-
544	Medical Service	-	-	100	-	-
559	Other Professional Services	-	-	1,000	-	-
563	Publishing	-	-	100	-	100
564	Printing	42	-	50	-	-

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2017

Fund 100 - General Fund

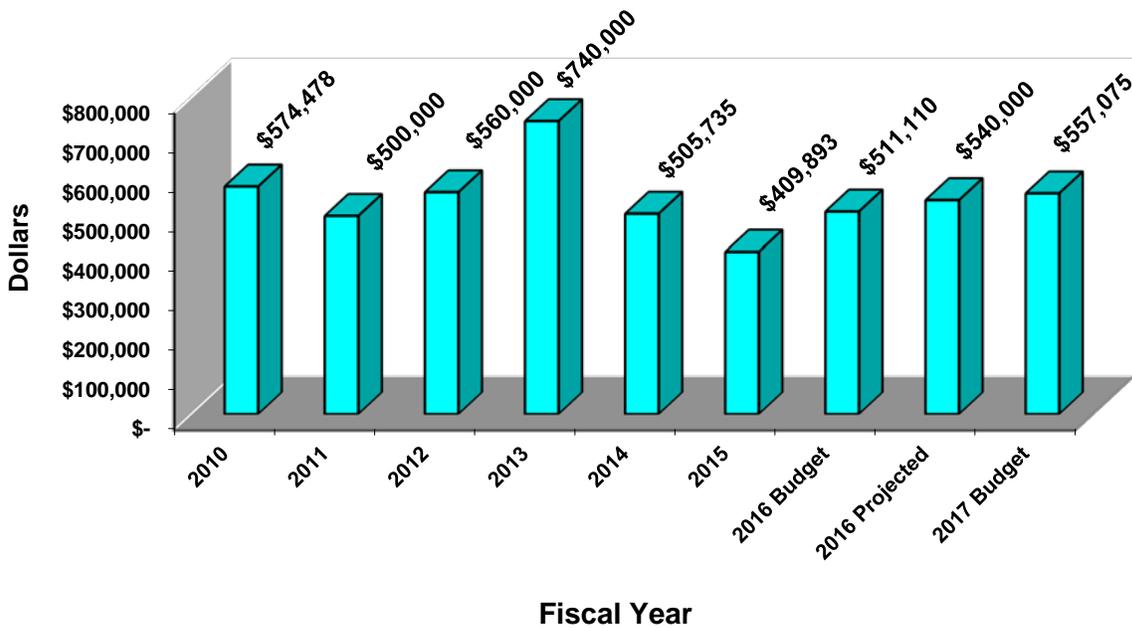
Division 93 - Engineering/Division 94 - Storm Drainage

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Expenditures</b>						
571	Dues	100	100	-	-	-
572	Travel	152	-	175	80	-
573	Training	585	-	385	1,090	-
595	Rentals	1,156	-	750	-	-
599	Other Contractual Services	-	-	100	-	-
<b>Total Contractual Services</b>		<b>6,654</b>	<b>1,687</b>	<b>2,910</b>	<b>5,490</b>	<b>100</b>
601	Maintenance Supplies	36	98	50	-	-
621	Office Supplies	101	272	75	-	-
622	Office Equipment	-	142	-	-	-
624	Operating Supplies	-	-	-	30	-
625	Small Tools	-	-	2,000	-	-
663	Computer Software	422	-	-	-	-
<b>Total Commodities</b>		<b>558</b>	<b>512</b>	<b>2,125</b>	<b>30</b>	<b>-</b>
<b>Total GIS</b>		<b>11,998</b>	<b>15,917</b>	<b>19,091</b>	<b>23,618</b>	<b>18,870</b>
<b>Storm Drainage</b>						
501	Wages - Regular	\$ 27,642	\$ 25,447	\$ 25,471	\$ 22,350	\$ 24,289
503	Overtime	25	25	-	-	-
504	Stand-By	27	68	-	30	-
521	Group Insurance	5,994	6,224	6,731	7,510	8,089
522	Medicare	396	363	370	310	352
523	Social Security	1,692	1,552	1,579	1,350	1,508
524	IMRF	3,612	3,254	3,132	2,575	2,429
<b>Total Personal Services</b>		<b>39,387</b>	<b>36,932</b>	<b>37,283</b>	<b>34,125</b>	<b>36,667</b>
531	Maintenance Service	-	1,343	-	-	-
595	Rentals	3,350	-	-	-	-
599	Other Contractual Services	-	-	-	1,000	1,000
<b>Total Contractual Services</b>		<b>3,350</b>	<b>1,343</b>	<b>-</b>	<b>1,000</b>	<b>1,000</b>
601	Maintenance Supplies	11,241	9,027	14,000	13,000	13,000
624	Operating Supplies	-	1,657	2,000	2,000	2,000
<b>Total Commodities</b>		<b>11,241</b>	<b>10,685</b>	<b>16,000</b>	<b>15,000</b>	<b>15,000</b>
914	State/Federal Permit Fees	1,500	500	500	500	500
<b>Total Other Expenditures</b>		<b>1,500</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>
<b>Total Storm Drainage</b>		<b>55,478</b>	<b>49,460</b>	<b>53,783</b>	<b>50,625</b>	<b>53,167</b>
<b>Total Engineering &amp; Storm Drainage</b>		<b>\$ 379,421</b>	<b>\$ 379,382</b>	<b>\$ 390,252</b>	<b>\$ 374,748</b>	<b>\$ 371,059</b>

# MOTOR FUEL TAX FUND

The Motor Fuel Tax Fund accounts for expenditures for the maintenance of streets and storm sewers authorized by the Illinois Department of Transportation. Financing is provided from the City's share of State gasoline taxes. State law requires these gasoline taxes be used to maintain streets.

Motor Fuel Tax Fund Expenditures



2010 - 2015: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
 Budget Detail By Fund  
 Fiscal Year Ending April 30, 2017

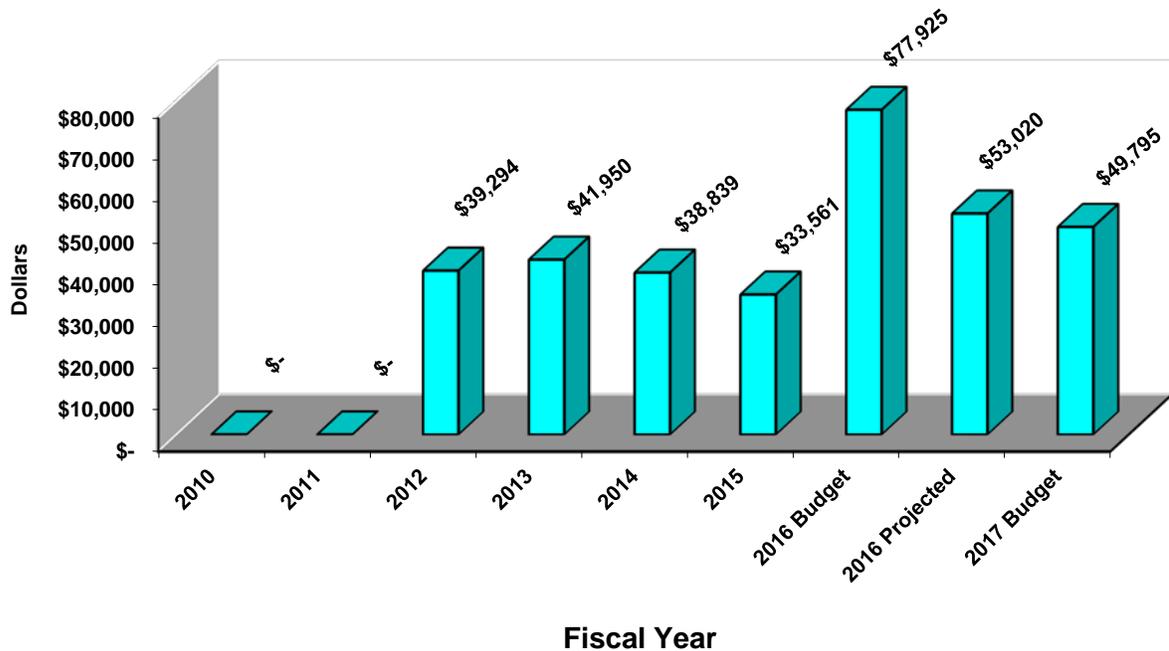
Fund 214 - Motor Fuel Tax Fund

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
Revenues and Other Financing Sources						
445	Motor Fuel Tax	\$ 530,664	\$ 526,781	\$ 510,510	\$ 540,000	\$ 556,725
Total Intergovernmental Revenues		<u>530,664</u>	<u>526,781</u>	<u>510,510</u>	<u>540,000</u>	<u>556,725</u>
481	Interest Income	349	323	600	300	350
489	Miscellaneous	95,109	190,218	-	-	-
Total Other Revenues		<u>95,458</u>	<u>190,541</u>	<u>600</u>	<u>300</u>	<u>350</u>
Total Revenues and Other Financing Sources		<u>\$ 626,122</u>	<u>\$ 717,322</u>	<u>\$ 511,110</u>	<u>\$ 540,300</u>	<u>\$ 557,075</u>
Expenditures and Other Financing Uses						
920	Reimbursed MFT Expenditures	505,735	409,893	-	-	-
Total Other Expenditures		<u>505,735</u>	<u>409,893</u>	<u>-</u>	<u>-</u>	<u>-</u>
951.10	Transfers Out - General Fund	-	-	511,110	540,000	557,075
Total Other Financing Sources		<u>-</u>	<u>-</u>	<u>511,110</u>	<u>540,000</u>	<u>557,075</u>
Total Expenditures and Other Financing Uses		<u>\$ 505,735</u>	<u>\$ 409,893</u>	<u>\$ 511,110</u>	<u>\$ 540,000</u>	<u>\$ 557,075</u>

# CULTURAL ARTS COMMISSION FUND

The Cultural Arts Commission Fund accounts for the promotion of cultural arts within the City. Special Events include an Annual Fund Raising Event, Steeple Walk, Shakespeare in the Park, Geneva Film Festival and RiverPark Concerts. Resources include special event fees. This fund was established in FY 2012.

Cultural Arts Commission Fund Expenditures



2010 - 2015: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
Budget Detail By Fund  
Fiscal Year Ending April 30, 2017

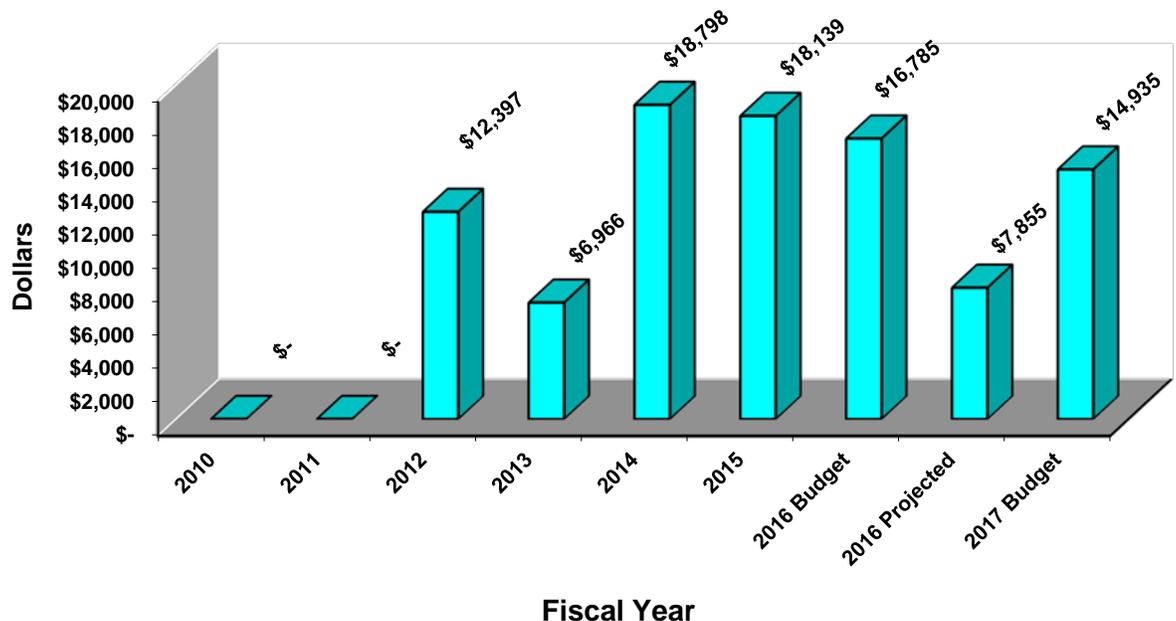
Fund 216 - Cultural Arts Commission Fund

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Revenues and Other Financing Sources</b>						
481	Interest Income	\$ 58	\$ 59	\$ 60	\$ 60	\$ 65
486	Donations	27,383	20,272	22,750	8,040	18,530
487	Special Event Fees	22,166	34,544	33,750	17,230	28,950
489	Miscellaneous	2,628	2,262	2,950	1,565	2,250
<b>Total Other Revenue</b>		<u>52,235</u>	<u>57,137</u>	<u>59,510</u>	<u>26,895</u>	<u>49,795</u>
499	Reappropriation	-	-	18,415	-	-
<b>Total Other Financing Sources</b>		<u>-</u>	<u>-</u>	<u>18,415</u>	<u>-</u>	<u>-</u>
<b>Total Revenues and Other Financing Sources</b>		<u>\$ 52,235</u>	<u>\$ 57,137</u>	<u>\$ 77,925</u>	<u>\$ 26,895</u>	<u>\$ 49,795</u>
<b>Expenditures and Other Financing Uses</b>						
547	Banking Service	\$ 624	\$ 828	\$ 1,025	\$ 1,000	\$ 1,550
551	Advertising	300	300	1,550	900	1,200
559	Other Professional Services	12,590	7,277	7,925	4,800	5,525
561	Postage	254	289	1,200	100	350
564	Printing	1,356	1,742	6,450	4,275	5,525
565	Internet	-	-	-	65	-
571	Dues & Subscriptions	100	100	100	180	100
572	Travel & Meals	-	815	-	850	900
573	Training & Professional Development	105	35	1,100	530	500
595	Rentals	2,423	4,385	3,800	5,500	6,750
598	Program Support	6,090	425	29,100	27,500	1,500
599	Other Contractual Services	11,230	12,372	15,000	3,000	14,750
<b>Total Contractual Services</b>		<u>35,071</u>	<u>28,568</u>	<u>67,250</u>	<u>48,700</u>	<u>38,650</u>
621	Office Supplies	304	707	525	250	150
624	Operating Supplies	-	102	-	-	-
624.95	Operating Supplies Other Operating Supplies	3,064	3,854	9,350	3,750	4,430
<b>Total Commodities</b>		<u>3,368</u>	<u>4,662</u>	<u>9,875</u>	<u>4,000</u>	<u>4,580</u>
913	Community Relations	400	330	800	320	350
999	Source of Reserves	-	-	-	-	6,215
<b>Total Other Expenditures</b>		<u>400</u>	<u>330</u>	<u>800</u>	<u>320</u>	<u>6,565</u>
<b>Total Expenditures and Other Financing Uses</b>		<u>\$ 38,839</u>	<u>\$ 33,561</u>	<u>\$ 77,925</u>	<u>\$ 53,020</u>	<u>\$ 49,795</u>

# STRATEGIC PLAN ADVISORY COMMITTEE (SPAC) FUND

The Strategic Plan Advisory Committee Fund accounts for the implementation of the strategic planning goals approved by the City Council. Several sub-committees help to further the goals of SPAC. These include: the Natural Resources Committee, International Cultural Exchange Committee and Student Government. Resources include fundraising and a transfer from the General Fund. This fund was established in FY 2012.

SPAC Fund Expenditures



2010 - 2015: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
Budget Detail By Fund  
Fiscal Year Ending April 30, 2017

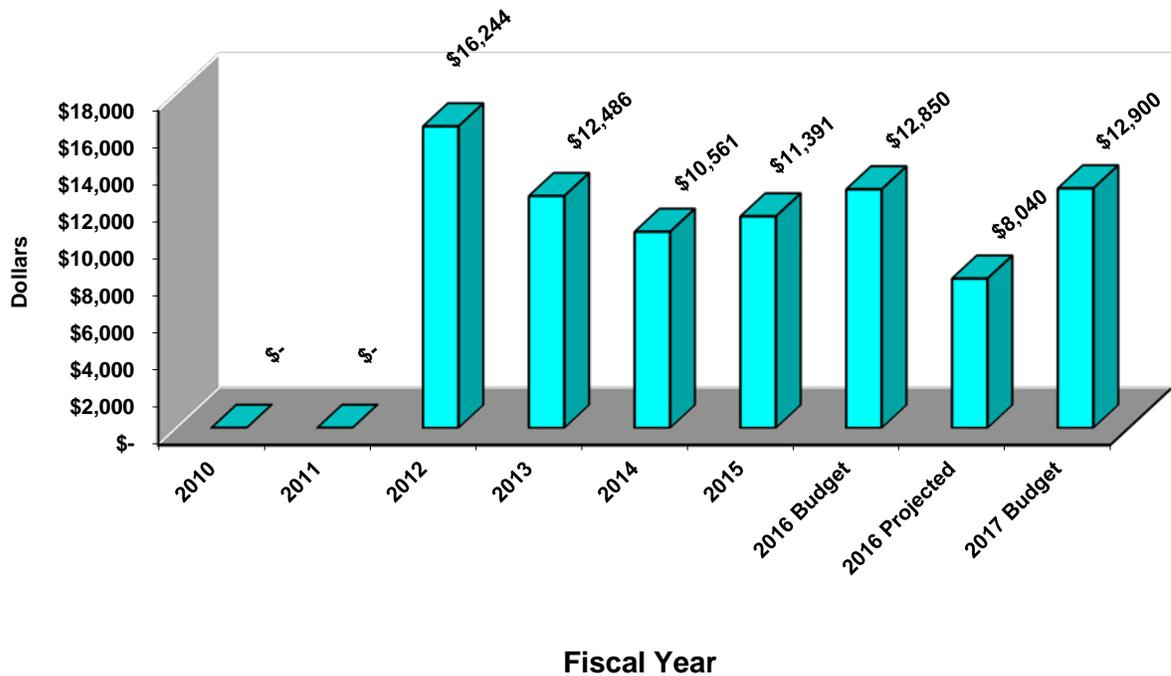
Fund 217 - SPAC Fund

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Revenues and Other Financing Sources</b>						
469	Sale of Materials	\$ 1,995	\$ 2,630	\$ 2,500	\$ 1,150	\$ 1,820
<b>Total Service Charges</b>		<b>1,995</b>	<b>2,630</b>	<b>2,500</b>	<b>1,150</b>	<b>1,820</b>
481	Interest Income	10	10	10	10	15
486	Donations	8,310	16,694	6,500	6,500	6,500
487	Special Event Fees	2,475	1,320	2,500	3,000	1,500
489	Miscellaneous Income	275	50	275	50	100
<b>Total Other Revenues</b>		<b>11,070</b>	<b>18,074</b>	<b>9,285</b>	<b>9,560</b>	<b>8,115</b>
491.10	Transfers In - General Fund	5,000	5,000	5,000	5,000	5,000
<b>Total Other Financing Sources</b>		<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
<b>Total Revenues and Other Financing Sources</b>		<b>\$ 18,065</b>	<b>\$ 25,705</b>	<b>\$ 16,785</b>	<b>\$ 15,710</b>	<b>\$ 14,935</b>
<b>Expenditures and Other Financing Uses</b>						
531	Maintenance Service	\$ -	\$ -	\$ 150	\$ -	\$ -
547	Banking Service	224	192	225	200	225
559	Other Professional Services	-	25	-	-	-
561	Postage	23	15	25	-	25
564	Printing	816	572	500	500	500
565	Internet	-	36	-	-	-
572	Travel & Meals	-	1,089	-	1,100	1,100
595	Rentals	665	-	800	-	-
599	Other Contractual Services	66	126	-	350	-
<b>Total Contractual Services</b>		<b>1,794</b>	<b>2,055</b>	<b>1,700</b>	<b>2,150</b>	<b>1,850</b>
601	Maintenance Supplies	-	-	-	30	-
621	Office Supplies	9	35	60	60	60
624	Operating Supplies	16,982	16,042	15,000	5,600	13,000
632	Per Copy Charges	13	7	25	15	25
<b>Total Commodities</b>		<b>17,004</b>	<b>16,084</b>	<b>15,085</b>	<b>5,705</b>	<b>13,085</b>
<b>Total Expenditures and Other Financing Uses</b>		<b>\$ 18,798</b>	<b>\$ 18,139</b>	<b>\$ 16,785</b>	<b>\$ 7,855</b>	<b>\$ 14,935</b>

# BEAUTIFICATION FUND

The Beautification Fund accounts for the beautification of the downtown area through the purchase, planting and maintenance of flowers and plants. Resources include special event fees, donations and a transfer from the General Fund. This fund was established in FY 2012.

Beautification Fund Expenditures



2010 - 2015: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
Budget Detail By Fund  
Fiscal Year Ending April 30, 2017

Fund 218 - Beautification Fund

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Revenues and Other Financing Sources</b>						
469	Sale of Materials	\$ 3,594	\$ 3,112	\$ -	\$ 75	\$ -
Total Service Charges		<u>3,594</u>	<u>3,112</u>	<u>-</u>	<u>75</u>	<u>-</u>
481	Interest Income	48	51	50	50	50
486	Donations	6,919	7,551	5,300	7,810	5,300
Total Other Revenues		<u>6,967</u>	<u>7,602</u>	<u>5,350</u>	<u>7,860</u>	<u>5,350</u>
491.10	Transfers In - General Fund	-	5,000	5,000	5,000	5,000
499	Reappropriation	-	-	2,500	-	2,550
Total Other Financing Sources		<u>-</u>	<u>5,000</u>	<u>7,500</u>	<u>5,000</u>	<u>7,550</u>
Total Revenues and Other Financing Sources		<u>\$ 10,561</u>	<u>\$ 15,714</u>	<u>\$ 12,850</u>	<u>\$ 12,935</u>	<u>\$ 12,900</u>

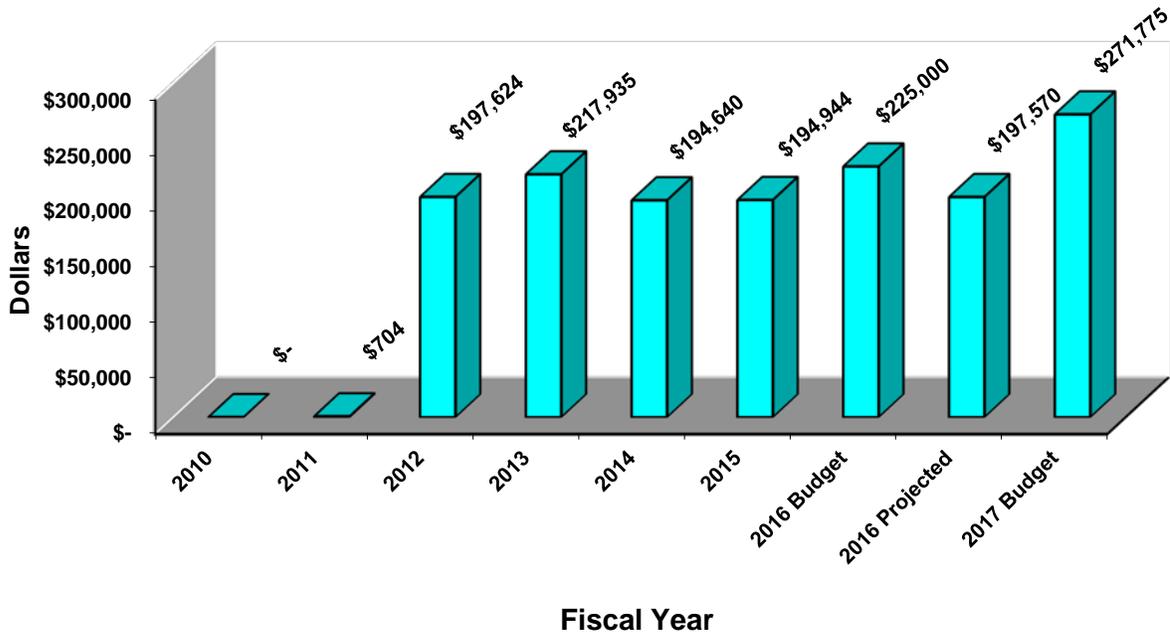
**Expenditures and Other Financing Uses**

561	Postage	\$ -	\$ -	\$ -	\$ 40	\$ 50
564	Printing	-	103	100	-	100
564.15	Printing Outside Printing Services	479	-	750	475	750
599	Other Contractual Services	1,560	1,794	-	-	-
Total Contractual Services		<u>2,039</u>	<u>1,896</u>	<u>850</u>	<u>515</u>	<u>900</u>
624	Operating Supplies	11,003	9,495	12,000	7,525	12,000
Total Commodities		<u>11,003</u>	<u>9,495</u>	<u>12,000</u>	<u>7,525</u>	<u>12,000</u>
Total Expenditures and Other Financing Uses		<u>\$ 13,042</u>	<u>\$ 11,391</u>	<u>\$ 12,850</u>	<u>\$ 8,040</u>	<u>\$ 12,900</u>

# TOURISM FUND

The Tourism Fund accounts for the marketing of the City as a tourist destination and provides support for the Geneva Chamber of Commerce. Resources include Hotel/Motel Tax receipts. This fund was established in FY 2012.

Tourism Fund Expenditures



2010 - 2015: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
Budget Detail By Fund  
Fiscal Year Ending April 30, 2017

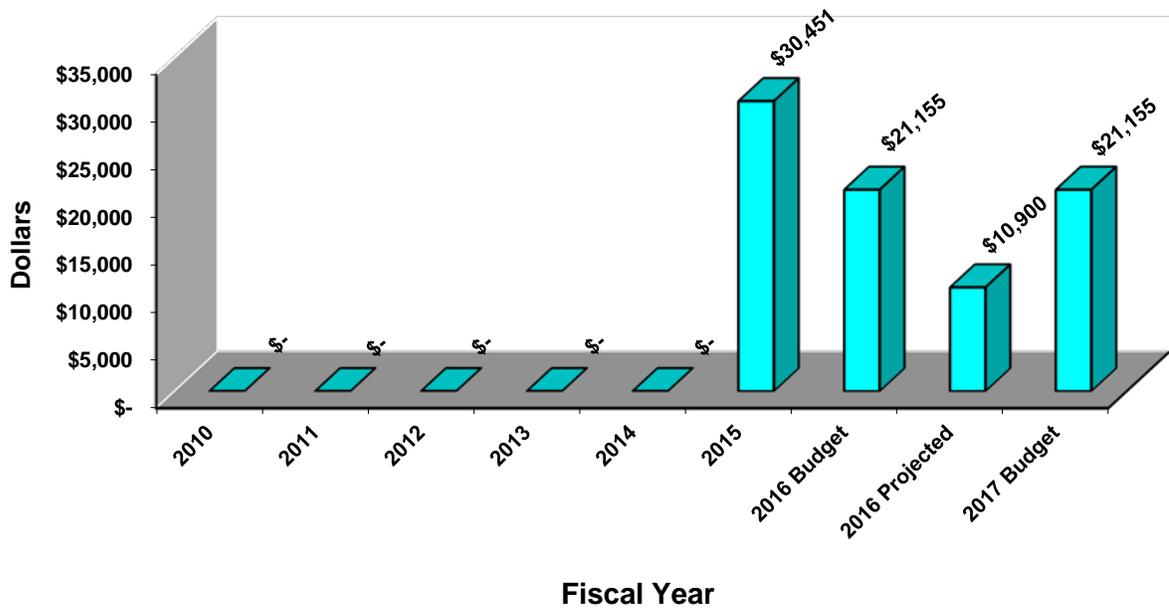
Fund 219 - Tourism Fund

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Revenues and Other Financing Sources</b>						
414	Hotel/Motel Tax	\$ 211,713	\$ 228,633	\$ 225,000	\$ 230,000	\$ 230,000
<b>Total Taxes</b>		<b>211,713</b>	<b>228,633</b>	<b>225,000</b>	<b>230,000</b>	<b>230,000</b>
485	Reimbursed Expenditures	-	700	-	-	-
499	Reappropriation	-	-	-	-	41,775
<b>Total Other Revenues</b>		<b>-</b>	<b>700</b>	<b>-</b>	<b>-</b>	<b>41,775</b>
<b>Total Revenues and Other Financing Sources</b>		<b>\$ 211,713</b>	<b>\$ 229,333</b>	<b>\$ 225,000</b>	<b>\$ 230,000</b>	<b>\$ 271,775</b>
<b>Expenditures and Other Financing Uses</b>						
502	Wages - Part-Time/Seasonal	\$ -	\$ -	\$ -	\$ -	\$ -
521	Group Insurance	24,808	18,254	20,722	19,805	20,806
522	Medicare	-	37	27	27	27
523	Social Security	352	269	300	300	302
524	IMRF	1,503	1,151	1,285	1,230	1,290
<b>Total Personal Services</b>		<b>26,663</b>	<b>19,711</b>	<b>22,334</b>	<b>21,362</b>	<b>22,425</b>
551	Advertising	-	44	-	-	-
552	Data Programming Services	24,739	13,250	37,056	20,000	21,100
559	Other Professional Services	-	1,200	1,200	1,200	34,200
561	Postage	43	2	800	10	200
564	Printing	1,813	7,582	8,700	1,500	8,000
565	Internet	90	-	-	-	-
571	Dues & Subscriptions	5,151	4,996	5,350	4,933	4,850
572	Travel & Meals	284	230	600	1,620	600
573	Training & Professional Development	149	1,395	2,295	1,445	900
575	Publications	-	-	15	-	250
598	Program Support	132,880	143,564	143,000	144,700	151,000
599	Other Contractual Services	2,115	2,593	2,800	-	-
<b>Total Contractual Services</b>		<b>167,265</b>	<b>174,855</b>	<b>201,816</b>	<b>175,408</b>	<b>221,100</b>
621	Office Supplies	194	121	300	300	700
624	Operating Supplies	56	32	50	-	50
632	Per Copy Charges	451	225	500	500	500
642	Periodicals	12	-	-	-	-
<b>Total Commodities</b>		<b>713</b>	<b>378</b>	<b>850</b>	<b>800</b>	<b>1,250</b>
815.05	Improvement Other than Buildings	-	-	-	-	27,000
<b>Total Capital Outlay</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>27,000</b>
<b>Total Expenditures and Other Financing Uses</b>		<b>\$ 194,640</b>	<b>\$ 194,944</b>	<b>\$ 225,000</b>	<b>\$ 197,570</b>	<b>\$ 271,775</b>

# RESTRICTED POLICE FINES FUND

The Restricted Police Fines Fund accounts for restricted expenditures for the maintenance, use and benefit of the Police Department. The source of funds are DUI fines, drug forfeitures and court supervision fees. This fund was established in FY 2015.

Restricted Police Fines Fund Expenditures



2010 - 2015: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
 Budget Detail By Fund  
 Fiscal Year Ending April 30, 2017

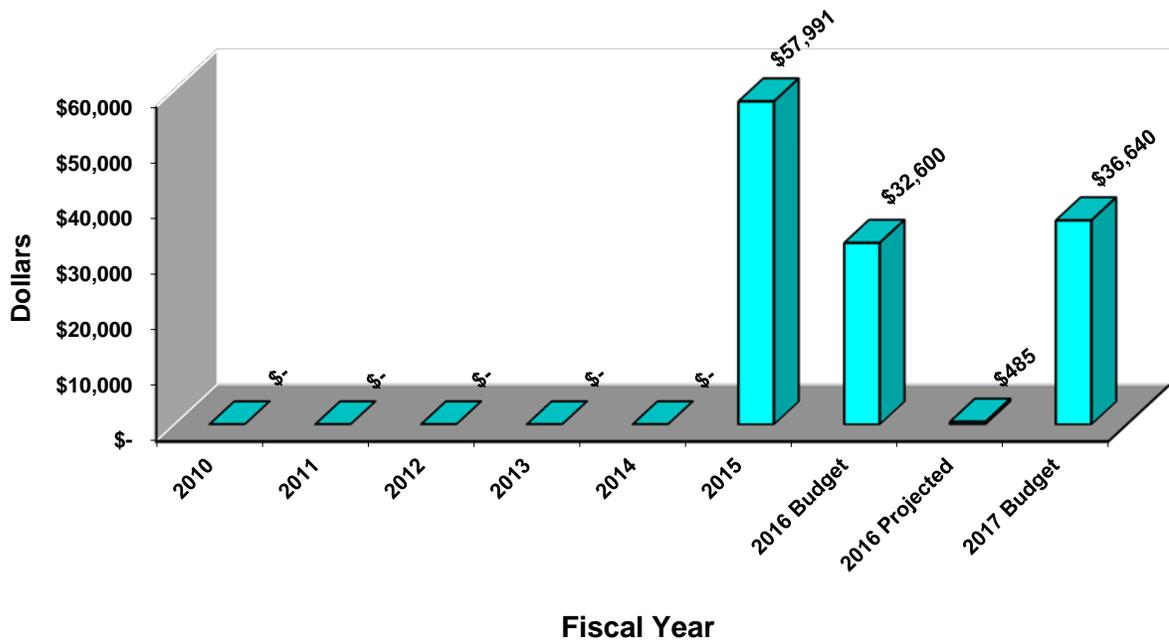
Fund 235 - Restricted Police Fines Fund

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Revenues and Other Financing Sources</b>						
457	Restricted Police Fines	\$ -	\$ 43,656	\$ 14,200	\$ 14,525	\$ 14,200
<b>Total Fines &amp; Forfeits</b>		<b>-</b>	<b>43,656</b>	<b>14,200</b>	<b>14,525</b>	<b>14,200</b>
499	Reappropriation	-	-	6,955	-	6,955
<b>Total Other Financing Sources</b>		<b>-</b>	<b>-</b>	<b>6,955</b>	<b>-</b>	<b>6,955</b>
<b>Total Revenues and Other Financing Sources</b>		<b>\$ -</b>	<b>\$ 43,656</b>	<b>\$ 21,155</b>	<b>\$ 14,525</b>	<b>\$ 21,155</b>
<b>Expenditures and Other Financing Uses</b>						
502	Wages - Part-Time/Seasonal	\$ -	\$ 328	\$ -	\$ -	\$ -
503	Overtime	-	2,082	2,500	500	2,500
521	Group Insurance	-	28	-	-	-
522	Medicare	-	29	-	-	-
<b>Total Personal Services</b>		<b>-</b>	<b>2,467</b>	<b>2,500</b>	<b>500</b>	<b>2,500</b>
531	Maintenance Service	-	5,229	9,100	8,000	9,100
573	Training & Professional Development	-	-	205	-	205
<b>Total Contractual Services</b>		<b>-</b>	<b>5,229</b>	<b>9,305</b>	<b>8,000</b>	<b>9,305</b>
601	Maintenance Supplies	-	308	3,400	700	3,400
624	Operating Supplies	-	2,888	4,250	-	4,250
631	Clothing Allowance	-	1,754	1,700	1,700	1,700
<b>Total Commodities</b>		<b>-</b>	<b>4,950</b>	<b>9,350</b>	<b>2,400</b>	<b>9,350</b>
820	Machinery & Equipment	-	1,100	-	-	-
825	Vehicles	-	16,705	-	-	-
<b>Total Capital Outlay</b>		<b>-</b>	<b>17,805</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures and Other Financing Uses</b>		<b>\$ -</b>	<b>\$ 30,451</b>	<b>\$ 21,155</b>	<b>\$ 10,900</b>	<b>\$ 21,155</b>

# PEG FUND

The PEG (Public, Educational and Government-access television) Fund accounts for the financing and maintenance of television production equipment, computers, office furniture, etc. used for shows televised on public access cable TV channels. The source of revenue is the cable television franchise fee from cable TV companies that service the community. This fund was established in FY 2015.

PEG Fund Expenditures



2010 - 2015: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
 Budget Detail By Fund  
 Fiscal Year Ending April 30, 2017

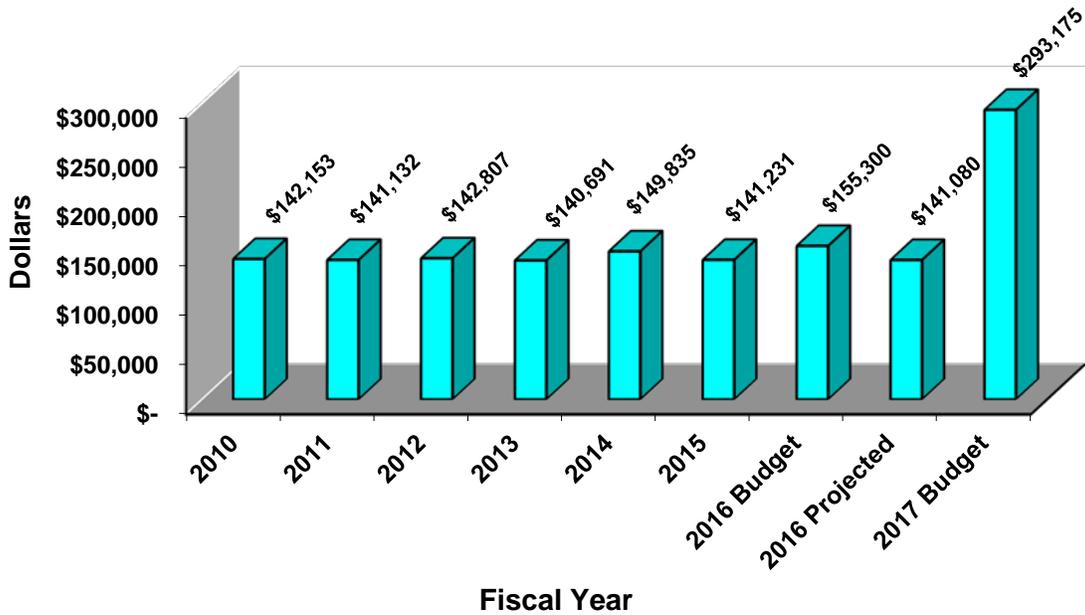
Fund 240 - PEG Fund

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Revenues and Other Financing Sources</b>						
471	General Government Fees	\$ -	\$ 143,213	\$ 32,600	\$ 35,800	\$ 36,640
Total Fines & Forfeits		-	143,213	32,600	35,800	36,640
Total Revenues and Other Financing Sources		\$ -	\$ 143,213	\$ 32,600	\$ 35,800	\$ 36,640
<b>Expenditures and Other Financing Uses</b>						
622	Office Equipment	\$ -	\$ 219	\$ -	\$ -	\$ 4,550
Total Commodities		-	219	-	-	4,550
810	Buildings & Improvements	-	33,082	10,000	-	4,000
820	Office Furniture	-	2,527	-	-	-
835	Computer Equipment	-	22,162	2,000	485	8,500
Total Capital Outlay		-	57,772	12,000	485	12,500
999	Source of Reserves	-	-	20,600	-	19,590
Total Other Financing Uses		-	-	20,600	-	19,590
Total Expenditures and Other Financing Uses		\$ -	\$ 57,991	\$ 32,600	\$ 485	\$ 36,640

# MENTAL HEALTH FUND

The Mental Health Fund provides funding to the City of Geneva Mental Health Board. Resources are provided by property taxes.

Mental Health Fund Expenditures



2010 - 2015: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
Budget Summary By Account  
Fiscal Year Ending April 30, 2017

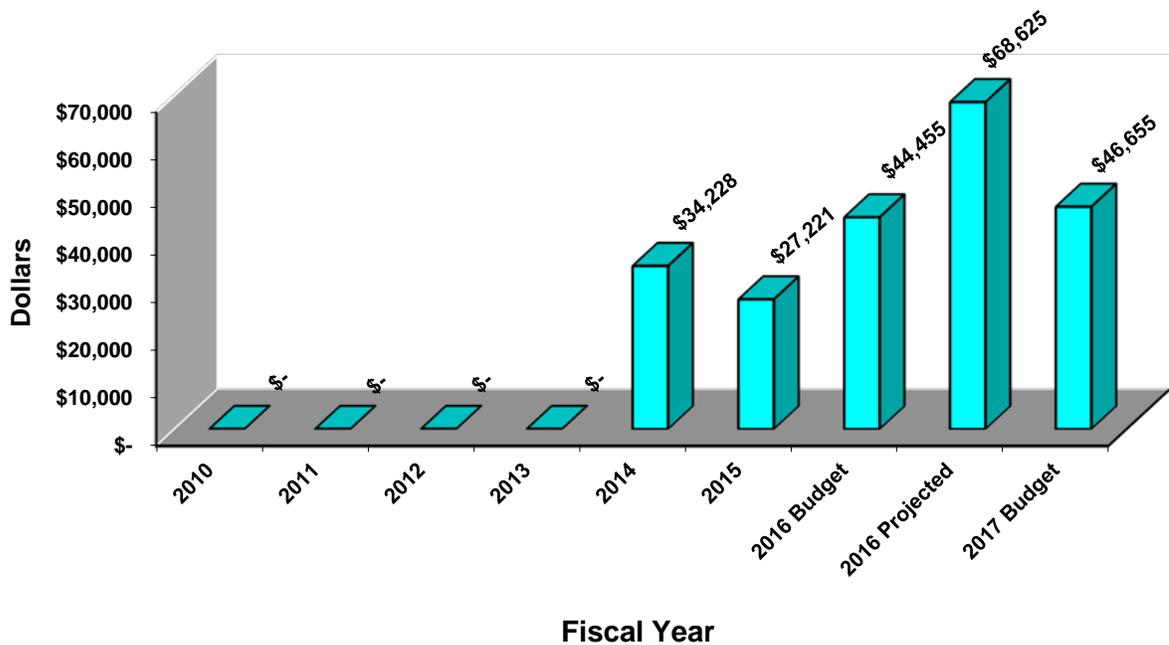
Fund 242 - Mental Health

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Revenues and Other Financing Sources</b>						
410	Property Tax	\$ 154,623	\$ 154,709	\$ 155,000	\$ 154,365	\$ 155,000
<b>Total Taxes</b>		<b>154,623</b>	<b>154,709</b>	<b>155,000</b>	<b>154,365</b>	<b>155,000</b>
481	Interest Income	324	441	300	550	600
486	Donations Gifts	-	5	-	-	-
499	Reappropriation	-	-	-	-	137,575
<b>Total Other Revenues</b>		<b>324</b>	<b>446</b>	<b>300</b>	<b>550</b>	<b>138,175</b>
<b>Total Revenues and Other Financing Sources</b>		<b>\$ 154,947</b>	<b>\$ 155,155</b>	<b>\$ 155,300</b>	<b>\$ 154,915</b>	<b>\$ 293,175</b>
<b>Expenditures and Other Financing Uses</b>						
543	Legal Service	\$ -	\$ 420	\$ -	\$ -	\$ -
559	Other Professional Services	1,778	1,811	2,400	1,305	2,400
561	Postage	8	-	-	-	-
571	Dues & Subscriptions	1,550	-	775	775	775
<b>Total Contractual Services</b>		<b>3,335</b>	<b>2,231</b>	<b>3,175</b>	<b>2,080</b>	<b>3,175</b>
915	Charitable Donations	146,500	139,000	139,000	139,000	290,000
<b>Total Other Expenditures</b>		<b>146,500</b>	<b>139,000</b>	<b>139,000</b>	<b>139,000</b>	<b>290,000</b>
999	Source of Reserves	-	-	13,125	-	-
<b>Total Other Financing Uses</b>		<b>-</b>	<b>-</b>	<b>13,125</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures and Other Financing Uses</b>		<b>\$ 149,835</b>	<b>\$ 141,231</b>	<b>\$ 155,300</b>	<b>\$ 141,080</b>	<b>\$ 293,175</b>

# FOREIGN FIRE INSURANCE FUND

The Foreign Fire Insurance Fund accounts for restricted expenditures for the maintenance, use and benefit of the Fire Department. The source of funds is the City's portion of the 2% insurance tax on fire insurance policies sold by out of state insurance companies. This fund was established in FY 2014.

Foreign Fire Insurance Fund Expenditures



2010 - 2015: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
Budget Summary By Account  
Fiscal Year Ending April 30, 2017

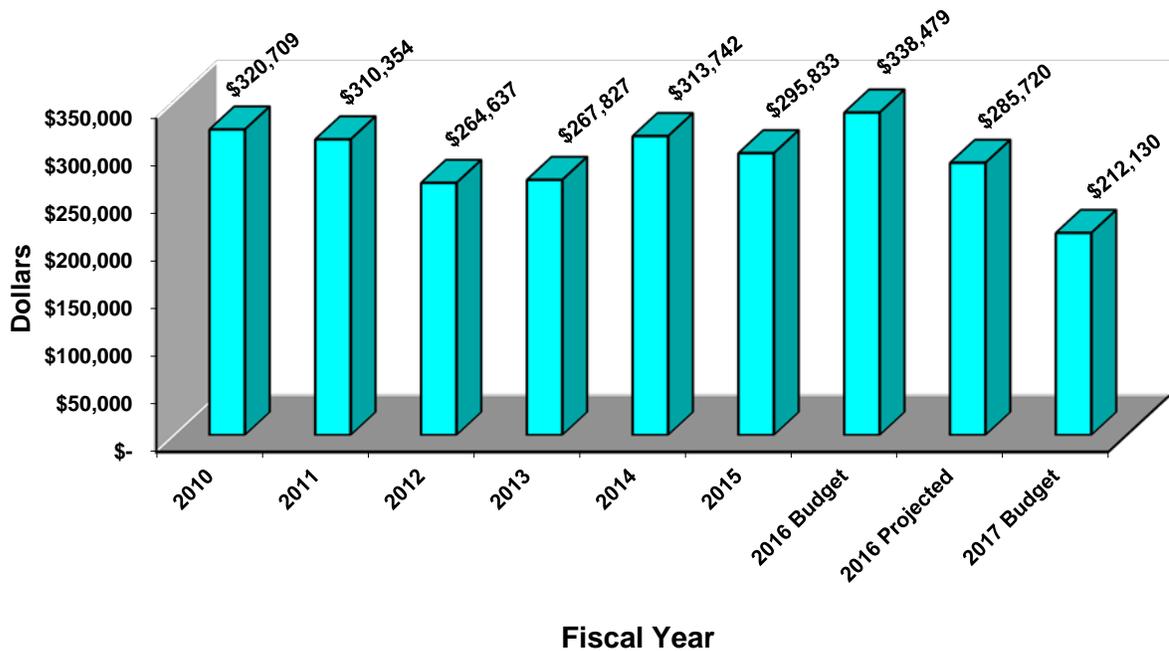
Fund 245 - Foreign Fire Insurance Board

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Revenues and Other Financing Sources</b>						
411	Foreign Fire Insurance Tax	\$ 40,462	\$ 40,819	\$ 42,000	\$ 43,755	\$ 44,200
<b>Total Taxes</b>		<b>40,462</b>	<b>40,819</b>	<b>42,000</b>	<b>43,755</b>	<b>44,200</b>
448	State/Local Grants	99	-	-	-	-
<b>Total Other Revenues</b>		<b>99</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
473	Public Safety Fees	1,780	860	850	1,600	850
<b>Total Other Revenues</b>		<b>1,780</b>	<b>860</b>	<b>850</b>	<b>1,600</b>	<b>850</b>
481	Interest Income	6	8	5	5	5
485	Reimbursed Expenditures	1,249	2,459	1,500	40	1,500
489	Miscellaneous	186	20	100	-	100
<b>Total Other Revenues</b>		<b>1,441</b>	<b>2,486</b>	<b>1,605</b>	<b>45</b>	<b>1,605</b>
<b>Total Revenues and Other Financing Sources</b>		<b>\$ 43,782</b>	<b>\$ 44,165</b>	<b>\$ 44,455</b>	<b>\$ 45,400</b>	<b>\$ 46,655</b>
<b>Expenditures and Other Financing Uses</b>						
542	Engineering Service	\$ -	\$ 1,550	\$ -	\$ -	\$ -
561	Banking Service	-	41	500	-	500
571	Dues & Subscriptions	-	215	250	250	250
572	Travel & Meals	99	-	-	-	-
573	Training & Professional Development	1,160	2,680	4,500	1,500	4,500
592	General Insurance	90	90	125	125	125
599	Other Contractual Services	2,076	-	-	-	-
<b>Total Contractual Services</b>		<b>3,426</b>	<b>4,576</b>	<b>5,375</b>	<b>1,875</b>	<b>5,375</b>
601	Maintenance Supplies	407	1,275	3,700	1,055	3,700
622	Office Equipment	110	209	250	1,250	250
623	Office Furniture	4,314	-	-	-	-
624	Operating Supplies	5,776	7,431	20,000	4,500	20,000
631	Clothing	1,177	12,871	3,200	1,780	3,200
<b>Total Commodities</b>		<b>11,784</b>	<b>21,786</b>	<b>27,150</b>	<b>8,585</b>	<b>27,150</b>
810	Buildings & Improvements	-	859	-	35,000	-
820	Machinery & Equipment	17,743	-	10,630	22,770	-
<b>Total Capital Outlay</b>		<b>17,743</b>	<b>859</b>	<b>10,630</b>	<b>57,770</b>	<b>-</b>
917	Employee Awards	1,275	-	1,300	395	1,300
<b>Total Other Expenditures</b>		<b>1,275</b>	<b>-</b>	<b>1,300</b>	<b>395</b>	<b>1,300</b>
999	Source of Reserves	-	-	-	-	12,830
<b>Total Other Financing Uses</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>12,830</b>
<b>Total Expenditures and Other Financing Uses</b>		<b>\$ 34,228</b>	<b>\$ 27,221</b>	<b>\$ 44,455</b>	<b>\$ 68,625</b>	<b>\$ 46,655</b>

# SPECIAL SERVICE AREA #1 FUND

The Special Service Area #1 Fund accounts for the financing of maintenance, parking control and capital improvement activities within Special Service Area #1 located in the downtown historic district of the City and the repayment of SSA bonds. Resources include special service area property taxes and property leases.

Special Service Area #1 Fund Expenditures



2010 - 2015: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
Budget Detail By Fund  
Fiscal Year Ending April 30, 2017

Fund 251 - SSA #1

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Revenues and Other Financing Sources</b>						
410	Property Tax	\$ 206,818	\$ 203,925	\$ 207,795	\$ 207,975	\$ 208,100
<b>Total Taxes</b>		<b>206,818</b>	<b>203,925</b>	<b>207,795</b>	<b>207,975</b>	<b>208,100</b>
481	Interest Income	285	376	250	550	560
482	Rental Income	1,000	1,000	1,000	-	-
<b>Total Other Revenues</b>		<b>1,285</b>	<b>1,376</b>	<b>1,250</b>	<b>550</b>	<b>560</b>
491.10	Transfers In - General Fund	90,000	90,000	90,000	90,000	-
499	Reappropriation	-	-	39,634	-	3,470
<b>Total Other Financing Sources</b>		<b>90,000</b>	<b>90,000</b>	<b>129,634</b>	<b>90,000</b>	<b>3,470</b>
<b>Total Revenues and Other Financing Sources</b>		<b>\$ 298,103</b>	<b>\$ 295,301</b>	<b>\$ 338,679</b>	<b>\$ 298,525</b>	<b>\$ 212,130</b>
<b>Expenditures and Other Financing Uses</b>						
501	Wages - Regular	\$ 19,531	\$ 21,119	\$ 21,587	\$ 17,035	\$ 16,452
503	Overtime	264	15	-	-	-
504	Stand-By	-	32	-	-	-
521	Group Insurance	5,158	5,377	5,582	4,365	4,661
522	Medicare	192	289	313	50	238
523	Social Security	820	1,237	1,338	1,015	1,021
524	IMRF	1,940	2,644	2,654	1,995	1,912
<b>Total Personal Services</b>		<b>27,904</b>	<b>30,713</b>	<b>31,474</b>	<b>24,460</b>	<b>24,284</b>
561	Postage	40	230	1,000	101	100
564	Printing	2,370	1,997	4,500	2,200	2,505
<b>Total Contractual Services</b>		<b>2,410</b>	<b>2,227</b>	<b>5,500</b>	<b>2,301</b>	<b>2,605</b>
631	Clothing	-	-	150	150	150
<b>Total Commodities</b>		<b>-</b>	<b>-</b>	<b>150</b>	<b>150</b>	<b>150</b>
825	Vehicles	6,580	-	-	-	-
<b>Total Capital Outlay</b>		<b>6,580</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Community Service</b>		<b>\$ 36,894</b>	<b>\$ 32,940</b>	<b>\$ 37,124</b>	<b>\$ 26,911</b>	<b>\$ 27,039</b>
501	Wages - Regular	\$ 126,496	\$ 126,837	\$ 133,739	\$ 127,230	\$ 66,178
503	Overtime	358	865	-	-	-
521	Group Insurance	29,230	27,254	25,336	26,300	6,529
522	Medicare	1,843	1,787	1,939	1,825	960
523	Social Security	7,803	7,544	8,174	8,200	4,014
524	IMRF	16,723	15,911	16,440	15,720	7,690

CITY OF GENEVA, ILLINOIS  
 Budget Detail By Fund  
 Fiscal Year Ending April 30, 2017

Fund 251 - SSA #1

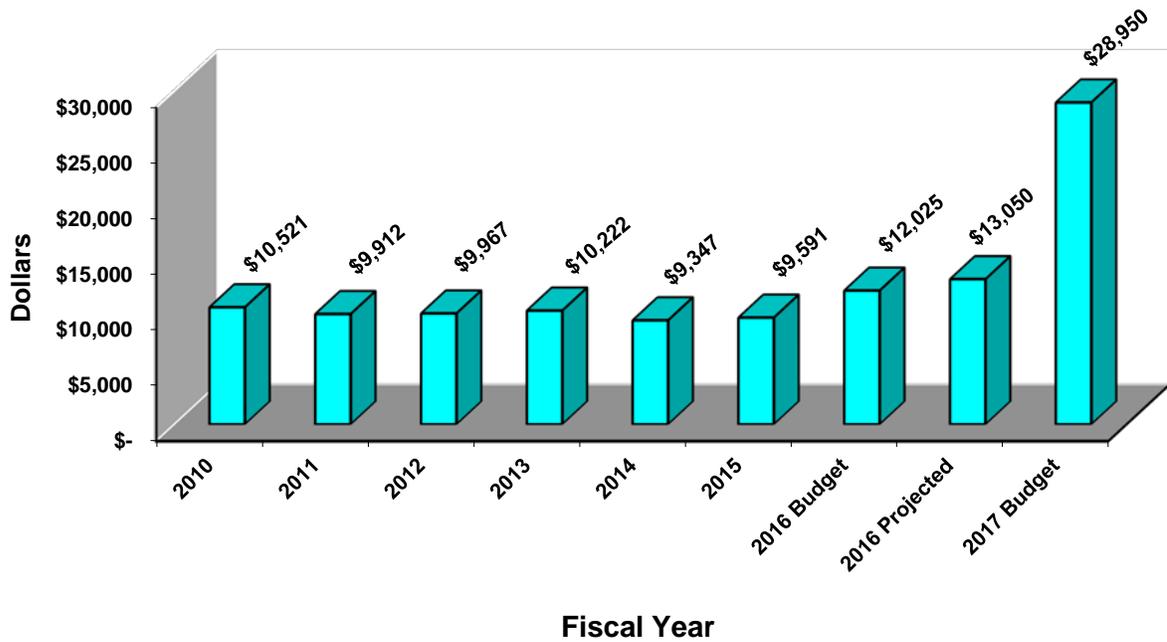
Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Total Personal Services</b>		<b>182,452</b>	<b>180,198</b>	<b>185,628</b>	<b>179,275</b>	<b>85,371</b>
531	Maintenance Service	26,143	18,401	38,200	16,700	27,200
543	Legal Service	-	285	500	-	500
561	Postage	-	6	-	-	-
563	Publishing	-	822	-	-	-
566	Recording Fees	-	-	-	619	-
595	Rentals	8,692	16,628	18,470	18,220	18,470
<b>Total Contractual Services</b>		<b>34,834</b>	<b>36,143</b>	<b>57,170</b>	<b>35,539</b>	<b>46,170</b>
601	Maintenance Supplies	17,378	12,254	14,255	11,500	11,450
624	Operating Supplies	11,253	2,931	12,502	1,200	10,500
625	Small Tools	322	652	1,000	500	500
<b>Total Commodities</b>		<b>28,953</b>	<b>15,837</b>	<b>27,757</b>	<b>13,200</b>	<b>22,450</b>
<b>Total Streets</b>		<b>\$ 246,239</b>	<b>\$ 232,177</b>	<b>\$ 270,555</b>	<b>\$ 228,014</b>	<b>\$ 153,991</b>
705.14	Principal 2001 SSA Bonds	18,000	19,000	20,000	20,000	-
705.40	Principal 2016 Refunding SSA #1	-	-	-	-	29,000
710.14	Interest 2001 SSA Bonds	12,609	11,736	10,800	10,795	-
710.40	Interest 2016 Refunding SSA #1	-	-	-	-	2,100
<b>Total Debt Service</b>		<b>30,609</b>	<b>30,736</b>	<b>30,800</b>	<b>30,795</b>	<b>31,100</b>
<b>Total Expenditures and Other Financing Uses</b>		<b>\$ 313,742</b>	<b>\$ 295,853</b>	<b>\$ 338,479</b>	<b>\$ 285,720</b>	<b>\$ 212,130</b>

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# SPECIAL SERVICE AREA #4 FUND

The Special Service Area #4 Fund accounts for the financing of landscape maintenance in SSA #4 located in the Randall Square subdivision. Resources are provided by special service area property taxes.

Special Service Area #4 Fund Expenditures



2010 - 2015: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
 Budget Summary By Account  
 Fiscal Year Ending April 30, 2017

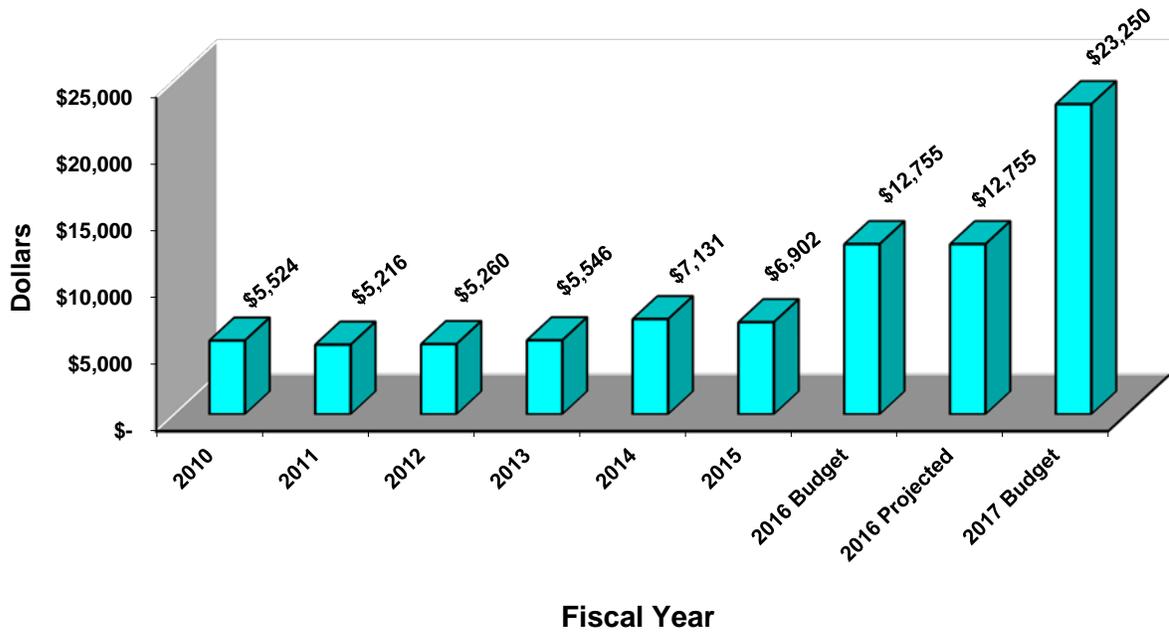
Fund 254 - SSA #4 (Randall Square)

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Revenues and Other Financing Sources</b>						
410	Property Tax	\$ 11,947	\$ 11,949	\$ 11,950	\$ 11,945	\$ 11,950
<b>Total Taxes</b>		<b>11,947</b>	<b>11,949</b>	<b>11,950</b>	<b>11,945</b>	<b>11,950</b>
481	Interest Income	103	143	75	200	205
499	Reappropriation	-	-	-	-	16,795
<b>Total Other Revenues</b>		<b>103</b>	<b>143</b>	<b>75</b>	<b>200</b>	<b>17,000</b>
<b>Total Revenues and Other Financing Sources</b>		<b>\$ 12,051</b>	<b>\$ 12,093</b>	<b>\$ 12,025</b>	<b>\$ 12,145</b>	<b>\$ 28,950</b>
<b>Expenditures and Other Financing Uses</b>						
531	Maintenance Service	\$ 9,347	\$ 9,591	\$ 12,025	\$ 13,050	\$ 13,950
<b>Total Contractual Services</b>		<b>9,347</b>	<b>9,591</b>	<b>12,025</b>	<b>13,050</b>	<b>13,950</b>
815	Improvements Other than Buildings	\$ -	\$ -	\$ -	\$ -	\$ 15,000
<b>Total Capital Outlay</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15,000</b>
<b>Total Expenditures and Other Financing Uses</b>		<b>\$ 9,347</b>	<b>\$ 9,591</b>	<b>\$ 12,025</b>	<b>\$ 13,050</b>	<b>\$ 28,950</b>

# SPECIAL SERVICE AREA #5 FUND

The Special Service Area #5 Fund accounts for the financing of landscape maintenance in SSA #5 located in the Williamsburg subdivision. Resources are provided by special service area property taxes.

Special Service Area #5 Fund Expenditures



2010 - 2015: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
 Budget Summary By Account  
 Fiscal Year Ending April 30, 2017

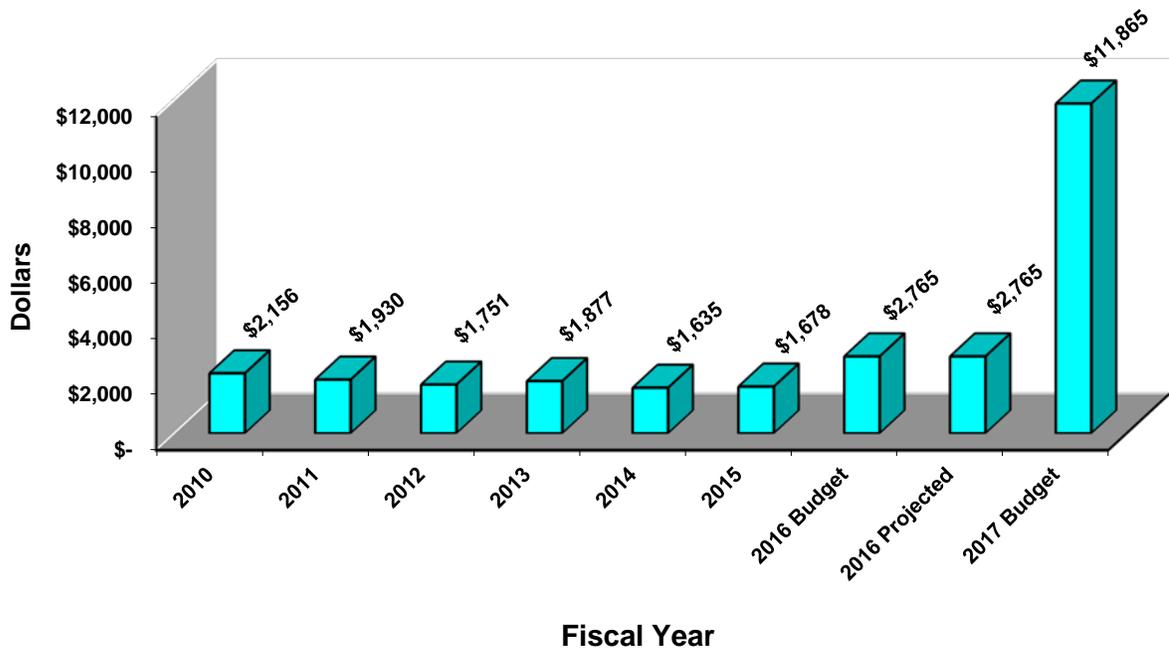
Fund 255 - SSA #5 (Williamsburg)

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Revenues and Other Financing Sources</b>						
410	Property Tax	\$ 7,748	\$ 8,128	\$ 8,495	\$ 8,495	\$ 8,910
Total Taxes		<u>7,748</u>	<u>8,128</u>	<u>8,495</u>	<u>8,495</u>	<u>8,910</u>
481	Interest Income	20	21	20	20	20
Total Other Revenues		<u>20</u>	<u>21</u>	<u>20</u>	<u>20</u>	<u>20</u>
499	Reappropriation	-	-	4,240	-	14,320
Total Other Financing Sources		<u>-</u>	<u>-</u>	<u>4,240</u>	<u>-</u>	<u>14,320</u>
Total Revenues and Other Financing Sources		<u>\$ 7,768</u>	<u>\$ 8,148</u>	<u>\$ 12,755</u>	<u>\$ 8,515</u>	<u>\$ 23,250</u>
<b>Expenditures and Other Financing Uses</b>						
531	Maintenance Service	\$ 7,131	\$ 6,902	\$ 12,755	\$ 12,755	\$ 13,250
Total Contractual Services		<u>7,131</u>	<u>6,902</u>	<u>12,755</u>	<u>12,755</u>	<u>13,250</u>
815	Improvements Other than Buildings	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Total Capital Outlay		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>10,000</u>
Total Expenditures and Other Financing Uses		<u>\$ 7,131</u>	<u>\$ 6,902</u>	<u>\$ 12,755</u>	<u>\$ 12,755</u>	<u>\$ 23,250</u>

# SPECIAL SERVICE AREA #7 FUND

The Special Service Area #7 Fund accounts for the financing of landscape maintenance in SSA #7 located in the Blackberry subdivision. Resources are provided by special service area property taxes.

Special Service Area #7 Fund Expenditures



2010 - 2015: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
 Budget Summary By Account  
 Fiscal Year Ending April 30, 2017

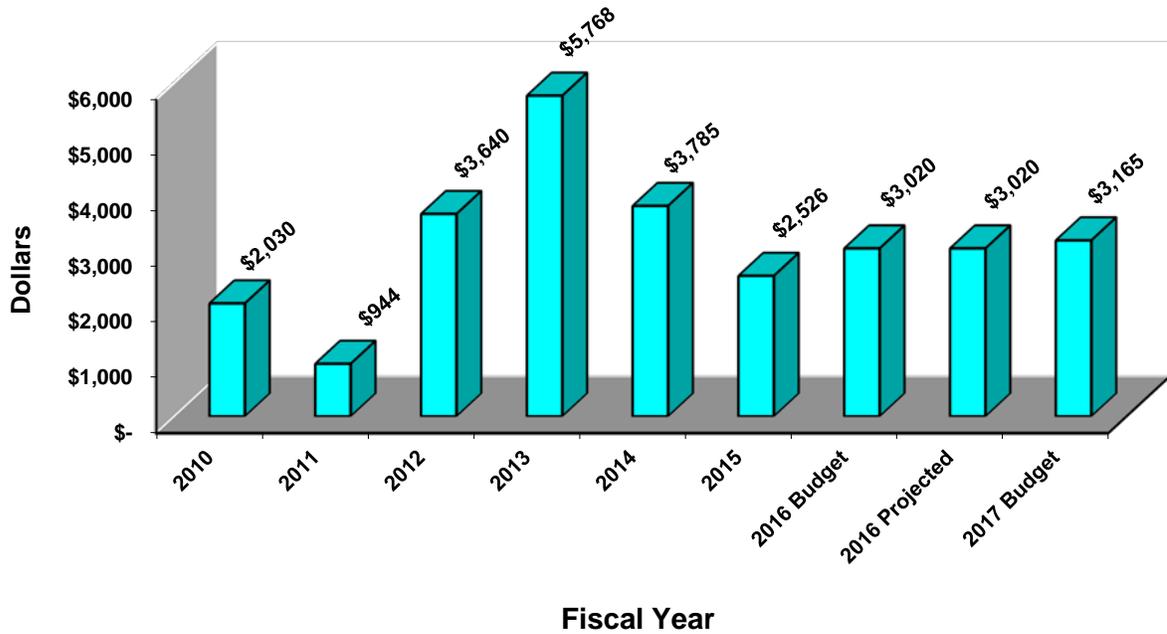
Fund 257 - SSA #7 (Blackberry)

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Revenues and Other Financing Sources</b>						
410	Property Tax	\$ 2,750	\$ 2,750	\$ 2,750	\$ 2,750	\$ 2,885
<b>Total Taxes</b>		<u>2,750</u>	<u>2,750</u>	<u>2,750</u>	<u>2,750</u>	<u>2,885</u>
481	Interest Income	10	13	15	15	15
<b>Total Other Revenues</b>		<u>10</u>	<u>13</u>	<u>15</u>	<u>15</u>	<u>15</u>
499	Reappropriation	-	-	-	-	8,965
<b>Total Other Financing Sources</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>8,965</u>
<b>Total Revenues and Other Financing Sources</b>		<u>\$ 2,760</u>	<u>\$ 2,763</u>	<u>\$ 2,765</u>	<u>\$ 2,765</u>	<u>\$ 11,865</u>
<b>Expenditures and Other Financing Uses</b>						
531	Maintenance Service	\$ 1,635	\$ 1,678	\$ 2,765	\$ 2,765	\$ 6,865
<b>Total Contractual Services</b>		<u>1,635</u>	<u>1,678</u>	<u>2,765</u>	<u>2,765</u>	<u>6,865</u>
815	Improvements Other than Buildings	\$ -	\$ -	\$ -	\$ -	\$ 5,000
<b>Total Capital Outlay</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,000</u>
<b>Total Expenditures and Other Financing Uses</b>		<u>\$ 1,635</u>	<u>\$ 1,678</u>	<u>\$ 2,765</u>	<u>\$ 2,765</u>	<u>\$ 11,865</u>

# SPECIAL SERVICE AREA #9 FUND

The Special Service Area #9 Fund accounts for the financing of landscape maintenance in SSA #9 located in the Geneva Knolls subdivision. Resources are provided by special service area property taxes.

Special Service Area #9 Fund Expenditures



2010 - 2015: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
 Budget Summary By Account  
 Fiscal Year Ending April 30, 2017

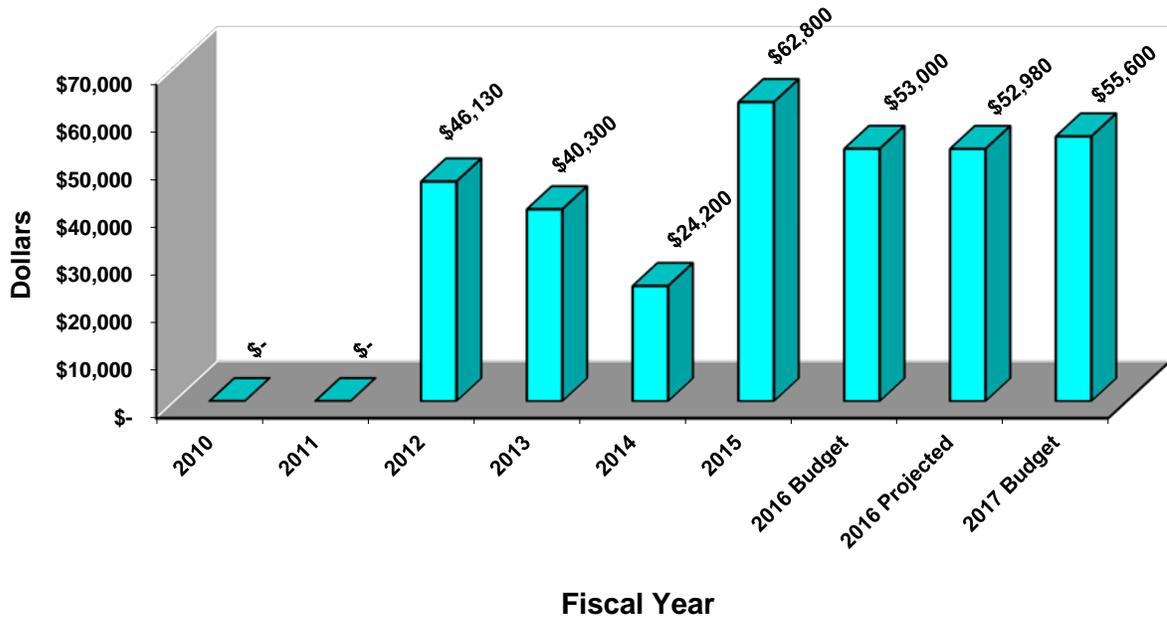
Fund 259 - SSA #9 (Geneva Knolls)

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Revenues and Other Financing Sources</b>						
410	Property Tax	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,150
<b>Total Taxes</b>		<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>3,150</b>
481	Interest Income	20	18	20	15	15
<b>Total Other Revenues</b>		<b>20</b>	<b>18</b>	<b>20</b>	<b>15</b>	<b>15</b>
<b>Total Revenues and Other Financing Sources</b>		<b>\$ 3,020</b>	<b>\$ 3,018</b>	<b>\$ 3,020</b>	<b>\$ 3,015</b>	<b>\$ 3,165</b>
<b>Expenditures and Other Financing Uses</b>						
531	Maintenance Service	\$ 3,785	\$ 2,526	\$ 3,020	\$ 3,020	\$ 3,020
<b>Total Contractual Services</b>		<b>3,785</b>	<b>2,526</b>	<b>3,020</b>	<b>3,020</b>	<b>3,020</b>
999	Source of Reserves	-	-	-	-	145
<b>Total Other Financing Uses</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>145</b>
<b>Total Expenditures and Other Financing Uses</b>		<b>\$ 3,785</b>	<b>\$ 2,526</b>	<b>\$ 3,020</b>	<b>\$ 3,020</b>	<b>\$ 3,165</b>

# SPECIAL SERVICE AREA #11 FUND

The Special Service Area #11 Fund accounts for the financing of detention pond maintenance in SSA #11 located in the Eagle Brook subdivision. Resources are provided by special service area property taxes. The levy for SSA #11 began in FY 2012.

Special Service Area #11 Fund Expenditures



2010 - 2015: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
 Budget Summary By Account  
 Fiscal Year Ending April 30, 2017

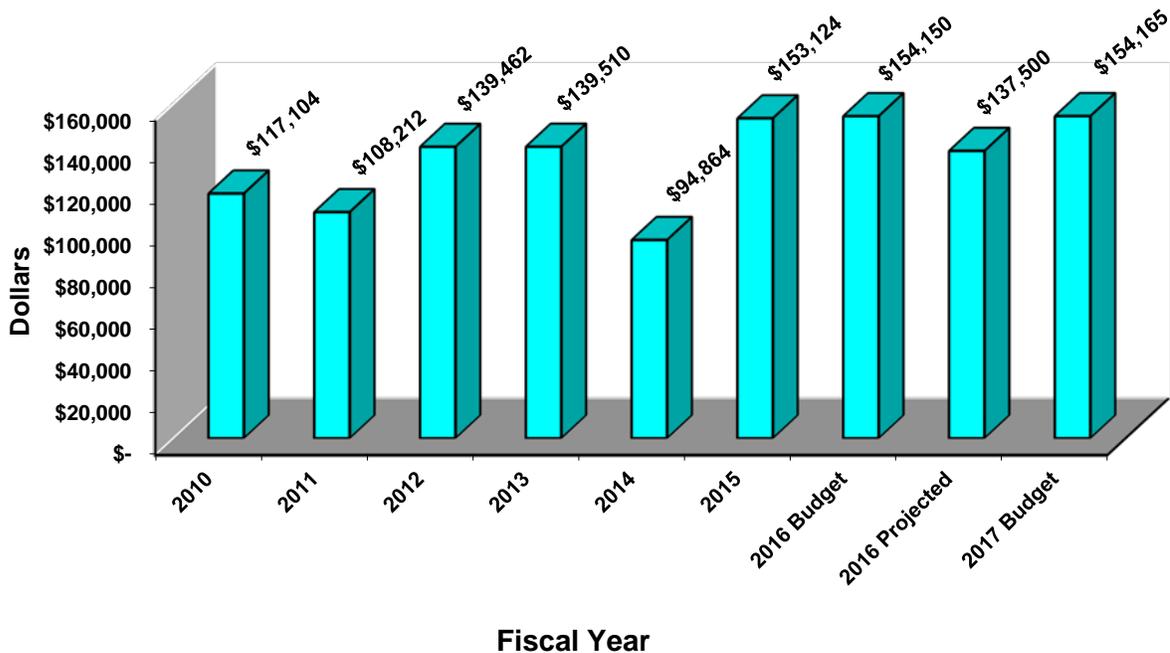
Fund 261 - SSA #11 (Eagle Brook)

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Revenues and Other Financing Sources</b>						
410	Property Tax	\$ 52,948	\$ 52,875	\$ 53,000	\$ 52,980	\$ 55,600
<b>Total Taxes</b>		<u>52,948</u>	<u>52,875</u>	<u>53,000</u>	<u>52,980</u>	<u>55,600</u>
<b>Total Revenues and Other Financing Sources</b>		<u>\$ 52,948</u>	<u>\$ 52,875</u>	<u>\$ 53,000</u>	<u>\$ 52,980</u>	<u>\$ 55,600</u>
<b>Expenditures and Other Financing Uses</b>						
531	Maintenance Services	\$ 24,200	\$ 62,800	\$ 53,000	\$ 53,000	\$ 53,000
<b>Total Contractual Services</b>		<u>24,200</u>	<u>62,800</u>	<u>53,000</u>	<u>53,000</u>	<u>53,000</u>
999	Source of Reserves	\$ -	\$ -	\$ -	\$ -	\$ 2,600
<b>Total Other Financing Uses</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,600</u>
<b>Total Expenditures and Other Financing Uses</b>		<u>\$ 24,200</u>	<u>\$ 62,800</u>	<u>\$ 53,000</u>	<u>\$ 53,000</u>	<u>\$ 55,600</u>

# SPECIAL SERVICE AREA #16 FUND

The Special Service Area #16 Fund accounts for the financing of maintenance and landscaping activities within SSA #16 located in the Fisher Farms subdivision of the City. Resources include special service area property taxes.

Special Service Area #16 Fund Expenditures



2010 - 2015: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
 Budget Summary By Account  
 Fiscal Year Ending April 30, 2017

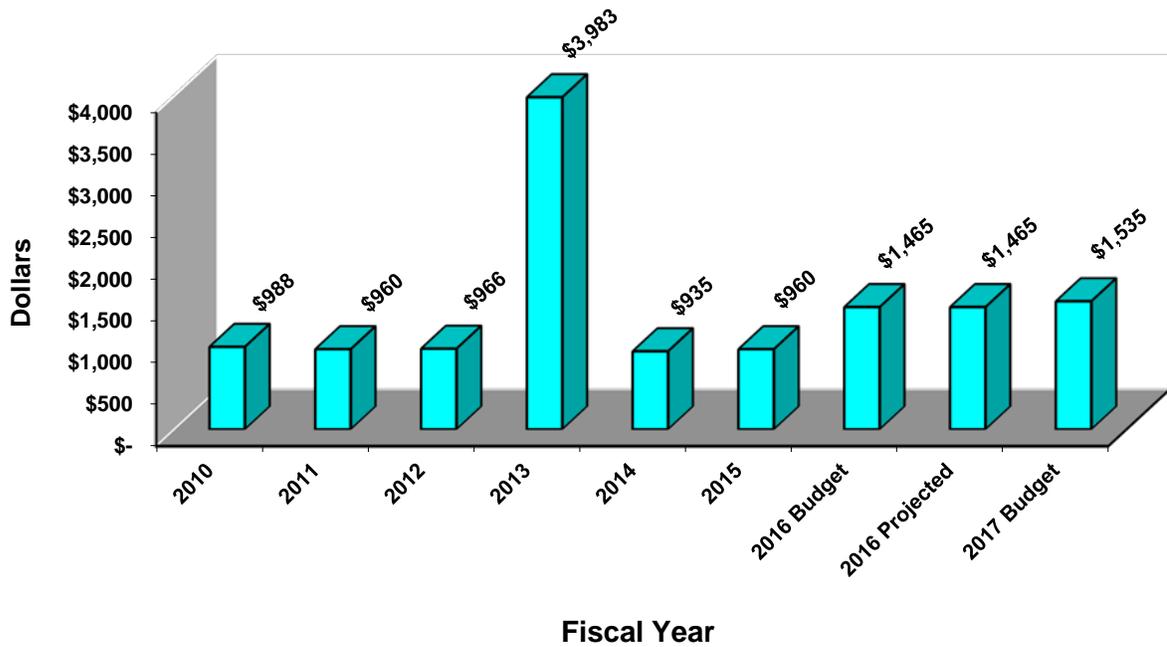
Fund 266 - SSA #16 (Fisher Farms)

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Revenues and Other Financing Sources</b>						
410	Property Tax	\$ 153,887	\$ 153,932	\$ 154,000	\$ 154,000	\$ 154,000
<b>Total Taxes</b>		<b>153,887</b>	<b>153,932</b>	<b>154,000</b>	<b>154,000</b>	<b>154,000</b>
481	Interest Income	54	90	150	160	165
<b>Total Other Revenues</b>		<b>54</b>	<b>90</b>	<b>150</b>	<b>160</b>	<b>165</b>
<b>Total Revenues and Other Financing Sources</b>		<b>\$ 153,942</b>	<b>\$ 154,022</b>	<b>\$ 154,150</b>	<b>\$ 154,160</b>	<b>\$ 154,165</b>
<b>Expenditures and Other Financing Uses</b>						
531	Maintenance Service	\$ 80,102	\$ 117,288	\$ 94,400	\$ 114,500	\$ 117,000
559	Other Professional Services	2,748	19,250	11,000	11,000	11,000
581	Utilities	10,369	16,586	10,000	12,000	12,000
599	Other Contractual Services	1,645	-	21,500	-	-
<b>Total Contractual Services</b>		<b>94,864</b>	<b>153,124</b>	<b>136,900</b>	<b>137,500</b>	<b>140,000</b>
999	Source of Reserves	-	-	17,250	-	14,165
<b>Total Other Financing Uses</b>		<b>-</b>	<b>-</b>	<b>17,250</b>	<b>-</b>	<b>14,165</b>
<b>Total Expenditures and Other Financing Uses</b>		<b>\$ 94,864</b>	<b>\$ 153,124</b>	<b>\$ 154,150</b>	<b>\$ 137,500</b>	<b>\$ 154,165</b>

# SPECIAL SERVICE AREA #18 FUND

The Special Service Area #18 Fund accounts for the financing of landscape maintenance in SSA #18 located in the Wildwood subdivision. Resources are provided by special service area property taxes.

Special Service Area #18 Fund Expenditures



2010 - 2015: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
 Budget Summary By Account  
 Fiscal Year Ending April 30, 2017

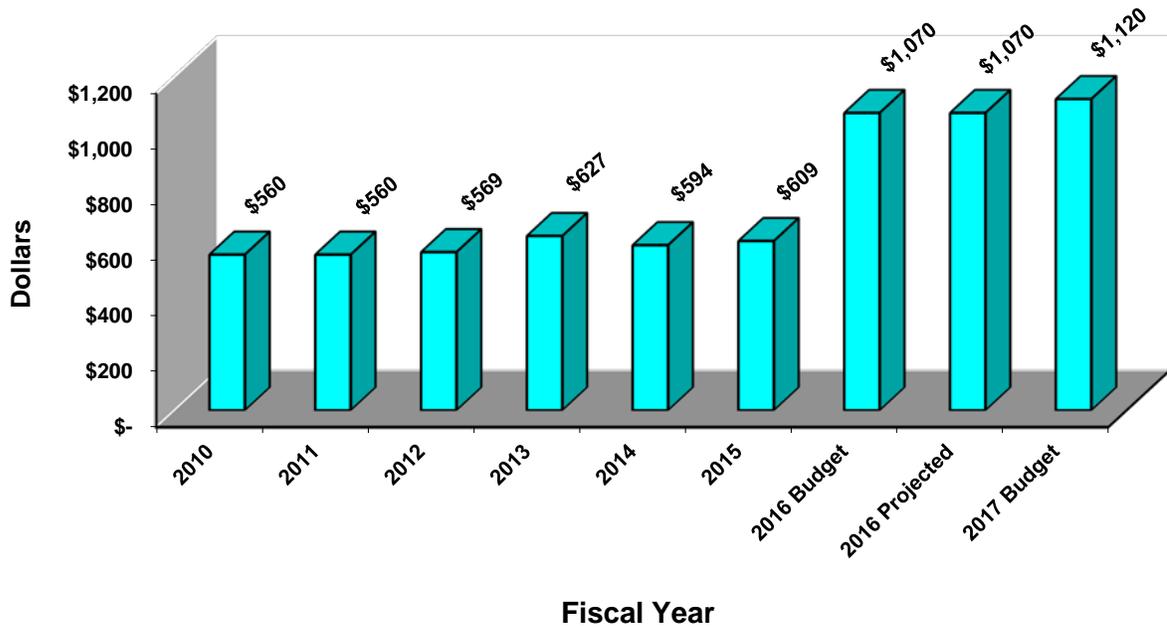
Fund 268 - SSA #18 (Wildwood)

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Revenues and Other Financing Sources</b>						
410	Property Tax	\$ 1,460	\$ 1,460	\$ 1,460	\$ 1,460	\$ 1,530
<b>Total Taxes</b>		<b>1,460</b>	<b>1,460</b>	<b>1,460</b>	<b>1,460</b>	<b>1,530</b>
481	Interest Income	6	2	5	5	5
<b>Total Other Revenues</b>		<b>6</b>	<b>2</b>	<b>5</b>	<b>5</b>	<b>5</b>
<b>Total Revenues and Other Financing Sources</b>		<b>\$ 1,466</b>	<b>\$ 1,462</b>	<b>\$ 1,465</b>	<b>\$ 1,465</b>	<b>\$ 1,535</b>
<b>Expenditures and Other Financing Uses</b>						
531	Maintenance Service	\$ 935	\$ 960	\$ 1,465	\$ 1,465	\$ 1,535
<b>Total Contractual Services</b>		<b>935</b>	<b>960</b>	<b>1,465</b>	<b>1,465</b>	<b>1,535</b>
<b>Total Expenditures and Other Financing Uses</b>		<b>\$ 935</b>	<b>\$ 960</b>	<b>\$ 1,465</b>	<b>\$ 1,465</b>	<b>\$ 1,535</b>

# SPECIAL SERVICE AREA #23 FUND

The Special Service Area #23 Fund accounts for the financing of landscape maintenance in SSA #23 located in the Sunset Meadows subdivision. Resources are provided by special service area property taxes.

Special Service Area #23 Fund Expenditures



2010 - 2015: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
 Budget Summary By Account  
 Fiscal Year Ending April 30, 2017

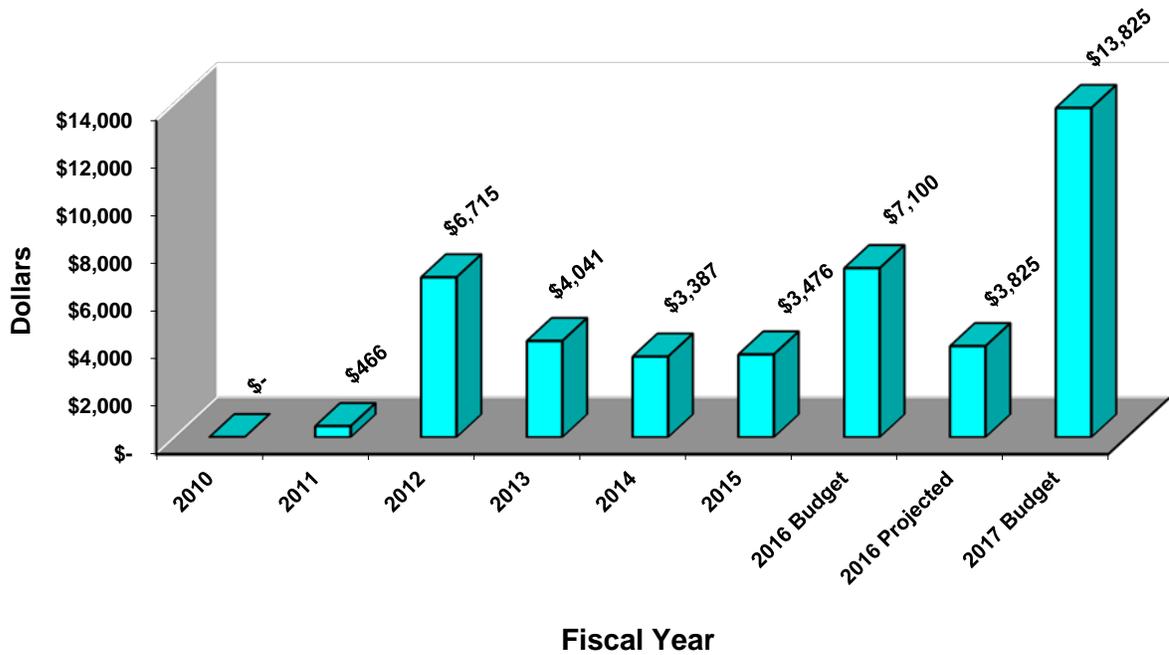
Fund 273 - SSA #23 (Sunset Meadows)

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Revenues and Other Financing Sources</b>						
410	Property Tax	\$ 1,060	\$ 1,059	\$ 1,060	\$ 1,060	\$ 1,110
<b>Total Taxes</b>		<b>1,060</b>	<b>1,059</b>	<b>1,060</b>	<b>1,060</b>	<b>1,110</b>
481	Interest Income	8	10	10	10	10
<b>Total Other Revenues</b>		<b>8</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>
<b>Total Revenues and Other Financing Sources</b>		<b>\$ 1,068</b>	<b>\$ 1,068</b>	<b>\$ 1,070</b>	<b>\$ 1,070</b>	<b>\$ 1,120</b>
<b>Expenditures and Other Financing Uses</b>						
531	Maintenance Services	\$ 594	\$ 609	\$ 1,070	\$ 1,070	\$ 1,120
<b>Total Contractual Services</b>		<b>594</b>	<b>609</b>	<b>1,070</b>	<b>1,070</b>	<b>1,120</b>
<b>Total Expenditures and Other Financing Uses</b>		<b>\$ 594</b>	<b>\$ 609</b>	<b>\$ 1,070</b>	<b>\$ 1,070</b>	<b>\$ 1,120</b>

# SPECIAL SERVICE AREA #26 FUND

The Special Service Area #26 Fund accounts for the financing of landscape maintenance in SSA #26 located in the Westhaven subdivision. Resources are provided by special service area property taxes. SSA #26 was established in FY 2011.

Special Service Area #26 Fund Expenditures



2011 - 2015: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
 Budget Summary By Account  
 Fiscal Year Ending April 30, 2017

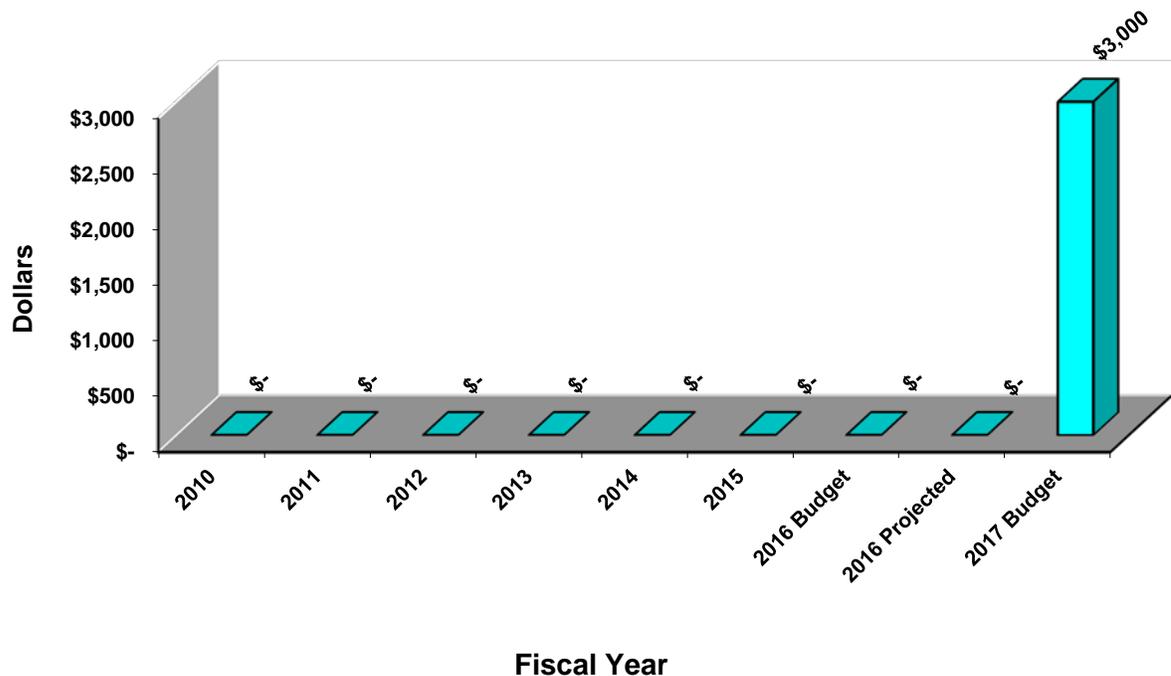
Fund 276 - SSA #26 (Westhaven)

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Revenues and Other Financing Sources</b>						
410	Property Tax	\$ 7,092	\$ 7,100	\$ 7,100	\$ 7,100	\$ 7,450
<b>Total Taxes</b>		<b>7,092</b>	<b>7,100</b>	<b>7,100</b>	<b>7,100</b>	<b>7,450</b>
499	Reappropriation	-	-	-	-	6,375
<b>Total Other Financing Sources</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,375</b>
<b>Total Revenues and Other Financing Sources</b>		<b>\$ 7,092</b>	<b>\$ 7,100</b>	<b>\$ 7,100</b>	<b>\$ 7,100</b>	<b>\$ 13,825</b>
<b>Expenditures and Other Financing Uses</b>						
531	Maintenance Services	\$ 3,387	\$ 3,476	\$ 3,825	\$ 3,825	\$ 13,825
<b>Total Contractual Services</b>		<b>3,387</b>	<b>3,476</b>	<b>3,825</b>	<b>3,825</b>	<b>13,825</b>
999	Source of Reserves	-	-	3,275	-	-
<b>Total Other Financing Uses</b>		<b>-</b>	<b>-</b>	<b>3,275</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures and Other Financing Uses</b>		<b>\$ 3,387</b>	<b>\$ 3,476</b>	<b>\$ 7,100</b>	<b>\$ 3,825</b>	<b>\$ 13,825</b>

# SPECIAL SERVICE AREA #32 FUND

The Special Service Area #32 Fund accounts for the financing of landscape maintenance at Brentwood's Pond. Resources are provided by special service area property taxes. SSA #32 was established in FY 2017.

Special Service Area #32 Fund Expenditures



CITY OF GENEVA, ILLINOIS  
 Budget Summary By Account  
 Fiscal Year Ending April 30, 2017

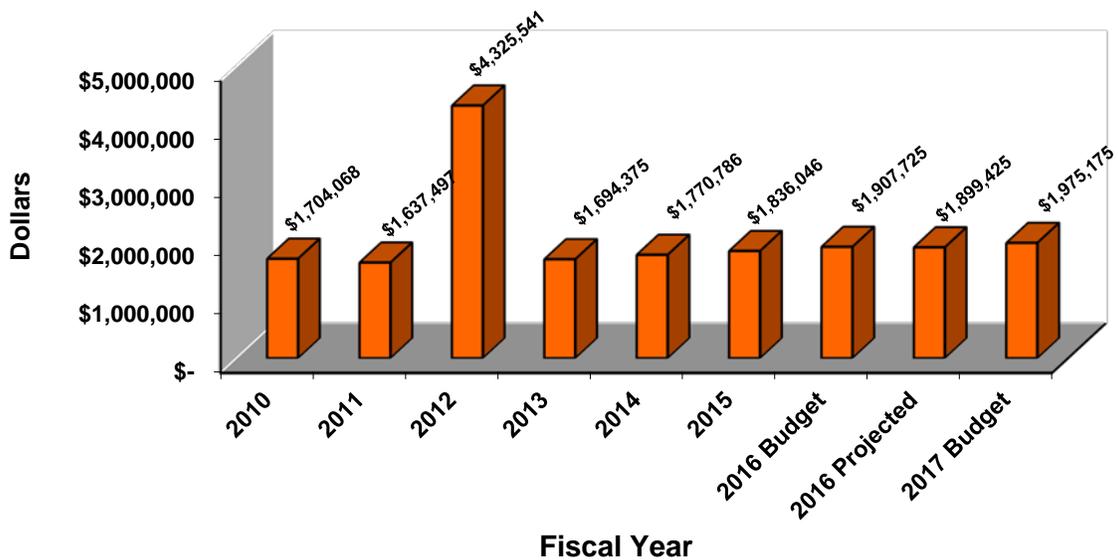
Fund 282 - SSA #32 (On Brentwood's Pond)

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
Revenues and Other Financing Sources						
410	Property Tax	\$ -	\$ -	\$ -	\$ -	\$ 3,000
Total Taxes		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,000</u>
Total Revenues and Other Financing Sources		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,000</u>
Expenditures and Other Financing Uses						
531	Maintenance Services	\$ -	\$ -	\$ -	\$ -	\$ 3,000
Total Contractual Services		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,000</u>
Total Expenditures and Other Financing Uses		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,000</u>

# DEBT SERVICE FUND

The Debt Service Fund accounts for the accumulation of resources for the payment of bond principal and interest on the 1999, 2006B, 2008A, 2011, 2012B, 2013 and 2014 general obligation bonds. Financing is provided by property tax revenues.

Debt Service Fund Expenditures



## 2010 - 2015: Actual Expenditures

The 2008A General Obligation Refunding Bonds were issued in FY 2009 to refund various other general obligation bonds. The 2012A General Obligation Refunding Bonds were issued in FY 2012 to partially refund the 1999 bonds and fully refund the 2002 bonds.

CITY OF GENEVA, ILLINOIS  
Budget Detail by Fund  
Fiscal Year Ending April 30, 2017

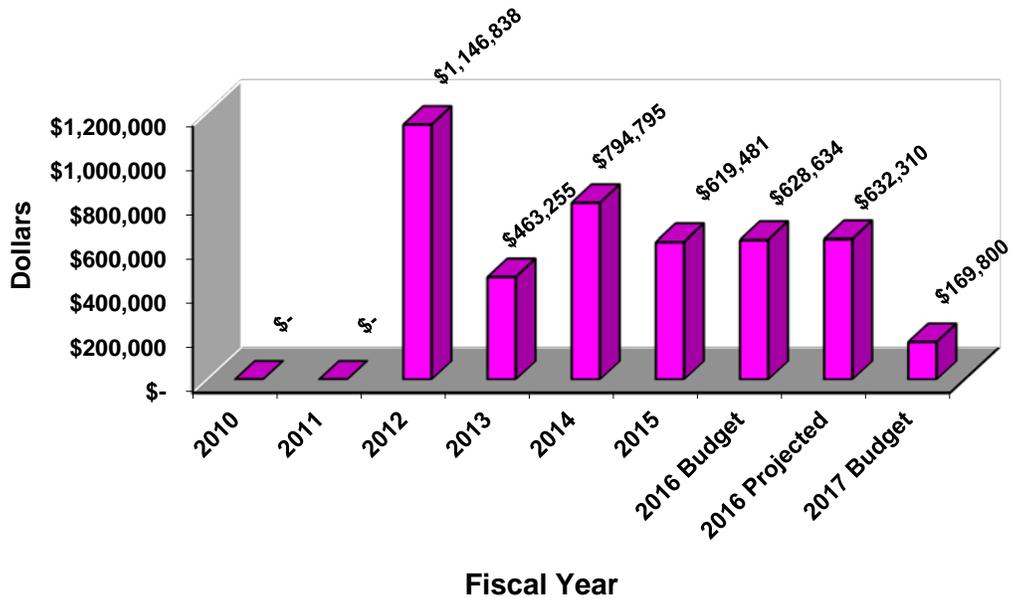
Fund 301 - Debt Service Fund

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Revenues and Other Financing Sources</b>						
410	Property Tax	\$ 1,736,696	\$ 1,803,530	\$ 1,897,725	\$ 1,914,430	\$ 1,948,975
<b>Total Taxes</b>		<b>1,736,696</b>	<b>1,803,530</b>	<b>1,897,725</b>	<b>1,914,430</b>	<b>1,948,975</b>
472	Community Development Fees	532	6,386	5,000	13,375	5,000
<b>Total Other Revenues</b>		<b>532</b>	<b>6,386</b>	<b>5,000</b>	<b>13,375</b>	<b>5,000</b>
481	Interest Income	2,346	832	5,000	5,000	5,000
489	Miscellaneous	-	77	-	-	-
<b>Total Other Revenues</b>		<b>2,346</b>	<b>908</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
499	Reappropriation	-	-	-	-	16,200
<b>Total Other Financing Sources</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>16,200</b>
<b>Total Revenues and Other Financing Sources</b>		<b>\$ 1,739,573</b>	<b>\$ 1,810,824</b>	<b>\$ 1,907,725</b>	<b>\$ 1,932,805</b>	<b>\$ 1,975,175</b>
<b>Expenditures and Other Financing Uses</b>						
705.12	Principal 1999 GO Bonds	465,000	330,000	-	-	-
705.21	Principal 2006B Bonds	10,000	270,000	765,000	765,000	800,000
705.30	Principal 2008A GO Bonds	505,000	725,000	775,000	775,000	885,000
705.35	Principal 2012A Bonds	320,000	95,000	-	-	-
710.12	Interest 1999 GO Bonds	47,550	17,325	-	-	-
710.21	Interest 2006B Bonds	214,425	214,025	211,025	203,225	164,975
710.30	Interest 2008A GO Bonds	148,956	131,281	105,000	105,000	74,000
710.35	Interest 2012A Bonds	57,800	51,400	50,000	49,500	49,500
715	Paying Agent Fees	2,055	2,015	1,700	1,700	1,700
<b>Total Debt Service</b>		<b>1,770,786</b>	<b>1,836,046</b>	<b>1,907,725</b>	<b>1,899,425</b>	<b>1,975,175</b>
<b>Total Expenditures and Other Financing Uses</b>		<b>\$ 1,770,786</b>	<b>\$ 1,836,046</b>	<b>\$ 1,907,725</b>	<b>\$ 1,899,425</b>	<b>\$ 1,975,175</b>

# GENERAL CAPITAL PROJECTS FUND

The General Capital Projects Fund accounts for the purchase of land, office equipment, furniture and other equipment, and for various capital improvements. Initial funding was provided by the closure of the Working Cash Fund and the transfer of the remaining funds. Resources are provided by transfers from the General Fund and grant revenues.

General Capital Projects Fund Expenditures



2010 - 2015: Actual Expenditures

The General Capital Projects Fund was established in FY 2011 to account for miscellaneous capital expenditures including land acquisition, vehicle replacement and other equipment and improvements.

CITY OF GENEVA, ILLINOIS  
Budget Summary By Account  
Fiscal Year Ending April 30, 2017

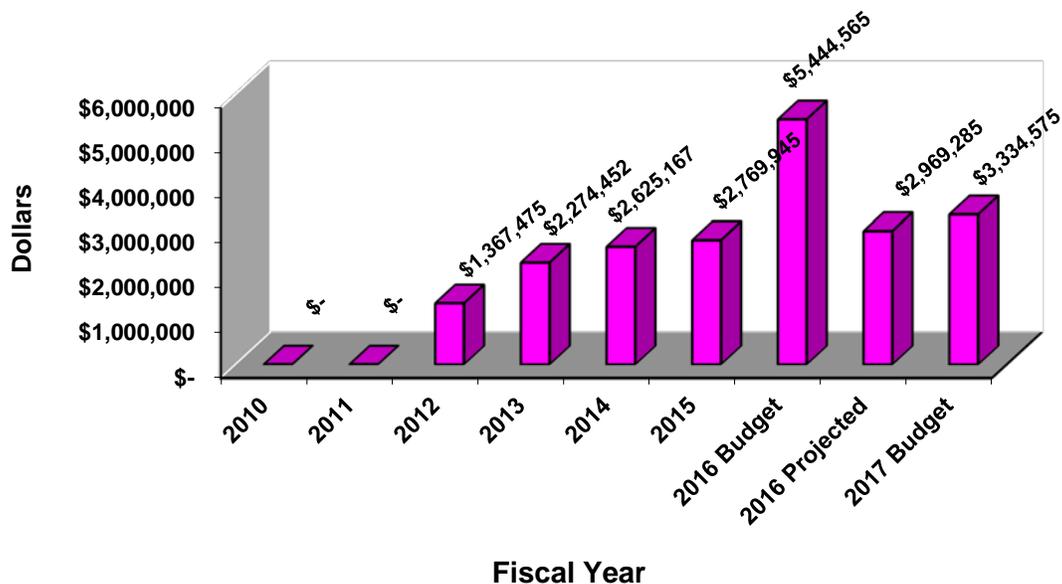
Fund 410 - General Capital Projects

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Revenues and Other Financing Sources</b>						
447	Federal Grants	\$ -	\$ 1,563	\$ -	\$ 3,120	\$ -
<b>Total Intergovernmental Revenues</b>		<b>-</b>	<b>1,563</b>	<b>-</b>	<b>3,120</b>	<b>-</b>
457	Restricted Police Fines	10,000	-	-	-	-
<b>Total Fines &amp; Forfeits</b>		<b>10,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
471	General Government Fees	11,147	-	-	-	-
<b>Total Service Fees</b>		<b>11,147</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
481	Interest Income	-	24	-	-	-
483	Insurance & Property Damage	15,334	-	96,679	96,680	-
485	Reimbursed Expenditures	-	8,070	-	-	-
<b>Total Other Revenues</b>		<b>15,334</b>	<b>8,094</b>	<b>96,679</b>	<b>96,680</b>	<b>-</b>
491.10	Transfers In - General Fund	758,314	737,824	25,930	25,930	169,800
493.40	Certificates of Participation	-	378,022	-	-	-
499	Reappropriation	-	-	506,025	-	-
<b>Total Other Financing Sources</b>		<b>758,314</b>	<b>1,115,846</b>	<b>531,955</b>	<b>25,930</b>	<b>169,800</b>
<b>Total Revenues and Other Financing Sources</b>		<b>\$ 794,795</b>	<b>\$ 1,125,503</b>	<b>\$ 628,634</b>	<b>\$ 125,730</b>	<b>\$ 169,800</b>
<b>Expenditures and Other Financing Uses</b>						
805	Land	\$ 289,742	\$ -	\$ -	\$ -	\$ -
810	Buildings & Improvements	45,660	22,421	96,679	100,325	76,000
815.05	Impr Other Than Buildings	36,819	25,614	-	500	2,800
820	Machinery & Equipment	168,705	151,222	18,330	18,330	60,000
825	Vehicles	195,333	310,802	506,025	505,560	31,000
830	Office Furniture	-	986	-	-	-
835	Computer Equipment	58,537	108,436	7,600	7,595	-
<b>Total Capital Outlay</b>		<b>794,795</b>	<b>619,481</b>	<b>628,634</b>	<b>632,310</b>	<b>169,800</b>
<b>Total Expenditures and Other Financing Uses</b>		<b>\$ 794,795</b>	<b>\$ 619,481</b>	<b>\$ 628,634</b>	<b>\$ 632,310</b>	<b>\$ 169,800</b>

# INFRASTRUCTURE CAPITAL PROJECTS FUND

The Infrastructure Capital Projects Fund accounts for various infrastructure capital improvements. Resources are provided by the 0.5% Non Home-Rule Sales Tax instituted in 2007 and Federal, State and Local Grants.

Infrastructure Capital Projects Fund Expenditures



2010 - 2015: Actual Expenditures

The Infrastructure Capital Projects Fund was established in FY 2012 to account for infrastructure capital improvements throughout the City. These improvements were previously accounted for in the General Fund.

CITY OF GENEVA, ILLINOIS  
Budget Summary By Account  
Fiscal Year Ending April 30, 2017

Fund 415 - Infrastructure Capital Projects Fund

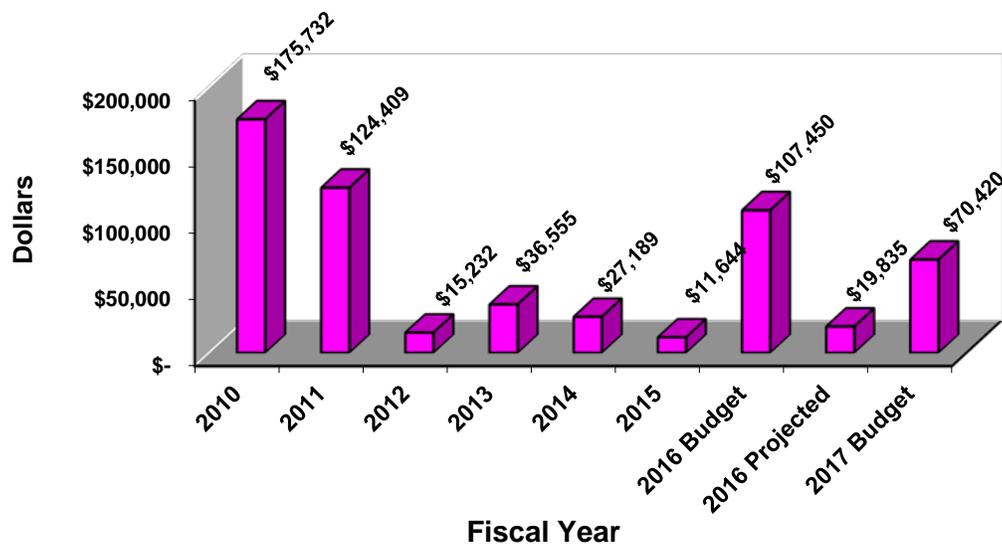
Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Revenues and Other Financing Sources</b>						
441	Non-HR Sales Tax	\$ 2,100,179	\$ 2,153,598	\$ 2,202,455	\$ 2,200,000	\$ 2,246,500
448	State/Local Grants	91,849	-	1,200,000	-	-
<b>Total Intergovernmental Revenues</b>		<u>2,192,028</u>	<u>2,153,598</u>	<u>3,402,455</u>	<u>2,200,000</u>	<u>2,246,500</u>
471.10	50/50 Tree Program	6,450	35,550	25,000	6,700	25,000
<b>Total Service Fees</b>		<u>6,450</u>	<u>35,550</u>	<u>25,000</u>	<u>6,700</u>	<u>25,000</u>
481	Interest Income	977	1,012	1,000	900	1,000
485	Reimbursed Expenditures	-	47,600	5,000	6,525	5,000
486	Donations	-	-	1,000,000	-	100,000
489	Miscellaneous	350	-	-	-	-
<b>Total Other Revenues</b>		<u>1,327</u>	<u>48,612</u>	<u>1,006,000</u>	<u>7,425</u>	<u>106,000</u>
491.10	Transfers In - General Fund	505,735	409,893	511,110	540,000	557,075
499	Reappropriation	-	-	500,000	-	400,000
<b>Total Other Financing Sources</b>		<u>505,735</u>	<u>409,893</u>	<u>1,011,110</u>	<u>540,000</u>	<u>957,075</u>
<b>Total Revenues and Other Financing Sources</b>		<u>\$ 2,705,539</u>	<u>\$ 2,647,653</u>	<u>\$ 5,444,565</u>	<u>\$ 2,754,125</u>	<u>\$ 3,334,575</u>
<b>Expenditures and Other Financing Uses</b>						
815.05	Impr Other Than Buildings	\$ 172,314	\$ 318,442	\$ 1,772,000	\$ 150,000	\$ 921,500
815.10	Improvements - Streets	2,451,350	2,055,154	3,289,565	2,437,280	2,152,000
815.15	Improvements - Storm Sewers	1,503	-	30,000	30,000	150,000
815.20	Improvements - Bridges/Culverts	-	60,231	-	-	-
815.40	Improvements - Parking Lots	-	336,119	353,000	352,000	42,500
<b>Total Capital Outlay</b>		<u>2,625,167</u>	<u>2,769,946</u>	<u>5,444,565</u>	<u>2,969,280</u>	<u>3,266,000</u>
999	Source of Reserves	\$ -	\$ -	\$ -	\$ -	\$ 68,575
<b>Total Other Financing Uses</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>68,575</u>
<b>Total Expenditures and Other Financing Uses</b>		<u>\$ 2,625,167</u>	<u>\$ 2,769,946</u>	<u>\$ 5,444,565</u>	<u>\$ 2,969,280</u>	<u>\$ 3,334,575</u>

# PRAIRIE GREEN CAPITAL PROJECTS FUND

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The Prairie Green Capital Projects Fund accounts for capital improvements within the Prairie Green wetlands area. Resources are provided by grant revenues and farm lease revenue.

Prairie Green Capital Projects Fund Expenditures



2010 - 2015: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
Budget Summary By Account  
Fiscal Year Ending April 30, 2017

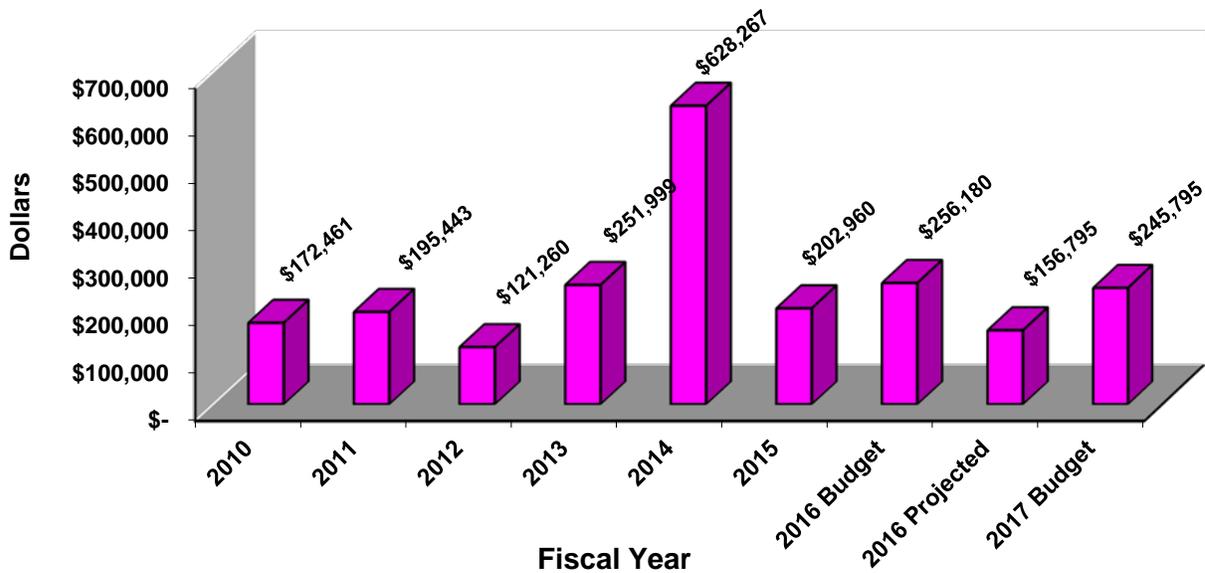
Fund 420 - Prairie Green

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Revenues and Other Financing Sources</b>						
481	Interest Income	\$ 229	\$ 629	\$ 200	\$ 1,645	\$ 1,670
482	Rental Income	103,420	105,000	107,250	105,000	68,750
<b>Total Other Revenues</b>		<u>103,649</u>	<u>105,629</u>	<u>107,450</u>	<u>106,645</u>	<u>70,420</u>
<b>Total Revenues and Other Financing Sources</b>		<u>\$ 103,649</u>	<u>\$ 105,629</u>	<u>\$ 107,450</u>	<u>\$ 106,645</u>	<u>\$ 70,420</u>
<b>Expenditures and Other Financing Uses</b>						
501	Wages - Regular	\$ -	\$ -	\$ 7,826	\$ 7,680	\$ 7,932
521	Group Insurance	-	-	1,686	1,605	1,733
522	Medicare	-	-	114	110	115
523	Social Security	-	-	486	460	492
524	IMRF	-	-	964	930	922
<b>Total Personal Services</b>		<u>-</u>	<u>-</u>	<u>11,076</u>	<u>10,785</u>	<u>11,194</u>
599	Other Contractual Services	-	8,540	10,000	-	-
<b>Total Contractual Services</b>		<u>-</u>	<u>8,540</u>	<u>10,000</u>	<u>-</u>	<u>-</u>
916	Property Taxes	5,629	6,591	7,255	7,450	8,500
<b>Total Other Expenditures</b>		<u>5,629</u>	<u>6,591</u>	<u>7,255</u>	<u>7,450</u>	<u>8,500</u>
999	Source of Reserves	-	-	54,119	-	50,726
<b>Total Other Financing Uses</b>		<u>-</u>	<u>-</u>	<u>54,119</u>	<u>-</u>	<u>50,726</u>
815.05	Impr Other Than Buildings	21,560	1,513	25,000	1,600	-
<b>Total Capital Outlay</b>		<u>21,560</u>	<u>1,513</u>	<u>25,000</u>	<u>1,600</u>	<u>-</u>
<b>Total Expenditures and Other Financing Uses</b>		<u>\$ 27,189</u>	<u>\$ 16,644</u>	<u>\$ 107,450</u>	<u>\$ 19,835</u>	<u>\$ 70,420</u>

# TAX INCREMENT FINANCE DISTRICT #2 CAPITAL PROJECTS FUND

The Tax Increment Finance (TIF) District #2 Capital Projects Fund accumulates resources for the payment of principal and interest on the TIF Revenue Bonds and capital improvements within the TIF District. Financing is provided by incremental property tax. Proceeds from these bond issues were used for capital improvements in the TIF #2 project area.

TIF #2 Capital Projects Fund Expenditures



2010 - 2015: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
Budget Detail By Fund  
Fiscal Year Ending April 30, 2017

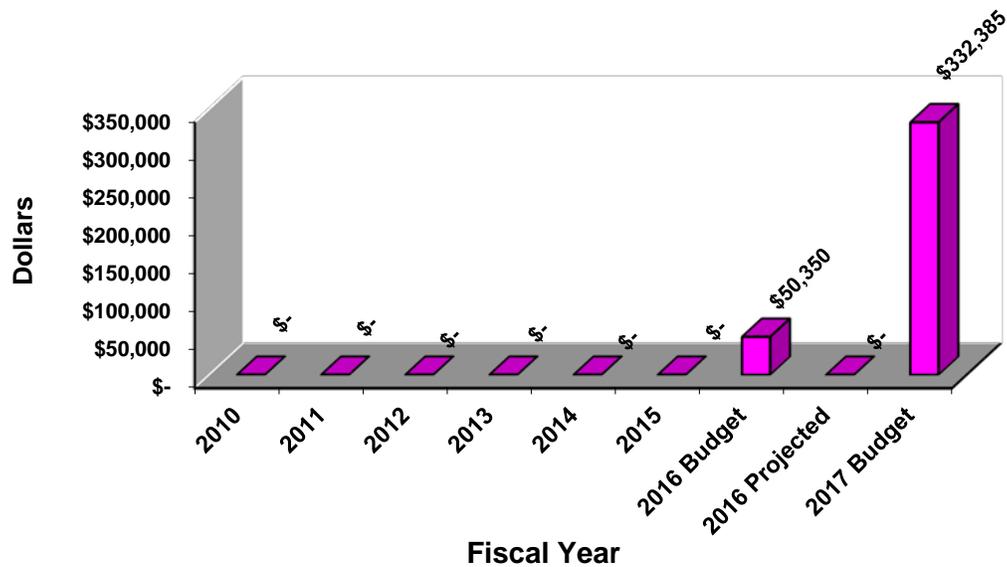
Fund 425 - TIF #2

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Revenues and Other Financing Sources</b>						
410	Property Tax	\$ 273,330	\$ 253,676	\$ 253,680	\$ 241,910	\$ 245,000
Total Taxes		<u>273,330</u>	<u>253,676</u>	<u>253,680</u>	<u>241,910</u>	<u>245,000</u>
481	Interest Income	2,333	1,009	2,500	1,000	795
Total Other Revenues		<u>2,333</u>	<u>1,009</u>	<u>2,500</u>	<u>1,000</u>	<u>795</u>
Total Revenues and Other Financing Sources		<u>\$ 275,663</u>	<u>\$ 254,685</u>	<u>\$ 256,180</u>	<u>\$ 242,910</u>	<u>\$ 245,795</u>
<b>Expenditures and Other Financing Uses</b>						
501	Wages - Regular	\$ 59,709	\$ 59,311	\$ 47,372	\$ 55,625	\$ 56,896
521	Group Insurance	7,535	7,793	9,097	10,890	11,308
522	Medicare	800	851	687	770	826
523	Social Security	3,265	3,438	2,821	3,200	3,442
524	IMRF	7,282	7,567	5,832	6,700	6,621
Total Personal Services		<u>78,591</u>	<u>78,960</u>	<u>65,809</u>	<u>77,185</u>	<u>79,093</u>
541	Accounting & Auditing Service	-	1,700	1,800	1,800	1,800
543	Legal Service	1,465	315	3,000	3,000	4,000
551	Advertising	595	-	5,000	-	5,000
559	Other Professional Services	1,141	-	2,000	9,000	50,000
563	Publishing	725	811	800	800	800
564	Printing	763	-	500	-	500
571	Dues & Subscriptions	650	650	775	650	650
573	Training & Professional Development	350	-	425	-	425
Total Contractual Services		<u>5,689</u>	<u>3,477</u>	<u>14,300</u>	<u>15,250</u>	<u>63,175</u>
705.24	Principal 2006 TIF Bonds	51,914	54,250	56,695	56,695	59,245
710.24	Interest 2006 TIF Bonds	9,994	7,658	5,250	7,665	2,670
Total Debt Service		<u>61,909</u>	<u>61,909</u>	<u>61,945</u>	<u>64,360</u>	<u>61,915</u>
916	Property Taxes	5,654	709	-	-	-
Total Other Expenditures		<u>5,654</u>	<u>709</u>	<u>-</u>	<u>-</u>	<u>-</u>
999	Source of Reserves	-	-	49,126	-	41,610
Total Other Financing Uses		<u>-</u>	<u>-</u>	<u>49,126</u>	<u>-</u>	<u>41,610</u>
805	Land	26,335	-	20,000	-	-
815.05	Impr Other Than Buildings	-	-	45,000	-	2
815.10	Improvements - Streets	450,090	57,907	-	-	-
Total Capital Outlay		<u>476,425</u>	<u>57,907</u>	<u>65,000</u>	<u>-</u>	<u>2</u>
Total Expenditures and Other Financing Uses		<u>\$ 628,267</u>	<u>\$ 202,960</u>	<u>\$ 256,180</u>	<u>\$ 156,795</u>	<u>\$ 245,795</u>

# CAPITAL EQUIPMENT FUND

The Capital Equipment Fund accounts for the purchase of vehicles and equipment. Resources are provided by grant revenues and sale of capital asset revenue and in the future transfers from the General Fund. This fund was established in FY 2012.

Capital Equipment Fund Expenditures



2010 - 2015: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
 Budget Summary By Account  
 Fiscal Year Ending April 30, 2017

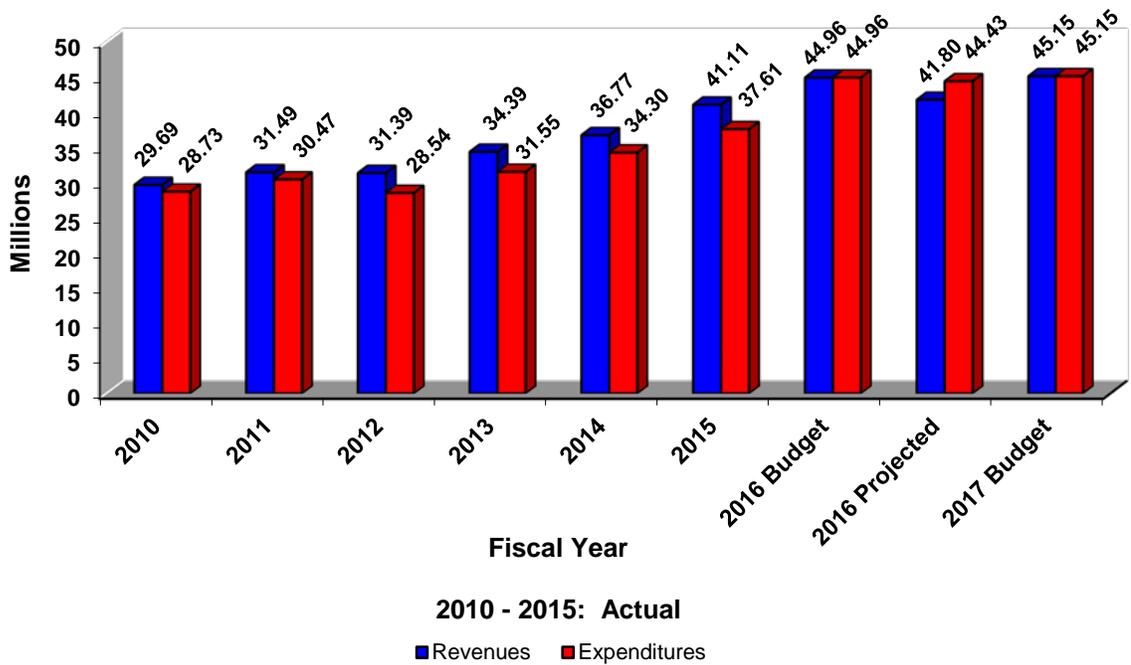
Fund 430 - Capital Equipment

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Revenues and Other Financing Sources</b>						
481	Interest Income	\$ 324	\$ 1,099	\$ 350	\$ -	\$ -
484	Sale of Capital Assets	9,027	55,609	50,000	84,060	35,000
<b>Total Other Revenues</b>		<u>9,351</u>	<u>56,708</u>	<u>50,350</u>	<u>84,060</u>	<u>35,000</u>
499	Reappropriation	-	-	-	-	297,385
<b>Total Other Financing Sources</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>297,385</u>
<b>Total Revenues and Other Financing Sources</b>		<u>\$ 9,351</u>	<u>\$ 56,708</u>	<u>\$ 50,350</u>	<u>\$ 84,060</u>	<u>\$ 332,385</u>
<b>Expenditures and Other Financing Uses</b>						
815.10	Improvements - Streets	\$ -	\$ -	\$ -	\$ -	\$ 332,385
<b>Total Capital Outlay</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>332,385</u>
999	Source of Reserves	\$ -	\$ -	\$ 50,350	\$ -	\$ -
<b>Total Other Financing Uses</b>		<u>-</u>	<u>-</u>	<u>50,350</u>	<u>-</u>	<u>-</u>
<b>Total Expenditures and Other Financing Uses</b>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ 50,350</u>	<u>\$ -</u>	<u>\$ 332,385</u>

# ELECTRIC FUND

The Electric Fund accounts for the provision of electric service to the residents of the City. All activities necessary to provide such services are accounted for in this fund including, but not limited to: administration, operations, maintenance, financing and related debt service, billing and collection.

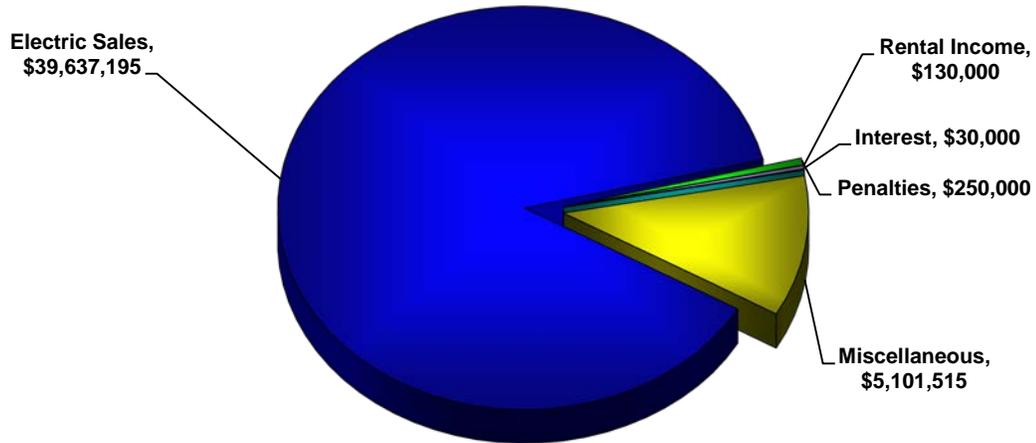
Electric Fund Revenues and Expenditures



# ELECTRIC FUND

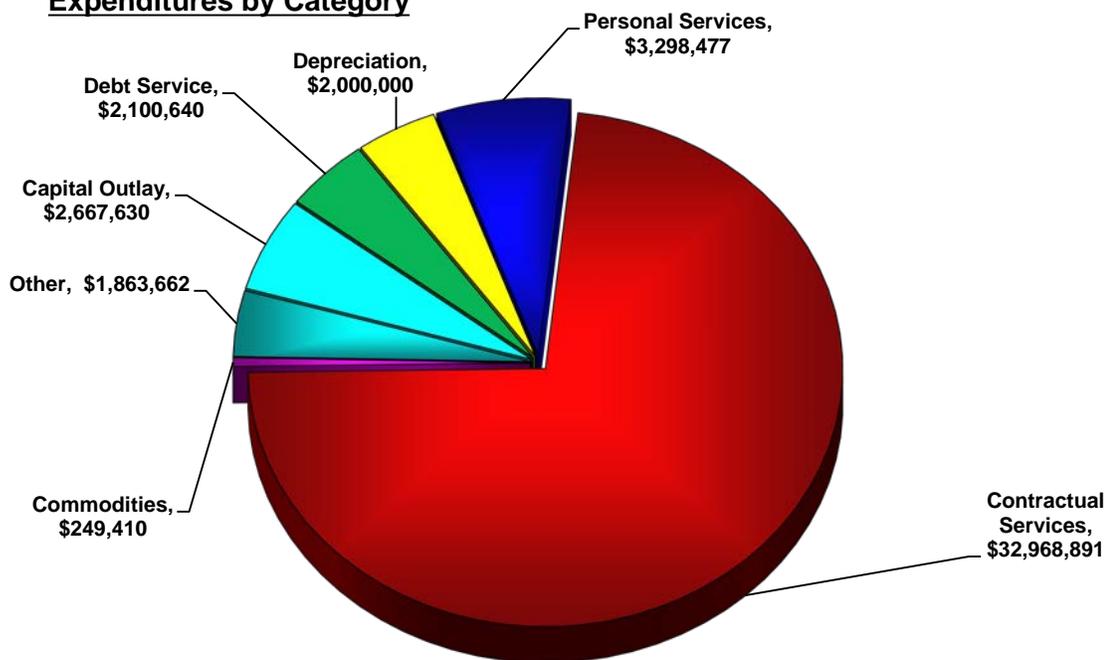
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## Revenues by Category



Electric sales account for 88% of the revenues in the Electric Fund.

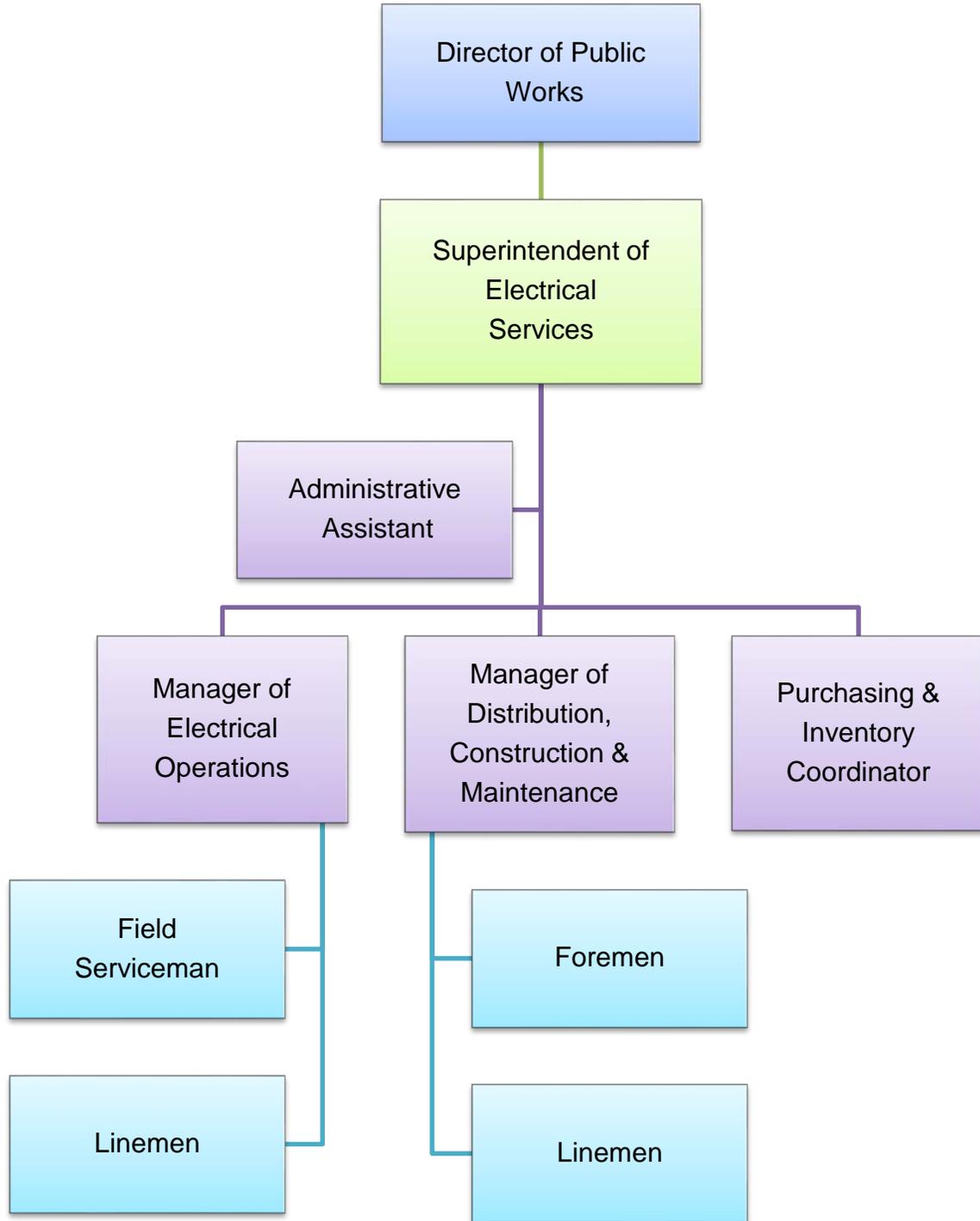
## Expenditures by Category



Contractual Services, the largest expenditure category includes purchased power which accounts for \$31,052,775 of the total. Personal Services account for 7.3% of expenditures.

# Public Works Department

## Electric Division



## PROGRAM DESCRIPTION

The Electric Division of the Public Works Department is responsible for the purchasing, generating and distribution of electricity in the City. It is the responsibility of the Division to ensure all personnel work in compliance with City procedures and policies, regulatory agency requirements and observe all required safety precautions in delivery of dependable electric services to customers.

## MISSION STATEMENT

Serving the Community with reliable power at the lowest possible rates.

## FY 2017 GOALS

**Goal # 1** Implement year twelve of Cable Replacement Program. Year twelve will consist of one project – The relocation and upgrade of existing electric at the intersection of Kirk Rd and Fabyan Parkway due to the County widening the intersection in the spring of 2017.

**Funding:** Underground Cable Replacement – Kirk Rd & Fabyan Pkwy - \$700,500

**Completion Date:** 04/29/2017

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires. Goal G: Develop and provide funding for capital investments and projects that consider a variety of local capital needs and those mandated by State/Federal Agencies including: a regular vehicle replacement schedule for all city vehicles; equipment for the Emergency Operations Center (EOC); other identified capital projects and equipment for all departments and programs (Capital Projects Plan).

**Goal # 2** This goal is to complete the upgrade of the controls and RTU (Remote Terminal Unit) at the East Side Drive (ESD) Substation to enhance the safety and reliability of the distribution system. ESD substation is two substations in one, however, some of the equipment is common to both. This project was modified in FY 2016 to take advantage of economies of scale and is being completed in one phase. This represents the final completion of the combined phases.

**Funding:** Electric Capital \$56,500

**Completion Date:** 06/30/2016

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires. Goal G: Develop and provide funding for capital investments and projects that consider a variety of local capital needs and those mandated by State/Federal Agencies including: a regular vehicle replacement schedule for all city vehicles; equipment for the Emergency Operations Center (EOC); other identified

capital projects and equipment for all departments and programs (Capital Projects Plan).

**Goal # 3** Upgrade City of Geneva Electric system distribution SCADA (Supervisory Control & Data Acquisition) Master Station and Redundant backup, associated communications processors, and a couple RTU's. The current SCADA equipment is 10 or more years old and has reached the end of its effective life. The software and operating system version is no longer supported and all hardware warranties have expired. Some hardware is no longer supported and would pose a major barrier to operation of the system if this hardware fails. This project is complying with industry best practices and continuing with the City's plan to upgrade systems as they become obsolete.

**Funding:** Electric Capital \$100,000

**Completion Date:** 01/31/2017

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires. Goal G: Develop and provide funding for capital investments and projects that consider a variety of local capital needs and those mandated by State/Federal Agencies including: a regular vehicle replacement schedule for all city vehicles; equipment for the Emergency Operations Center (EOC); other identified capital projects and equipment for all departments and programs (Capital Projects Plan).

**Goal # 4** Southeast Industrial Park Property Acquisition and Site Development:

- Continue to work with city staff, property owner(s)/developer(s), legal and land consultants to secure a substation site, easements for an electrical feed to the site, construction easements, and right-of-way to access the site so that site engineering and substation design engineering can move forward.
- Continue to work with ComEd and architect and engineering design firm on substation site design, offsite modifications required to feed substation, and equipment specifications.

**Funding:** Electric Capital \$500,000

**Completion Date:** 04/30/2017

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires. Goal C: Develop the necessary infrastructure for a Southeast Industrial Park.

**Goal #5** GGF Control System Evaluation:

- The control system at the Geneva Generation Facility is 11 years old. Select proprietary computer control equipment, software, and network communications

equipment are obsolete and no longer supported. Staff will work with Caterpillar Inc. to engineer and develop a budget and schedule for control system upgrades at GGF.

**Funding:** Electric Capital \$20,000

**Completion Date:** 11/30/2016

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires. Goal G: Develop and provide funding for capital investments and projects that consider a variety of local capital needs and those mandated by State/Federal Agencies including: a regular vehicle replacement schedule for all city vehicles; equipment for the Emergency Operations Center (EOC); other identified capital projects and equipment for all departments and programs (Capital Projects Plan).

**Goal #6** Establish and fund an ongoing Substation Maintenance program to further drive improvements to the reliability of Geneva's electrical substation infrastructure. The utility has experienced operating issues for equipment within the stations such as feeder breakers, load tap-changers, and transformer monitoring devices. This program will bring in substation maintenance professionals to test, verify, and maintain correct operation of major substation components on a five year cycle. This project is complying with industry best practices for substation maintenance.

**Funding:** Electric Capital \$65,000

**Completion Date:** 02/28/2017

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment, and meet community needs and desires. Goal L: Maintain high-quality public services that serve and protect our residents and businesses.

The Electric Fund is divided into 9 divisions:

**Division 20 – Administration:** The administration and supervision division that includes professional services, communications, professional development and the purchase of power for distribution.

**Division 25 – Operation & Maintenance:** The operation and maintenance of the distribution overhead and underground lines, structures, transformers and street lights.

**Division 27 – Substations:** The operation and maintenance of the substation buildings, structures, station equipment, transformers and SCADA system.

**Division 30 – Customer Accounting:** The meter reading, customer information system, billing and collection functions.

## Public Works – Electric

**Division 35 – Electric Generation:** The operation and maintenance of the Geneva Generation Facility (GGF), a 30 MW power generating facility, consisting of five Caterpillar natural gas engines and controls, buildings, station equipment, transformers and radiators.

**Division 45 – Fiber Optics:** The maintenance of the Geneva fiber optic system. This fiber system is the communication system of the City of Geneva, Geneva School District, Kane County Government and Geneva electric distribution system.

**Division 73 – GIS:** The operation and maintenance of the hardware and software of a geographic information system, which integrates mapping and data capturing into a system that allows the user to view and interpret data in the form of maps, reports and charts.

**Division 90 – Debt Service:** The annual principal and interest payments of the outstanding debt.

**Division 95 – Capital Outlay:** The construction and replacement of distribution overhead and underground lines, structures, transformers, street lights, substations, generation equipment, vehicles, equipment and computers.

Performance Measures	CY 2014	CY 2015	CY 2016
Average Number of Service Interruptions *	0.44	0.21	0.4
Average Length of Outage (Minutes)	39.15	15.74	19.31
Average Number of Days to Repair Street Lights	13.8	4.9	6.9
Number of Electronic Read Transmitter (ERT) Meters Installed	938	776	868 YTD

\* This number represents the electric system's reliability i.e. average number of times in a 12 month period, each customer will experience interruption in electric service.

## Public Works – Electric – Personnel Summary

<b>Position Title</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>Current Authorized</b>
Superintendent of Electrical Services	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Manager of Electrical Operations	1.00	1.00	1.00	1.00	1.00
Manager of Distribution, Construction & Maintenance	1.00	1.00	1.00	1.00	1.00
Field Serviceman	1.00	1.00	1.00	1.00	1.00
Foreman	2.00	2.00	2.00	2.00	2.00
Lineman	7.00	7.00	6.00	6.00	6.00
Electric Apprentice	0.00	0.00	0.00	1.00	2.00
<b>Total</b>	<b>14.00</b>	<b>14.00</b>	<b>13.00</b>	<b>13.00</b>	<b>15.00</b>

CITY OF GENEVA, ILLINOIS  
Budget Detail By Fund  
Fiscal Year Ending April 30, 2017

Fund 620 - Electric Fund

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Revenues and Other Financing Sources</b>						
455	Penalties	\$ 265,615	\$ 292,138	\$ 298,800	\$ 250,000	\$ 250,000
<b>Total Fines &amp; Forefeits</b>		<b>265,615</b>	<b>292,138</b>	<b>298,800</b>	<b>250,000</b>	<b>250,000</b>
461	Electric Sales	35,795,785	40,078,957	39,380,930	41,126,500	39,637,195
465	Connection Fees	-	450	-	-	-
468	New Service Installation	95,166	182,293	200,000	200,000	200,000
<b>Total Service Charges</b>		<b>35,890,951</b>	<b>40,261,701</b>	<b>39,580,930</b>	<b>41,326,500</b>	<b>39,837,195</b>
479	Disconnection/Reconnection Fees	-	-	500	-	500
<b>Total Service Fees</b>		<b>-</b>	<b>-</b>	<b>500</b>	<b>-</b>	<b>500</b>
481	Interest Income	12,216	46,586	30,000	30,000	31,000
482	Rental Income	35,476	89,006	90,000	116,830	130,000
483	Insurance & Property Damage	56,796	20,588	25,000	34,280	-
484	Sale of Capital Assets	8,911	20,652	10,000	22,600	10,000
485	Reimbursed Expenditures	7,043	36,830	17,000	-	17,000
486	Donations	485,367	337,224	-	-	-
489	Miscellaneous	10,415	4,042	35,000	15,000	35,000
<b>Total Other Revenues</b>		<b>616,224</b>	<b>554,929</b>	<b>207,000</b>	<b>218,710</b>	<b>223,000</b>
499	Reappropriation	-	-	4,872,278	-	4,838,015
<b>Total Other Financing Sources</b>		<b>-</b>	<b>-</b>	<b>4,872,278</b>	<b>-</b>	<b>4,838,015</b>
<b>Total Revenues and Other Financing Sources</b>		<b>\$ 36,772,790</b>	<b>\$ 41,108,768</b>	<b>\$ 44,959,508</b>	<b>\$ 41,795,210</b>	<b>\$ 45,148,710</b>
<b>Expenditures and Other Financing Uses</b>						
501	Wages - Regular	\$ 1,782,262	\$ 1,703,945	\$ 2,000,517	\$ 1,910,900	\$ 2,086,950
502	Wages - Part-Time/Seasonal	87,598	83,835	83,806	79,075	101,003
503	Overtime	40,808	30,904	166,200	49,035	205,185
504	Stand-By	94,267	96,984	94,130	101,500	115,875
521	Group Insurance	305,832	304,384	357,864	345,285	377,848
522	Medicare	27,177	28,034	34,143	29,670	31,152
523	Social Security	115,296	119,173	145,260	127,970	132,476
524	IMRF	236,899	238,174	279,854	248,045	244,755
527	Car Allowance	6,874	3,718	3,154	3,350	3,233
<b>Total Personal Services</b>		<b>2,697,012</b>	<b>2,609,152</b>	<b>3,164,928</b>	<b>2,894,830</b>	<b>3,298,477</b>
531	Maintenance Service	347,969	356,034	518,150	468,612	571,695
541	Accounting & Auditing Service	17,488	16,925	16,810	18,920	19,245
542	Engineering Service	5,591	7,183	30,875	6,500	30,875
543	Legal Service	503	488	1,100	1,000	1,100
544	Medical Service	3,465	3,270	4,000	5,000	5,160
546	Janitorial Service	70,081	95,255	88,225	100,000	108,935
547	Banking Service	927	642	2,500	1,500	2,500
550	Collection Service	3,600	-	-	-	-
552	Data Programming Service	35,527	30,814	45,800	21,500	44,800

CITY OF GENEVA, ILLINOIS  
Budget Detail By Fund  
Fiscal Year Ending April 30, 2017

Fund 620 - Electric Fund

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
559	Other Professional Services	1,247	1,308	3,105	1,000	3,105
561	Postage	55,173	60,183	60,860	63,020	72,115
562	Telephone	1,101	239	1,000	1,000	1,000
563	Publishing	464	511	630	300	630
564	Printing	12,487	12,033	12,325	12,280	13,200
565	Internet	2,513	2,320	2,340	2,340	2,340
566	Recording Fees	276	85	400	300	400
571	Dues & Subscriptions	25,154	26,237	28,560	26,955	29,315
572	Travel & Meals	560	319	13,415	4,200	9,250
573	Training & Professional Development	2,951	4,108	17,425	10,400	21,895
581	Utilities	445,898	257,102	650,200	327,120	650,180
583	Garbage Disposal	-	145	200	155	200
584	Landfill Charges	3,613	1,640	4,550	2,250	4,550
585	Electric Purchases	27,532,090	31,327,809	31,255,800	33,000,000	31,052,775
592	General Insurance	198,348	204,074	223,560	193,560	223,560
595	Rentals	20,035	20,226	26,870	24,793	27,666
599	Other Contractual Services	65,994	57,221	124,860	51,000	72,400
<b>Total Contractual Services</b>		<b>28,853,053</b>	<b>32,486,168</b>	<b>33,133,560</b>	<b>34,343,705</b>	<b>32,968,891</b>
601	Maintenance Supplies	73,582	63,828	106,090	74,510	106,190
621	Office Supplies	3,266	4,922	8,340	3,500	8,465
622	Office Equipment	1,778	6,826	1,000	600	2,000
622	Office Furniture	444	641	1,000	1,000	1,000
624	Operating Supplies	15,994	24,498	32,200	26,595	34,700
625	Small Tools	4,100	3,235	4,680	4,680	4,680
626	Janitorial Supplies	331	570	1,100	800	1,100
627	Motor Fuel & Lubricants	35,134	32,477	76,125	29,700	76,125
631	Clothing	6,132	2,156	12,525	12,025	12,525
632	Per Copy Charges	555	675	400	600	660
641	Books	143	172	345	745	845
662	Film/Video	465	468	1,000	500	500
663	Computer Software	446	213	620	500	620
<b>Total Commodities</b>		<b>142,364</b>	<b>140,678</b>	<b>245,423</b>	<b>155,754</b>	<b>249,410</b>
705.18	Principal 2003 Bonds	830,000	-	-	-	-
705.23	Principal 2006D Bonds	480,000	510,000	-	-	-
705.26	Principal 2007 Bonds	240,000	60,000	-	-	-
705.34	Principal 2011 Bonds	120,000	520,000	1,170,000	1,170,000	1,445,000
705.37	Principal 2013 Bonds	-	505,000	130,000	130,000	155,000
705.38	Principal 2014 Bonds	-	-	225,000	225,000	245,000
710.18	Interest 2003 Bonds	46,423	-	-	-	-
710.23	Interest 2006D Bonds	40,033	19,301	-	-	-
710.26	Interest 2007 Bonds	82,666	57,071	-	-	-
710.34	Interest 2011 Bonds	228,390	257,526	219,140	219,140	193,140
710.37	Interest 2013 Bonds	11,346	3,234	21,220	21,220	19,700
710.38	Interest 2014 Bonds	-	30,151	63,805	63,805	40,100
715	Paying Agent Fees	1,923	2,480	2,700	2,700	2,700
720	Bond Issue Costs	53,921	57,634	-	-	-
<b>Total Debt Service</b>		<b>2,134,701</b>	<b>2,022,397</b>	<b>1,831,865</b>	<b>1,831,865</b>	<b>2,100,640</b>

CITY OF GENEVA, ILLINOIS  
 Budget Detail By Fund  
 Fiscal Year Ending April 30, 2017

Fund 620 - Electric Fund

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
810	Buildings & Improvements	10,778	14,569	20,000	12,630	37,000
815.05	Improvements Other Than Buildings	73,175	44,820	207,500	80,000	202,000
815.25	Electric System	1,473,892	684,619	3,922,620	2,900,000	1,929,130
820	Machinery & Equipment	96,874	22,924	47,835	27,000	94,000
825	Vehicles	153,042	248,431	375,000	175,000	305,000
835	Computer Equipment	6,731	4,537	3,250	3,250	100,500
910	Capitalized Assets	(3,134,061)	(2,454,232)	-	-	-
Total Capital Outlay		<u>(1,319,570)</u>	<u>(1,434,333)</u>	<u>4,576,205</u>	<u>3,197,880</u>	<u>2,667,630</u>
911	Depreciation	1,789,036	1,782,365	2,000,000	2,000,000	2,000,000
914	State/Federal Permits	5,444	5,514	6,875	5,445	6,875
917	Employee Awards	200	1,300	450	475	500
918	Easements	130	120	200	160	200
Total Other Expenditures		<u>1,794,810</u>	<u>1,789,299</u>	<u>2,007,525</u>	<u>2,006,080</u>	<u>2,007,575</u>
999	Source of Reserves	-	-	-	-	1,856,087
Total Other Financing Uses		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,856,087</u>
Total Expenditures and Other Financing Uses		<u>\$ 34,302,371</u>	<u>\$ 37,613,361</u>	<u>\$ 44,959,506</u>	<u>\$ 44,430,114</u>	<u>\$ 45,148,710</u>

CITY OF GENEVA, ILLINOIS  
Expenditure Budget Summary by Division  
Fiscal Year Ending April 30, 2017

620 - Electric Fund

Division	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
20	Administration	\$ 28,272,328	\$ 32,015,700	\$ 32,140,414	\$ 33,765,995	\$ 31,917,888
25	Operation & Maintenance	2,341,103	2,299,726	2,981,314	2,555,425	3,109,334
27	Substations	33,296	52,938	43,715	46,100	110,715
30	Customer Accounting	124,793	129,313	140,410	138,160	141,360
35	Electric Generation	800,860	614,257	1,099,355	723,870	1,120,570
40	New Service	38,859	34,376	-	30,480	-
45	Fiber Optics	9,567	5,649	45,000	45,970	20,000
73	GIS	77,401	90,976	101,230	94,370	104,486
90	Debt Service & Depreciation	2,253,737	2,209,762	3,831,865	3,831,865	5,956,727
95	Capital Outlay	350,430	160,667	653,585	3,197,880	2,667,630
<b>Total Electric Fund</b>		<b>\$ 34,302,375</b>	<b>\$ 37,613,364</b>	<b>\$ 41,036,888</b>	<b>\$ 44,430,115</b>	<b>\$ 45,148,710</b>

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2017

Fund 620 - Electric Fund

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
Expenditures						
Division 20 - Administration						
501	Wages - Regular	\$ 397,046	\$ 347,167	\$ 413,067	\$ 405,000	\$ 426,274
521	Group Insurance	54,225	43,391	56,719	58,255	57,626
522	Medicare	5,657	5,205	6,035	5,850	6,228
523	Social Security	24,013	22,214	25,761	25,000	26,413
524	IMRF	51,766	45,468	51,163	50,000	49,904
527	Car Allowance	6,874	3,718	3,154	3,350	3,233
Total Personal Services		<u>539,581</u>	<u>467,163</u>	<u>555,899</u>	<u>547,455</u>	<u>569,678</u>
531	Maintenance Service	3,623	4,104	4,325	4,590	4,925
541	Accounting & Auditing Service	17,488	16,925	16,810	18,920	19,245
543	Legal Service	5,444	7,183	30,875	6,500	30,875
547	Banking Service	70,081	95,255	88,225	100,000	108,935
559	Other Professional Services	29,134	22,504	32,700	12,000	32,700
561	Postage	1,247	1,308	3,105	1,000	3,105
562	Telephone	25,732	29,512	28,440	30,000	38,000
563	Publishing	1,101	242	1,000	1,000	1,000
564	Printing	464	560	630	300	630
565	Internet	2,513	2,320	2,340	2,340	2,340
566	Recording Fees	276	85	400	300	400
571	Dues	24,969	26,057	28,060	26,715	28,815
572	Travel	540	197	6,800	3,500	6,800
573	Training	1,032	550	6,450	3,400	6,450
585	Electric Purchases	27,532,090	31,327,809	31,255,800	33,000,000	31,052,775
592	General Insurance	-	45	-	-	-
595	Rentals	1,192	1,106	1,255	1,115	1,255
599	Other Contractual Services	9,695	4,486	67,600	500	-
Total Contractual Services		<u>27,726,620</u>	<u>31,540,246</u>	<u>31,574,815</u>	<u>33,212,180</u>	<u>31,338,250</u>
621	Office Supplies	3,165	4,922	6,480	3,500	6,480
622	Office Equipment	1,774	1,220	1,000	600	1,000
623	Office Furniture	444	641	1,000	1,000	1,000
624	Operating Supplies	5	500	-	-	-
627	Motor Fuel & Lubricants	30	-	-	-	-
632	Per Copy Charges	555	675	400	600	660
663	Computer Software	25	213	620	500	620
Total Commodities		<u>5,997</u>	<u>8,171</u>	<u>9,500</u>	<u>6,200</u>	<u>9,760</u>
918	Easements	130	120	200	160	200
Total Other Expenditures		<u>130</u>	<u>120</u>	<u>200</u>	<u>160</u>	<u>200</u>
Total Administration		<u>\$ 28,272,328</u>	<u>\$ 32,015,700</u>	<u>\$ 32,140,414</u>	<u>\$ 33,765,995</u>	<u>\$ 31,917,888</u>
Division 25 - Operation & Maintenance						
501	Wages - Regular	\$ 1,265,001	\$ 1,239,372	\$ 1,526,745	\$ 1,375,000	\$ 1,598,842
502	Wages - Part-Time/Seasonal	42,165	40,295	42,606	39,800	58,603
503	Overtime	38,148	27,742	161,445	45,085	198,060
504	Stand-By	94,267	96,984	94,130	101,500	115,875

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2017

Fund 620 - Electric Fund

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Expenditures</b>						
521	Group Insurance	241,204	249,096	291,122	274,970	309,901
522	Medicare	19,135	20,521	26,458	21,850	24,027
523	Social Security	81,082	87,153	112,440	92,700	102,229
524	IMRF	169,383	177,673	219,768	185,000	187,666
<b>Total Personal Services</b>		<b>1,950,384</b>	<b>1,938,835</b>	<b>2,474,714</b>	<b>2,135,905</b>	<b>2,595,203</b>
531	Maintenance Service	144,432	142,895	205,645	179,000	210,645
543	Legal Service	148	-	-	-	-
544	Medical Service	503	488	1,100	1,000	1,100
546	Janitorial Service	3,465	3,270	4,000	5,000	5,160
559	Other Professional Services	6,318	5,936	7,600	7,000	7,600
564	Printing	185	180	500	240	500
571	Dues	20	123	6,615	700	2,450
572	Travel	1,720	3,208	8,925	7,000	11,635
573	Training	26,502	-	-	-	-
581	Utilities	5,813	6,282	7,140	7,120	7,120
584	Landfill Charges	3,613	1,640	4,550	2,250	4,550
592	General Insurance	91,408	93,838	95,000	96,090	95,000
595	Rentals	3,324	5,045	4,440	3,400	4,616
599	Other Contractual Services	2,213	3,335	5,400	3,500	5,520
<b>Total Contractual Services</b>		<b>289,663</b>	<b>266,239</b>	<b>350,915</b>	<b>312,300</b>	<b>355,896</b>
601	Maintenance Supplies	50,146	43,271	66,005	45,000	66,005
622	Office Equipment	4	-	-	-	-
624	Operating Supplies	15,986	22,172	26,255	24,095	28,755
625	Small Tools	4,068	3,176	4,180	4,180	4,180
626	Janitorial Supplies	331	517	500	500	500
627	Motor Fuel & Lubricants	23,582	21,421	44,425	19,700	44,425
631	Clothing	6,132	2,156	12,525	12,025	12,525
641	Books	143	172	345	745	845
662	Film/Video	465	468	1,000	500	500
<b>Total Commodities</b>		<b>100,856</b>	<b>93,352</b>	<b>155,235</b>	<b>106,745</b>	<b>157,735</b>
917	Employee Awards	200	1,300	450	475	500
<b>Total Other Expenditures</b>		<b>200</b>	<b>1,300</b>	<b>450</b>	<b>475</b>	<b>500</b>
<b>Total Operation &amp; Maintenance</b>		<b>\$ 2,341,103</b>	<b>\$ 2,299,726</b>	<b>\$ 2,981,314</b>	<b>\$ 2,555,425</b>	<b>\$ 3,109,334</b>
<b>Division 27 - Substations</b>						
531	Maintenance Service	\$ 19,440	\$ 29,877	\$ 20,000	\$ 26,000	\$ 87,000
595	Rentals	242	-	-	-	-
599	Other Contractual Services	926	5,149	4,500	5,000	4,500
<b>Total Contractual Services</b>		<b>20,608</b>	<b>35,026</b>	<b>24,500</b>	<b>31,000</b>	<b>91,500</b>
601	Maintenance Supplies	10,788	11,769	17,415	15,000	17,415
626	Janitorial Supplies	-	27	100	100	100

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2017

Fund 620 - Electric Fund

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
Expenditures						
627	Motor Fuel & Lubricants	1,900	6,116	1,700	-	1,700
Total Commodities		<u>12,688</u>	<u>17,912</u>	<u>19,215</u>	<u>15,100</u>	<u>19,215</u>
Total Substations		<u>\$ 33,296</u>	<u>\$ 52,938</u>	<u>\$ 43,715</u>	<u>\$ 46,100</u>	<u>\$ 110,715</u>
Division 30 - Customer Accounting						
502	Wages - Part-Time/Seasonal	\$ 45,433	\$ 43,541	\$ 41,200	\$ 39,275	\$ 42,400
521	Group Insurance	971	900	-	810	-
522	Medicare	659	632	600	570	-
523	Social Security	2,817	2,701	2,555	2,450	-
Total Personal Services		<u>49,880</u>	<u>47,773</u>	<u>44,355</u>	<u>43,105</u>	<u>42,400</u>
531	Maintenance Service	29,077	31,354	41,455	41,455	43,205
550	Collection Service	927	642	2,500	1,500	2,500
552	Data Programming Service	3,600	-	-	-	-
561	Postage	25,092	26,063	27,020	27,020	26,615
564	Printing	12,444	11,981	12,280	12,280	13,200
595	Rentals	3,756	11,501	12,800	12,800	13,440
Total Contractual Services		<u>74,897</u>	<u>81,540</u>	<u>96,055</u>	<u>95,055</u>	<u>98,960</u>
601	Maintenance Supplies	17	-	-	-	-
Total Commodities		<u>17</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Customer Accounting		<u>\$ 124,793</u>	<u>\$ 129,313</u>	<u>\$ 140,410</u>	<u>\$ 138,160</u>	<u>\$ 141,360</u>
Division 35 - Electric Generation						
501	Wages - Regular	\$ 39,822	\$ 32,223	\$ -	\$ 46,450	\$ -
503	Overtime	344	676	4,755	1,450	7,125
521	Group Insurance	812	730	-	700	-
522	Medicare	573	454	170	155	-
523	Social Security	2,452	1,943	740	2,645	-
524	IMRF	5,183	4,079	1,460	2,400	-
Total Personal Services		<u>49,187</u>	<u>40,106</u>	<u>7,125</u>	<u>53,800</u>	<u>7,125</u>
531	Maintenance Service	145,073	140,331	197,160	174,200	201,255
559	Other Professional Services	75	2,375	4,500	2,500	4,500
562	Telephone	4,348	4,608	5,400	6,000	7,500
581	Utilities	413,583	250,820	643,060	320,000	643,060
583	Garbage Disposal	-	145	200	155	200
592	General Insurance	106,940	110,191	128,560	97,470	128,560
595	Rentals	840	840	1,500	1,000	1,500
599	Other Contractual Services	53,160	44,251	47,360	42,000	62,380
Total Contractual Services		<u>724,020</u>	<u>553,561</u>	<u>1,027,740</u>	<u>643,325</u>	<u>1,048,955</u>
601	Maintenance Supplies	12,553	8,225	20,670	8,100	20,670

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2017

Fund 620 - Electric Fund

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Expenditures</b>						
624	Operating Supplies	2	1,826	5,945	2,500	5,945
625	Small Tools	32	59	500	500	500
626	Janitorial Supplies	-	26	500	200	500
627	Motor Fuel & Lubricants	9,622	4,940	30,000	10,000	30,000
<b>Total Commodities</b>		<b>22,210</b>	<b>15,076</b>	<b>57,615</b>	<b>21,300</b>	<b>57,615</b>
914	State/Federal Permit Fees	5,444	5,514	6,875	5,445	6,875
<b>Total Other Expenditures</b>		<b>5,444</b>	<b>5,514</b>	<b>6,875</b>	<b>5,445</b>	<b>6,875</b>
<b>Total Electric Generation</b>		<b>\$ 800,860</b>	<b>\$ 614,257</b>	<b>\$ 1,099,355</b>	<b>\$ 723,870</b>	<b>\$ 1,120,570</b>
<b>Division 40 - New Service</b>						
501	Wages - Regular	\$ 29,585	\$ 25,631	\$ -	\$ 22,500	\$ -
503	Overtime	2,315	2,486	-	2,500	-
521	Group Insurance	485	706	-	500	-
522	Medicare	452	396	-	385	-
523	Social Security	1,935	1,634	-	1,500	-
524	IMRF	4,086	3,522	-	3,095	-
<b>Total Personal Services</b>		<b>38,859</b>	<b>34,376</b>	<b>-</b>	<b>30,480</b>	<b>-</b>
<b>Total New Service</b>		<b>\$ 38,859</b>	<b>\$ 34,376</b>	<b>\$ -</b>	<b>\$ 30,480</b>	<b>\$ -</b>
<b>Division 45 - Fiber Optics</b>						
531	Maintenance Service	\$ -	\$ -	\$ 39,870	\$ 36,327	\$ 14,870
595	Rentals	9,526	-	5,130	4,978	5,130
<b>Total Contractual Services</b>		<b>9,526</b>	<b>-</b>	<b>45,000</b>	<b>41,305</b>	<b>20,000</b>
601	Maintenance Supplies	\$ 41	\$ 42	\$ -	\$ 4,665	\$ -
622	Office Equipment	-	5,607	-	-	-
<b>Total Commodities</b>		<b>41</b>	<b>5,649</b>	<b>-</b>	<b>4,665</b>	<b>-</b>
<b>Total Fiber Optics</b>		<b>\$ 9,567</b>	<b>\$ 5,649</b>	<b>\$ 45,000</b>	<b>\$ 45,970</b>	<b>\$ 20,000</b>
<b>Division 73 - GIS</b>						
501	Wages - Regular	\$ 50,808	\$ 59,552	\$ 60,705	\$ 61,950	\$ 61,834
521	Group Insurance	8,135	9,561	10,023	10,050	10,321
522	Medicare	701	825	880	860	897
523	Social Security	2,997	3,529	3,764	3,675	3,834
524	IMRF	6,481	7,432	7,463	7,550	7,185
<b>Total Personal Services</b>		<b>69,122</b>	<b>80,899</b>	<b>82,835</b>	<b>84,085</b>	<b>84,071</b>
531	Maintenance Service	6,323	7,473	9,695	7,040	9,795
559	Other Professional Services	-	-	1,000	-	-
564	Printing	42	-	45	-	-

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2017

Fund 620 - Electric Fund

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Expenditures</b>						
573	Training	200	350	2,050	-	3,810
595	Rentals	1,156	1,733	1,745	1,500	1,725
<b>Total Contractual Services</b>		<b>7,721</b>	<b>9,556</b>	<b>14,535</b>	<b>8,540</b>	<b>15,330</b>
601	Maintenance Supplies	36	521	2,000	1,745	2,100
621	Office Supplies	101	-	1,860	-	1,985
622	Office Equipment	-	-	-	-	1,000
663	Computer Software	422	-	-	-	-
<b>Total Commodities</b>		<b>558</b>	<b>521</b>	<b>3,860</b>	<b>1,745</b>	<b>5,085</b>
<b>Total GIS</b>		<b>\$ 77,401</b>	<b>\$ 90,976</b>	<b>\$ 101,230</b>	<b>\$ 94,370</b>	<b>\$ 104,486</b>

Division 90 - Debt Service & Depreciation

705.18	Principal - 2003 Bonds	\$ 830,000	\$ -	\$ -	\$ -	\$ -
705.23	Principal - 2006D Bonds	480,000	510,000	-	-	-
705.26	Principal - 2007 Bonds	240,000	60,000	-	-	-
705.34	Principal - 2011 Bonds	120,000	520,000	1,170,000	1,170,000	1,445,000
705.37	Principal - 2013 Bonds	-	505,000	130,000	130,000	155,000
705.38	Principal - 2014 Bonds	-	-	225,000	225,000	245,000
710.18	Interest - 2003 Bonds	46,423	-	-	-	-
710.23	Interest - 2006D Bonds	40,033	19,301	-	-	-
710.26	Interest - 2007 Bonds	82,666	57,071	-	-	-
710.34	Interest - 2011 Bonds	228,390	257,526	219,140	219,140	193,140
710.37	Interest - 2013 Bonds	11,346	3,234	21,220	21,220	19,700
710.38	Interest - 2014 Bonds	-	30,151	63,805	63,805	40,100
715	Paying Agent Fees	1,923	2,480	2,700	2,700	2,700
720	Bond Issue Costs	53,921	57,634	-	-	-
910	Capitalized Assets	(1,670,000)	(1,595,000)	-	-	-
<b>Total Debt Service</b>		<b>464,701</b>	<b>427,397</b>	<b>1,831,865</b>	<b>1,831,865</b>	<b>2,100,640</b>
911	Depreciation	1,789,036	1,782,365	2,000,000	2,000,000	2,000,000
999	Source of Reserves	-	-	-	-	1,856,087
<b>Total Other Expenditures</b>		<b>1,789,036</b>	<b>1,782,365</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>3,856,087</b>
<b>Total Debt Service &amp; Depreciation</b>		<b>\$ 2,253,737</b>	<b>\$ 2,209,762</b>	<b>\$ 3,831,865</b>	<b>\$ 3,831,865</b>	<b>\$ 5,956,727</b>

Division 95 - Capital Outlay

810	Buildings & Improvements	\$ 10,778	\$ 14,569	\$ 20,000	\$ 12,630	\$ 37,000
815.05	Improvements Other than Buildings	73,175	44,820	207,500	80,000	202,000
815.25	Improvements - Electric System	1,473,892	684,619	-	2,900,000	1,929,130
820	Machinery & Equipment	96,874	22,924	47,835	27,000	94,000
825	Vehicles	153,042	248,431	375,000	175,000	305,000
835	Computer Equipment	6,731	4,537	3,250	3,250	100,500
910	Capitalized Assets	(1,464,061)	(859,232)	-	-	-
<b>Total Capital Outlay</b>		<b>350,430</b>	<b>160,667</b>	<b>653,585</b>	<b>3,197,880</b>	<b>2,667,630</b>

CITY OF GENEVA, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending April 30, 2017

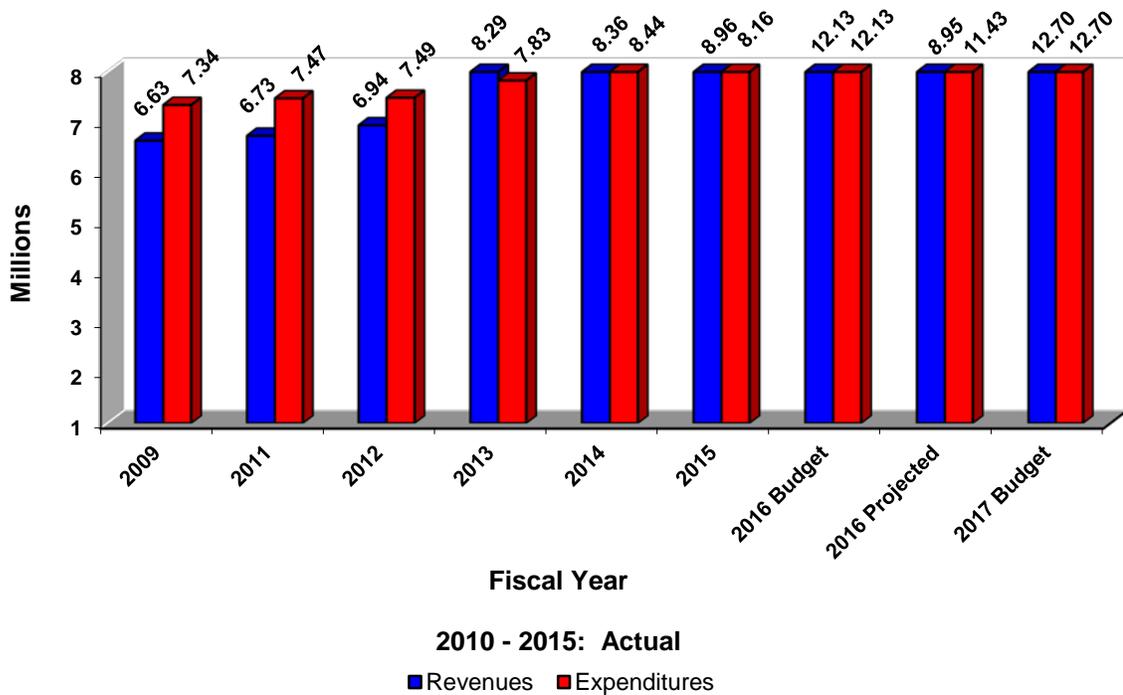
Fund 620 - Electric Fund

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
Expenditures						
Total Capital Outlay		\$ 350,430	\$ 160,667	\$ 653,585	\$ 3,197,880	\$ 2,667,630
Total Electric Fund		<u>\$ 34,302,375</u>	<u>\$ 37,613,364</u>	<u>\$ 41,036,888</u>	<u>\$ 44,430,115</u>	<u>\$ 45,148,710</u>

# WATER/WASTEWATER FUND

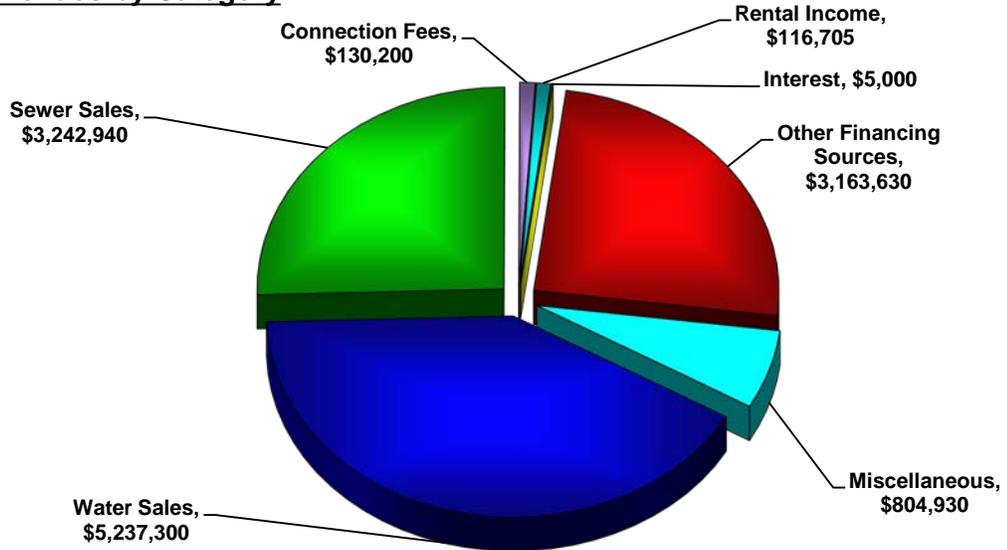
The Water/Wastewater Fund accounts for the provision of water and sewer services to the residents of the City. All activities necessary to provide such services are accounted for in this fund including, but not limited to: administration, operations, maintenance, financing and related debt service, billing and collection.

Water/Wastewater Fund Revenues and Expenditures



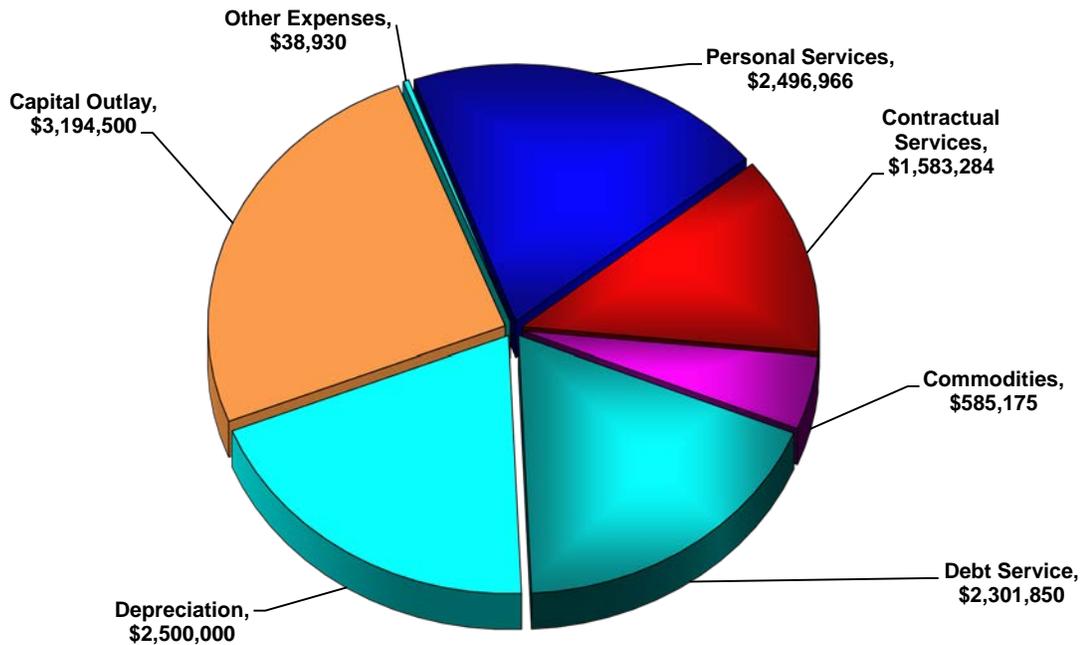
# WATER/WASTEWATER FUND

## Revenues by Category



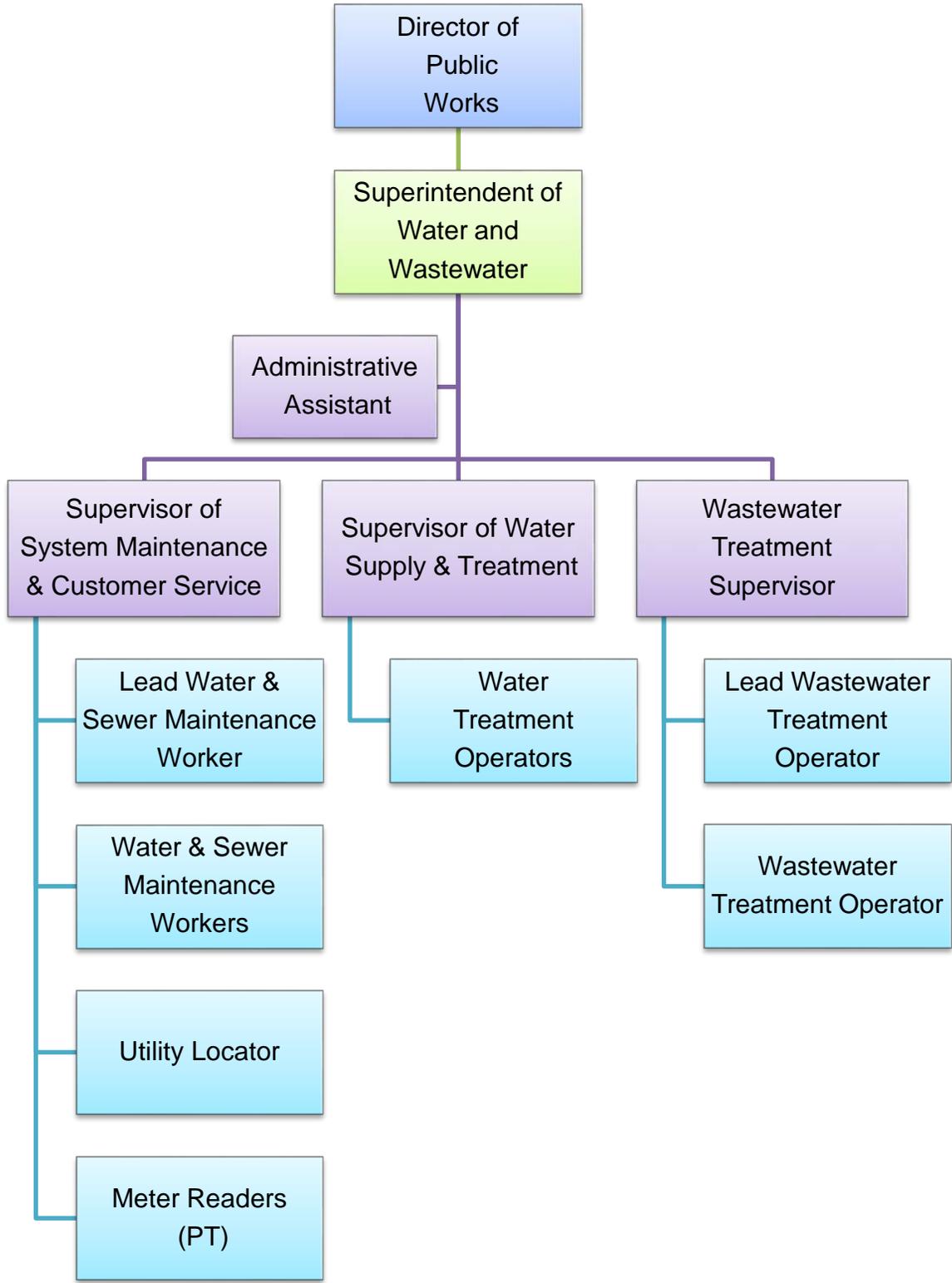
Water and Sewer sales account for 67% of the revenues in the Water/Wastewater Fund.

## Expenditures by Category



Personal Services accounts for 20% of expenditures and Debt Service accounts for 18% of expenditures.

Public Works Department  
Water / Wastewater Division



## PROGRAM DESCRIPTION

The Water/Wastewater Division of the Public Works Department is responsible for all activities regarding water and wastewater including the water supply, water treatment, wastewater collection, treatment and disposal and storm water collection.

## MISSION STATEMENT

The Water and Wastewater Division shall provide high-quality, reliable water supply and wastewater treatment-related services which are protective of customer health and safety, 100% compliant with State and Federal Standards, and at the most economical price obtainable.

## FY 2017 GOALS

**Goal # 1** Water Main Replacement. Staff proposes to replace 1,800 feet of 4 inch water main on S. River Lane from Campbell to South Street with 8 inch water main. The new water main will improve fire flow, improve water quality and reliability.

**Funding:** Water Capital \$700,000

**Completion Date:** 04/30/2017

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively deliver core services, provide for capital investment, and meet community needs and desires. Goal G: Develop and provide funding for capital investments and projects that consider a variety of local capital needs and those mandated by State/Federal Agencies.

**Goal # 2** Sanitary Sewer Rehabilitation. Staff proposes to continue the annual investment in sanitary sewer rehabilitation to reduce sanitary sewer overflows as a result of infiltration/inflow, tree roots, and deteriorated pipes. Televising and smoke testing will be used to identify problem areas. Sanitary sewer lining, grouting and/or dig and replace methods will be used to correct problem sewers.

**Funding:** Sewer Capital \$280,000

**Completion Date:** 04/30/2017

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively deliver core services, provide for capital investment, and meet community needs and desires. Goal G: Develop and provide funding for capital investments and projects that consider a variety of local capital needs and those mandated by State/Federal Agencies.

**Goal # 3** Wastewater Design Improvements. CDM Smith has been hired to perform design engineering of improvements to the Wastewater Treatment Plant to comply with phosphorus discharge limits in the NPDES Permit.

**Funding:** Water Capital \$475,000

**Completion Date:** 10/30/2016

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively deliver core services, provide for capital investment, and meet community needs and desires. Goal

## Public Works – Water/Wastewater

G: Develop and provide funding for capital investments and projects that consider a variety of local capital needs and those mandated by State/Federal Agencies.

**Goal # 4** Wastewater Construction Upgrades. Staff will proceed with bidding the construction of improvements to the Wastewater Treatment Plant based on the design by CDM Smith.

**Funding:** Water Capital \$500,000

**Completion Date:** 04/30/2017

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively deliver core services, provide for capital investment, and meet community needs and desires. Goal G: Develop and provide funding for capital investments and projects that consider a variety of local capital needs and those mandated by State/Federal Agencies.

**Goal # 5** Implement year five of the water meter replacement program with radio read Encoder Receiver Transmitters (ERTs) to allow for fixed base meter reading.

**Funding:** Water Capital \$200,000

**Completion Date:** 04/30/2017

**Strategic Plan:** Vision 5: Manage City resources and assets to effectively deliver core services, provide for capital investment, and meet community needs and desires. Goal S: Optimize technology's effectiveness at delivery of public services.

The Water/Wastewater Fund is divided into 9 divisions:

**Division 60 – Water Production:** The maintenance and supply of shallow and deep well water which is transmitted to the Water Treatment facility to be used in the production of potable water for the City of Geneva.

**Division 65 – Water Distribution:** Responsible for the repair, maintenance and construction of 150 miles of water distribution piping and components. The primary responsibility of staff is to respond to water main breaks and provide preventive maintenance.

**Division 70 – Water Treatment:** Responsible for the treatment of potable water to the City of Geneva. The water is treated using reverse osmosis membrane filtration. The primary responsibility of staff is to comply with the Illinois Environment Protection Agency drinking water standards as well as providing the necessary supply of water for firefighting.

**Division 73 – GIS:** The operation and maintenance of the hardware and software of a geographic information system, which integrates mapping and data capturing into a system that allows the user to view and interpret data in the form of maps, reports and charts.

**Division 75 – Wastewater Treatment:** Responsible for the biological treatment of residential, commercial and industrial wastewater of the City of Geneva. Approximately 1.4 billion gallons are treated annually, generating approximately 2,500 cubic yards of biosolids. The primary responsibility of staff is to comply with the Illinois Environmental Protection Agency National Pollutant Discharge Elimination System (NPDES) permit.

## Public Works – Water/Wastewater

**Division 80 – Wastewater Collection:** Responsible for the repair, maintenance and construction of 120 miles of sanitary sewer collection piping and structures. The primary responsibility of staff is to provide preventive maintenance of the sanitary sewer system to avoid system backups.

**Division 85 – Industrial Wastewater:** Responsible for administering the United States Environmental Protection Agency (USEPA) regulated Industrial Pretreatment Program. The Program requires control measures by both the industrial customer and the City of Geneva for the protection of the wastewater plant, employees and the Fox River.

**Division 90 – Debt Service & Depreciation:** The annual principal and interest payments of the outstanding debt and the annual depreciation expense.

**Division 95 – Capital Outlay:** The construction and replacement of water lines, sewer lines, storm sewer lines, water treatment facility and wastewater treatment facility improvements, vehicles, equipment and computers.

Performance Measures	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016
Number of Electronic Read Transmitter (ERT) Meters Installed	386	772	693	772	845
Number of ERT Leak Letters sent to Customers	N/A	N/A	18	52	54
Number of Work Orders Completed	492	513	2,212	1,353	1,161
Number of Water Main Breaks Repaired	26	59	34	32	24
Number of Fire Hydrants Flushed	1,863	1,863	1,863	1,863	1,863
Length of Water Mains Replaced (Ft)	1,300	4,169	3,650	2,625	2,265
Length of Sanitary Sewers Lined/Replaced (Ft)	0	1,710	6,400	300	7,673
Snow Plowing (Hrs)	180	229	836	346.5	202.25

N/A – Not Available

## Public Works – Water/Wastewater – Personnel Summary

<b>Position Title</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>Current Authorized</b>
Superintendent of Water/Wastewater	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Supervisor of System Maintenance & Customer Service	1.00	1.00	1.00	1.00	1.00
Supervisor of Water Supply & Treatment	1.00	1.00	1.00	1.00	1.00
Wastewater Treatment Supervisor	1.00	1.00	1.00	1.00	1.00
Lead Water & Sewer Maintenance Worker	1.00	1.00	1.00	1.00	1.00
Water & Sewer Maintenance Worker	4.00	4.00	4.00	4.00	4.00
Water Treatment Operator	2.00	2.00	2.00	2.00	2.00
Lead Wastewater Treatment Operator	1.00	1.00	1.00	1.00	1.00
Wastewater Treatment Operator	3.00	3.00	3.00	3.00	3.00
Utility Locator	1.00	1.00	1.00	1.00	1.00
Meter Reader	3.00	3.00	3.00	2.00	2.00
<b>Total</b>	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>	<b>19.00</b>	<b>19.00</b>

CITY OF GENEVA, ILLINOIS  
Budget Detail By Fund  
Fiscal Year Ending April 30, 2017

Fund 630 - Water/Wastewater Fund

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Revenues and Other Financing Sources</b>						
455	Penalties	\$ 56,084	\$ 99,506	\$ 120,000	\$ 85,000	\$ 100,000
458	Industrial Wastewater Surcharge	124,652	139,258	130,000	120,000	120,000
<b>Total Fines &amp; Forfeits</b>		<b>180,736</b>	<b>238,764</b>	<b>250,000</b>	<b>205,000</b>	<b>220,000</b>
462	Water Sales	4,618,390	4,613,282	4,860,000	4,860,000	5,237,300
463	Sewer Sales	2,873,515	2,916,796	3,120,320	3,120,320	3,242,940
465	Connection Fees	111,400	162,045	130,200	360,200	130,200
466	Meter Sales	21,028	21,395	20,000	35,000	20,000
<b>Total Service Charges</b>		<b>7,624,332</b>	<b>7,713,518</b>	<b>8,130,520</b>	<b>8,375,520</b>	<b>8,630,440</b>
475	Private Fire Service	32,670	32,760	33,660	33,930	33,930
476	Lawn Permit Fees	550	500	1,000	1,000	1,000
479	Disconnection/Reconnection Fees	-	745	1,000	-	1,000
<b>Total Service Fees</b>		<b>33,220</b>	<b>34,005</b>	<b>35,660</b>	<b>34,930</b>	<b>35,930</b>
481	Interest Income	3,536	12,464	6,100	12,000	13,000
482	Rental Income	276,676	273,834	287,420	287,420	116,705
483	Insurance & Property Damage	647	20,414	-	585	-
484	Sale of Capital Assets	1,663	-	-	18,060	5,000
485	Reimbursed Expenditures	194	14,547	-	175	-
486	Donations	225,066	636,642	-	-	-
489	Miscellaneous	18,351	11,776	5,800	16,000	516,000
<b>Total Other Revenues</b>		<b>526,132</b>	<b>969,677</b>	<b>299,320</b>	<b>334,240</b>	<b>650,705</b>
499	Reappropriation	-	-	3,416,180	-	3,163,630
<b>Total Other Financing Sources</b>		<b>-</b>	<b>-</b>	<b>3,416,180</b>	<b>-</b>	<b>3,163,630</b>
<b>Total Revenues and Other Financing Sources</b>		<b>\$ 8,364,420</b>	<b>\$ 8,955,964</b>	<b>\$ 12,131,680</b>	<b>\$ 8,949,690</b>	<b>\$ 12,700,705</b>
<b>Expenditures and Other Financing Uses</b>						
501	Wages - Regular	\$ 1,543,378	\$ 1,475,471	\$ 1,559,977	\$ 1,516,933	\$ 1,544,680
502	Wages - Part-Time/Seasonal	89,613	86,812	73,566	88,400	83,684
503	Overtime	59,035	53,192	77,205	63,360	95,875
504	Stand-By	94,262	95,353	90,000	100,330	120,585
521	Group Insurance	297,810	298,141	328,267	330,380	353,142
522	Medicare	24,733	24,956	26,156	24,480	23,002
523	Social Security	105,194	106,163	112,075	103,935	97,793
524	IMRF	213,818	210,485	212,639	200,645	175,023
527	Car Allowance	6,096	3,583	3,110	3,205	3,182
<b>Total Personal Services</b>		<b>2,433,940</b>	<b>2,354,155</b>	<b>2,482,995</b>	<b>2,431,668</b>	<b>2,496,966</b>
531	Maintenance Service	239,320	219,713	198,480	201,570	196,810
541	Accounting & Auditing Service	3,682	4,800	4,690	5,290	4,445
542	Engineering Service	2,968	6,333	885	1,515	885
543	Legal Service	300	2,458	1,910	2,270	1,410
544	Medical Service	1,617	1,461	2,100	2,600	2,600

CITY OF GENEVA, ILLINOIS  
Budget Detail By Fund  
Fiscal Year Ending April 30, 2017

Fund 630 - Water/Wastewater Fund

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
546	Janitorial Service	3,465	3,270	3,775	4,900	4,900
547	Banking Service	15,924	21,630	20,010	22,650	24,700
550	Collection Service	890	616	2,400	2,400	2,400
552	Data Programming Service	113	-	115	-	-
559	Other Professional Services	48,321	37,934	48,800	48,335	48,335
561	Postage	25,235	26,104	27,340	27,345	26,950
562	Telephone	13,533	13,773	14,385	14,850	15,290
563	Publishing	102	247	250	270	250
564	Printing	13,462	12,195	13,995	13,750	13,750
565	Internet	2,513	2,320	2,330	2,330	2,330
571	Dues & Subscriptions	1,205	1,339	1,100	1,100	1,085
572	Travel & Meals	677	2,380	3,000	3,000	3,000
573	Training & Professional Development	3,012	6,674	14,150	13,850	15,610
575	Publications	-	-	100	100	100
581	Utilities	825,561	875,479	857,980	894,400	911,220
583	Garbage Disposal	795	494	800	500	500
584	Landfill Charges	40,312	35,295	39,100	27,600	73,000
586	Sewer Charges	20,740	23,959	25,000	25,000	25,000
592	General Insurance	96,310	100,338	115,375	115,375	117,875
595	Rentals	9,087	19,176	22,150	22,330	20,069
599	Other Contractual Services	940	2,116	191,990	60,770	70,770
Total Contractual Services		1,370,081	1,420,102	1,612,210	1,514,100	1,583,284
601	Maintenance Supplies	112,470	115,225	105,380	105,365	108,575
621	Office Supplies	4,073	5,233	6,550	5,950	6,275
622	Office Equipment	1,031	2,193	1,100	1,355	1,850
623	Office Furniture	1,157	67	-	40	-
624	Operating Supplies	405,932	391,417	418,020	422,720	413,150
625	Small Tools	2,929	2,962	3,385	3,385	5,385
626	Janitorial Supplies	1,249	1,375	1,790	1,800	1,790
627	Motor Fuel & Lubricants	36,987	26,953	37,430	38,015	38,765
631	Clothing	6,221	6,959	8,640	8,232	7,550
632	Per Copy Charges	842	675	900	900	900
641	Books	59	-	-	-	-
662	Film/Video	465	1,024	935	-	935
663	Computer Software	446	64	3,200	-	-
Total Commodities		573,862	554,147	587,330	587,762	585,175
705.15	Principal 2001 IEPA Loan (L17-0986)	289,204	296,846	304,690	304,690	312,740
705.19	Principal 2004 IEPA Loan (L17-1854)	277,389	284,564	291,925	291,925	299,475
705.27	Principal 2007 IEPA Loan (L17-2330)	149,327	153,083	156,935	156,935	160,880
705.28	Principal 2008A IEPA Loan (L17-2851)	388,928	398,712	408,745	408,745	419,025
705.29	Principal 2008B IEPA Loan (L17-2104)	445,067	456,263	467,745	467,745	479,510
705.36	Principal 2012B Bonds	20,000	20,000	20,000	20,000	20,000
710.15	Interest 2001 IEPA Loan (L17-0986)	58,339	50,649	44,705	44,705	36,650
710.19	Interest 2004 IEPA Loan (L17-1854)	80,049	72,798	68,455	68,455	60,905
710.27	Interest 2007 IEPA Loan (L17-2330)	58,321	54,528	52,170	52,170	48,225
710.28	Interest 2008A IEPA Loan (L17-2851)	168,185	158,301	152,325	152,325	142,045
710.29	Interest 2008B IEPA Loan (L17-2104)	185,401	174,113	166,385	166,385	154,620

CITY OF GENEVA, ILLINOIS  
 Budget Detail By Fund  
 Fiscal Year Ending April 30, 2017

Fund 630 - Water/Wastewater Fund

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
710.36	Interest 2012B Bonds	169,312	168,912	168,725	168,725	167,325
715	Paying Agent Fees	1,255	765	450	450	450
Total Debt Service		<u>2,290,777</u>	<u>2,289,534</u>	<u>2,303,255</u>	<u>2,303,255</u>	<u>2,301,850</u>
810	Buildings & Improvements	10,778	14,569	35,000	32,720	85,000
815.05	Improvements Other than Buildings Improv	463,585	116,542	23,555	32,605	15,000
815.30	Water System	845,952	1,052,282	1,238,552	1,195,600	1,328,500
815.35	Sewer System	314,077	142,068	1,174,743	677,070	1,676,000
820	Machinery & Equipment	186,946	71,742	117,435	105,265	90,000
825	Vehicles	14,408	109,130	15,000	12,805	-
835	Computer Equipment	8,831	29,769	4,500	900	-
910	Capitalized Assets	(2,462,855)	(2,396,997)	-	-	-
Total Capital Outlay		<u>(618,278)</u>	<u>(860,896)</u>	<u>2,608,785</u>	<u>2,056,965</u>	<u>3,194,500</u>
911	Depreciation	2,342,516	2,366,539	2,500,000	2,500,000	2,500,000
914	State/Federal Permits	43,948	39,119	36,680	36,020	38,880
917	Employee Awards	50	1,167	425	125	50
Total Other Expenditures		<u>2,386,510</u>	<u>2,406,821</u>	<u>2,537,103</u>	<u>2,536,144</u>	<u>2,538,930</u>
Total Expenditures and Other Financing Uses		<u>\$ 8,436,891</u>	<u>\$ 8,163,862</u>	<u>\$ 12,131,678</u>	<u>\$ 11,429,894</u>	<u>\$ 12,700,705</u>

CITY OF GENEVA, ILLINOIS  
Expenditure Budget Summary by Division  
Fiscal Year Ending April 30, 2017

630 - Water/Wastewater Fund

Division	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
60	Water Production	\$ 374,350	\$ 325,430	\$ 335,660	\$ 332,730	\$ 339,650
65	Water Distribution	1,182,836	1,055,516	1,342,907	1,198,505	1,200,345
70	Water Treatment	1,063,485	1,134,130	1,123,016	1,130,310	1,140,136
73	GIS	93,112	97,584	105,822	102,340	105,295
75	Wastewater Treatment	868,160	896,788	929,491	946,190	1,025,130
80	Wastewater Collection	741,656	759,236	774,689	756,200	781,645
85	Industrial Wastewater	98,282	100,005	108,055	103,400	112,154
90	Debt Service & Depreciation	3,063,378	3,046,605	4,803,255	4,803,255	4,801,850
95	Capital Outlay	951,637	748,572	2,608,785	2,056,965	3,194,500
<b>Total Water/Wastewater Fund</b>		<b>\$ 8,436,895</b>	<b>\$ 8,163,865</b>	<b>\$ 12,131,680</b>	<b>\$ 11,429,895</b>	<b>\$ 12,700,705</b>

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2017

Fund 630 - Water/Wastewater Fund

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
Expenditures						
Division 60 - Water Production						
531	Maintenance Service	\$ 67,431	\$ 11,226	\$ 12,190	\$ 9,900	\$ 10,200
552	Data Programming Service	113	-	115	-	-
581	Utilities	304,854	311,966	320,000	320,000	326,100
Total Contractual Services		<u>372,397</u>	<u>323,192</u>	<u>332,305</u>	<u>329,900</u>	<u>336,300</u>
601	Maintenance Supplies	1,954	2,130	3,255	2,730	3,250
624	Operating Supplies	-	108	100	100	100
Total Commodities		<u>1,954</u>	<u>2,238</u>	<u>3,355</u>	<u>2,830</u>	<u>3,350</u>
Total Water Production		<u>\$ 374,350</u>	<u>\$ 325,430</u>	<u>\$ 335,660</u>	<u>\$ 332,730</u>	<u>\$ 339,650</u>
Division 65 - Water Distribution						
501	Wages - Regular	\$ 568,836	\$ 456,906	\$ 521,882	\$ 500,000	\$ 501,422
502	Wages - Part-Time/Seasonal	50,779	49,735	36,783	52,250	39,397
503	Overtime	25,506	13,638	29,000	14,000	34,775
504	Stand-By	19,549	20,253	15,000	20,315	22,855
521	Group Insurance	111,047	108,773	117,701	117,625	124,053
522	Medicare	8,842	8,181	8,762	8,175	7,572
523	Social Security	37,528	34,713	37,146	34,575	32,099
524	IMRF	74,273	66,779	69,733	63,680	53,402
527	Car Allowance	3,048	1,791	1,555	1,555	1,591
Total Personal Services		<u>899,408</u>	<u>760,771</u>	<u>837,562</u>	<u>812,175</u>	<u>817,166</u>
531	Maintenance Service	32,750	42,875	43,130	43,305	42,920
541	Accounting & Auditing Service	1,841	2,400	2,345	2,645	2,345
542	Engineering Service	-	5,483	320	950	320
543	Legal Service	300	1,893	850	1,710	850
544	Medical Service	1,057	928	1,000	1,500	1,500
546	Janitorial Service	1,732	1,635	1,885	2,450	2,450
547	Banking Service	10,271	13,963	12,945	15,100	15,985
550	Collection Service	445	308	1,200	1,200	1,200
559	Other Professional Services	5,730	7,095	6,800	6,335	6,335
561	Postage	13,171	13,442	14,170	14,170	13,975
562	Telephone	8,490	8,601	8,370	8,835	9,275
563	Publishing	82	247	250	250	250
564	Printing	7,284	6,175	7,050	7,050	7,050
565	Internet	1,257	1,160	1,165	1,165	1,165
571	Dues	657	728	375	375	375
572	Travel	656	943	1,000	1,000	1,000
573	Training	2,040	3,189	4,600	4,600	4,600
575	Publications	-	-	100	100	100
581	Utilities	4,707	5,010	6,980	6,960	6,960
584	Landfill Charges	4,026	1,640	2,100	2,000	2,000
592	General Insurance	50,989	46,919	65,375	65,375	65,375
595	Rentals	3,485	8,153	11,905	11,820	8,264
599	Other Contractual Services	170	1,380	191,220	60,000	70,000

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2017

Fund 630 - Water/Wastewater Fund

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Expenditures</b>						
<b>Total Contractual Services</b>		<b>151,140</b>	<b>174,167</b>	<b>385,135</b>	<b>258,895</b>	<b>264,294</b>
601	Maintenance Supplies	68,355	60,779	56,500	56,000	58,400
621	Office Supplies	1,820	2,196	2,000	2,000	2,000
622	Office Equipment	499	711	500	810	500
623	Office Furniture	1,157	33	-	30	-
624	Operating Supplies	42,356	39,437	41,490	48,960	39,290
625	Small Tools	2,088	1,729	1,600	1,600	1,600
626	Janitorial Supplies	312	387	540	540	540
627	Motor Fuel & Lubricants	13,032	10,208	11,985	13,320	13,320
631	Clothing	1,870	2,466	3,785	3,600	2,450
632	Per Copy Charges	493	338	450	450	450
662	Film/Video	233	613	335	-	335
663	Computer Software	25	64	-	-	-
<b>Total Commodities</b>		<b>132,238</b>	<b>118,961</b>	<b>119,185</b>	<b>127,310</b>	<b>118,885</b>
914	State/Federal Permit Fees	-	600	600	-	-
917	Employee Awards	50	1,017	425	125	-
<b>Total Other Expenditures</b>		<b>50</b>	<b>1,617</b>	<b>1,025</b>	<b>125</b>	<b>-</b>
<b>Total Water Distribution</b>		<b>\$ 1,182,836</b>	<b>\$ 1,055,516</b>	<b>\$ 1,342,907</b>	<b>\$ 1,198,505</b>	<b>\$ 1,200,345</b>
<b>Division 70 - Water Treatment</b>						
501	Wages - Regular	\$ 235,818	\$ 247,633	\$ 249,815	\$ 250,000	\$ 252,900
503	Overtime	14,326	15,025	19,205	17,500	22,855
504	Stand-By	38,334	38,086	36,000	39,500	48,110
521	Group Insurance	48,134	52,490	53,279	54,855	54,737
522	Medicare	4,099	4,245	4,424	4,375	3,667
523	Social Security	17,527	18,145	18,908	18,700	15,680
524	IMRF	37,231	37,568	37,480	37,820	29,387
<b>Total Personal Services</b>		<b>395,469</b>	<b>413,192</b>	<b>419,111</b>	<b>422,750</b>	<b>427,336</b>
531	Maintenance Service	43,275	77,055	48,090	52,300	51,965
544	Medical Service	110	136	300	300	300
559	Other Professional Services	10,185	10,995	10,000	10,000	10,000
562	Telephone	721	721	720	720	720
564	Printing	162	269	300	300	300
571	Dues	363	502	450	450	510
572	Travel	-	1,437	1,500	1,500	1,500
573	Training	612	1,843	2,500	2,500	2,500
581	Utilities	306,268	338,075	328,000	328,000	334,160
583	Garbage Disposal	501	494	500	500	500
595	Rentals	98	34	-	285	-
599	Other Contractual Services	720	736	720	720	720
<b>Total Contractual Services</b>		<b>363,015</b>	<b>432,296</b>	<b>393,080</b>	<b>397,575</b>	<b>403,175</b>
601	Maintenance Supplies	13,370	13,017	9,550	10,460	9,550

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2017

Fund 630 - Water/Wastewater Fund

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Expenditures</b>						
621	Office Supplies	365	658	500	300	500
622	Office Equipment	133	1,019	250	345	250
624	Operating Supplies	280,839	267,835	288,000	288,000	288,000
625	Small Tools	565	160	1,000	1,000	1,000
626	Janitorial Supplies	234	418	500	500	500
627	Motor Fuel & Lubricants	8,244	4,236	8,550	8,100	8,550
631	Clothing	1,249	1,299	1,275	1,280	1,275
663	Computer Software	-	-	1,200	-	-
<b>Total Commodities</b>		<b>305,001</b>	<b>288,642</b>	<b>310,825</b>	<b>309,985</b>	<b>309,625</b>
<b>Total Water Treatment</b>		<b>\$ 1,063,485</b>	<b>\$ 1,134,130</b>	<b>\$ 1,123,016</b>	<b>\$ 1,130,310</b>	<b>\$ 1,140,136</b>
<b>Division 73 - GIS</b>						
501	Wages - Regular	\$ 63,511	\$ 62,696	\$ 63,961	\$ 62,000	\$ 61,681
521	Group Insurance	10,176	10,838	11,301	11,010	11,278
522	Medicare	875	864	927	850	894
523	Social Security	3,741	3,693	3,965	3,650	3,825
524	IMRF	8,090	7,831	7,863	7,575	7,167
<b>Total Personal Services</b>		<b>86,393</b>	<b>85,921</b>	<b>88,017</b>	<b>85,085</b>	<b>84,845</b>
531	Maintenance Service	4,763	7,473	9,105	9,105	9,315
559	Other Professional Services	-	-	1,000	500	500
564	Printing	42	-	45	-	-
573	Training	200	425	2,050	2,050	3,810
595	Rentals	1,156	1,733	1,745	1,740	1,740
<b>Total Contractual Services</b>		<b>6,161</b>	<b>9,631</b>	<b>13,945</b>	<b>13,395</b>	<b>15,365</b>
601	Maintenance Supplies	36	412	2,000	2,000	2,100
621	Office Supplies	101	1,477	1,860	1,860	1,985
622	Office Equipment	-	142	-	-	1,000
663	Computer Software	422	-	-	-	-
<b>Total Commodities</b>		<b>558</b>	<b>2,031</b>	<b>3,860</b>	<b>3,860</b>	<b>5,085</b>
<b>Total GIS</b>		<b>\$ 93,112</b>	<b>\$ 97,584</b>	<b>\$ 105,822</b>	<b>\$ 102,340</b>	<b>\$ 105,295</b>
<b>Division 75 - Wastewater Treatment</b>						
501	Wages - Regular	\$ 232,576	\$ 251,303	\$ 261,348	\$ 261,348	\$ 269,272
503	Overtime	-	-	-	-	4,890
504	Stand-By	18,588	21,752	29,000	29,000	34,880
521	Group Insurance	79,417	81,491	87,527	90,375	106,272
522	Medicare	3,975	4,315	4,644	4,250	3,906
523	Social Security	16,995	18,451	20,734	18,180	16,695
524	IMRF	36,182	38,147	39,363	36,950	31,290
<b>Total Personal Services</b>		<b>387,733</b>	<b>415,460</b>	<b>442,616</b>	<b>440,103</b>	<b>467,205</b>
531	Maintenance Service	49,466	50,766	54,200	54,900	49,200

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2017

Fund 630 - Water/Wastewater Fund

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Expenditures</b>						
544	Medical Service	55	252	500	500	500
559	Other Professional Services	15,635	9,659	19,400	19,400	19,400
561	Postage	16	23	-	-	-
562	Telephone	2,644	3,114	3,420	3,420	3,420
563	Publishing	20	-	-	20	-
564	Printing	-	-	200	-	-
571	Dues	60	110	150	150	75
572	Travel	21	-	-	-	-
573	Training	160	867	1,500	1,500	1,500
581	Utilities	209,732	220,427	203,000	239,440	244,000
583	Garbage Disposal	294	-	300	-	-
584	Landfill Charges	36,286	33,655	37,000	25,600	71,000
586	Sewer Charges	20,740	23,959	25,000	25,000	25,000
595	Rentals	1,916	2,961	1,800	1,785	2,800
<b>Total Contractual Services</b>		<b>337,044</b>	<b>345,791</b>	<b>346,470</b>	<b>371,715</b>	<b>416,895</b>
601	Maintenance Supplies	19,049	18,276	18,300	18,400	19,500
621	Office Supplies	1,506	331	850	850	850
622	Office Equipment	(210)	-	250	-	-
624	Operating Supplies	75,243	74,261	78,170	75,000	75,000
625	Small Tools	48	754	500	500	2,500
626	Janitorial Supplies	651	508	750	750	750
627	Motor Fuel & Lubricants	1,037	713	800	500	800
631	Clothing	2,052	2,025	2,355	2,352	2,350
641	Books	59	-	-	-	-
662	Film/Video	-	-	350	-	350
663	Computer Software	-	-	2,000	-	-
<b>Total Commodities</b>		<b>99,435</b>	<b>96,868</b>	<b>104,325</b>	<b>98,352</b>	<b>102,100</b>
914	State/Federal Permits	43,948	38,519	36,080	36,020	38,880
917	Employee Awards	-	150	-	-	50
<b>Total Other Expenditures</b>		<b>43,948</b>	<b>38,669</b>	<b>36,080</b>	<b>36,020</b>	<b>38,930</b>
<b>Total Wastewater Treatment</b>		<b>\$ 868,160</b>	<b>\$ 896,788</b>	<b>\$ 929,491</b>	<b>\$ 946,190</b>	<b>\$ 1,025,130</b>
<b>Division 80 - Wastewater Collection</b>						
501	Wages - Regular	\$ 387,440	\$ 397,070	\$ 400,712	\$ 384,835	\$ 394,953
502	Wages - Part-Time/Seasonal	38,834	37,077	36,783	36,150	39,397
503	Overtime	589	2,720	-	2,860	3,365
504	Stand-By	7,084	7,152	9,000	9,000	10,825
521	Group Insurance	66,372	62,367	74,934	74,170	79,644
522	Medicare	6,157	6,496	6,496	6,005	6,029
523	Social Security	26,046	27,506	27,462	25,310	25,497
524	IMRF	50,886	52,599	50,547	47,500	46,289
527	Car Allowance	3,048	1,791	1,555	1,650	1,591
<b>Total Personal Services</b>		<b>586,456</b>	<b>594,777</b>	<b>607,489</b>	<b>587,480</b>	<b>607,590</b>

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2017

Fund 630 - Water/Wastewater Fund

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Expenditures</b>						
531	Maintenance Service	41,636	30,318	31,325	31,625	32,770
541	Accounting & Auditing Service	1,841	2,400	2,345	2,645	2,100
542	Engineering Service	-	850	485	485	485
543	Legal Service	-	565	560	560	560
544	Medical Service	395	144	300	300	300
546	Janitorial Service	1,733	1,635	1,890	2,450	2,450
547	Banking Service	5,652	7,666	7,065	7,550	8,715
550	Collection Service	445	308	1,200	1,200	1,200
559	Other Professional Services	6,554	1,492	1,600	1,600	1,600
561	Postage	12,049	12,640	13,170	13,175	12,975
562	Telephone	1,678	1,338	1,875	1,875	1,875
564	Printing	5,973	5,751	6,400	6,400	6,400
565	Internet	1,257	1,160	1,165	1,165	1,165
571	Dues	125	-	125	125	125
572	Travel	-	-	500	500	500
573	Training	-	350	3,200	3,200	3,200
592	General Insurance	45,321	53,419	50,000	50,000	52,500
595	Rentals	2,432	6,294	6,700	6,700	7,265
599	Other Contractual Services	50	-	50	50	50
<b>Total Contractual Services</b>		<b>127,141</b>	<b>126,331</b>	<b>129,955</b>	<b>131,605</b>	<b>136,235</b>
601	Maintenance Supplies	9,706	19,451	15,400	15,400	15,400
621	Office Supplies	282	571	1,100	700	700
622	Office Equipment	609	322	100	200	100
623	Office Furniture	-	33	-	10	-
624	Operating Supplies	1,161	3,780	3,060	3,460	3,560
625	Small Tools	229	319	285	285	285
626	Janitorial Supplies	52	62	-	10	-
627	Motor Fuel & Lubricants	14,389	11,672	15,600	15,600	15,600
631	Clothing	1,049	1,168	1,000	1,000	1,475
632	Per Copy Charges	349	338	450	450	450
662	Film/Video	233	411	250	-	250
<b>Total Commodities</b>		<b>28,058</b>	<b>38,128</b>	<b>37,245</b>	<b>37,115</b>	<b>37,820</b>
<b>Total Wastewater Collection</b>		<b>\$ 741,656</b>	<b>\$ 759,236</b>	<b>\$ 774,689</b>	<b>\$ 756,200</b>	<b>\$ 781,645</b>
<b>Division 85 - Industrial Wastewater</b>						
501	Wages - Regular	\$ 55,199	\$ 59,863	\$ 62,259	\$ 58,750	\$ 64,452
503	Overtime	26	57	-	-	-
504	Stand-By	139	-	-	15	-
521	Group Insurance	11,819	12,042	13,525	13,845	15,953
522	Medicare	785	855	903	825	934
523	Social Security	3,356	3,655	3,860	3,520	3,997
524	IMRF	7,156	7,561	7,653	7,120	7,488
<b>Total Personal Services</b>		<b>78,481</b>	<b>84,033</b>	<b>88,200</b>	<b>84,075</b>	<b>92,824</b>
531	Maintenance Service	-	-	440	435	440

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2017

Fund 630 - Water/Wastewater Fund

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Expenditures</b>						
542	Engineering Service	2,968	-	80	80	80
543	Legal Service	-	-	500	-	-
559	Other Professional Services	10,217	8,693	10,000	10,500	10,500
573	Training	-	-	300	-	-
<b>Total Contractual Services</b>		<b>13,184</b>	<b>8,693</b>	<b>11,320</b>	<b>11,015</b>	<b>11,020</b>
601	Maintenance Supplies	-	1,159	375	375	375
621	Office Supplies	-	-	240	240	240
624	Operating Supplies	6,333	5,996	7,200	7,200	7,200
627	Motor Fuel & Lubricants	284	125	495	495	495
631	Clothing	-	-	225	-	-
<b>Total Commodities</b>		<b>6,617</b>	<b>7,279</b>	<b>8,535</b>	<b>8,310</b>	<b>8,310</b>
<b>Total Industrial Wastewater</b>		<b>\$ 98,282</b>	<b>\$ 100,005</b>	<b>\$ 108,055</b>	<b>\$ 103,400</b>	<b>\$ 112,154</b>
<b>Division 90 - Debt Service &amp; Depreciation</b>						
705.15	Principal - 2001 IEPA Loan	\$ 289,204	\$ 296,846	\$ 304,690	\$ 304,690	\$ 312,740
705.19	Principal - 2004 IEPA Loan	277,389	284,564	291,925	291,925	299,475
705.27	Principal - 2007 IEPA Loan	149,327	153,083	156,935	156,935	160,880
705.28	Principal - 2008A IEPA Loan	388,928	398,712	408,745	408,745	419,025
705.29	Principal - 2008B IEPA Loan	445,067	456,263	467,745	467,745	479,510
705.36	Principal - 2012B Bonds	20,000	20,000	20,000	20,000	20,000
710.15	Interest - 2001 IEPA Loan	58,339	50,649	44,705	44,705	36,650
710.19	Interest - 2004 IEPA Loan	80,049	72,798	68,455	68,455	60,905
710.27	Interest - 2007 IEPA Loan	58,321	54,528	52,170	52,170	48,225
710.28	Interest - 2008A IEPA Loan	168,185	158,301	152,325	152,325	142,045
710.29	Interest - 2008B IEPA Loan	185,401	174,113	166,385	166,385	154,620
710.36	Interest - 2012B Bonds	169,312	168,912	168,725	168,725	167,325
715	Paying Agent Fees	1,255	765	450	450	450
910	Capitalized Assets	(1,569,914)	(1,609,467)	-	-	-
<b>Total Debt Service</b>		<b>720,862</b>	<b>680,067</b>	<b>2,303,255</b>	<b>2,303,255</b>	<b>2,301,850</b>
911	Depreciation	2,342,516	2,366,539	2,500,000	2,500,000	2,500,000
<b>Total Other Expenditures</b>		<b>2,342,516</b>	<b>2,366,539</b>	<b>2,500,000</b>	<b>2,500,000</b>	<b>2,500,000</b>
<b>Total Debt Service &amp; Depreciation</b>		<b>\$ 3,063,378</b>	<b>\$ 3,046,605</b>	<b>\$ 4,803,255</b>	<b>\$ 4,803,255</b>	<b>\$ 4,801,850</b>
<b>Division 95 - Capital Outlay</b>						
810	Buildings & Improvements	\$ 10,778	\$ 14,569	\$ 35,000	\$ 32,720	\$ 85,000
815.05	Improvements - Other than Buildings	463,585	116,542	23,555	32,605	15,000
815.30	Improvements - Water System	845,952	1,052,282	1,238,552	1,195,600	1,328,500
815.35	Improvements - Sewer System	314,077	142,068	1,174,743	677,070	1,676,000
820	Machinery & Equipment	186,946	71,742	117,435	105,265	90,000
825	Vehicles	14,408	109,130	15,000	12,805	-
835	Computer Equipment	8,831	29,769	4,500	900	-
910	Capitalized Assets	(892,940)	(787,529)	-	-	-

CITY OF GENEVA, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending April 30, 2017

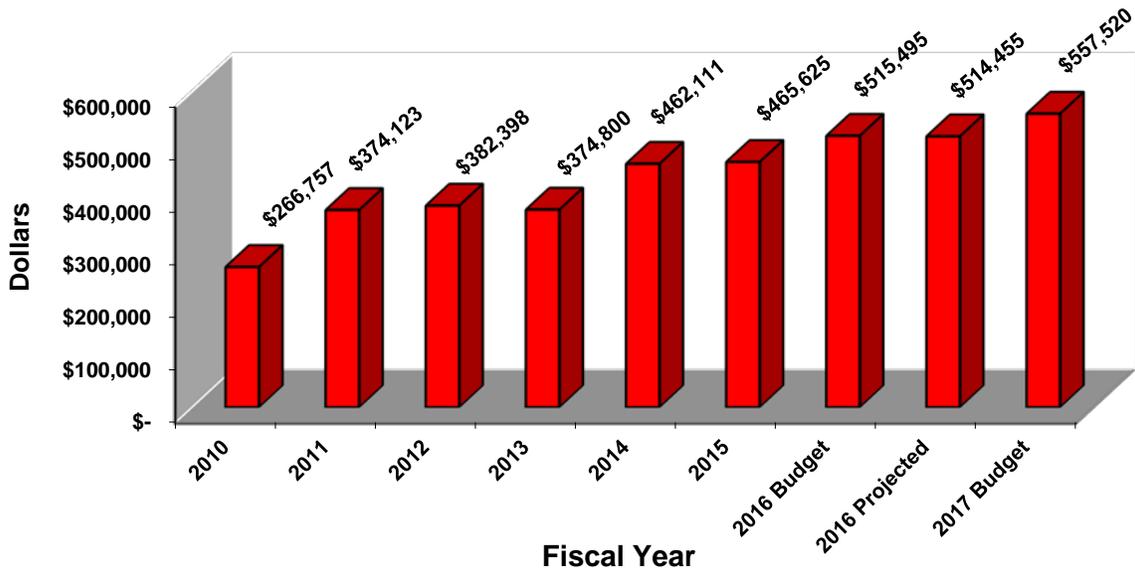
Fund 630 - Water/Wastewater Fund

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
Expenditures						
Total Capital Outlay		951,637	748,572	2,608,785	2,056,965	3,194,500
Total Capital Outlay		\$ 951,637	\$ 748,572	\$ 2,608,785	\$ 2,056,965	\$ 3,194,500
Total Water/Wastewater Fund		\$ 8,436,895	\$ 8,163,865	\$ 12,131,680	\$ 11,429,895	\$ 12,700,705

# REFUSE FUND

The Refuse Fund accounts for the Leaf Pick Up and Brush Pick Up programs that are under long-term contracts and City-wide street sweeping. Financing is provided from monthly charges billed to customers on their utility bill.

Refuse Fund Expenditures



2010 - 2015: Actual Expenditures

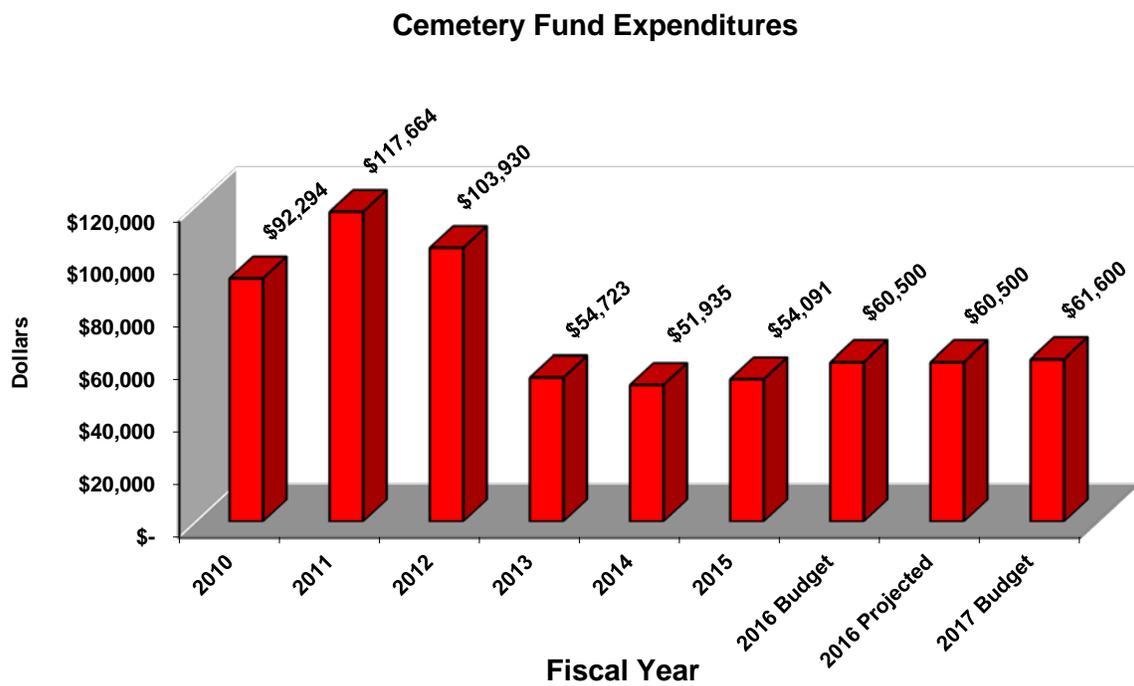
CITY OF GENEVA, ILLINOIS  
Budget Detail By Fund  
Fiscal Year Ending April 30, 2017

Fund 643 - Refuse Fund

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Revenues and Other Financing Sources</b>						
464	Refuse Charges	\$ 469,575	\$ 472,715	\$ 477,495	\$ 480,000	\$ 519,520
<b>Total Service Charges</b>		<b>469,575</b>	<b>472,715</b>	<b>477,495</b>	<b>480,000</b>	<b>519,520</b>
484	Sale of Capital Assets	-	-	-	9,225	-
489	Miscellaneous	23,124	27,523	38,000	22,745	38,000
<b>Total Other Revenues</b>		<b>23,124</b>	<b>27,523</b>	<b>38,000</b>	<b>31,970</b>	<b>38,000</b>
<b>Total Revenues and Other Financing Sources</b>		<b>\$ 492,699</b>	<b>\$ 500,237</b>	<b>\$ 515,495</b>	<b>\$ 511,970</b>	<b>\$ 557,520</b>
<b>Expenditures and Other Financing Uses</b>						
501	Wages - Regular	\$ 29,014	\$ 30,381	\$ 21,020	\$ 23,575	\$ 36,291
502	Wages - Part-Time/Seasonal	-	-	-	-	311
521	Group Insurance	5,765	4,510	4,283	4,265	5,298
522	Medicare	384	409	306	360	529
523	Social Security	1,565	1,651	1,184	1,265	2,169
524	IMRF	3,599	3,662	2,582	2,865	4,256
<b>Total Personal Services</b>		<b>40,327</b>	<b>40,613</b>	<b>29,375</b>	<b>32,330</b>	<b>48,854</b>
550	Collection Service	37	26	100	100	100
552	Data Programming Service	113	-	120	120	120
561	Postage	1,169	1,042	1,085	1,085	1,085
564	Printing	163,801	146,326	153,320	153,320	153,320
583	Garbage Disposal	256,613	277,618	322,500	322,500	327,060
<b>Total Contractual Services</b>		<b>421,733</b>	<b>425,011</b>	<b>477,125</b>	<b>477,125</b>	<b>481,685</b>
601	Maintenance Supplies	1	-	-	-	-
624	Operating Supplies	50	-	5,000	5,000	5,000
<b>Total Commodities</b>		<b>51</b>	<b>-</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
999	Source of Reserves	-	-	3,995	-	21,981
<b>Total Other Financing Uses</b>		<b>-</b>	<b>-</b>	<b>3,995</b>	<b>-</b>	<b>21,981</b>
<b>Total Expenditures and Other Financing Uses</b>		<b>\$ 462,111</b>	<b>\$ 465,625</b>	<b>\$ 515,495</b>	<b>\$ 514,455</b>	<b>\$ 557,520</b>

# CEMETERY FUND

The Cemetery Fund accounts for the operations of the City-owned cemeteries. Financing is provided from the sale of plots, grave openings and interest earnings.



**2010 - 2015: Actual Expenditures**

CITY OF GENEVA, ILLINOIS  
Budget Detail By Fund  
Fiscal Year Ending April 30, 2017

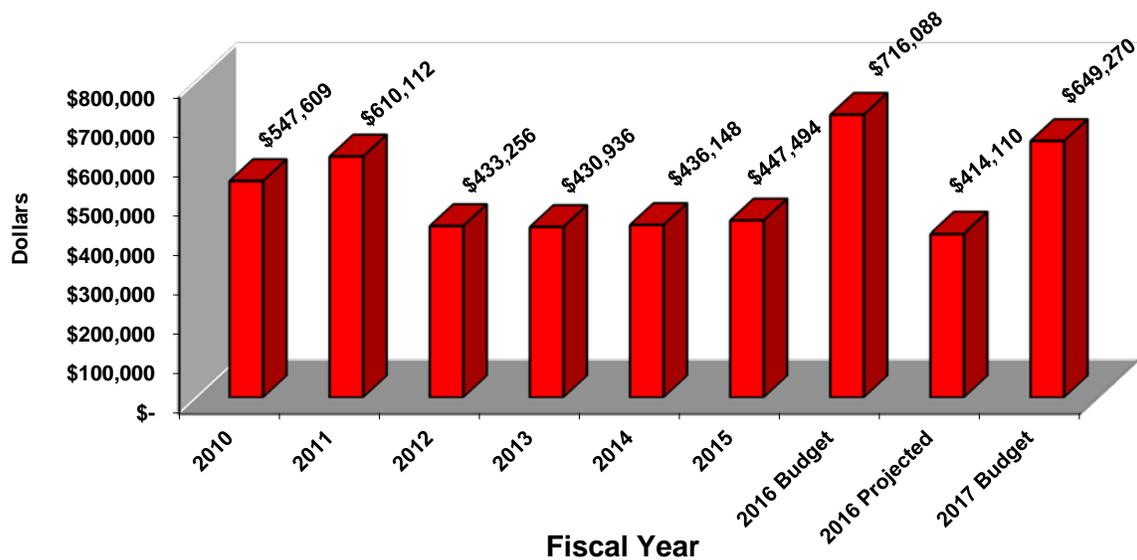
Fund 659 - Cemetery Fund

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Revenues and Other Financing Sources</b>						
474	Grave Opening Fees	\$ 24,700	\$ 31,950	\$ 33,150	\$ 28,400	\$ 33,150
<b>Total Service Fees</b>		<b>24,700</b>	<b>31,950</b>	<b>33,150</b>	<b>28,400</b>	<b>33,150</b>
481	Interest Income	4,036	16,896	11,800	12,200	11,800
488	Cemetery Lot Sales	46,801	17,511	12,300	12,800	12,450
489	Miscellaneous	2,224	3,381	3,250	4,000	4,200
<b>Total Other Revenues</b>		<b>53,062</b>	<b>37,788</b>	<b>27,350</b>	<b>29,000</b>	<b>28,450</b>
<b>Total Revenues and Other Financing Sources</b>		<b>\$ 77,762</b>	<b>\$ 69,738</b>	<b>\$ 60,500</b>	<b>\$ 57,400</b>	<b>\$ 61,600</b>
<b>Expenditures and Other Financing Uses</b>						
531	Maintenance Service	26,078	25,572	26,400	26,400	26,400
543	Legal Service	-	225	200	200	200
547	Banking Service	71	-	-	-	-
559	Other Professional Services	17,450	21,050	24,200	24,200	24,200
563	Publishing	50	-	50	50	50
581	Utilities	1,483	1,014	1,350	1,350	1,350
595	Rentals	76	78	200	200	200
<b>Total Contractual Services</b>		<b>45,206</b>	<b>47,938</b>	<b>52,400</b>	<b>52,400</b>	<b>52,400</b>
601	Maintenance Supplies	375	30	500	500	500
622	Office Equipment	-	278	-	-	-
624	Operating Supplies	221	442	300	300	300
626	Janitorial Supplies	27	19	-	-	-
<b>Total Commodities</b>		<b>624</b>	<b>769</b>	<b>800</b>	<b>800</b>	<b>800</b>
911	Depreciation	6,105	5,384	7,000	7,000	7,000
914	State/Federal Permits	-	-	300	300	300
<b>Total Other Expenditures</b>		<b>6,105</b>	<b>5,384</b>	<b>7,300</b>	<b>7,300</b>	<b>7,300</b>
999	Source of Reserves	-	-	-	-	1,100
<b>Total Other Financing Uses</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,100</b>
<b>Total Expenditures and Other Financing Uses</b>		<b>\$ 51,935</b>	<b>\$ 54,091</b>	<b>\$ 60,500</b>	<b>\$ 60,500</b>	<b>\$ 61,600</b>

# COMMUTER PARKING FUND

The Commuter Parking Fund accounts for the operations of the Metra commuter parking facilities. Financing is provided from daily parking fares and quarterly permit sales.

Commuter Parking Fund Expenditures



## 2010 - 2015: Actual Expenditures

The FY 2015 actual expenditures include the construction of the 3<sup>rd</sup> deck to the parking garage. Funding for the construction was provided by a grant from Metra.

CITY OF GENEVA, ILLINOIS  
Budget Detail By Fund  
Fiscal Year Ending April 30, 2017

Fund 660 - Commuter Parking Fund

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Revenues and Other Financing Sources</b>						
448	State/Local Grants	\$ -	\$ 4,921,721	\$ 70,000	\$ -	\$ -
<b>Total Intergovernmental Revenues</b>		<b>-</b>	<b>4,921,721</b>	<b>70,000</b>	<b>-</b>	<b>-</b>
477	Parking Lot Fees	446,749	371,775	621,078	527,000	530,000
<b>Total Service Fees</b>		<b>446,749</b>	<b>371,775</b>	<b>621,078</b>	<b>527,000</b>	<b>530,000</b>
481	Interest Income	188	188	600	250	300
484	Sale of Capital Assets	-	7,500	-	-	-
<b>Total Other Revenues</b>		<b>188</b>	<b>7,688</b>	<b>600</b>	<b>250</b>	<b>300</b>
499	Reappropriation	-	-	24,410	-	118,970
<b>Total Other Financing Uses</b>		<b>-</b>	<b>-</b>	<b>24,410</b>	<b>-</b>	<b>118,970</b>
<b>Total Revenues and Other Financing Sources</b>		<b>\$ 446,936</b>	<b>\$ 5,301,185</b>	<b>\$ 716,088</b>	<b>\$ 527,250</b>	<b>\$ 649,270</b>
<b>Expenditures and Other Financing Uses</b>						
<b>Division 44 - Finance</b>						
705.31	Principal 2008 Refunding Bonds	\$ 100,000	\$ 120,000	\$ 125,000	\$ 125,000	\$ 145,000
710.31	Interest 2008 Refunding Bonds	49,255	45,291	41,375	21,830	36,410
910	Capitalized Assets	(100,000)	(120,000)	-	-	-
<b>Total Debt Service</b>		<b>49,255</b>	<b>45,291</b>	<b>166,375</b>	<b>146,830</b>	<b>181,410</b>
<b>Total Finance</b>		<b>\$ 49,255</b>	<b>\$ 45,291</b>	<b>\$ 166,375</b>	<b>\$ 146,830</b>	<b>\$ 181,410</b>
<b>Division 73 - Community Service</b>						
501	Wages - Regular	\$ 43,946	\$ 47,517	\$ 48,571	\$ 41,350	\$ 37,015
503	Overtime	593	33	-	850	-
504	Stand-By	-	72	-	-	-
521	Group Insurance	11,606	12,092	12,556	11,265	10,489
522	Medicare	608	651	704	565	536
523	Social Security	2,599	2,783	3,012	2,465	2,295
524	IMRF	5,710	5,949	5,971	5,250	4,301
<b>Total Personal Services</b>		<b>65,061</b>	<b>69,097</b>	<b>70,814</b>	<b>61,745</b>	<b>54,636</b>
561	Postage	319	1,091	1,100	1,100	1,100
564	Printing	3,345	2,227	-	2,700	2,700
<b>Total Contractual Services</b>		<b>3,664</b>	<b>3,318</b>	<b>1,100</b>	<b>3,800</b>	<b>3,800</b>
621	Office Supplies	-	-	-	90	-
<b>Total Commodities</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>90</b>	<b>-</b>
<b>Total Community Service</b>		<b>\$ 68,725</b>	<b>\$ 72,415</b>	<b>\$ 71,914</b>	<b>\$ 65,635</b>	<b>\$ 58,436</b>

CITY OF GENEVA, ILLINOIS  
Budget Detail By Fund  
Fiscal Year Ending April 30, 2017

Fund 660 - Commuter Parking Fund

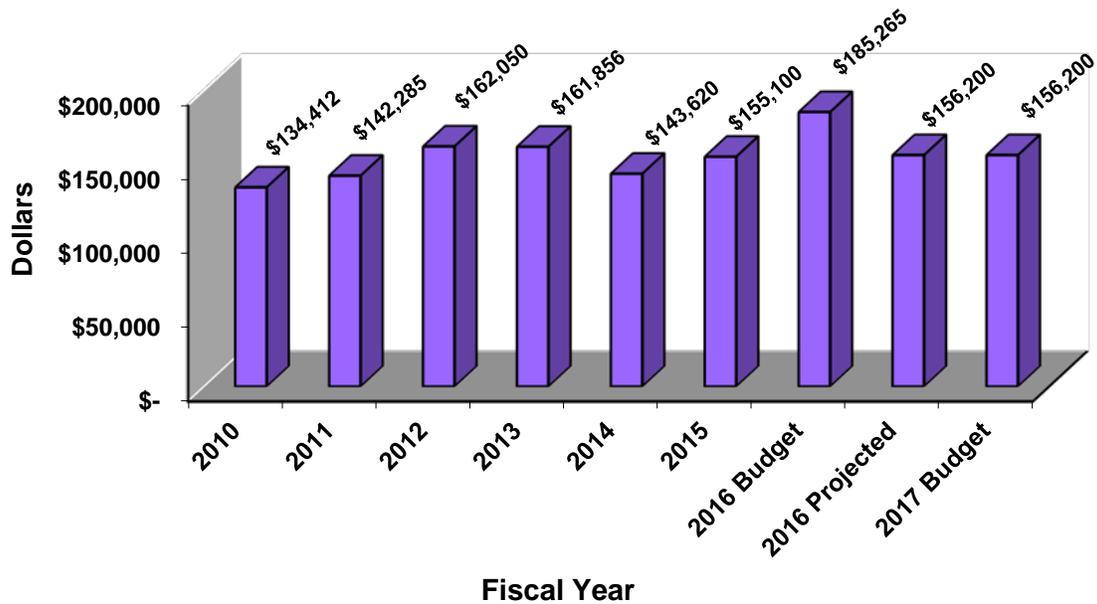
Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
Division 90 - Public Works						
501	Wages - Regular	\$ 30,887	\$ 35,111	\$ 20,713	\$ 12,700	\$ 14,455
521	Group Insurance	4,042	4,236	3,541	2,260	2,517
522	Medicare	420	483	300	180	210
523	Social Security	1,718	1,968	1,165	900	807
524	IMRF	3,822	4,283	2,545	1,560	1,680
Total Personal Services		<u>40,889</u>	<u>46,080</u>	<u>28,264</u>	<u>17,600</u>	<u>19,669</u>
531	Maintenance Service	23,589	13,229	25,100	25,100	25,100
541	Accounting & Auditing Service	307	265	5,745	5,745	5,745
543	Legal Service	-	450	-	-	-
561	Postage	28	61	-	-	-
562	Telephone	691	693	540	540	540
563	Publishing	660	1,400	-	-	-
581	Utilities	19,747	9,038	18,600	28,800	28,820
595	Rentals	46,280	57,146	47,150	47,150	47,150
599	Other Contractual Services	815	45,117	400	400	400
Total Contractual Services		<u>92,117</u>	<u>127,398</u>	<u>97,535</u>	<u>107,735</u>	<u>107,755</u>
601	Maintenance Supplies	1,593	2,375	1,500	2,300	1,500
624	Operating Supplies	378	354	500	500	500
Total Commodities		<u>1,971</u>	<u>2,728</u>	<u>2,000</u>	<u>2,800</u>	<u>2,000</u>
825	Vehicles	6,580	-	-	-	-
815.40	Parking Lots	9,090	4,913,010	70,000	73,600	-
910	Capitalized Assets	(15,670)	(4,913,010)	-	-	-
Total Capital Outlay		<u>-</u>	<u>-</u>	<u>70,000</u>	<u>73,600</u>	<u>-</u>
911	Depreciation	183,191	183,581	280,000	-	280,000
Total Other Expenditures		<u>183,191</u>	<u>183,581</u>	<u>280,000</u>	<u>-</u>	<u>280,000</u>
Total Public Works		<u>\$ 318,168</u>	<u>\$ 359,787</u>	<u>\$ 477,799</u>	<u>\$ 201,735</u>	<u>\$ 409,424</u>
Total Expenditures and Other Financing Uses		<u>\$ 436,148</u>	<u>\$ 477,494</u>	<u>\$ 716,088</u>	<u>\$ 414,200</u>	<u>\$ 649,270</u>

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# GROUP DENTAL INSURANCE FUND

The Group Dental Insurance Fund accounts for the financing of dental insurance for City employees. The City is self-insured for dental claims and utilizes a third-party administrator to pay claims. Resources are provided by City and employee contributions.

Group Dental Insurance Fund Expenditures



2010 - 2015: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
 Budget Detail by Fund  
 Fiscal Year Ending April 30, 2017

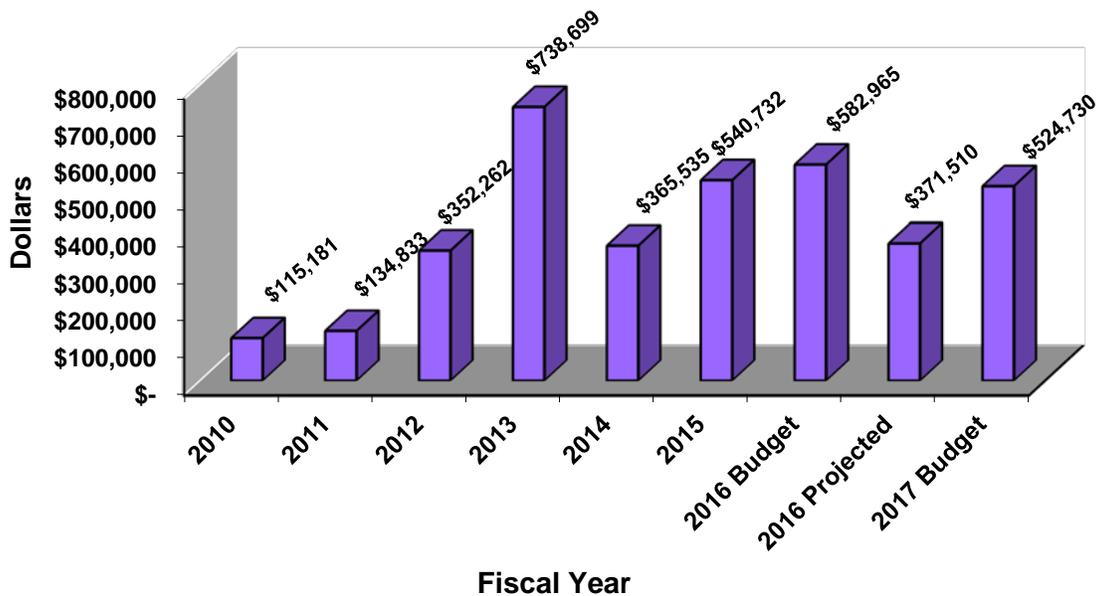
Fund 710 - Group Dental Insurance

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Revenues and Other Financing Sources</b>						
478	Insurance Premiums	\$ 158,624	\$ 163,304	\$ 179,065	\$ 181,525	\$ 150,930
<b>Total Service Fees</b>		<u>158,624</u>	<u>163,304</u>	<u>179,065</u>	<u>181,525</u>	<u>150,930</u>
481	Interest Income	-	5,266	6,200	5,270	5,270
<b>Total Other Revenues</b>		<u>-</u>	<u>5,266</u>	<u>6,200</u>	<u>5,270</u>	<u>5,270</u>
<b>Total Revenues and Other Financing Sources</b>		<u><u>\$ 158,624</u></u>	<u><u>\$ 168,571</u></u>	<u><u>\$ 185,265</u></u>	<u><u>\$ 186,795</u></u>	<u><u>\$ 156,200</u></u>
 <b>Expenditures and Other Financing Uses</b>						
549	Claims Administration	\$ 9,361	\$ 9,525	\$ 9,725	\$ 9,870	\$ 9,870
594	Dental Claims	134,259	145,575	175,540	146,330	146,330
<b>Total Contractual Services</b>		<u>143,620</u>	<u>155,100</u>	<u>185,265</u>	<u>156,200</u>	<u>156,200</u>
<b>Total Expenditures and Other Financing Uses</b>		<u><u>\$ 143,620</u></u>	<u><u>\$ 155,100</u></u>	<u><u>\$ 185,265</u></u>	<u><u>\$ 156,200</u></u>	<u><u>\$ 156,200</u></u>

# WORKERS' COMPENSATION FUND

The Workers' Compensation Fund accounts for the financing of workers' compensation claims for City employees. The City is self-insured up to \$500,000 and utilizes a third-party administrator to pay claims. Resources are provided by City contributions.

Workers' Compensation Fund Expenditures



2010 - 2015: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
Budget Detail by Fund  
Fiscal Year Ending April 30, 2017

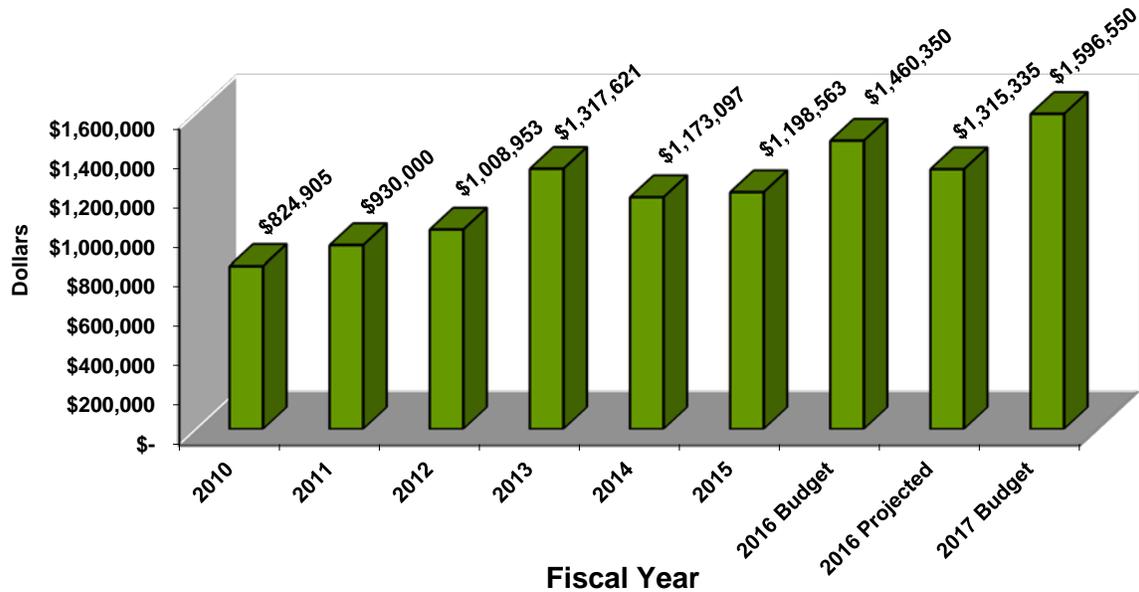
Fund 715 - Workers Compensation

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Revenues and Other Financing Sources</b>						
478	Insurance Premiums	\$ 432,705	\$ 466,555	\$ 581,965	\$ 494,100	\$ 523,730
Total Service Fees		<u>432,705</u>	<u>466,555</u>	<u>581,965</u>	<u>494,100</u>	<u>523,730</u>
481	Interest Income	683	311	1,000	-	1,000
483	Insurance & Property Damage	-	239	-	-	-
484	Miscellaneous Income	-	-	141,186	141,200	-
Total Other Revenues		<u>683</u>	<u>550</u>	<u>142,186</u>	<u>141,200</u>	<u>1,000</u>
499	Reappropriation	1,816	267	-	-	-
Total Other Financing Sources		<u>1,816</u>	<u>267</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenues and Other Financing Sources		<u>\$ 435,204</u>	<u>\$ 467,372</u>	<u>\$ 724,151</u>	<u>\$ 635,300</u>	<u>\$ 524,730</u>
<b>Expenditures and Other Financing Uses</b>						
549	Claims Administration	\$ 14,084	\$ 10,570	\$ 11,700	\$ 11,320	\$ 11,700
573	Training & Professional Development	-	-	1,800	950	1,800
592	General Insurance	54,789	70,985	80,000	74,240	80,000
593	Workers Compensation Claims	296,662	459,177	489,465	285,000	431,230
Total Operating		<u>365,535</u>	<u>540,732</u>	<u>582,965</u>	<u>371,510</u>	<u>524,730</u>
Total Expenditures and Other Financing Uses		<u>\$ 365,535</u>	<u>\$ 540,732</u>	<u>\$ 582,965</u>	<u>\$ 371,510</u>	<u>\$ 524,730</u>

# POLICE PENSION FUND

The Police Pension Fund is a pension trust fund which accounts for the accumulation of resources to be used for current and future retirement and disability annuity payments for eligible police personnel. Resources include employee and employer contributions and investment income.

Police Pension Fund Expenditures



2010 - 2015: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
Budget Detail By Fund  
Fiscal Year Ending April 30, 2017

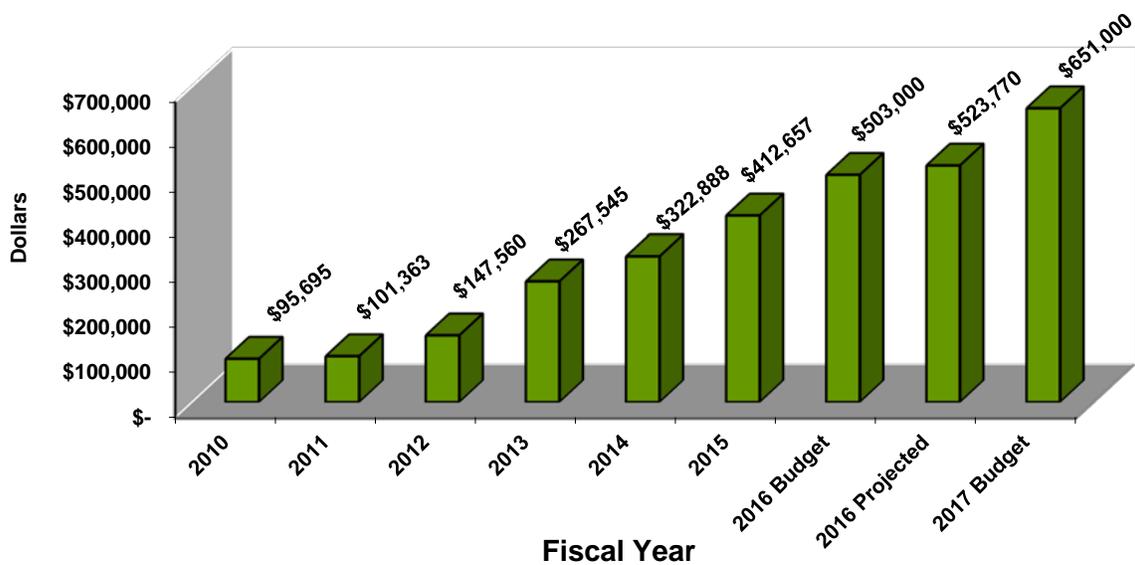
Fund 801 - Police Pension

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Revenues and Other Financing Sources</b>						
480	Pension Contributions	\$ 1,325,174	\$ 1,561,918	\$ 1,454,355	\$ 1,497,355	\$ 1,727,735
481	Interest Income	1,290,247	1,163,905	750,000	400,000	500,000
<b>Total Other Revenues</b>		<u>2,615,422</u>	<u>2,725,824</u>	<u>2,204,355</u>	<u>1,897,355</u>	<u>2,227,735</u>
<b>Total Revenues and Other Financing Sources</b>		<u>\$ 2,615,422</u>	<u>\$ 2,725,824</u>	<u>\$ 2,204,355</u>	<u>\$ 1,897,355</u>	<u>\$ 2,227,735</u>
<b>Expenditures and Other Financing Uses</b>						
525	Police/Fire Pension	\$ 1,061,673	\$ 1,087,272	\$ 1,320,000	\$ 1,144,800	\$ 1,453,200
526	Pension Refunds	-	-	-	59,215	-
<b>Total Personal Services</b>		<u>1,061,673</u>	<u>1,087,272</u>	<u>1,320,000</u>	<u>1,204,015</u>	<u>1,453,200</u>
541	Accounting & Auditing Service	15,335	20,070	25,000	18,410	25,000
543	Legal Service	5,681	175	6,000	-	6,000
544	Medical Service	3,960	-	10,000	-	10,000
547	Banking Service	443	508	600	600	600
548	Financial Service	78,923	82,629	88,000	85,000	88,000
571	Dues & Subscriptions	258	775	750	-	750
573	Training & Professional Development	885	1,055	2,000	800	2,000
591	Liability Insurance	2,978	3,004	4,000	6,510	7,000
599	Other Contractual Services	2,961	3,076	4,000	-	4,000
<b>Total Contractual Services</b>		<u>111,424</u>	<u>111,291</u>	<u>140,350</u>	<u>111,320</u>	<u>143,350</u>
<b>Total Expenditures and Other Financing Uses</b>		<u>\$ 1,173,097</u>	<u>\$ 1,198,563</u>	<u>\$ 1,460,350</u>	<u>\$ 1,315,335</u>	<u>\$ 1,596,550</u>

# FIREFIGHTERS' PENSION FUND

The Firefighters Pension Fund is a pension trust fund which accounts for the accumulation of resources to be used for current and future retirement and disability annuity payments for eligible fire personnel. Resources include employee and employer contributions and investment income.

Firefighters Pension Fund Expenditures



2010 - 2015: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
 Budget Detail By Fund  
 Fiscal Year Ending April 30, 2017

Fund 802 - Fire Pension

Account	Description	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Request
<b>Revenues and Other Financing Sources</b>						
480	Pension Contributions	\$ 433,594	\$ 525,022	\$ 531,305	\$ 536,690	\$ 531,305
481	Interest Income	711,976	555,490	700,000	425,000	300,000
<b>Total Other Revenues</b>		<u>1,145,570</u>	<u>1,080,512</u>	<u>1,231,305</u>	<u>961,690</u>	<u>831,305</u>
<b>Total Revenues and Other Financing Sources</b>		<u>\$ 1,145,570</u>	<u>\$ 1,080,512</u>	<u>\$ 1,231,305</u>	<u>\$ 961,690</u>	<u>\$ 831,305</u>
<b>Expenditures and Other Financing Uses</b>						
525	Police/Fire Pension	\$ 289,112	\$ 364,530	\$ 432,000	\$ 466,140	\$ 577,000
<b>Total Personal Services</b>		<u>289,112</u>	<u>364,530</u>	<u>432,000</u>	<u>466,140</u>	<u>577,000</u>
541	Accounting & Auditing Service	9,765	10,135	10,500	12,155	13,500
543	Legal Service	720	100	750	90	750
544	Medical Service	-	-	500	-	500
547	Banking Service	330	-	500	-	500
548	Financial Service	18,335	32,309	50,000	43,000	50,000
572	Dues & Subscriptions	-	-	750	-	750
573	Training & Professional Development	405	1,140	2,000	285	2,000
591	Liability Insurance	2,069	2,132	3,000	2,240	3,000
599	Other Contractual Services	2,152	2,312	3,000	2,500	3,000
<b>Total Contractual Services</b>		<u>33,777</u>	<u>48,127</u>	<u>71,000</u>	<u>60,270</u>	<u>74,000</u>
<b>Total Expenditures and Other Financing Uses</b>		<u>\$ 322,888</u>	<u>\$ 412,657</u>	<u>\$ 503,000</u>	<u>\$ 526,410</u>	<u>\$ 651,000</u>

# Capital Improvement Program

## Objectives and Goals of the Capital Improvement Plan

Cities continually face the need to repair and replace worn out and antiquated facilities and infrastructure as well as to build new ones to keep pace with the level of citizen need and community growth. In an effort to look beyond the year to year budgeting to determine what, when and where future improvements are to be made, staff prepares a capital improvement plan. The plan is analyzed and updated on an annual basis. The plan helps the City Council and staff better prepare for the future needs of the community while ensuring that adequate resources are available to finance those needs. Without this long range planning, public improvements may be given the wrong priorities, be poorly located, or unrealistic due to lack of available financial resources.

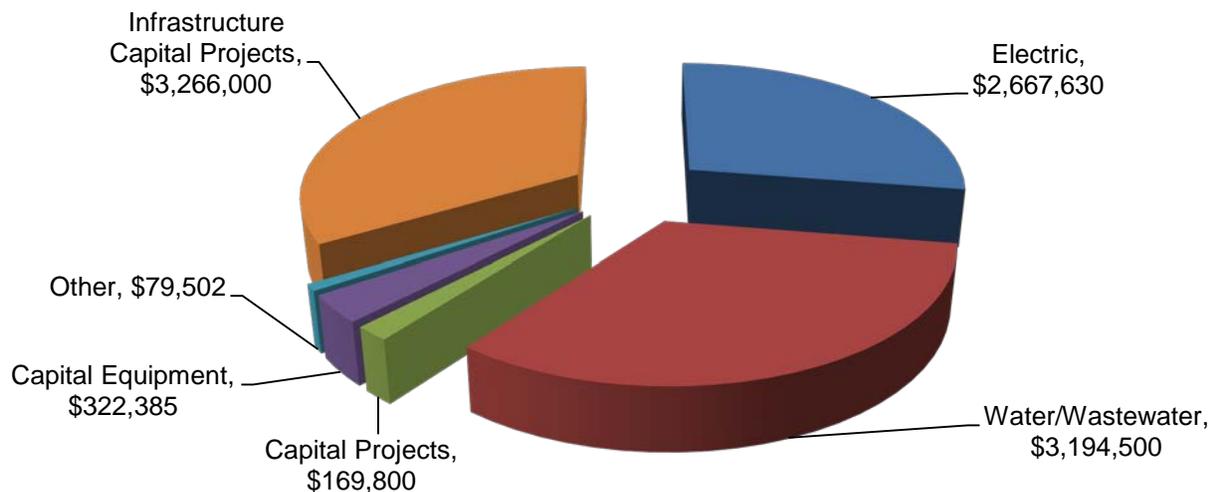
Capital projects may include land acquisition, additions to or renovations of existing buildings, construction or reconstruction of streets, infrastructure or utilities and major equipment purchases.

For the coming fiscal year (FY 2017) the CIP represents a refined plan for actual project completion and expenditure. During the preparation and review of the proposed CIP staff set priorities and identified which projects could be accomplished in a given year, within the limits of the City's control. This approach incorporates resource allocation, prioritization, evaluation of external factors and cost evaluation to arrive at the final plan.

Numerous sources are drawn upon to develop the expenditures included with this document: engineering plans, traffic needs studies, comparative cost analyses and development plans, to name a few.

The total Capital Improvement Program for this fiscal year is \$9,699,817. The following is a breakdown of the \$9.7 million:

### Summary of CIP by Fund



## Capital Improvement Program

Each capital item is allocated to a City fund or funds based on the nature of the project and the financial resources required for the project. A listing of the City funds used to finance capital purchases, including a listing of the revenue sources for that fund, and the types of projects allocated to the fund are described below:

### **219 – Tourism**

Revenues are provided by a hotel/motel tax receipts of 5% total fees charged for an overnight stay.

### **240 – PEG**

Revenues are provided by the PEG fees received from the cable TV companies that service the community.

### **25X – SSA's**

Revenues for all SSA's are provided by a special service area property tax levy.

### **410 – General Capital Projects Fund**

Revenues are provided by transfers from the General fund. Revenues may also be provided by federal, state and local grants. Initial funding for this fund was provided by the closure of the Working Cash Fund and the transfer of the remaining assets.

### **415 – Infrastructure Capital Projects Fund**

Revenues are provided by the 0.5% Non-Home Rule Sales Tax that can only be used for infrastructure projects. Revenues may also be provided by federal, state and local grants.

### **425 – TIF #2 Fund**

Revenues are provided by incremental property tax collected from the district.

### **430- Capital Equipment Fund**

Revenues are provided by the sale of City capital assets.

### **620 - Electric Fund**

Electric revenues are provided by electric sales revenues. Funds are used for improvements to the electric system and capital equipment used in the operation of the electric system.

### **630 – Water/Wastewater Fund**

Water and Sewer Fund revenues are provided by water and sewer sales revenues. Funds are used for improvements to, and capital equipment used in the operation of, the water and sewer system.

Table I  
City of Geneva  
FY 2017 Capital Improvement Program by Fund

Fund	Account	Description	FY 2017 Cost
<b>219</b>	<b>Tourism</b>		
	815	Kiosks	\$15,000
	815.05	Welcome Signage	12,000
			<b>\$27,000</b>
			<b>0.28%</b>
<b>240</b>	<b>PEG</b>		
	810	Upgrade Lighting in Council Chambers	\$4,000
	835	V-Brick Encoded & Decoder	8,500
			<b>\$12,500</b>
			<b>0.13%</b>
<b>254</b>	<b>SSA # 4 (Randall Square)</b>		
	815.20	Culverts	\$15,000
			<b>\$15,000</b>
			<b>0.15%</b>
<b>255</b>	<b>SSA # 5 (Williamsburg)</b>		
	815.20	Culverts	\$10,000
			<b>\$10,000</b>
			<b>0.10%</b>
<b>257</b>	<b>SSA # 7 (Blackberry)</b>		
	815.20	Culverts	\$5,000
			<b>\$5,000</b>
			<b>0.05%</b>
<b>410</b>	<b>General Capital Projects</b>		
	810	Fire - Replace westside doors & tuck pointing	\$11,000
	810	New Fire Alarm and City Hall Door Hold	4,000
	810	Police Station Improvements	25,000
	810	PW Shared Goals	15,000
	810	Replace Gutters at City Hall	5,000
	810	Soffit and Fascia at City Hall	6,500
	810	Tuck Pointing Brick at City Hall	9,500
	815.05	Fire Alarm at Finance	2,800
	820	Bullet Proof Vests	5,000
	820	Fire - Station Alerting - Station 1	45,000
	820	Repairs to lift in maintenance	10,000
	825	Fire - Repair corrosion on car 200	6,000
	825	Heavy Fleet Maintenance	25,000
			<b>\$169,800</b>
			<b>1.75%</b>
<b>415</b>	<b>Infrastructure Capital Projects</b>		
	815.05	3rd Street Directional Kiosks	\$15,000
	815.05	7th Street Extension Engineering Phase 1	45,000
	815.05	7th Street On-Street Bicycle Path Engineering Phase 1	42,000
	815.05	City Hall Employee Parking	10,000
	815.05	Contractual Tree Removal	42,000
	815.05	Contractual Tree Trimming	40,000
	815.05	Downtown Pavilion Design	100,000
	815.05	East State Street Engineering Phase 2	140,000
	815.05	GPS Control Points	12,500
	815.05	Joshel Plaza Maintenance	5,000
	815.05	Kautz Road Intersection Engineering Phase 1	75,000

Table I  
City of Geneva  
FY 2017 Capital Improvement Program by Fund

Fund	Account	Description	FY 2017 Cost
	815.05	Route 31 Pedestrian Bridge Engineering Phase 1	150,000
	815.05	Sidewalks	50,000
	815.05	Streetscape & Median Maintenance	25,000
	815.05	Tree Replacements	80,000
	815.05	Welcome Signage	90,000
	815.10	Annual Crack Sealing Program (Alternate with Pavement Ma	40,000
	815.10	Annual Roadway Improvement Program	1,400,000
	815.10	River Lane Reconstruction Phase 2 Engineering	12,000
	815.10	Roadway Improvement Program	700,000
	815.15	Stormwater Utility Phase 1 Engineering	150,000
	815.40	4th Street Parking Lot	20,000
	815.40	Parking Lots Sealcoating (7 lots)	22,500
			<b>\$3,266,000</b>
			<b>33.67%</b>
<b>430</b>	<b>Capital Equipment</b>		
	825	Community Development Vehicle	\$30,000
	825	PD Sedan	38,000
	825	PD Sedan	38,000
	825	PD Utility	40,885
	825	Fire Admin Vehicle	28,000
	825	Retro Fit G-44 for salt box	12,500
	825	Snow Plow	145,000
			<b>\$332,385</b>
			<b>3.43%</b>
<b>620</b>	<b>Electric</b>		
	810	Public Works Building Improvements	\$15,000
	810	17 Hot Line Tools - storage room	17,000
	810	Green Initiative - LED Lighting at Public Works Building	5,000
	815.05	Community Betterment Projects	2,000
	815.05	Miscellaneous Development	200,000
	815.25	Geneva Generating Facility (GGF) Improvements	180,000
	815.25	Line Supplies Inventory	341,585
	815.25	Meter Replacement Program	96,545
	815.25	Underground/Overhead Cable Replacement	700,500
	815.25	New Southeast Side Substation	500,000
	815.25	East Side Drive Substation Relays, RTU, & Breaker	73,500
	815.25	East Side Drive Substation Driveway	10,000
	815.25	Redundant Fiber to EOC	27,000
	820	2 GPS units for GIS centimeter accuracy	14,000
	820	Arc Flash Evaluation & PPE Acquisition	50,000
	820	Repairs to lift in maintenance	10,000
	820	Small Equipment Replacement	15,000
	820	Locator	5,000
	825	G-4 Line Truck (1-ton with a utility body and a crane)	105,000
	825	G-7 Large Bucket Truck	200,000
	835	17 iPad	500
	835	17 SCADA Master Station, RTU's, & Comm. Equip. update	100,000
			<b>\$2,667,630</b>
			<b>27.50%</b>

Table I  
City of Geneva  
FY 2017 Capital Improvement Program by Fund

Fund	Account	Description	FY 2017 Cost
<b>630</b>	<b>Water/Wastewater</b>		
	810	Public Works Building Repairs	\$15,000
	810	Well #6 Roof Improvements	50,000
	810	WTP Process Room Flooring	20,000
	815.05	Overhead Sewer Grant Program	15,000
	815.30	Fire Hydrant Replacement	17,000
	815.30	Kautz Road Median Irrigation	15,000
	815.30	Membranes for Water Plant	140,000
	815.30	River Lane Engineering	30,000
	815.30	Valve Replacement	10,000
	815.30	Water Main Replacement - River Lane	700,000
	815.30	Water Main Replacement N. 1st	71,500
	815.30	Water Meter Replacement 900 Total Meters	200,000
	815.30	Water Meters for New Construction	10,000
	815.30	Water System Leak Survey	40,000
	815.30	Well #9 Generator	95,000
	815.35	River Lane Sanitary	280,000
	815.35	Sanitary Flow Monitoring	70,000
	815.35	UV Lamps and Sleeves	21,000
	815.35	Western Avenue Lift Station Pump Rehab	20,000
	815.35	Western Avenue Lift Station Wet Well Safety Imp	15,000
	815.35	WWTP Centrifuge Repair	50,000
	815.35	WWTP Construction Upgrades	500,000
	815.35	WWTP Design Upgrades	475,000
	815.35	WWTP Raw Pump Maintenance	20,000
	815.35	WWTP Scada Upgrade	225,000
	820	Arc Flash Evaluation Water Plant	30,000
	820	GPS Locating Units	14,000
	820	pH Meter - Field Unit	2,500
	820	Service Vehicle Lift	10,000
	820	Utility Locating Device - Split with Electric	5,000
	820	Water Plant Chemical Feed Pumps	5,000
	820	WWTP Gas Chlorinator Excess Flow Building	8,000
	820	WWTP Lab Analytical Balance	7,500
	820	WWTP Winch - Excess Flow Building	8,000
			<b>\$3,194,500</b>
			<b>32.93%</b>
		<b>Grand Total</b>	<b>\$9,699,815</b>

Table II  
City of Geneva  
FY 2017 Capital Improvement Program by Category

Fund	Account	Description	FY 2017 Cost
<b>Buildings &amp; Improvements</b>			
240	810	Upgrade Lighting in Council Chambers	\$4,000
410	810	Fire - Replace westside doors & tuck pointing	11,000
410	810	New Fire Alarm and City Hall Door Hold	4,000
410	810	Police Station Improvements	25,000
410	810	PW Shared Goals	15,000
410	810	Replace Gutters at City Hall	5,000
410	810	Soffit and Fascia at City Hall	6,500
410	810	Tuck Pointing Brick at City Hall	9,500
620	810	Public Works Building Improvements	15,000
620	810	17 Hot Line Tools - storage room	17,000
620	810	Green Initiative - LED Lighting at Public Works Building	5,000
630	810	Public Works Building Repairs	15,000
630	810	Well #6 Roof Improvements	50,000
630	810	WTP Process Room Flooring	20,000
			<b>\$202,000</b>
			<b>2.08%</b>
<b>Improvements Other Than Buildings - Other</b>			
219	815.05	Welcome Signage	\$12,000
410	815.05	Fire Alarm at Finance	2,800
219/415	815.05	3rd Street Directional Kiosks	30,000
415	815.05	7th Street Extension Engineering Phase 1	45,000
415	815.05	7th Street On-Street Bicycle Path Engineering Phase 1	42,000
415	815.05	City Hall Employee Parking	10,000
415	815.05	Contractual Tree Removal	42,000
415	815.05	Contractual Tree Trimming	40,000
415	815.05	Downtown Pavilion Design	100,000
415	815.05	East State Street Engineering Phase 2	140,000
415	815.05	GPS Control Points	12,500
415	815.05	Joshel Plaza Maintenance	5,000
415	815.05	Kautz Road Intersection Engineering Phase 1	75,000
415	815.05	Route 31 Pedestrian Bridge Engineering Phase 1	150,000
415	815.05	Sidewalks	50,000
415	815.05	Streetscape & Median Maintenance	25,000
415	815.05	Tree Replacements	80,000
415	815.05	Welcome Signage	90,000
620	815.05	Community Betterment Projects	2,000
620	815.05	Miscellaneous Development	200,000
630	815.05	Overhead Sewer Grant Program	15,000
			<b>\$1,168,300</b>
			<b>12.04%</b>
<b>Improvements Other Than Buildings - Streets</b>			
415	815.10	Annual Crack Sealing Program (Alternate with Pavement Ma	\$40,000
415	815.10	Annual Roadway Improvement Program	1,400,000
415	815.10	River Lane Reconstruction Phase 2 Engineering	12,000
415	815.10	Roadway Improvement Program	700,000
			<b>\$2,152,000</b>
			<b>22.19%</b>
<b>Improvements Other Than Buildings - Storm Sewers</b>			
415	815.15	Stormwater Utility Phase 1 Engineering	\$150,000
			<b>\$150,000</b>
			<b>1.55%</b>

Table II  
City of Geneva  
FY 2017 Capital Improvement Program by Category

Fund	Account	Description	FY 2017 Cost
<b>Improvements Other Than Buildings - Culverts</b>			
254	815.20	Culverts	\$15,000
255	815.20	Culverts	10,000
257	815.20	Culverts	5,000
			<b>\$30,000</b>
			<b>0.31%</b>
<b>Improvements Other Than Buildings - Electric System</b>			
620	815.25	Geneva Generating Facility (GGF) Improvements	\$180,000
620	815.25	Line Supplies Inventory	341,585
620	815.25	Meter Replacement Program	96,545
620	815.25	Underground/Overhead Cable Replacement	700,500
620	815.25	New Southeast Side Substation	500,000
620	815.25	East Side Drive Substation Relays, RTU, & Breaker	73,500
620	815.25	East Side Drive Substation Driveway	10,000
620	815.25	Redundant Fiber to EOC	27,000
			<b>\$1,929,130</b>
			<b>19.89%</b>
<b>Improvements Other Than Buildings - Water System</b>			
630	815.30	Fire Hydrant Replacement	\$17,000
630	815.30	Kautz Road Median Irrigation	15,000
630	815.30	Membranes for Water Plant	140,000
630	815.30	River Lane Engineering	30,000
630	815.30	Valve Replacement	10,000
630	815.30	Water Main Replacement - River Lane	700,000
630	815.30	Water Main Replacement N. 1st	71,500
630	815.30	Water Meter Replacement 900 Total Meters	200,000
630	815.30	Water Meters for New Construction	10,000
630	815.30	Water System Leak Survey	40,000
630	815.30	Well #9 Generator	95,000
			<b>\$1,328,500</b>
			<b>13.70%</b>
<b>Improvements Other Than Buildings - Sewer System</b>			
630	815.35	River Lane Sanitary	\$280,000
630	815.35	Sanitary Flow Monitoring	70,000
630	815.35	UV Lamps and Sleeves	21,000
630	815.35	Western Avenue Lift Station Pump Rehab	20,000
630	815.35	Western Avenue Lift Station Wet Well Safety Imp	15,000
630	815.35	WWTP Centrifuge Repair	50,000
630	815.35	WWTP Construction Upgrades	500,000
630	815.35	WWTP Design Upgrades	475,000
630	815.35	WWTP Raw Pump Maintenance	20,000
630	815.35	WWTP Scada Upgrade	225,000
			<b>\$1,676,000</b>
			<b>17.28%</b>
<b>Improvements Other Than Buildings - Parking Lots</b>			
415	815.40	4th Street Parking Lot	\$20,000
415	815.40	Parking Lots Sealcoating (7 lots)	22,500
			<b>\$42,500</b>
			<b>0.44%</b>
<b>Machinery &amp; Equipment</b>			
410	820	Bullet Proof Vests	\$5,000
410	820	Fire - Station Alerting - Station 1	45,000
410	820	Repairs to lift in maintenance	10,000
620	820	2 GPS units for GIS centimeter accuracy	14,000
620	820	Arc Flash Evaluation & PPE Acquisition	50,000
620	820	Repairs to lift in maintenance	10,000

Table II  
City of Geneva  
FY 2017 Capital Improvement Program by Category

<b>Fund</b>	<b>Account</b>	<b>Description</b>	<b>FY 2017 Cost</b>
620	820	Small Equipment Replacement	15,000
620	820	Locator	5,000
630	820	Arc Flash Evaluation Water Plant	30,000
630	820	GPS Locating Units	14,000
630	820	pH Meter - Field Unit	2,500
630	820	Service Vehicle Lift	10,000
630	820	Utility Locating Device - Split with Electric	5,000
630	820	Water Plant Chemical Feed Pumps	5,000
630	820	WWTP Gas Chlorinator Excess Flow Building	8,000
630	820	WWTP Lab Analytical Balance	7,500
630	820	WWTP Winch - Excess Flow Building	8,000
			<b>\$244,000</b>
			<b>2.52%</b>
<b>Vehicles</b>			
410	825	Fire - Repair corrosion on car 200	\$6,000
410	825	Heavy Fleet Maintenance	25,000
430	825	Community Development Vehicle	30,000
430	825	PD Sedan	38,000
430	825	PD Sedan	38,000
430	825	PD Utility	40,885
430	825	Fire Admin Vehicle	28,000
430	825	Retro Fit G-44 for salt box	12,500
430	825	Snow Plow	145,000
620	825	G-4 Line Truck (1-ton with a utility body and a crane)	105,000
620	825	G-7 Large Bucket Truck	200,000
			<b>\$668,385</b>
			<b>6.89%</b>
<b>Computer Equipment</b>			
236	835	V-Brick Encoded & Decoder	\$8,500
620	835	17 iPad	500
620	835	17 SCADA Master Station, RTU's, & Comm. Equip. update	100,000
			<b>\$109,000</b>
			<b>1.12%</b>
<b>Grand Total</b>			<b>\$9,699,815</b>

## FY 2017 Capital Improvement Program – Detail by Project

### Tourism Fund

#### 3<sup>rd</sup> Street Directional Kiosks

3 directional kiosks are to be placed at three locations along or proximate to Third Street. The kiosks will include a map of downtown streets/landmarks/businesses and other community and event information.

- Government Function Economic Development
- Total Project Cost \$15,000
- Operating Impact None.
  
- Funding Source Hotel/Motel Receipts
- Projected Year of Completion: 2017

#### Welcome Signage

The “Welcome to Geneva” signs are almost 25 years old and rapidly deteriorating and only 6 of the original 13 signs remain in place.

- Government Function Economic Development
- Total Project Cost \$12,000
- Operating Impact Decrease maintenance and upkeep.
  
- Funding Source Hotel/Motel Receipts
- Projected Year of Completion: 2020

### PEG Fund

#### Upgrade Lighting in Council Chambers to LED

The new LED lighting will not only improve electrical consumption but will aid in the recording of council meetings.

- Government Function Community Development
- Total Project Cost \$4,000
- Operating Impact Decreased Energy Costs.
  
- Funding Source Cable Franchise Fees
- Projected Year of Completion: 2017

#### Vbrick Encoder & Decoder

Project will allow for LIVE Geneva Broadcast Network programming (ex. Special Meetings) directly from Geneva Public Works training room.

- Government Function Administrative Services Department
- Total Project Cost \$8,500
- Operating Impact None.
  
- Funding Source Cable Franchise Fees
- Projected Year of Completion: 2017

## FY 2017 Capital Improvement Program – Detail by Project

### SSA #4 (Randall Square)

#### Culvert Repair

Repair and replacement of deuterated culverts restoring operating functions of the storm sewers system.

- Government Function                      Public Works
- Total Project Cost                              \$5,000
- Operating Impact                              \$5,000-20,000 annual savings in maintenance costs.
  
- Funding Source                              Special Service Area Property Taxes
- Projected Year of Completion:              2017

### SSA #5 (Williamsburg)

#### Culvert Repair

Repair and replacement of deuterated culverts restoring operating functions of the storm sewers system.

- Government Function                      Public Works
- Total Project Cost                              \$10,000
- Operating Impact                              \$5,000-20,000 annual savings in maintenance costs.
  
- Funding Source                              Special Service Area Property Taxes
- Projected Year of Completion:              2017

### SSA #7 (Blackberry)

#### Culvert Repair

Repair and replacement of deuterated culverts restoring operating functions of the storm sewers system.

- Government Function                      Public Works
- Total Project Cost                              \$15,000
- Operating Impact                              \$5,000-20,000 annual savings in maintenance costs.
  
- Funding Source                              Special Service Area Property Taxes
- Projected Year of Completion:              2017

# FY 2017 Capital Improvement Program – Detail by Project

## General Capital Projects Fund

### Fire Alarm at Finance

The current fire alarm system is over 20 years old and the parts are becoming obsolete when repairs need to be made.

- Government Function                      General Government
- Total Project Cost                              \$2,800
- Operating Impact                              Reduced repair costs.
  
- Funding Source                                      GF
- Projected Year of Completion:              2016

### New Fire Alarm and City Hall Door Hold

The current fire alarm system is over 20 years old and the parts are becoming obsolete when repairs need to be made.

- Government Function                      General Government
- Total Project Cost                              \$4,000
- Operating Impact                              Reduced repair costs.
  
- Funding Source                                      GF
- Projected Year of Completion:              2016

### Replace Gutters at City Hall

The current gutters are not working properly due to deterioration. Replacement of gutters will keep the water away from the building and reduce future damage.

- Government Function                      General Government
- Total Project Cost                              \$5,000
- Operating Impact                              None.
  
- Funding Source                                      GF
- Projected Year of Completion:              2017

### Soffit and Fascia at City Hall

The Soffits and Fascia at City hall are peeling, showing signs of rot. Replacement of the pieces that can't be saved and repair of sections that can be saved.

- Government Function                      General Government
- Total Project Cost                              \$6,500
- Operating Impact                              None.
  
- Funding Source                                      GF
- Projected Year of Completion:              2017

## FY 2017 Capital Improvement Program – Detail by Project

### Tuck Pointing Brick at City Hall

Tuck pointing will be addressed in areas of City Hall to reduce future damage to the bricks.

- Government Function                      General Government
- Total Project Cost                              \$9,500
- Operating Impact                                None.
  
- Funding Source                                 GF
- Projected Year of Completion:              2016

### Police Station Improvements

The police station exterior is in need of tuck pointing due to the age of the building. The carpet will also be replaced to due to 24/7/365 use of the police department building.

- Government Function                      Public Safety
- Total Project Cost                              \$25,000
- Operating Impact                                Reduced future maintenance costs.
  
- Funding Source                                 GF
- Projected Year of Completion:              2017

### Bullet Proof Vests

The replacement of 7 body armor pieces which have a life expectancy of 5 years and is required per the collective bargaining agreement.

- Government Function                      Public Safety
- Total Project Cost                              \$5,000
- Operating Impact                                None.
  
- Funding Source                                 GF
- Projected Year of Completion:              2016

### Fire Station 1 Improvements

Two metal doors and frames will be replaced to due to significant amount of corrosion at Fire Station 1.

- Government Function                      General Government
- Total Project Cost                              \$11,000
- Operating Impact                                None.
  
- Funding Source                                 GF
- Projected Year of Completion:              2017

## FY 2017 Capital Improvement Program – Detail by Project

### Station 1 Alerting System

Due to Tri-Com's CAD upgrade, the alerting system will automate the process and reduce the time of relaying critical response information to the on-duty personnel.

- Government Function                      General Government
- Total Project Cost                         \$45,000
- Operating Impact                          None.
  
- Funding Source                              GF
- Projected Year of Completion:         2017

### Repair on Car 211

Repairs to the body of car 211 due to corrosion will extend the life of the car for an additional two years.

- Government Function                      General Government
- Total Project Cost                         \$6,000
- Operating Impact                          None.
  
- Funding Source                              GF
- Projected Year of Completion:         2016

### PW Building Repairs and Upgrades

The public works building requires repair of roof leaks around the skylights and heating system.

- Government Function                      General Government
- Total Project Cost                         \$15,000
- Operating Impact                          Reduced maintenance costs
  
- Funding Source                              GF
- Projected Year of Completion:         2017

### Fleet Service Lift Repairs

The 30 year old vehicle lift is not safe and must be repaired to be a usable piece of equipment.

- Government Function                      General Government
- Total Project Cost                         \$10,000
- Operating Impact                          Reduced costs for sending out cars which needs repairs requiring a lift and increased productivity of fleet services staff.
  
- Funding Source                              GF
- Projected Year of Completion:         2017

## FY 2017 Capital Improvement Program – Detail by Project

### Heavy Fleet Maintenance

The repair work for the Streets Division vehicle includes dump body repair, sand blasting and repairing for salt auger boxes.

- Government Function                      General Government
- Total Project Cost                              \$25,000
- Operating Impact                                None.
  
- Funding Source                                      GF
- Projected Year of Completion:              2017

## Infrastructure Capital Projects Fund



### 3<sup>rd</sup> Street Directional Kiosks

3 directional kiosks are to be placed at three locations along or proximate to Third Street. The kiosks will include a map of downtown streets/landmarks/businesses and other community and event information.

- Government Function                      General Government
- Total Project Cost                              \$15,000
- Operating Impact                                None.
  
- Funding Source                                      ICPF – Non-Home Rule Sales Tax
- Projected Year of Completion:              2017

### 7<sup>th</sup> Street Extension Engineering

Completing the Phase 1 engineering study will assist the City to pursue external funding to expand this to a full four way intersection.

- Government Function                      Public Works
- Total Project Cost                              \$45,000
- Operating Impact                                Unknown at this time, but there will be an increase in street lights, traffic signal & road maintenance and snow removal.
  
- Funding Source                                      ICPF – Non-Home Rule Sales Tax
- Projected Year of Completion:              2017

## FY 2017 Capital Improvement Program – Detail by Project

### 7<sup>th</sup> Street On-Street Bicycle Path Engineering

Phase I Study to install bike path extensions from West State Street/7<sup>th</sup> Street to the Metra commuter station on Crescent Place.

- Government Function                      General Government
- Total Project Cost                              \$42,000
- Operating Impact                              Increase costs for signage, pavement marking and maintenance.
- Funding Source                                      ICPF – Non-Home Rule Sales Tax
- Projected Year of Completion:              2018

### City Hall Employee Parking

Replace and update all parking signs around City Hall to eliminate any confusion on assigned parking spaces.

- Government Function                      General Government
- Total Project Cost                              \$10,000
- Operating Impact                              Increase costs for signage, pavement marking and maintenance.
- Funding Source                                      ICPF – Non-Home Rule Sales Tax
- Projected Year of Completion:              2016

### Tree Removal

Contractual tree removal will be used remove trees that are located in and around powerlines and trees too large for public works department to remove.

- Government Function                      General Government
- Total Project Cost                              \$42,000
- Operating Impact                              None
- Funding Source                                      ICPF – Non-Home Rule Sales Tax
- Projected Year of Completion:              2017

### Tree Trimming

Contractual tree trimming will be used in trimming in and around power lines, downtown and catch up for public works staff that have been diverted to fighting the Emerald Ash Borer.

- Government Function                      General Government
- Total Project Cost                              \$40,000
- Operating Impact                              None
- Funding Source                                      ICPF – Non-Home Rule Sales Tax
- Projected Year of Completion:              2017

## FY 2017 Capital Improvement Program – Detail by Project

### Downtown Pavilion Design

A design for a 250' x 60' shelter built to span both sides of a parking drive aisle the length of the middle two aisles of a downtown parking lot for an outdoor market.

- Government Function Economic Development
- Total Project Cost \$100,000
- Operating Impact None until structure is built
  
- Funding Source ICPF Non-Home Rules Sales Tax
- Projected Year of Completion: 2017

### East State Street Engineering Phase 2

A phase 2 study to provide reconstruction of East State Street between Water Street and Glengarry Drive.

- Government Function Highways and Streets
- Total Project Cost \$140,000
- Operating Impact None. If the road is built there will be an increase in annual costs for road maintenance, snow removal, etc.
  
- Funding Source ICPF – Non-Home Rule Sales Tax
- Projected Year of Completion: 2016

### GPS Control Points

Installation of three GPS control points which allow for a high degree of accuracy for the City's GIS.

- Government Function Highways and Streets
- Total Project Cost \$12,500
- Operating Impact None
  
- Funding Source ICPF – Non-Home Rule Sales Tax
- Projected Year of Completion: 2017

### Joshel Plaza Maintenance

Maintenance and repairs on the Joshel Plaza fountain.

- Government Function Highways and Streets
- Total Project Cost \$5,000
- Operating Impact None
  
- Funding Source ICPF – Non-Home Rule Sales Tax
- Projected Year of Completion: 2017

## FY 2017 Capital Improvement Program – Detail by Project

### Kautz Road Intersection Engineering

A phase 1 study to provide a south leg of the signalized intersection of IL Route 38 and Kautz Rd into the undeveloped acreage on the south side of Route 38 to encourage development.

- Government Function Highways and Streets
- Total Project Cost \$75,000
- Operating Impact None. If the road is built there will be an increase in annual costs for road maintenance, snow removal, etc.
- Funding Source ICPF – Non-Home Rule Sales Tax
- Projected Year of Completion: 2017

### Annual Sidewalk Program

An annual program where sidewalks are replaced based upon City inspections. Issues addressed are cracks, uneven settlement, ADA upgrades and/or City utility improvements.

- Government Function Highways and Streets
- Total Project Cost \$50,000
- Operating Impact None.
- Funding Source ICPF – Non-Home Rule Sales Tax
- Projected Year of Completion: 2016

### Streetscape and Median Maintenance

Maintenance and upgrade to the downtown streetscape area. Improvement areas include brick crosswalks and other hazards to pedestrians.

- Government Function Highways and Streets
- Total Project Cost \$25,000
- Operating Impact None.
- Funding Source ICPF – Non-Home Rule Sales Tax
- Projected Year of Completion: 2016

### Tree Replacements

A tree replacement program which removes trees due to mortality or hazards.

- Government Function Highways and Streets
- Total Project Cost \$80,000
- Operating Impact None.
- Funding Source ICPF – Non-Home Rule Sales Tax
- Projected Year of Completion: 2016

## FY 2017 Capital Improvement Program – Detail by Project

### Welcome Signage

The “Welcome to Geneva” signs are almost 25 years old and rapidly deteriorating and only 6 of the original 13 signs remain in place.

- |                                 |                                 |
|---------------------------------|---------------------------------|
| • Government Function           | • Government Function           |
| • Total Project Cost            | • Total Project Cost            |
| • Operating Impact              | • Operating Impact              |
| • Funding Source                | • Funding Source                |
| • Projected Year of Completion: | • Projected Year of Completion: |

### Route 31 Pedestrian Bridge Engineering

A phase 1 study to construct a pedestrian bridge connecting the existing commuter lot at 601 S 1<sup>st</sup> St to the commuter parking garage to provide a safe passage for commuters.

- |                                 |  |
|---------------------------------|--|
| • Government Function           | Highways and Streets   |
| • Total Project Cost            | \$150,000  |
| • Operating Impact              | None. If the bridge is built there will be annual costs for sidewalk maintenance, lighting and snow removal. |
| • Funding Source                | ICPF – Non-Home Rule Sales Tax   |
| • Projected Year of Completion: | 2017   |

### Annual Crack Sealing Program

An annual program which extends the life of the roadway. Street selection is based upon City staff’s inspections of roadway conditions.

- |                                 |                                |
|---------------------------------|--------------------------------|
| • Government Function           | Highways and Streets           |
| • Total Project Cost            | \$40,000                       |
| • Operating Impact              | None.                          |
| • Funding Source                | ICPF – Non-Home Rule Sales Tax |
| • Projected Year of Completion: | 2016                           |

### Annual Street Improvement Program

This year’s annual street resurfacing program focuses on River Lane and additional streets that require resurfacing. The actual number of streets resurfaced will depend on the bid results.

- |                                 |  |
|---------------------------------|--|
| • Government Function           | Highways and Streets   |
| • Total Project Cost            | \$2,100,000  |
| • Operating Impact              | Unknown decrease. The resurfacing reduces ongoing maintenance in the first few years of resurfacing. |
| • Funding Source                | ICPF – Non-Home Rule Sales Tax   |
| • Projected Year of Completion: | 2017   |

## FY 2017 Capital Improvement Program – Detail by Project

### River Lane Reconstruction Phase 2 (Engineering)

To complete the engineering study for the River Lane Reconstruction.

- Government Function                      Highways and Streets
- Total Project Cost                              \$12,000
- Operating Impact                              None.
  
- Funding Source                              ICPF – Water
- Projected Year of Completion:              2017

### Storm water Utility Phase 1

Fund dedicated to use a consultant to determine the feasibility of a Stormwater Utility for the city.

- Government Function                      Public Works
- Total Project Cost                              \$150,000
- Operating Impact                              Undetermined, increased revenue and expense if determined the utility is needed and approved.
  
- Funding Source                              ICPF – Non-Home Rule Sales Tax
- Projected Year of Completion:              2017

### 4<sup>th</sup> Street Parking Lot

Finishing the parking lot project which was completed in FY 2016, restoration and landscaping will be completed in FY 2017.

- Government Function                      General Government
- Total Project Cost                              \$20,000
- Operating Impact                              \$2,000 increase, with increases every five – seven years for parking lot resurfacing.
  
- Funding Source                              ICPF – Non-Home Rule Sales Tax
- Projected Year of Completion:              2015

### Parking Lot Sealcoating

Sealcoating of seven parking lots which the City owns.

- Government Function                      General Government
- Total Project Cost                              \$22,500
- Operating Impact                              None.
  
- Funding Source                              ICPF – Non-Home Rule Sales Tax
- Projected Year of Completion:              2015

**Capital Equipment Fund**



Community Development Vehicle

Vehicle purchase to replace the current vehicle.

- Government Function                      Community Development
- Total Project Cost                              \$30,000
- Operating Impact                                None.
  
- Funding Source                                  Capital Equipment
- Projected Year of Completion:              2016

2 Police Patrol Vehicles (Sedan)

The purchase of two police patrol vehicles which replace the current stock which has over 100,000 miles. The two patrol cars will be converted to Police administrative vehicles.

- Government Function                      Public Safety
- Total Project Cost                              \$76,000
- Operating Impact                                Reduce the cost of maintenance on the two patrol vehicles.
  
- Funding Source                                  Capital Equipment
- Projected Year of Completion:              2016

Police Patrol Vehicle (Utility)

The purchase of one police utility vehicle which replaces the current stock which has over 100,000 miles. The current utility will be converted to Police administrative vehicle.

- Government Function                      Public Safety
- Total Project Cost                              \$40,885
- Operating Impact                                Reduce the cost of maintenance on one utility vehicle.
  
- Funding Source                                  Capital Equipment
- Projected Year of Completion:              2016

## FY 2017 Capital Improvement Program – Detail by Project

### Fire Administrative Vehicle

The purchase of vehicle which replace the bureau vehicle which has over 185,000 miles. The current vehicle will be sold to fund future purchases.

- Government Function                      Public Safety
- Total Project Cost                            \$28,000
- Operating Impact                              Reduce the cost of maintenance.
  
- Funding Source                                Capital Equipment
- Projected Year of Completion:            2016

### Retro Fit G-44 for Salt Box

Purchase salt box to be installed on a current streets vehicle.

- Government Function                      Public Safety
- Total Project Cost                            \$12,500
- Operating Impact                              None.
  
- Funding Source                                Capital Equipment
- Projected Year of Completion:            2017

### Snow Plow

Purchase snow plow which is over 18 years old.

- Government Function                      Public Safety
- Total Project Cost                            \$145,000
- Operating Impact                              Decrease of \$5,000 in mechanical repairs.
  
- Funding Source                                Capital Equipment
- Projected Year of Completion:            2016

## Electric Fund

### PW Building Repairs and Upgrades

The public works building requires repair of roof leaks around the skylights and heating system.

- Government Function                      Electric
- Total Project Cost                            \$15,000
- Operating Impact                              Reduced maintenance costs
  
- Funding Source                                Electric
- Projected Year of Completion:            2016/2017

## FY 2017 Capital Improvement Program – Detail by Project

### Hot Line Tool Storage

Enclosing a storage area for hot line tools.

- Government Function                      Electric
- Total Project Cost                              \$17,000
- Operating Impact                              Increase
  
- Funding Source                              Electric
- Projected Year of Completion:              2017

### Green Initiatives

Transition to LED lighting at the Public Works building.

- Government Function                      Electric
- Total Project Cost                              \$5,000
- Operating Impact                              Decrease in light bulb replacement costs.
  
- Funding Source                              Electric
- Projected Year of Completion:              2016/2017

### Community Betterment Projects

Funds spent for Geneva festivals and other civic projects that enhance the quality of life in Geneva.

- Government Function                      Electric
- Total Project Cost                              \$2,000
- Operating Impact                              None.
  
- Funding Source                              Electric
- Projected Year of Completion:              2017

### Miscellaneous Development

Planned small development projects around the City that require electrical service.

- Government Function                      Electric
- Total Project Cost                              \$200,000
- Operating Impact                              None.
  
- Funding Source                              Electric
- Projected Year of Completion:              2016/2017

### Geneva Generation Facility (GGF) Equipment

The annual purchase of generation supplies needed for replacement/repair of the Geneva Generation Facility.

- Government Function                      Electric
- Total Project Cost                              \$180,000
- Operating Impact                              None.
  
- Funding Source                              Electric
- Projected Year of Completion:              2016/2017

## FY 2017 Capital Improvement Program – Detail by Project

### Line Supplies

The annual purchase of line supplies needed for replacement/repair of the system, including Line Equipment, Wire & Cable, Metering, Street Lights, Switches and Transformers.

- Government Function                      Electric
- Total Project Cost                              \$341,585
- Operating Impact                              None.
  
- Funding Source                              Electric
- Projected Year of Completion:              2016/2017

### Meter Replacements

The replacement of older and nonfunctioning meters with radio read meters.

- Government Function                      Electric
- Total Project Cost                              \$95,035
- Operating Impact                              Potential increase in revenue (estimated to be \$10,000) due to more accurate meter readings.
  
- Funding Source                              Electric
- Projected Year of Completion:              2016/2017

### Underground/Overhead Cable Replacement

The replacement of overhead feeder circuits for reliability in three areas of the City and the replacement of old underground cable, transformers and equipment on the east side.

- Government Function                      Electric
- Total Project Cost                              \$700,500
- Operating Impact                              Unknown decrease due to fewer power outages and maintenance.
  
- Funding Source                              Electric
- Projected Year of Completion:              2017

### Southeast Development Substation

Work with city staff, property owner(s)/developer(s), legal and land consultants to secure a substation site, easements for an electrical feed to the site, construction easements, and right-of-way to access the site so that site engineering and substation design engineering can move forward. Secure an architect and engineering design firm to initiate substation site design, develop equipment specifications for long lead time items, begin work with ComEd to design feed to site, and purchase substation transformers.

- Government Function                      Electric
- Total Project Cost                              \$500,000
- Operating Impact                              There are positive and negative unknown impacts to future budgets. Once development takes place, electric revenues will increase and there will be ongoing maintenance costs.
  
- Funding Source                              Electric
- Projected Year of Completion:              2016/2017

## FY 2017 Capital Improvement Program – Detail by Project

### East Side Drive Relays & RTU

Update the relays and common RTU at the East Side Drive (ESD) Substation to enhance the safety and reliability of the distribution system.

- Government Function                      Electric
- Total Project Cost                              \$73,500
- Operating Impact                              Decrease in maintenance and repairs and fewer/shorter power outages.
- Funding Source                                  Electric
- Projected Year of Completion:              2016

### East Side Drive Substation Driveway

Remove and replace the asphalt driveway at the East Side Drive Substation.

- Government Function                      Electric
- Total Project Cost                              \$10,000
- Operating Impact                              None.
- Funding Source                                  Electric
- Projected Year of Completion:              2016

### Redundant Fiber Optic Communications to Emergency Operations Center (EOC)

Perform fiber optic path engineering, update infrastructure drawings, create a splicing plan and contract out splicing work to tie in the Kane County redundant fiber optic circuit between Fire Station 1 (site of the EOC) and the Kane County Public Safety Building.

- Government Function                      Electric
- Total Project Cost                              \$27,000
- Operating Impact                              None – public safety project.
- Funding Source                                  Electric
- Projected Year of Completion:              2017

### 2 GPS Locating Units

Replacement of two GPS Locating Units which are antiquated.

- Government Function                      Engineering
- Total Project Cost                              \$14,000
- Operating Impact                              Decreased labor costs.
- Funding Source                                  Electric
- Projected Year of Completion:              2016

## FY 2017 Capital Improvement Program – Detail by Project

### Arc Flash Evaluation & PPE Acquisition

OSHA and the IDOL have required that all electric equipment be labeled with the Incident Energy potential and the Arc Flash clothing rating required when work is to be performed.

- Government Function                      Electric
- Total Project Cost                              \$50,000
- Operating Impact                              Increase. The evaluation may show that more protective gear needs to be purchased in the future.
  
- Funding Source                              Electric
- Projected Year of Completion:              2017

### Small Equipment Replacement

Unanticipated replacement of small equipment.

- Government Function                      Electric
- Total Project Cost                              \$15,000
- Operating Impact                              None.
  
- Funding Source                              Electric
- Projected Year of Completion:              2017

### Utility Locator

Current equipment has reached the end of its useful life and is used for locating all underground utilities before excavating.

- Government Function                      Electric
- Total Project Cost                              \$5,000
- Operating Impact                              None.
  
- Funding Source                              Electric
- Projected Year of Completion:              2016



## FY 2017 Capital Improvement Program – Detail by Project

### Vehicle G-4 Line Truck

Replacement of the 2003 Chevy K 3500 with utility body and service crane.

- Government Function Electric
- Total Project Cost \$105,000
- Operating Impact Unknown decrease due to reduced maintenance expenses.
  
- Funding Source Electric
- Projected Year of Completion: 2017

### Vehicle G-7 Bucket Truck

Replacement of the 1998 International Bucket Truck used for rebuilding and maintaining the high voltage equipment at the tops of the Electric poles.

- Government Function Electric
- Total Project Cost \$200,000
- Operating Impact Unknown decrease due to reduced maintenance expenses.
  
- Funding Source Electric
- Projected Year of Completion: 2016

### Scada System Upgrades

Upgrade of current scada system which is no longer supported by the manufacturer and all hardware warranties have expired.

- Government Function Electric
- Total Project Cost \$100,000
- Operating Impact Decrease in power outage length and reduced maintenance and repairs.
  
- Funding Source Electric
- Projected Year of Completion: 2017

## Water/Wastewater Fund

### PW Building Repairs and Upgrades

The public works building requires repair of roof leaks around the skylights and heating system.

- Government Function Water
- Total Project Cost \$15,000
- Operating Impact Reduced maintenance costs
  
- Funding Source Water
- Projected Year of Completion: 2017

## FY 2017 Capital Improvement Program – Detail by Project

### Well #6 Roof Improvements

The roof on well #6 is failing and a new roof needs to be installed to avoid damage to the electrical systems in the building.

- Government Function Water
- Total Project Cost \$50,000
- Operating Impact None
  
- Funding Source Water
- Projected Year of Completion: 2016

### Water Treatment Plant (WTP) Operation Room Flooring

Replacement of the existing painted operation room floor with a 2 part epoxy chemical and slip resistant floor. The existing painted floor is peeling up due to the environment.

- Government Function Water
- Total Project Cost \$20,000
- Operating Impact None. Safety only.
  
- Funding Source Water
- Projected Year of Completion: 2017

### Overhead Sewer Grant Program

This program will pay for 50% (up to \$3,000) for a customer who has experienced sewer backups to install an overhead sewer. The installation of an overhead sewer is the best way to avoid sewer backups caused by the city sewer exceeding its capacity during wet weather events.

- Government Function Water
- Total Project Cost \$15,000
- Operating Impact None.
  
- Funding Source Water
- Projected Year of Completion: 2017

### Fire Hydrant Replacement

The replacement of older hard to operate fire hydrants. During hydrant flushing operations staff will document problems with any hydrants. Hydrants that cannot be repaired will be replaced.

- Government Function Water
- Total Project Cost \$17,000
- Operating Impact None.
  
- Funding Source Water
- Projected Year of Completion: 2017

## FY 2017 Capital Improvement Program – Detail by Project

### Kautz Road Median Irrigation

Staff proposes to install irrigation to the medians at Kautz Road and Route 38. The irrigation system will improve the appearance and will reduce the risk of the plants dying that were installed in the medians in 2015.

- Government Function Water
- Total Project Cost \$15,000
- Operating Impact None.
  
- Funding Source Water
- Projected Year of Completion: 2016

### Membranes for the Water Treatment Plant

Replacement of 282 RO membrane filters in Skid #2. These membranes have a life span of 5-7 years and Skid #2 is currently going on 8 years of service. These membranes are currently producing water with a conductivity of 40+ (2.33+ grains of hardness). New membranes produce water with a conductivity around 9 (.52 grains of hardness). The higher conductivity results in the membranes reduced ability to reject (remove) minerals, radium, etc.

- Government Function Water
- Total Project Cost \$140,000
- Operating Impact None.
  
- Funding Source Water
- Projected Year of Completion: 2017

### River Lane Engineering

Bollinger, Lach & Associates has been hired to perform design engineering plans for S. River Lane. The Water & Sewer Fund will be responsible for a portion of the engineering costs.

- Government Function Water
- Total Project Cost \$30,000
- Operating Impact None.
  
- Funding Source Water
- Projected Year of Completion: 2016

### Valve Replacement

Replacement of older hard to operate water distribution system valves. During valve exercising or daily operations, staff will document problems with any valves. Valves that cannot be repaired will be replaced.

- Government Function Water
- Total Project Cost \$10,000
- Operating Impact None.
  
- Funding Source Water
- Projected Year of Completion: 2017

## FY 2017 Capital Improvement Program – Detail by Project

### Water Main Replacement

The N. 1<sup>st</sup> Street water main replacement project was completed in FY16 except for the restoration. The amount budgeted for FY17 will cover the restoration, retainage, and any incidentals.

- Government Function Water
- Total Project Cost \$71,500
- Operating Impact None.
  
- Funding Source Water
- Projected Year of Completion: 2016

### Water Main Replacement

Replace the water main on S. River Lane from Campbell Street to South Street. The replacement coincides with the street resurfacing program.

- Government Function Water
- Total Project Cost \$700,000
- Operating Impact None.
  
- Funding Source Water
- Projected Year of Completion: 2016

### Water Meter Replacements

Replace approximately 900 older and nonfunctioning water meters with radio read meters for accurate billing.

- Government Function Water
- Total Project Cost \$200,000
- Operating Impact \$4,000 decrease.
  
- Funding Source Water
- Projected Year of Completion: 2017

### Water Meters for New Construction

When new construction occurs the Water Department will purchase the meter. Reimbursement for the water meter is then processed through the permit process and is credited to the Water Fund.

- Government Function Water
- Total Project Cost \$10,000
- Operating Impact None.
  
- Funding Source Water
- Projected Year of Completion: 2017

## FY 2017 Capital Improvement Program – Detail by Project

### Water System Leak Survey

A survey of the water system which will identify the leaks, repair the leaks and reduce the amount of unaccounted for water loss.

- Government Function                      Water
- Total Project Cost                              \$40,000
- Operating Impact                              Decrease \$50,000 due to reducing unbilled usage.
  
- Funding Source                                  Water
- Projected Year of Completion:              2017

### Well #9 Generator

Installing a generator at Well #9 across from the water treatment plant will keep water pumping to the water system during a power outage.

- Government Function                      Water
- Total Project Cost                              \$95,000
- Operating Impact                              \$300 increase.
  
- Funding Source                                  Water
- Projected Year of Completion:              2016

### Sanitary Sewer Rehabilitation

Rehabilitate sanitary sewers by lining or replacing sections that are structurally deficient. The City must continue this program to comply with the new NPDES Permit.

- Government Function                      Wastewater
- Total Project Cost                              \$200,000
- Operating Impact                              \$1,000 decrease in operating costs
  
- Funding Source                                  Water
- Projected Year of Completion:              2016

### Sanitary Flow Monitoring

Sewer flow monitoring to locate areas of infiltration and inflow. The City must continue this program to comply with the new NPDES Permit.

- Government Function                      Wastewater
- Total Project Cost                              \$70,000
- Operating Impact                              None.
  
- Funding Source                                  Water
- Projected Year of Completion:              2017

## FY 2017 Capital Improvement Program – Detail by Project

### WWTP UV Lamp & Sleeves

Replace Ultraviolet lamps and sleeves at the Wastewater Plant that disinfect the final effluent treated water that is discharged into the Fox River.

- Government Function                      Wastewater
- Total Project Cost                              \$21,000
- Operating Impact                              None.
  
- Funding Source                              Water
- Projected Year of Completion:              2017

### Western Avenue Lift Station Pump Maintenance

Perform preventative maintenance to two of four at the Western Avenue Lift Station due to number of run hours and mechanical problems.

- Government Function                      Wastewater
- Total Project Cost                              \$20,000
- Operating Impact                              None.
  
- Funding Source                              Water
- Projected Year of Completion:              2017

### Western Avenue Lift Station Wet Well Safety Improvement

Install needed safety grates to the wet well. The wet well is 15 feet deep. The safety grates provide fall protection when working on the pumps from the top of the wet well. Also, replace the entrance door to the wet well.

- Government Function                      Wastewater
- Total Project Cost                              \$15,000
- Operating Impact                              None.
  
- Funding Source                              Water
- Projected Year of Completion:              2016

### WWTP Centrifuge Repair

Send in the dewatering centrifuge for heavy duty maintenance recommended by the manufacturer after 10,000 hours. This is one of two centrifuges used at the Wastewater Plant to produce biosolids.

- Government Function                      Wastewater
- Total Project Cost                              \$50,000
- Operating Impact                              None.
  
- Funding Source                              Water
- Projected Year of Completion:              2016

## FY 2017 Capital Improvement Program – Detail by Project

### WWTP Upgrade (Design)

CDM Smith is currently under contract for the design engineering of the improvements to the Wastewater Treatment Plant. The budgeted amount for FY17 will complete the contracted amount.

- Government Function                      Wastewater
- Total Project Cost                         \$475,000
- Operating Impact                          None.
  
- Funding Source                              Water
- Projected Year of Completion:         2016

### WWTP Upgrade (Construction)

FY 2017 will begin the multi-year construction of the wastewater treatment plant.

- Government Function                      Wastewater
- Total Project Cost                         \$500,000
- Operating Impact                          None.
  
- Funding Source                              Water
- Projected Year of Completion:         2018

### WWTP Raw Pump Maintenance

Perform maintenance on Raw Pumps #4 & #5 at the Wastewater Treatment Plant. The pumps were last serviced in 2010 and staff is noticing overheating and control failures with the pumps.

- Government Function                      Wastewater
- Total Project Cost                         \$20,000
- Operating Impact                          None.
  
- Funding Source                              Water
- Projected Year of Completion:         2017

### SCADA System Upgrades

Upgrade of current SCADA system needed for WWTP phosphorus removal upgrades.

- Government Function                      Water
- Total Project Cost                         \$225,000
- Operating Impact                          Improved process control communication.
  
- Funding Source                              Water
- Projected Year of Completion:         2016

## FY 2017 Capital Improvement Program – Detail by Project

### Arc Flash Evaluation & PPE Acquisition

OSHA and the IDOL have required that all electric equipment be labeled with the Incident Energy potential and the Arc Flash clothing rating required when work is to be performed.

- Government Function                      Water
- Total Project Cost                         \$30,000
- Operating Impact                         Unknown at this time. The evaluation may show that more protective gear needs to be purchased in the future.
- Funding Source                             Water
- Projected Year of Completion:        2016

### 2 GPS Locating Units

Replacement of two GPS Locating Units which are antiquated.

- Government Function                      Water
- Total Project Cost                         \$14,000
- Operating Impact                         Decreased labor costs.
- Funding Source                             Water
- Projected Year of Completion:        2016

### pH Meter

Current equipment has reached the end of its useful life and is used for both WWTP and Industrial pH monitoring.

- Government Function                      Wastewater
- Total Project Cost                         \$2,500
- Operating Impact                         None.
- Funding Source                             Water
- Projected Year of Completion:        2016

### Fleet Service Lift Repairs

The 30 year old vehicle lift is not safe and must be repaired to be a usable piece of equipment.

- Government Function                      Water
- Total Project Cost                         \$10,000
- Operating Impact                         Reduced costs for sending out cars which needs repairs requiring a lift and increased productivity of fleet services staff.
- Funding Source                             Water
- Projected Year of Completion:        2016

## FY 2017 Capital Improvement Program – Detail by Project

### Utility Locator

Current equipment has reached the end of its useful life and is used for locating all underground utilities before excavating.

- Government Function Water
- Total Project Cost \$5,000
- Operating Impact None.
  
- Funding Source Water
- Projected Year of Completion: 2016

### Chemical Feed Pumps

Replace (2) bleach feed pumps that are unreliable and have become air/gas locked on several occasions which in turn stops the feed of bleach to the water system and/or requires the pumps to have the air physically bled out of them.

- Government Function Water
- Total Project Cost \$5,000
- Operating Impact None.
  
- Funding Source Water
- Projected Year of Completion: 2016

### WWTP Gas Chlorinator Replacement

Replace the inoperable gas chlorinator used in the excess flow building to inject chlorine gas into the wastewater effluent as required by the NPDES Permit.

- Government Function Wastewater
- Total Project Cost \$8,000
- Operating Impact None.
  
- Funding Source Water
- Projected Year of Completion: 2016

### WWTP Lab Analytical Balance

Replace the analytical balance at the Wastewater Plant which is used on a daily basis to meet NPDES solids regulatory requirements for both plant process and biosolids production.

- Government Function Wastewater
- Total Project Cost \$7,500
- Operating Impact None.
  
- Funding Source Water
- Projected Year of Completion: 2015

## FY 2017 Capital Improvement Program – Detail by Project

### WWTP Overhead Hoist

Replace the inoperable hoist used to move the 1-Ton gas cylinder in the excess flow building.

- Government Function                      Wastewater
- Total Project Cost                         \$8,000
- Operating Impact                         None.
  
- Funding Source                             Water
- Projected Year of Completion:        2016

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**RESOLUTION NO. 2016-20**

**A RESOLUTION  
APPROVING THE CITY OF  
GENEVA  
FISCAL YEAR 2016-17 BUDGET**

**WHEREAS**, the City of Geneva is authorized to operate under a budget system under the Illinois Municipal Code, 65 ILCS 5/8-2-9.1 to 9.10; and

**WHEREAS**, the City of Geneva adopted an annual budget system under City Ordinance No. 90-36 dated September 17, 1990; and

**WHEREAS**, the City of Geneva City Council recommended the FY 2016-17 Annual Budget for Public Hearing was held on April 4, 2016; and

**WHEREAS**, notice of said Public Hearing was published in the Suburban Chronicle on March 22, 2016 and a copy of said notice is attached as Exhibit "A"; and

**WHEREAS**, the draft FY 2016-17 Budget document has been on file at City Hall, the Geneva Public Library and the City's website for public inspection from March 16, 2016 to the present date; and

**WHEREAS**, the Public Hearing on the FY 2016-2017 Budget for the City of Geneva was conducted by the corporate authorities at 7:00 p.m. on April 4, 2016.

**NOW, THEREFORE BE IT RESOLVED** that the FY 2016-17 Budget for the City of Geneva in the form and substance as attached hereto as Exhibit "B" is approved in the total amount of Ninety One Million, Six Hundred Twenty Seven Thousand, Two Hundred Ten Dollars (\$91,627,210) in Revenues and Ninety Million, Eighty Fifteen Thousand, Seven Hundred Twenty Dollars (\$90,815,720) in Expenses.

**BE IT FURTHER RESOLVED** that the City Administrator is authorized to file a certified copy of this Resolution and the FY 2016-17 Budget with the Kane County Clerk after its passage as in accordance with law.

Passed by the Corporate Authorities of the City of Geneva, Kane County, Illinois, this 11th day of April, 2016.

AYES: 9 NAYS: 1 ABSENT: 1 ABSTAINING: 0 HOLDING OFFICE: 11

ATTEST:

  
City Clerk

  
Mayor

The resolution includes Tri-Com which is a intergovernmental agency which uses the City's legal authority to approve a budget.

## Full-Time Employee Census - Actual

<u>General Fund</u>	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017
City Administrator's Office	7	2	2	2	2	2	3	3	3	3
Administrative Services	6	11	10	9	10	10	10	10	10	10 <sup>1</sup>
Community Development	7.75	7.75	7.75	7.5	7	6	6	7	7	7
Economic Development	2.25	2.25	2.25	2.5	2	2	2	2	2	2
Police	48	48	46	46	46	45	45	45	45	45
Fire	22	22	22	22	21	21	21	21	21	23 <sup>2</sup>
Public Works	28	28	26	26	26	25	25	24	24	24
<u>Enterprise Funds</u>										
Cemetery	1	1	1	1	1	0	0	0	0	0
Electric	17	17	17	16	15	14	14	14	15	16
Water/Wastewater	17	17	18	17	17	17	17	17	17	17
<b>Total</b>	156	156	152	149	147	142	143	143	144	147

<sup>1</sup> Funding for the Assistant City Administrator/Director of Administrative Services position is eliminated effective June 13, 2016.

<sup>2</sup> Funding to fill one Firefighter effective July 1, 2016 and January 1, 2017.

## Summary of Employees by Position - Authorized

<u>Elected Officials</u>	<u>Elected Official by Position</u>
City Clerk	1
City Treasurer	1
Mayor & Alderman	11
<b>Total Number Elected Officials</b>	<b>13</b>

<u>Full-Time Positions</u>	<u>Employees by Position</u>
Accounting Supervisor	1
Accounts Payable Specialist	1
Accounts Receivable Specialist	1
Administrative Assistant	7
Assistant City Administrator/Director of Administrative Services	1 <sup>1</sup>
Building Commissioner	1
Building Inspector	1
Business Development Specialist	1
Chief of Police	1
City Administrator	1
City Engineer/Assistant Director of Public Works	1
City Planner	1
Civil Engineer	1
Code Enforcement Officer	1
Communications Coordinator	1
Community Service Officer	2
Deputy Fire Chief	2
Director of Economic Development	1
Director of Community Development	1
Director of Public Works	1
Electric Apprentice	2
Electric Field Serviceman	1
Electric Foreman	2
Electric Lineman	6
Engineering Technician	1
Executive Assistant	1
Finance Manager	1
Fire Chief	1
Fire Lieutenant	6
Firefighter	13 <sup>2</sup>
Fleet Maintenance Supervisor	1
Fleet Maintenance Technician	2
GIS Technician	2

<sup>1</sup> Funding for this position is eliminated effective June 13, 2016.

<sup>2</sup> Authorized to fill one Firefighter position effective July 1, 2016 and January 1, 2017.

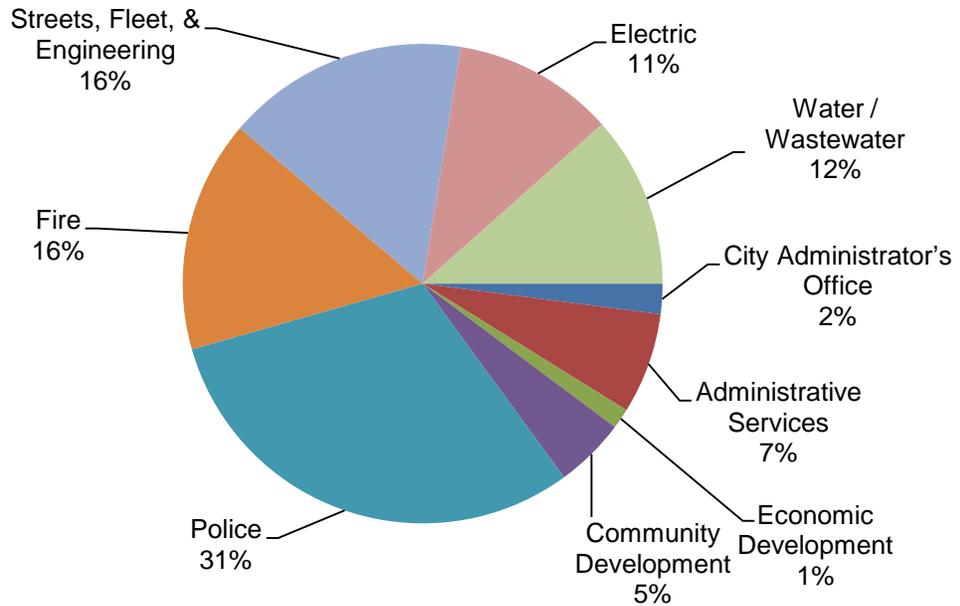
## Summary of Employees by Position - Authorized

Human Resources Manager	1
Information Technologies Manager	1
Information Technologies Technician	1
Lead Water/Sewer Maintenance Worker	1
Lead Wastewater Treatment Plant Operator	1
Manager of Distribution, Construction, and Maintenance	1
Manager Electric Operations	1
Police Commander	2
Permit Technician	1
Police Officer	26
Police Records Specialist	5
Police Sergeant	7
Purchasing and Inventory Coordinator	1
Records Manager	1
Supervisor System Maintenance and Customer Service	1
Supervisor Water Supply and Treatment	1
Street Maintenance Lead Worker	4
Street Maintenance Supervisor	1
Street Maintenance Worker	8
Superintendent of Electrical Services	1
Superintendent of Streets & Fleet Maintenance	1
Superintendent of Water/Wastewater	1
Utility Billing Specialist	1
Utility Locator	1
Wastewater Treatment Operator	3
Wastewater Treatment Supervisor	1
Water/Sewer Maintenance Worker	4
Water Treatment Operator	2
<b>Total Number of Full-Time Employees</b>	<b>147</b>

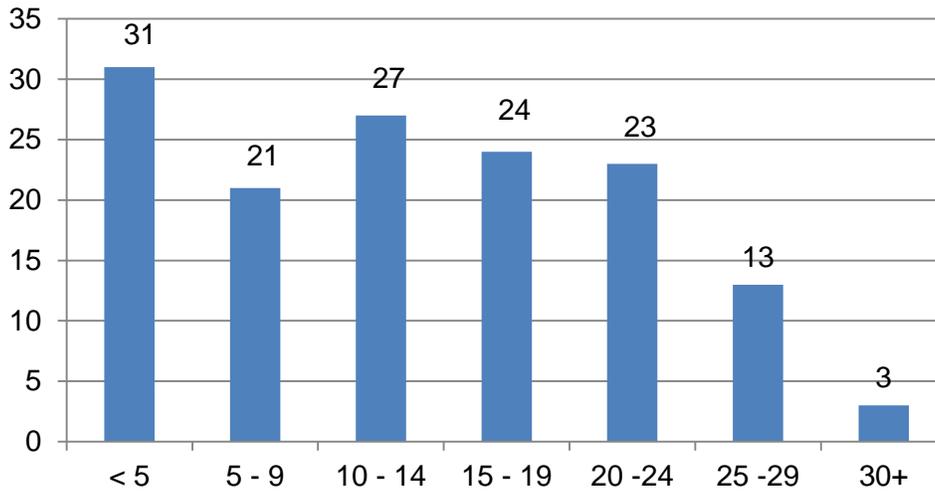
<u>Part-Time Positions</u>	<u>Employees by Position</u>
Administrative Assistant	2
Administrative Intern	3
Historic Preservation Planner	1
Meter Reader	2
Payroll Specialist	1
Police Records Specialist	4
Crossing Guard	8
Paid-on-Call Firefighter	50
<b>Total Number of Part-Time Employees</b>	<b>71</b>

# Full-Time Employee Census

**FY 2017 Authorized Full-Time Staffing by Department/Divison  
Percent of Total**



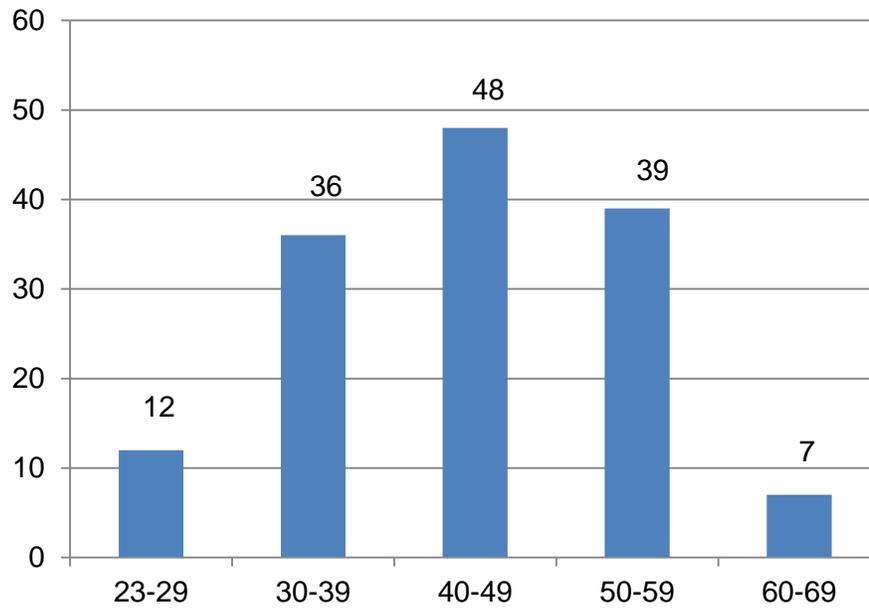
**Years of Service - Current Full-Time Employees\***



\*As of May 1, 2016 there are five (5) full-time vacancies.

# Full-Time Employee Census

## Age of Current Full-Time Employees\*



\* As of May 1, 2016 there are five (5) full-time vacancies.

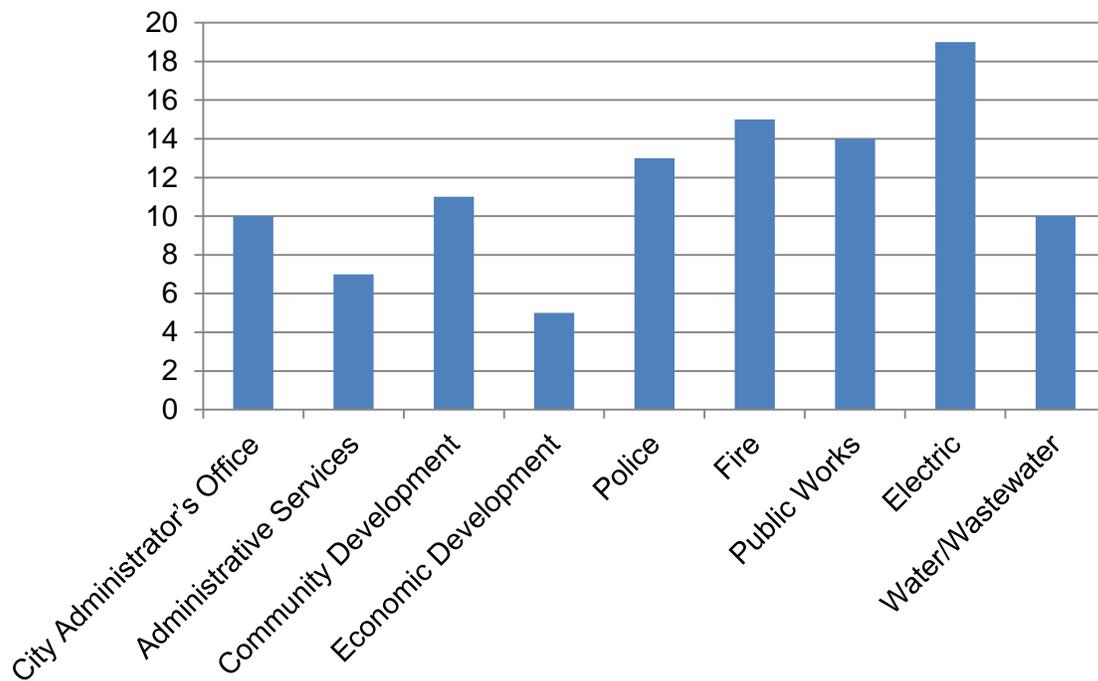
# Employee Census

## Average Years of Service of Current Full-Time Employees – By Fund

<u>General Fund</u>	<u># Employees</u>	<u>Total Years of Service</u>	<u>Average Years per Employee</u>
City Administrator's Office	3	29	10
Administrative Services	10	66	7
Community Development	7	78	11
Economic Development	2	9	5
Police	43	551	13
Fire	21	322	15
Public Works	24	335	14
<b><u>Enterprise Funds</u></b>			
Electric	15	282	19
Water/Wastewater	17	166	10
<b>Average All Full-Time Employees</b>	<b>142*</b>	<b>1838</b>	<b>13</b>

\*As of May 1, 2016 there are five (5) full-time vacancies

## Average Years of Service by Department



## Classification and Compensation Plan FY 2017

The classification and compensation plan is the formal system for classifying and compensating all unrepresented positions in the City. This plan establishes a basic salary schedule as approved by the City Council annually. The salary ranges shall include minimum and maximum rates of pay for all non-union positions.

For FY 2017 non-union employees whose pay rate is at or below the midpoint of the salary range who “meet” or “exceed” performance standards are eligible for a market adjustment of 2%. Those employees who “exceed” the standards of their respective position will be eligible for an additional 1% merit increase. Employees whose pay rate is above midpoint on the salary range are eligible for a merit increase of up to 2% based upon their performance appraisal. Those employees who meet the standards of their respective position will be eligible for a merit increase of 1%. Those employees who exceed the standards of their respective position will be eligible for a merit increase of 2%. Employees whose pay rate is at or above the maximum of the salary range for any given position are only eligible to receive a one-time lump sum payment (based on performance). Those employees who meet the standards of their respective positions will be eligible for a 1% lump sum bonus. Those who exceed the standards of their respective positions will be eligible for a 2% lump sum. Employees who “fail to meet” standards on their performance evaluation are ineligible for market and/or merit adjustments.

The classification and compensation plan should be considered a guideline that is subject to funding through the annual budget process. Questions regarding the plan may be directed to the Human Resources Division.

<b>GRADE</b>	<b>PROFESSIONAL – TECHNICAL – MANAGEMENT</b>	<b>Minimum</b>	<b>Midpoint</b>	<b>Maximum</b>
43	City Administrator	\$129,575 \$62.2957	\$157,000 \$75.4808	\$188,000 \$90.3846
42	Chief of Police Fire Chief Director of Public Works	\$100,360 \$48.2500	\$121,650 \$58.4856	\$145,675 \$70.0361
41	Assistant City Administrator / Dir. of Admin. Services Director of Community Development Director of Economic Development	\$94,650 \$45.5048	\$114,725 \$55.1563	\$137,385 \$66.0505
39	Superintendent of Electrical Services Tri-Com Director Deputy Fire Chief Police Commander	\$87,265 \$41.9543	\$105,750 \$50.8413	\$126,630 \$60.8798
38	City Engineer/Assistant Director of Public Works Finance Manager	\$85,500 \$41.1058	\$103,360 \$49.6923	\$123,515 \$59.3822

## Classification and Compensation Plan FY 2017

37	Human Resources Manager Manager of Electric Operations Fire Marshal Manager of Distribution, Construction, and Maintenance Superintendent of Streets & Fleets Superintendent Water/Wastewater Building Commissioner	\$79,075 \$38.0168	\$95,820 \$46.0673	\$114,745 \$55.1659
36	Information Technology Manager Tri-Com Deputy Director	\$75,500 \$36.2981	\$91,500 \$43.9904	\$108,885 \$52.3486
35	Civil Engineer Accounting Supervisor	\$68,500 \$32.9327	\$82,940 \$39.8750	\$99,320 \$47.7500
34	Business Development Specialist City Planner Historic Planner	\$63,450 \$30.5048	\$76,850 \$36.9471	\$92,020 \$44.2404
33	Records Manager Tri-Com Training Coordinator Building Inspector	\$57,750 \$27.7644	\$70,000 \$33.6538	\$83,825 \$40.3005
31	Code Compliance Officer CAD Sys Administrator (Tri-Com) Computer Technician (Tri-Com) IT Technician	\$55,750 \$26.8029	\$67,545 \$32.4736	\$80,885 \$38.8870
30	Engineering Technician GIS Technician	\$54,505 \$26.2043	\$66,040 \$31.7499	\$79,085 \$38.0216
29	Executive Assistant Communications Coordinator	\$48,700 \$23.4135	\$59,000 \$28.3654	\$70,215 \$33.7572
28	Accounts Payable Specialist Accounts Receivable Specialist Administrative Assistant (All Dept) Payroll Specialist Permit Technician Police Record Specialist Utility Billing Specialist	\$42,850 \$20.6010	\$51,920 \$24.9615	\$62,175 \$29.8918
<b>GRADE</b>	<b>LABOR - TRADES</b>	<b>Minimum</b>	<b>Midpoint</b>	<b>Maximum</b>
133	Wastewater Treatment Supervisor Supervisor of System Maintenance & Customer Service Supervisor of Water Supply & Treatment	\$68,350 \$32.8606	\$82,425 \$39.6274	\$98,705 \$47.4543
131	Fleet Maintenance Supervisor Street Maintenance Supervisor	\$64,950 \$31.2260	\$78,705 \$37.8389	\$94,250 \$45.3125

## Classification and Compensation Plan FY 2017

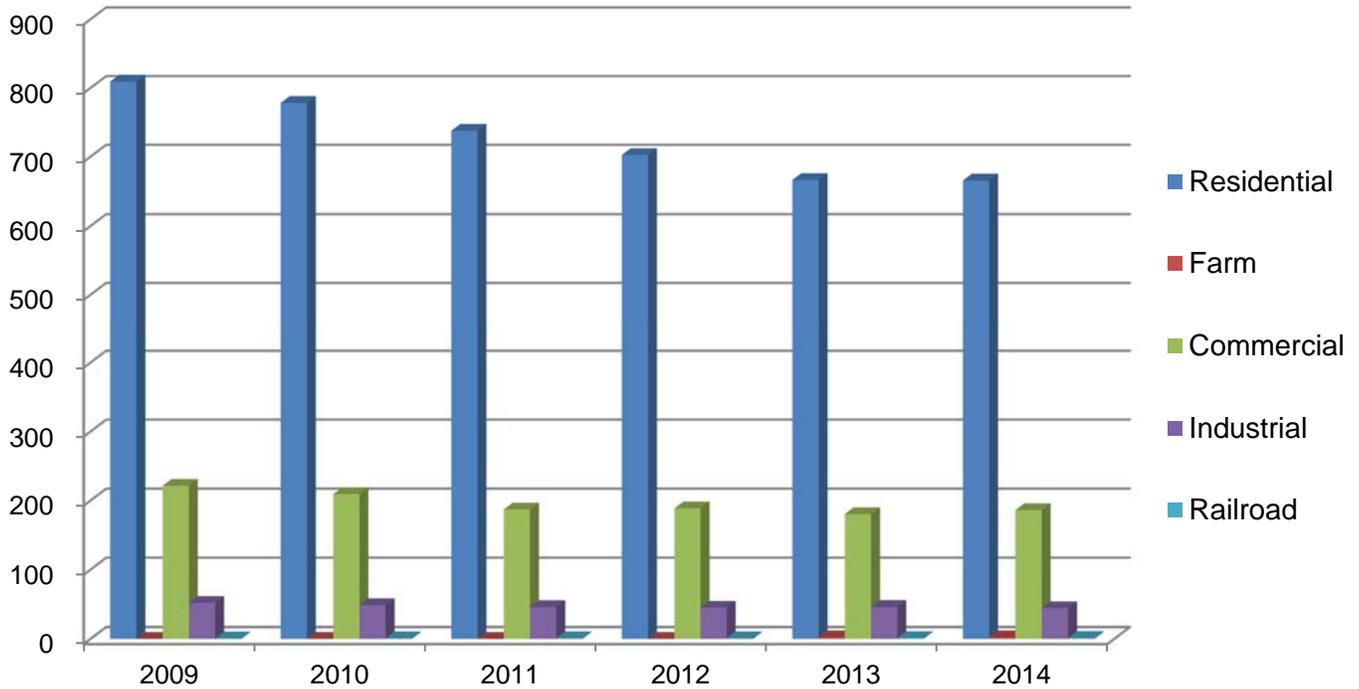
130	Lead Wastewater Treatment Plant Operator	\$56,050 \$26.9471	\$67,940 \$32.6635	\$81,360 \$39.1154
129	Lead Water/Sewer Maintenance Worker	\$54,510 \$26.2067	\$66,075 \$31.7668	\$79,125 \$38.0409
128	Wastewater Treatment Operator Water Treatment Operator	\$53,330 \$25.6394	\$64,620 \$31.0673	\$77,385 \$37.2043
127	Water Sewer Maintenance Worker Utility Locator	\$47,980 \$23.0673	\$58,145 \$27.9543	\$69,630 \$33.4760
<b>GRADE</b>	<b>PUBLIC SAFETY - POLICE</b>	<b>Minimum</b>	<b>Midpoint</b>	<b>Maximum</b>
236	Police Sergeant	\$86,570 \$41.6202	\$96,725 \$46.5024	\$106,880 \$51.3846
226	Community Service Officer	\$40,670 \$19.5529	\$49,000 \$23.5577	\$58,600 \$28.1731
<b>GRADE</b>	<b>PUBLIC SAFETY – FIRE*</b>	<b>Minimum</b>	<b>Midpoint</b>	<b>Maximum</b>
250	Fire Battalion Chief	\$85,500 \$29.2808	\$103,360 \$35.3973	\$123,515 \$42.2997

\*Based on 2920 annual hours

### City Equalized Assessed Valuations

Property Class	Levy Years					
	2009	2010	2011	2012	2013	2014
<b>Residential</b>	809,352,036	778,329,312	737,753,764	702,448,048	667,035,145	666,227,302
<b>Farm</b>	135,634	141,754	84,650	90,947	2,408,489	2,422,086
<b>Commercial</b>	221,392,825	209,350,259	187,145,172	188,598,425	180,377,219	186,130,959
<b>Industrial</b>	52,037,302	48,648,943	45,898,853	45,099,838	46,200,397	44,411,334
<b>Railroad</b>	690,393	863,636	917,812	1,038,505	1,283,337	1,403,751
<b>Total</b>	1,083,608,190	1,037,333,904	971,800,251	937,275,763	897,304,587	900,595,432

### City Equalized Assessed Valuations



# Statement of Direct and Overlapping Bonded Debt

## Detailed Overlapping Bonded Debt (As of April 17, 2015)

Schools:	Outstanding Debt	Applicable to City	
		Percent (1)	Amount
School District No. 304	141,268,694	71.92%	\$101,600,444
Community College District No. 516	74,140,000	11.43% (2)	8,474,202
Total Schools			\$110,074,646
Others:			
Kane County	47,510,000	7.83%	\$3,720,033
Kane County Forest Preserve District	168,865,866	7.83%	13,222,197
Geneva Township	0	77.85%	0
Geneva Park District	15,960,000	67.09%	10,707,564
Geneva Library District	0	69.09%	0
Special Service Area No. 1	200,000	100.00%	200,000
Special Service Area No. 22	0	100.00%	0
Total Others			\$27,859,794
Total Schools and Other Overlapping Bonded Debt			\$137,934,440

Source: Kane County Clerk via SPEER Financial, Inc.

(1) Overlapping debt percentages based on 2014 EAV, the most current available.

(2) Percent based on 2014 EAV for Kane County and 2013 EAV for DeKalb, Kendall, LaSalle and Will Counties, the most current available.

## Statement of Bonded and Certificate Indebtedness

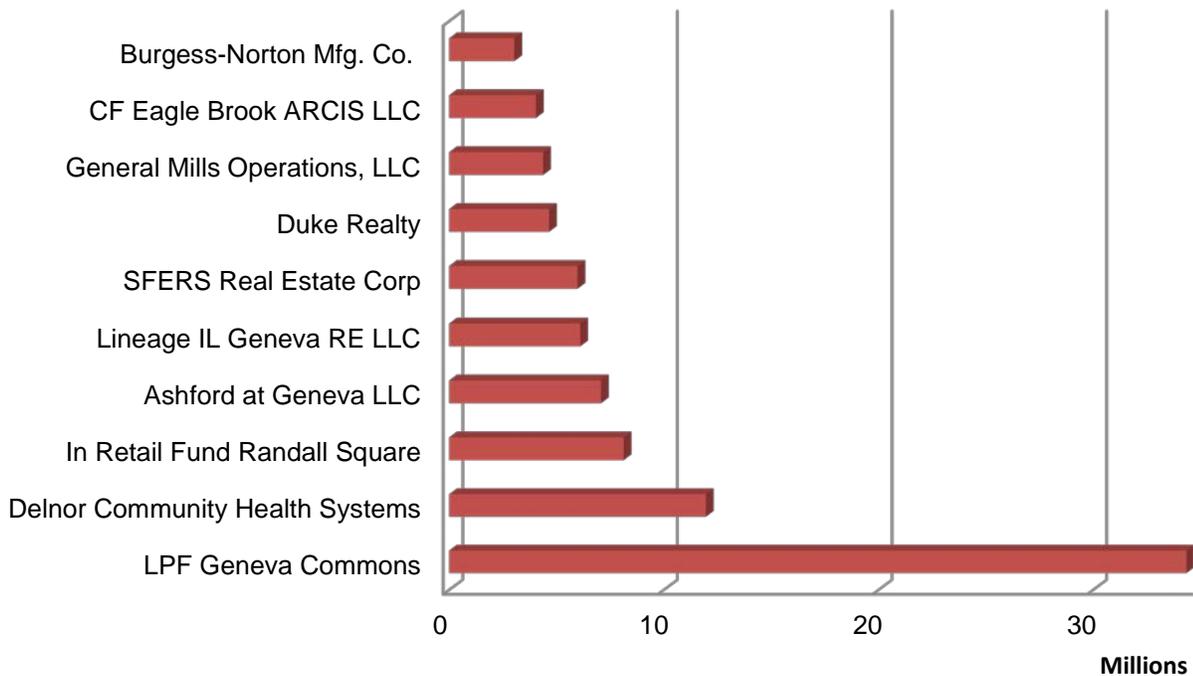
	Amount Applicable (in 100's)	Ratio To		Per Capita (2010 Census Pop 21,495)
		Equalized Assessed	Estimated Actual	
City EAV of Taxable Property, 2015	\$917,573	100.00%	33.33%	\$42,687.75
Estimated Actual Value, 2015	\$2,752,719	300.00%	100.00%	\$128,063.27
Direct Bonded Debt	\$22,975	2.89%	0.96%	\$1,068.85
Less: Self Supporting	(15,650)	-1.91%	-0.64%	(728.08)
Net Direct Bonded Debt	\$7,325	0.98%	0.33%	\$340.77
Overlapping Bonded Debt:				
Schools	\$110,074	12.22%	4.07%	\$5,120.94
All Others	27,859	3.09%	1.03%	1,296.11
Total Overlapping Bonded Debt	\$137,934	15.32%	5.11%	\$6,417.05
Total Net Direct and Overlapping Bonded Debt	\$145,259	16.30%	5.43%	\$6,757.82

Source: Kane County Clerk via SPEER Financial, Inc.

# Principal Taxpayers (April 30, 2016)

<b>Company Name</b>	<b>Business</b>	<b>Assessed Valuation</b>	<b>Percent of Total Assessed Valuation</b>
LPF Geneva Commons	Retail Outlet	34,415,407	3.82%
Delnor Community Health System	Health Care	11,960,377	1.33%
In Retail Fund Randall Square	Real Property	8,130,796	1.90%
Ashford at Geneva	Real Property	7,074,417	0.79%
Lineage IL Geneva RE LLC	Cold Food Storage	6,110,487	0.68%
SFERS Real Estate Corp	Real Property	5,979,791	0.66%
Duke Realty	Industrial	4,654,130	0.52%
General Mills Operations, LLC	Industrial	4,381,492	0.49%
CF Eagle Brook ARCIS LLC	Golf Course	4,041,988	0.45%
Burgess-Norton Mfg Co.	Industrial	3,037,209	0.34%
<b>TOTALS</b>		<b>89,786,094</b>	<b>9.97%</b>

## Principal Taxpayers



Source: Kane County Clerk

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## Glossary of Terms

**Abatement** – A complete or partial cancellation of a levy imposed by a government. Abatements usually apply to tax levies, special assessments and service charges.

**Account** – A term used to identify an individual asset, liability, expenditure control, revenue control or fund balance.

**Accounting System** – The total structure of records and procedures which discover, record, classify, summarize and report information on the financial position and results of operations of a government or any of its funds, fund types, balanced account groups or organization components.

**Accrual Basis of Accounting** – A method of accounting that recognizes the financial effect of transactions, events and interfund activities when they occur, regardless of the timing of related cash flows.

**Actuarial/Actuary** – The methodology or person that makes determinations of required contributions to achieve future funding levels that address risk and time.

**Adopted Budget** – The proposed budget as initially and formally approved by the City Council.

**Ad Valorem (Property Tax)** – Is a general tax on all real property not exempt from taxation by law. It is sometimes called an “ad valorem” property tax, which means (from Latin) it is based on value.

**Amortization** – The reduction of debt through regular payments of principal and interest, of which the principal payments are sufficient to retire the debt instrument at a predetermined date known as maturity.

**Appraised Value** – The estimate of value for real property, generally for the purpose of taxation.

**Appropriation** – The legal authorization to incur obligations and to make expenditures for specific purposes.

**Arbitrage** – Investment earnings representing the difference between interest paid on the bonds and the interest earned on the investments made utilizing the bond proceeds.

**Assessed Value** – A value set upon real property for use as a basis for levying taxes.

**Assets** – Resources owned or held by a government which have monetary value.

**Audit** – An independent assessment of the fairness by which a company’s financial statements are presented by its management.

**Available Fund Balance** – In a governmental fund, the balance of net financial resources that are proposed or approved for appropriation in the upcoming fiscal year.

**Balanced Budget** – Total expenditure allocations do not exceed total available resources.

**Benefits** – Payment to which participants may be entitled under a pension plan, including pension, death and those due on termination of employment.

## Glossary of Terms

**Bond** – A written promise, generally under seal, to pay a specified sum of money called the face value, at a fixed time in the future, called the date of maturity and carrying interest at a fixed rate, usually payable periodically.

**Bond Anticipation Note (BAN)** – Notes issued by the City to obtain temporary financing for projects that will eventually be financed on a long-term basis (and the BAN repaid) with bonds.

**Bonded Debt** – Debt for which general obligation bonds or revenue bonds are issued.

**Bond Refinancing** – The payoff and re-issuance of bonds, to obtain better interest rates and/or bond conditions.

**Budget** – A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year.

**Budget Amendment** – An increase in the published budget expenditure authority at the fund level for a given year's budget.

**Budget Authority** – Authority provided by law that permits City departments to incur obligations requiring either immediate or future payment of money.

**Budget Calendar** – The schedule of essential dates or milestones which the City follows in the preparation, adoption and administration of the budget.

**Budget Deficit** – The amount by which the government's budget outlays exceed its budget receipts for a given period, usually a fiscal year.

**Budget Resolution** – The official enactment by the City Council to legally authorize City staff to obligate and expend resources.

**Budget Revision** – A change in budgeted expenditure authority for any City department which does not result in an increase in the published budget authority of any fund.

**Budgetary Basis** – This refers to the basis of accounting used to estimate financial sources and uses in the budget. This generally takes one of three forms: GAAP, cash or modified accrual.

**Budgetary Control** – The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitation of available appropriations and available revenues.

**Building Permit Fees** – Revenues derived from the issuance of building permits prior to construction with the City of Geneva.

**Business Licenses** – Certain businesses within City boundaries must be registered and pay a business license fee. The cost of the license depends on the type of business and other various factors. This fee is in addition to any liquor license fee (if business sells liquor).

## Glossary of Terms

**Cable Franchise Fee** – Franchise tax levied on a cable television company. This fee is assessed at 5% on all cable television service used and paid for within City limits.

**Capital Improvement Fund** – A fund established for the purpose of financing capital improvement projects.

**Capital Improvement Program** – A plan for capital expenditures to be incurred each year over a fixed period of years to meet capital needs arising from the long-term work program. It sets forth each project and specifies the full resources estimated to be available to finance the projected expenditures.

**Capital Outlay** – Expenditures which result in the acquisition of, or an addition to, fixed assets.

**Capital Projects** – Major construction, acquisition or renovation activities which add value to the City's physical assets or significantly increase their useful life. Also called capital improvements.

**Carry Over** – Year-end savings that may be re-appropriated in the following fiscal year to cover one-time expenses such as supplies, equipment or special contracts.

**Cash Basis** – A basis of accounting in which transactions are recognized only when cash is received or spent.

**Chargebacks** – Accounting transactions which recover the expenses of one fund from another fund that received the service.

**Chart of Accounts** – A listing of the asset, liability, equity, expenditure and revenue accounts that are used in the accounting, operations and budgeting process.

**Commodity** – An expendable item which is consumable or has a short life span. Examples include office supplies, repair and replacement parts for equipment, supplies, salt, rock, gasoline and oil.

**Consumer Price Index (CPI)** – A statistical description of price levels provided by the US Department of Labor. The index is used as a measure of the increase in the cost of living (i.e., economic inflation).

**Contingency** – An appropriation of funds to cover unforeseen events that occur during the fiscal year, such as emergencies, federal mandates, shortfalls in revenue and similar eventualities.

**Contractual Service** – Services rendered to the City by private firms, individuals or other governmental agencies. Examples include insurance, utility costs, printing services and temporary employees.

**Debt** – An obligation resulting from the borrowing of money or from the purchase of goods and services. Debt of governments include bonds, installment notes or agreements with financial institutions, notes payable to other government agencies such as the Illinois Environmental Protection Agency (IEPA) and tax anticipation/cash flow loans.

## Glossary of Terms

**Debt Limit** – The maximum amount of gross or net debt which is legally permitted by State Statute.

**Debt Proceeds from Bonds** – Funds available from the issuance of bonds.

**Debt Ratio** – Total debt divided by total assets.

**Debt Service** – Expenditures to pay the principal and interest of all bonds and other debt instruments according to a predetermined payment schedule.

**Debt Service Fund** – A fund used to account for the accumulation of resources for and the payment of general long-term debt principal, interest and related costs.

**Deficit** – The excess of liabilities over assets, or expenditures over revenues, in a fund over an accounting period.

**Department** – The basic organizational unit of the City, which is functionally unique in its services.

**Depreciation** – A calculation of the estimated decrease in value of physical assets due to usage and passage of time.

**Disbursement** – The expenditure of monies from an account.

**Distinguished Budget Presentation Program** – A voluntary program administered by the Government Finance Officers Association to encourage governments to publish efficiently organized and easily readable budget documents, providing peer recognition and technical assistance to the fiscal officers preparing them.

**Division** – An organizational unit of the City which reports to a department.

**Employee (or Fringe) Benefits** – Contributions made by the City to meet commitments or obligations for employee fringe benefits. Included are the City's share of costs for Social Security and the various pension, medical and life insurance plans.

**Encumbrance of Accounting** – Refers to an accounting system in which purchase orders, contracts and other commitments for the expenditures of monies are recorded in order to reserve that portion of the applicable appropriation.

**Enterprise Funds** – Enterprise funds are used to account for operations: (a) that are financed and operated in a manner similar to private business enterprise – where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis are financed or recovered through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes.

**Equalized Assessed Valuation** – The assessed valuation of real property raised or lowered by an equalizing factor as applied by a countywide and a statewide authority, so that all property is

## Glossary of Terms

assessed at a consistent level for purposes of levying taxes. In Illinois, equalized valuation of real property is one-third of fair market value.

**Expenditure** – The actual outlay of or obligation to pay cash. This does not include encumbrances.

**Expenses** – Decreases in net total assets. Expenses represent the total cost of operations during a period regardless of the timing of related expenditures.

**Fiduciary Funds** – Funds established to account for assets held by the City in the capacity of a trustee or an agent.

**Fiscal Policy** – The City's policies with respects to revenues, spending and debt management as these relate to City services, programs and capital investment. Fiscal policy provides an agreed-upon set of principles for the planning and programming of the City's budget and its funding.

**Fiscal Year** – Defined as the twelve-month accounting period running from May 1 through April 30, and designated by the calendar year in which it ends.

**Fixed Assets** – Assets of long-term character, which are intended to be held or used, such as land, building, machinery, furniture and other equipment.

**Fleet** – The vehicles owned and operated by the City.

**Forecast** – A projection of future revenues and/or expenses based on historical and current economic, financial and demographic information.

**Forfeiture** – The automatic loss of property, including cash, as a penalty for breaking the law or as compensation for losses resulting from illegal activity. Once property has been forfeited, the City may claim it, resulting in confiscation of the property.

**Full Faith and Credit** – A pledge of the City's taxing power to repay debt obligations.

**Full-Time Equivalent (FTE)** – The number of positions calculated on the basis that one FTE equated to a 40-hour workweek for twelve months. For example, two part-time positions working 20 hours for twelve months equals one FTE.

**Functional Classification** – A means of presenting budgetary data in terms of the major purposes being served. Each program or activity is placed in the same category (e.g. administration, fire, police) that best represents its major purpose, regardless of the spending agency or department.

**Fund** – A fiscal and accounting entity with a self-balancing set of accounts, recording cash and other financial resources, together with all related liabilities and residual equities or balances and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

## Glossary of Terms

**Fund Accounting** – The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of a fund are accounted for with separate sets of self-balancing accounts that comprise its asset, liability, fund equity, revenue and expenditure accounts, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are to be controlled.

**Fund Balance** – The fund equity of governmental funds.

**Fund Equity** – An equity account reflecting the unreserved accumulated earnings of the Enterprise Funds.

**Fund Transfer** – A budgeted transfer of funds to another fund.

**Geneva Emergency Management Agency (GEMA)** – A volunteer agency of the City to assist City Departments and the general public in the case of an emergency, natural disaster or other appropriate situation where their skills and resources would be needed.

**General Fund** – The General Fund is the general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.

**Generally Accepted Accounting Principles (GAAP)** – Uniform minimum standards and guidelines to financial accounting and reporting.

**General Obligation Bonds** – Bonds in which the full faith and credit of the issuing government are pledged.

**General Revenue** – The revenues of a government other than those derived from the retained earnings of an enterprise fund. If a portion of the net income in an enterprise fund is contributed to another non-enterprise fund, such as the corporate fund, the amounts transferred constitute general revenue of the government.

**Goal** – A statement of broad direction, purpose or intent based on the needs of the community.

**Governmental Accounting** – The composite of analyzing, recording, summarizing reporting and interpreting the financial transactions of governmental units and agencies.

**Governmental Funds** – General, Special Revenue, Debt Service and Capital Project funds.

**Grant** – A contribution by one government unit to another. The contribution is usually made to aid in the support of a specified function.

**Hotel/Motel Tax** – For all hotels/motels conducting business within City limits, a 5% tax on all room rental receipts must be paid.

**Inflation** – A substantial rise in the general level of prices related to an increase in the volume of money, resulting in the loss of value of currency.

## Glossary of Terms

**Infrastructure** – Public domain fixed assets including: roads, curbs, gutters, sidewalks, drainage systems, lighting systems and other items that have value only to the City.

**Interfund Transfers** – Legally authorized transfers from a fund receiving revenue to the fund through which the resources are to be expended.

**Intergovernmental Revenue** – Revenue received from or through the Federal, State or County Government.

**Internal Service Fund** – A fund used to account for the financing of goods or services provided by one department or agency to other departments or agencies.

**Investments** – Cash held in interest bearing accounts, securities and real estate held for the production of revenues in the form of interest, dividends, rentals or lease payments. The term does not include fixed assets used in governmental operations.

**Levy** – To impose taxes for the support of government activities.

**Liability** – Debt or other obligations arising in the past, which must be liquidated, renewed or refunded at some future date.

**Line Item Budget** – A budget that allocates funds to specific cost centers, accounts or objects (e.g., salaries and office supplies).

**Liquor Licenses** – This fee is assessed to any business selling alcoholic beverages within the City limits. The fee is dependent upon the type of business requesting the liquor license.

**Long-Term Debt** – Bonded debt and other long-term obligations, such as benefit accruals, due beyond one year.

**Mandate** – A requirement from a higher level of government that a lower level of government perform a task in a particular way or by a particular standard.

**Materials and Supplies** – Expendable materials and operating supplies necessary to conduct departmental operations.

**Mill** – A taxation unit equal to one dollar of tax obligations for every \$1,000 of assessed valuation of real property.

**Millage** – The tax rate on real property based on \$1.00 per \$1,000 of assessed property value.

**Miscellaneous Revenue** – Those revenues that are small in value and not individually categorized.

**Mission Statement** – The statement that identifies the particular purpose and function of a department.

**Modified Accrual Basis of Accounting** – Basis of accounting in which: (a) revenues are recognized in the accounting period in which they become available and measurable; and (b)

## Glossary of Terms

expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt and certain similar accrued obligations, which is recognized when due.

**Municipal Code** – A collection of laws, rules and regulations that apply to the City and its Citizens.

**Net Income** – Proprietary funds excess of operating revenues, non-operating revenues and transfers-in over operating expenses, non-operating expenses and transfers-out.

**Operating Budget** – A financial plan that presents proposed expenditures for the fiscal year and estimates the revenues to fund them.

**Operating Expenses** – Fund expenses that are ordinary, recurring in nature and directly related to the fund's primary service activities.

**Operating Revenues** – Funds that the City receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earnings and grant revenues. Operating revenues are used to pay for day-to-day services.

**Ordinance** – A formal, legislative enactment by the City that carries the full force and effect of the law within corporate boundaries of the City, unless in conflict with any higher form of law such as state or federal.

**Outlays** – Checks issued, interest accrued on public debt or other payments made, offset by refunds and reimbursements.

**Pension Funds** – These accounts are specific to the City's contributions to police and fire pensions. The amount budgeted is the actuarial amount calculated to be paid to each pension plan for the normal pension costs as well as to gradually fund the unfunded liabilities in each pension plan.

**Pension Trust Fund** – A trust fund used to account for public employee retirement systems. Pension trust funds are accounted for in essentially the same manner as proprietary funds, but with an important expanded emphasis on required fund balance reserves.

**Per Capita** – A measurement of the proportion of some statistic to an individual resident determined by dividing the statistic by the current population.

**Personal Property Replacement Tax** – This tax is distributed by the State to municipalities based on tax levy information from 1976 which was the last year there was a personal property tax assessment.

**Personnel Services** – Items of expenditures in the operating budget for salaries and wages paid for services performed by City employees.

**Productivity** – A measure of the increase of service output of City programs compared to the per unit of resource input invested.

## Glossary of Terms

**Property Tax** – Used to describe all revenues received in a period from property taxes, both current and delinquent, including all related penalties and interest. Property taxes are levied on both real and personal property according to the property's valuation and tax rate.

**Proprietary Fund** – Enterprise and internal service funds that are similar to corporate funds in that they are related to assets, liabilities, equities, revenues, expenses and transfers determined by business or quasi-business activity.

**Reserve** – (1) An account used to earmark a portion of a fund balance to indicate that it is not appropriate for expenditure; and (2) an account used to earmark a portion of fund equity as legally segregated for a specific future use.

**Resolution** – A legislative act by the City with less legal formality than an ordinance.

**Restitution** – Revenues collected in payment for damage to City property.

**Revenues** – Money received into a fund from outside the fund that, together with fund balances, provide the financial resources for a given fiscal year.

**Revenue Bonds** – Bonds in which principal and interest are paid exclusively from enterprise fund earnings.

**Revised Budget** – The adopted budget as formally adjusted by the City Council.

**Sales Tax** – Tax imposed on taxable sales of all final goods. The City automatically receives a 1% retailer's occupation tax which is collected and distributed by the State for all purchases at businesses within City limits. In addition, the City implemented an additional non-home rule, referendum sales tax of .5% which is allocated for capital projects.

**Special Assessment** – A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

**Special Assessment Funds** – A fund used to account for the financing of public improvements or services deemed to benefit the properties against which special assessments are levied.

**State Shared Revenue** – Includes the City's portion of state sales tax revenues and state income tax receipts.

**Strategic Objectives** – Something to be accomplished in specific, well-defined and measurable terms and is achievable within a specific time frame.

**Taxes** – Compulsory charges levied by a government for the purpose of financing services performed for the common public benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments.

**Tax Increment Financing (TIF)** – A method of financing established in accordance with state statutes which allow cities to help redevelop property through private investment. Revenues for

## Glossary of Terms

this method are derived from the increased property tax payments (increment) caused by the higher assessments on the redeveloped property.

**Tax Levy** – The total amount to be raised by general property taxes for a purpose specified in the tax levy ordinance.

**Tax Rate Limit** – The maximum rate at which a government may levy a tax. Overall tax rate limits usually restrict levies for all purposes and of all governments, state and local, having jurisdiction in a given area.

**Telecommunications Tax** – This tax of 6% is assessed on all local, intra-state and interstate telecommunications services which either originate or are received within City boundaries.

**Transmittal Letter** – Introductory correspondence document from the City Administrator to City Council that articulates priorities and issues and describes significant changes in the proposed budget.

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

**Variable Rate** – A rate of interest subject to adjustment.

## Commonly Used Acronyms

- ACH** – Automated Clearing House
- AED** – Automated External Defibrillator
- ALS** – Advanced Life Support
- APWA** – American Public Works Association
- ARC** – Annual Required Contribution
- BAN** – Bond Anticipation Note
- CA** – City Administrator
- CAC** – Cultural Arts Commission
- CAD** – Computer Aided Design
- CAFR** – Comprehensive Annual Financial Report
- CFAI** – Commission on Fire Accreditation
- CIP** – Capital Improvements Program
- CMAP** – Chicago Metropolitan Agency for Planning
- COW** – Committee of the Whole
- CPI** – Consumer Price Index
- CRS** – Community Rating System
- CSO** – Community Service Officer
- DVP** – Delivery-versus-payment
- EAP** – Employee Assistance Program
- EAV** – Equalized Assessed Valuation
- EDD** – Economic Development Department
- EMS** – Emergency Medical Services
- EOC** – Emergency Operations Center
- ERT** – Electronic Read Transmitter
- ESDA** – Emergency Services Disaster Agency
- FCC** – Federal Communications Commission

## Commonly Used Acronyms

- FDIC** – Federal Deposit Insurance Corporation
- FICA** – Federal Insurance Contributions Act
- FOIA** – Freedom of Information Act
- FTE** – Full-Time Equivalent
- FY** – Fiscal Year
- GAAP** – Generally Accepted Accounting Principles
- GASB** – Governmental Accounting Standards Board
- GBN** – Geneva Broadcast Network
- GBP** – Geneva Business Park
- GFOA** – Government Finance Officers Association
- GGF** – Geneva Generation Facility
- GIS** – Geographic Information System
- GPD** – Geneva Police Department
- HHW** – Household Hazardous Waste
- HPC** – Historic Preservation Committee
- IDOL** – Illinois Department of Labor
- IDOT** – Illinois Department of Transportation
- IEPA** – Illinois Environmental Protection Agency
- IMRF** – Illinois Municipal Retirement Fund
- IT** – Information Technologies
- J.U.L.I.E.** – Joint Utility Location Information & Excavation System
- KDOT** – Kane County Department of Transportation
- LAFO** – Local Agency Functional Overlay
- LEED** – Leadership in Energy and Environmental Design
- LOIS** – Location One Information System
- MABAS** – Mutual Aid Box Alarm System

## Commonly Used Acronyms

**METRA** – Metropolitan Rail

**MFT** – Motor Fuel Tax

**MPC** – Metropolitan Council

**NIMPA** – Northern Illinois Municipal Power Agency

**NPDES** – National Pollutant Discharge Elimination System

**OSHA** – Occupational Safety & Health Administration

**PEG** – Public, Educational, Government-access

**POC** – Paid on Call

**PPE** – Personal Protective Equipment

**PT** – Part Time

**PW** – Public Works

**RFQ** – Request for Qualifications

**RFP** – Request for Proposal

**RO** – Reverse Osmosis

**ROW** – Right of Way

**RTA** – Regional Transportation Authority

**RTU** – Remote Terminal Unit

**SCADA** – Supervisory Control and Data Acquisition

**SEC** – Securities & Exchange Commission

**SEMP** – Southeast Master Plan

**SIPC** – Securities Investors Protection Corporation

**SKCTA** – Southern Kane County Training Association

**SPAC** – Strategic Plan Advisory Committee

**SPCC** – Spill Prevention and Countermeasure Plan

**SSA** – Special Service Area

**TIF** – Tax Increment Financing

## Commonly Used Acronyms

**UPRR** – Union Pacific Railroad

**USEPA** – United States Environmental Protection Agency

**WWTP** – Wastewater Treatment Plant

**WTF** – Water Treatment Facility