

CITY OF GENEVA, ILLINOIS  
2012-2013 BUDGET

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Current Day City Hall (City Archives)

Girl Scouts - Troup 6 Juliet Low Day 1950 (Credit Elaine Wolf)

Fire Truck in Front of City Hall c. 1913 (City Archives)

City Hall c. 1913 (City Archives)

Geneva Fire Department 1913 (City Archives)

City Hall 1941 (City Archives)

Geneva High School Marching Band 1936 (City Archives)

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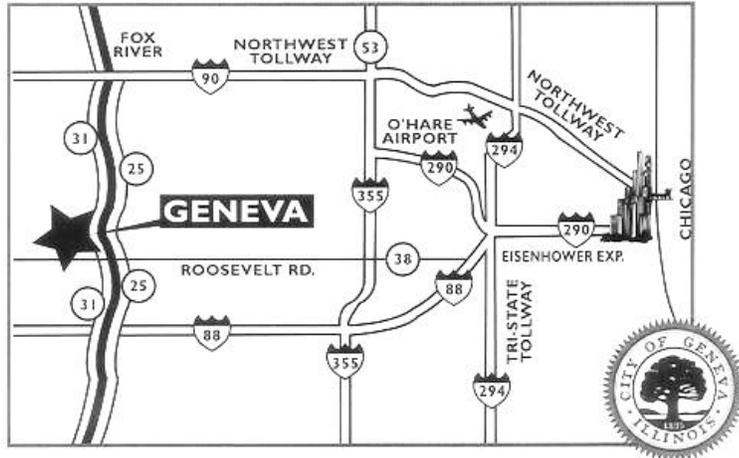
## Mission Statement

*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



Selected as the Kane County seat in 1835, 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

Geneva is a city of 21,495 people (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 .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 1,100 businesses call Geneva home and enjoy our lower cost municipal electric utility. Our largest employers are Delnor-Community Hospital, Kane County, Peacock Engineering, Burgess-Norton, Johnson Controls, Houghton Mifflin, Power Packaging, Flavors of North America, Millard Refrigeration, Excel North American Logistics, The Little Traveler, Gordon Fleisch, Industrial Hard Chrome and Continental Envelope.

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) – Dorothy Flanagan, Ward 4, Patrick McQueeny, Treasurer, Kevin R. Burns, Mayor, Lynn Landberg, Clerk, Dawn Vogelsberg, Ward 3.

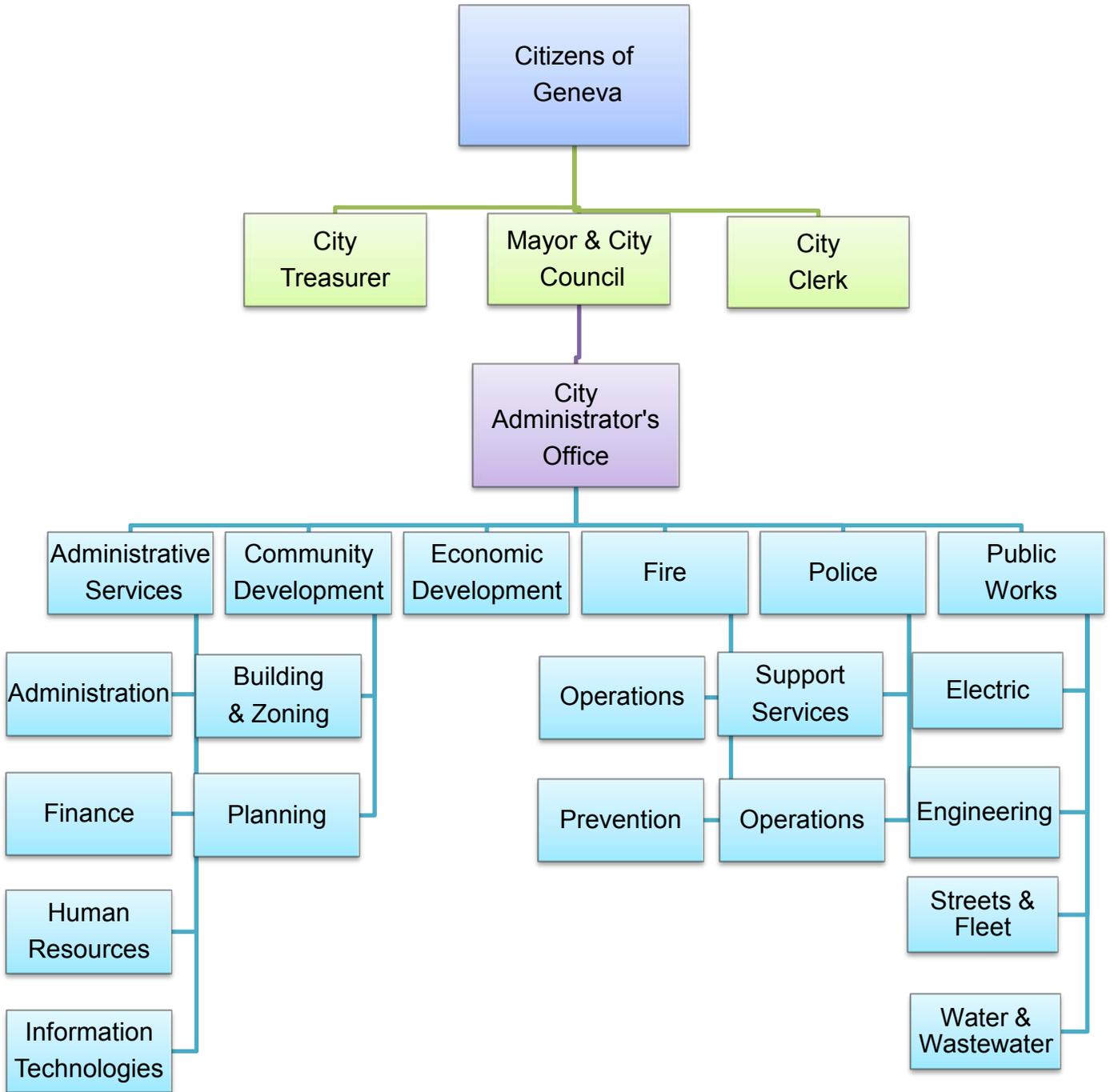
Back Row (Left to Right) – Ralph Dantino, Ward 5, Dean Kilburg, Ward 3, Ron Singer, Ward 4, Donald B. Cummings, Jr., Ward 2, Richard Marks, Ward 2, Craig Maladra, Ward 5, Sam Hill, Ward 1, Chuck Brown, Ward 1.

## 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  
Dan Dinges  
Richard Untch  
Ellen Divita

# City of Geneva





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Geneva**

**Illinois**

For the Fiscal Year Beginning

**May 1, 2011**

*Linda C. Davison Jeffrey R. Egan*

President

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to City of Geneva, Illinois for its annual budget for the fiscal year beginning May 1, 2011. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

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April 16, 2012

Mayor Kevin R. Burns and City Council:

I am pleased to present to you the proposed Fiscal Year (FY) 2012-2013 City of Geneva, Illinois Budget. The Budget provides the means to maintain essential City programs and services, while securing important fund balances for future programs and projects including coverage for emergency situations. Highlights of the FY 2012-2013 Budget are as follows:

**Factors Influencing the FY 2012-2013 Budget Development:**

**Priorities and Values:** The City Council conducted a strategic planning workshop in November 2011 to prioritize the goals and objectives as outlined in the City's Strategic Plan, initially adopted in 2007. The priorities adopted by the City Council for FY 2012-2013 include:

- Implement a detailed and systematic property maintenance code enforcement program
- Secure emergency communications by establishing a redundant connection to the present fiber optic line
- Provide for additional housing opportunities within the downtown district
- Consider appropriate growth areas within and beyond the traditional, central downtown business district, with particular attention to expanding the district west to Anderson Boulevard and east to East Side Drive
- Maintain high-quality public services that serve and protect our residents and businesses
- Maintain a strong economic development posture for downtown Geneva to ensure the district stays competitive with surrounding retail and entertainment districts
- Maintain and enhance the Downtown's people-friendly environment
- Retain existing public services (City Hall, Geneva Library, Kane County Courts and Administration, US Post Office) within the downtown business district
- Consider economic incentives to place downtown Geneva in a competitive advantage during site selection
- Develop a long-range facility plan for the City
- Explore potential uses for City at former landfill site
- Reforestation
- Continue to enhance the City's pedestrian and bicycle options

**Budget Challenges:** The City faced numerous challenges in creating the FY 2012-2013 Budget that encompassed the priorities outlined above, while recognizing revenue constraints. Some of the most significant challenges include:

- Federal and State mandates and constraints
- National and Regional economic conditions

- Collective bargaining outcomes and conditions
- Declines in Equalized Assessed Values (EAV)
- Declines or delays in state shared revenues
- Customer service response levels associated with reduced workforce
- Rising costs of health care
- Rising fuel costs – up a minimum of 10%
- Rising liability insurance costs – up 5%
- Rising power costs – up 12%
- Moderately high debt level (\$61,302,943)

**Responses to Budget Challenges:** In the early phases of the FY 2012-2013 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, continuing with a solid capital improvement program, increasing reserves to 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 fuel, liability insurance, group health insurance, and employee contractual and non-contractual wage increases
- Increasing the General Fund operating reserves from 54 days in FY 2010-2011, 64 days in FY 2011-2012, to 95 days in FY 2012-2013
- Reduced staffing levels by an additional 3.5 FTEs, including not replacing a retirement, 2 layoffs, and 1 reclassification from full-time to part-time
- Continue general hiring freeze
- Continue voluntary furlough program
- No education reimbursement
- No overnight travel unless approved by the City Administrator and considered essential
- Defer or scale back on some capital items
- Continue to reduce non-emergency overtime
- Limit professional development

The FY 2012-2013 Budget recognizes the stated priorities of the City Council, reflects staffing levels below 2005 workforce levels, and emphasizes the need to continue providing high quality customer service levels. Revenue estimates are conservative with sales tax revenues remaining relatively flat and state income tax revenue budgeted below Illinois Municipal League projections. Reserves in the General Fund have been below the adopted fund balance policy (at least 90 days of operating expenses), but are anticipated to grow in FY 2012-2013 by approximately \$48,700 to bring the fund balance to 95 days of operating expenses.

A summary of revenues and expenditures follows:

### **General Fund Revenues**

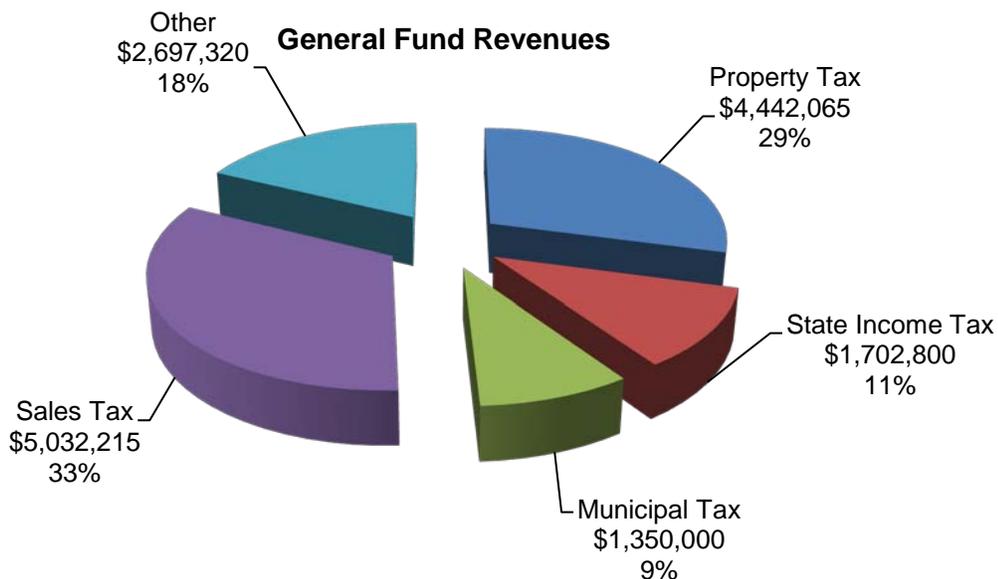
**Sales Tax:** The largest source of revenue for the City's General Fund is from local sales taxes. The City conducted a successful non-home rule sales tax referendum in 2007, bringing the City's total sales tax rate to 7.5%. Of the total sales tax revenue received, 0.5% is restricted for capital improvement/infrastructure projects. The Budget projects sales tax receipts of \$7 million

for FY 2012-2013 (\$5 million for the General Fund and \$2 million for the Infrastructure Capital Projects Fund). This figure represents approximately 33% 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 condition.

**Property Tax:** The final tax levy rate, obtained from the county, is 0.646346; an increase of 7% from the FY 2011-2012 level. The total property tax levy is \$6,281,192 which includes \$1,684,110 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 \$4.00 per month.

**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 2012-2013 Budget remains relatively flat over FY 2011-2012 year-end estimates.

**Municipal Tax:** The City collects a municipal tax on gas, electric, and water utilities. These funds are equally distributed between the General Fund operating and capital budgets. The Budget projects \$1,350,000 in Municipal Tax for FY 2012-2013.



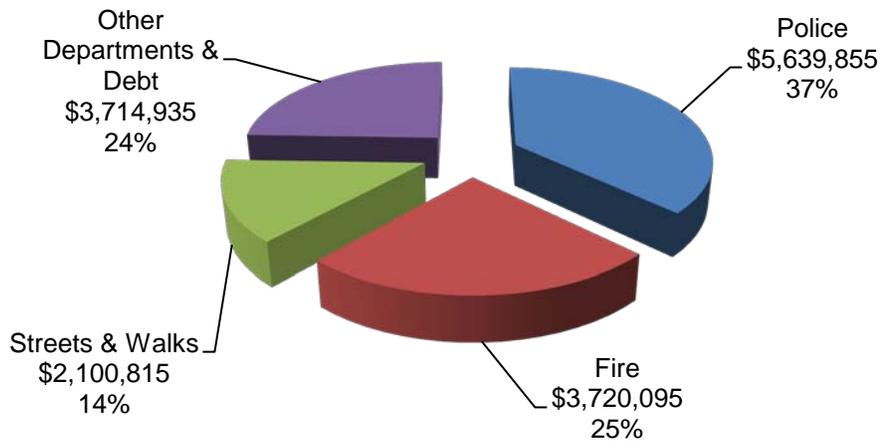
### General Fund Expenditures

**Personnel Services:** General Fund personnel services account for a total of \$12,026,540 for salaries and employee benefits in the General Fund. This equates to a 10% increase over the FY 2011-2012 Budget. This increase includes projected increases in health benefits for half of the fiscal year, collective bargaining wage increases, up to a 2% wage increase for non-represented employees based upon job performance evaluations, and budgeting of the City's portion of the Police, Fire, IMRF pension contributions, FICA, and Medicare in the General Fund. This moderate increase was a result of implementing various workforce planning initiatives including reducing a full-time position to part-time in the Community Development Department, eliminating a full-time position in the Engineering Division of Public Works, not filling seven 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. 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.

**Debt Service:** Debt service expenditures for principal and interest are \$165,630 in the General Fund in the FY 2012-2013 budget. The debt was issued to pay for equipment purchased from the General Fund prior to the creation of the Capital Projects Fund.

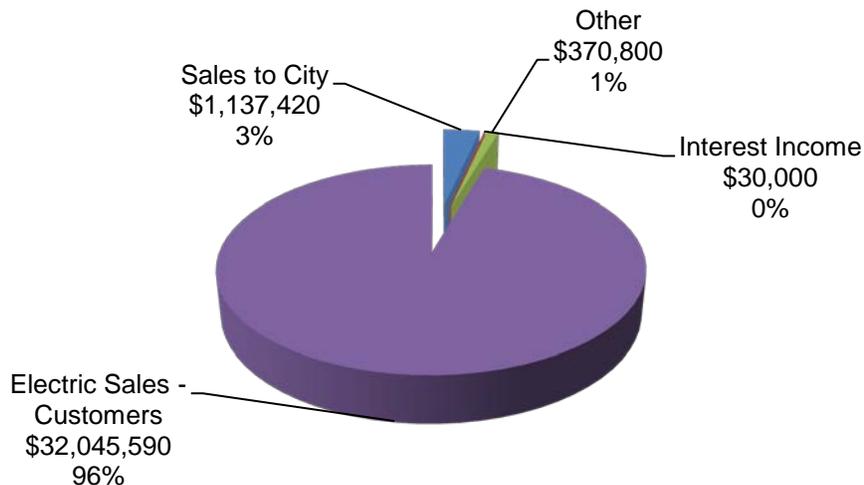
### General Fund Expenditures



### Electric Fund Revenues

**Electric Sales:** The largest source of revenue for the City’s Electric Fund is from the sale of electricity to customers. The Budget projects sales receipts of \$32,045,590. This represents an increase of 2.3% from the FY 2011-2012 Budget. Although the past two years have seen temperatures lower than average during the summer months, recent consumption reports indicate electric sales are on the rise.

### Electric Fund Revenues



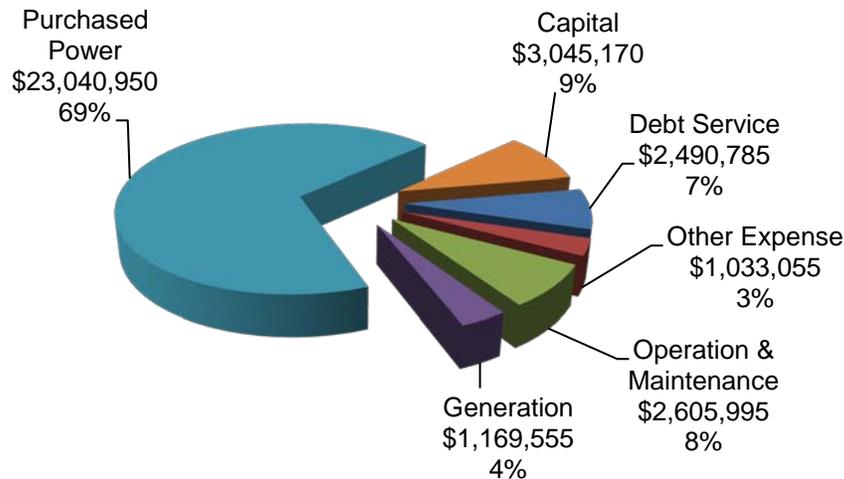
## Electric Fund Expenditures

**Purchased Power:** Purchased power accounts for the largest share of the Electric Fund for a total of \$23,040,950. Purchased power is directly related to customer sales. The FY 2012-2013 Budget reflects an increase of 4.3% over the FY 2011-2012 Budget.

**Debt Service:** The debt service payments total \$574,220 in the FY 2012-2013 budget for interest expense primarily relating to the Geneva Generation Facility and the west side (Delnor) substation. Total principal and interest payments in FY 2013 are \$2,490,785.

**Personnel Services:** Electric Fund personnel services account for a total of \$2,884,815 for salaries and employee benefits in the Electric Fund. This is a 4.4% decrease over the FY 2011-2012 Budget. This slight adjustment includes projected increases in group health benefits for half of the fiscal year, collective bargaining wage increases, and up to a 2% wage increase for all non-represented employees based upon performance. These increases were able to be offset by implementing various workforce planning initiatives including voluntary furloughs, general hiring freeze, reclassifying positions as vacancies occur, attrition, and a reduction in non-emergency overtime.

## Electric Fund Expenditures

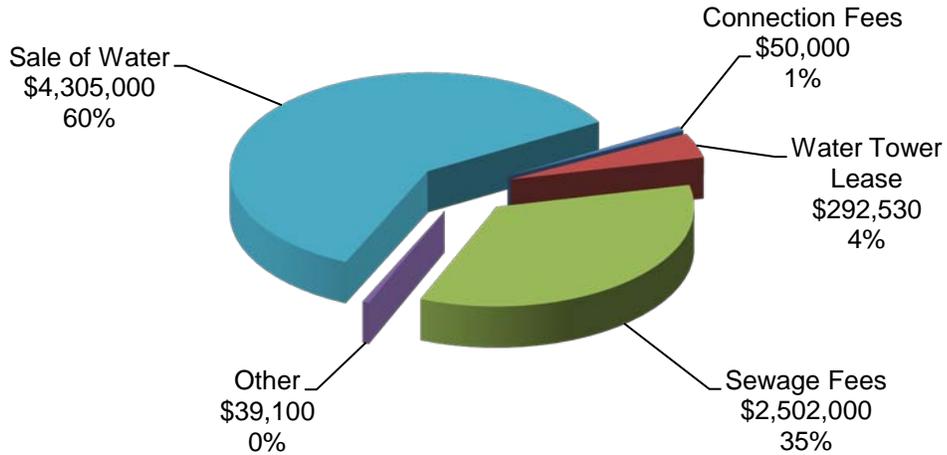


## Water/Wastewater Fund Revenues

**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 \$4,305,000. This represents a decrease of 0.1% under the FY 2011-2012 Budget. Conservation and weather conditions are causing residential customers to use less water, resulting in reduced consumption. As such, sale of water revenues are held flat.

**Sewage Fees:** The next largest source of revenue for the Water/Wastewater Fund is from sewage fees. The Budget projects sewage fee receipts of \$2,502,000. This represents an increase of 1.0% compared to the FY 2011-2012 Budget.

### Water/Wastewater Revenues

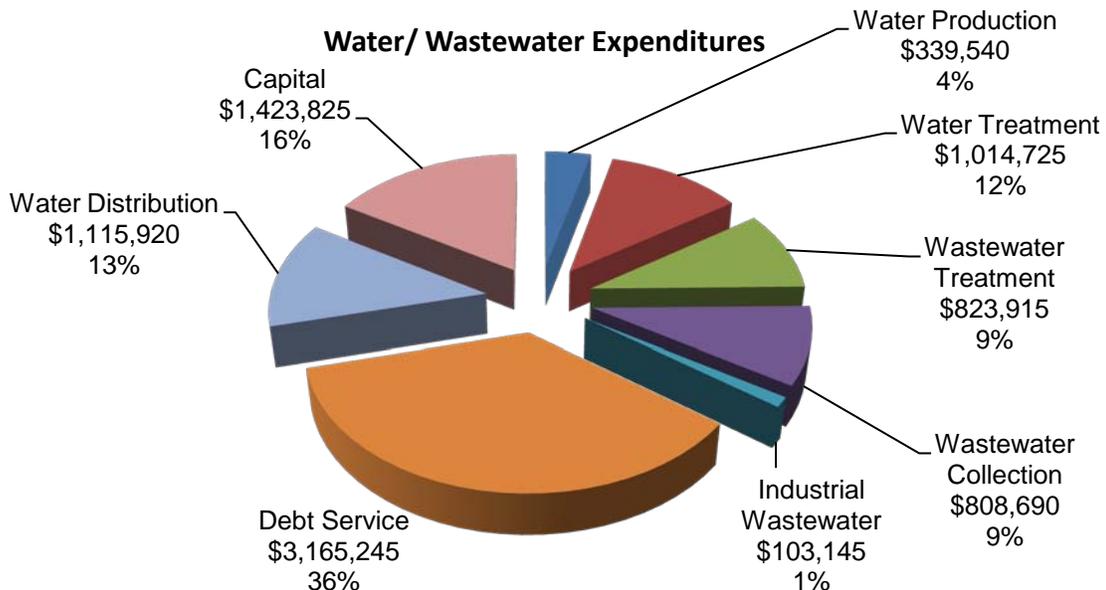


### Water/Wastewater Expenditures

**Water Distribution:** Water distribution expenses account for the largest share in this fund with a Budget of \$1,115,920. This represents an increase of .3% compared to the FY 2011-2012 Budget.

**Debt Service:** The debt service payments total \$780,600 in the FY 2012-2013 Budget for interest expense primarily for Illinois Environmental Protection Agency (IEPA) loans for capital improvements to the Wastewater Treatment Plant and the Water Treatment Facility. Total principal and interest payments in FY 2013 are \$3,165,245.

**Personnel Services:** Water/Wastewater Fund personnel services account for a total of \$2,428,090 for salaries and employee benefits in the Water/Wastewater Fund. This is relatively flat compared to Budget FY 2011-2012. This was kept flat by implementing various workforce planning initiatives including voluntary furloughs, general hiring freeze, reclassifying positions as vacancies occur, and a reduction in non-emergency overtime.



## All Funds

**Budget Totals:** The proposed Budget for FY 2012-2013, including all expenditures and transfers, totals \$73,275,060. This represents a 0.5% increase from the FY 2011-2012 Budget.

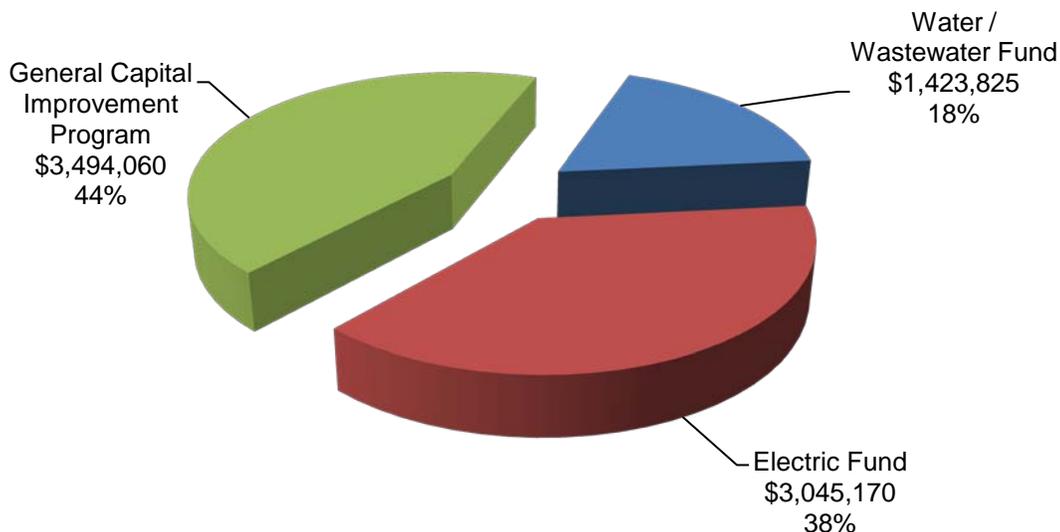
**Notable Budget Impacts:** Group health insurance and fuel costs continue to rise, and the City conducts market surveys to obtain the most cost-efficient sources for those expenditures. Group health insurance is projected to increase 10% for the second half of the fiscal year (with a November 1 renewal date). Fuel expenses were budgeted at a 10% increase, but are anticipated to escalate even higher based on current market trends.

**Capital Projects:** The FY 2012-2013 **General Capital Improvement Program** includes an enhanced street program of \$1,702,300, a parking lot maintenance program of \$89,500, and \$3.5 million for construction of the third level of the commuter parking deck. A total of \$3,494,060 funds the Capital Improvement Program for FY 2012-2013.

Capital projects in the **Electric Capital Fund** total \$3,045,170, which includes \$1,234,600 for the underground cable replacement program.

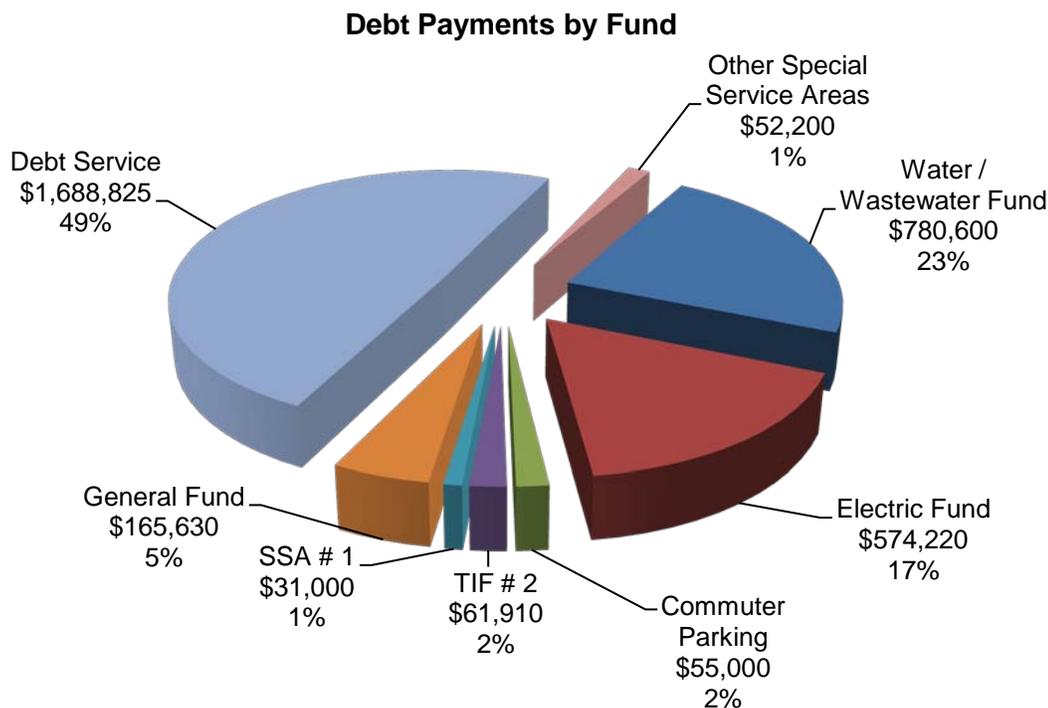
The **Water/Wastewater Capital Fund** totals \$1,423,825 and includes the painting/cleaning of two water towers, continuation of the water meter replacement program, and a sanitary sewer lining project.

### Capital Projects



**Miscellaneous funds:** Miscellaneous Budgets expenses include the Cemetery Fund in the amount of \$60,320, Commuter Parking Fund in the amount of \$3,939,925, Debt Service Fund in the amount of \$1,691,325, Dental Group Claims Fund in the amount of \$157,535, Fire Pension Fund in the amount of \$176,000, the Illinois Municipal Retirement Fund in the amount of \$11,000, the Mental Health Board Fund in the amount of \$142,000, the Motor Fuel Tax Fund in the amount of \$750,000, the Prairie Green Preserve Fund in the amount of \$40,000, the Police Pension fund in the amount of \$1,045,000, the Refuse Fund in the amount of \$379,375, various Special Service Area Funds in the amount of \$598,575, Tax Increment Financing District #2 in the amount of \$528,405, the Tree Nursery Fund in the amount of \$3,000, and the Workers' Compensation Fund in the amount of \$315,500.

**Debt:** The City of Geneva has earned a Aa2 (double A-2) bond rating from Moody's Investor Services. The City's overall debt totals approximately \$61,302,943 for both the General Fund and Enterprise Funds and the City has no current plans to issue additional bonds. The total debt service represents an approximate \$1,456 debt per capita. The City Administrator has recommended that bonded and other debt be paid down substantially before incurring additional liability. The FY 2012-2013 Budget includes debt payments totaling approximately \$3,409,385.



### 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 quality of life and well-being of our community. The FY 2012-2013 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 Document 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 developed over a period of six (6) months. I am particularly proud of our Department Heads, including Assistant City Administrator/Administrative Services Director Stephanie Dawkins, Community Development Director Dick Untch, Economic Development Director Ellen Divita, Fire Chief Steve Olson, Police Chief Steve Mexin, and Public Works Director Dan Dinges, for their team spirit 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

Manager Tom Dahl, Executive Assistant Jeanne Fornari, and Administrative Assistant Sherri Weigl who worked diligently to assist in the preparation of the FY 2012-2013 Budget Document.

City Staff would also like to particularly acknowledge and thank the Mayor and City Council for their support and leadership throughout the budget process. The City Council is committed to providing the highest-quality of City services to its citizens through the FY 2012-2013 Budget and allocation of resources.

Therefore, it is with pride that I submit the Fiscal Year 2012-2013 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 style with a large initial "M" and "L".

Mary L. McKittrick  
City Administrator

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## **City of Geneva**

# **Strategic Plan for 2017**

**May 21, 2007**

***As Amended:  
December 20, 2011  
June 6, 2011  
December 20, 2010  
December 21, 2009  
December 1, 2008  
December 3, 2007***

# **Strategic Plan for 2017**

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The Geneva Strategic Plan for 2017 was sponsored by the Strategic Plan Advisory Committee, authorized by the City Council, and guided by a diverse Design Team of Geneva stakeholders.

Prepared for the City of Geneva by  
Lynn Montei Associates  
Elmhurst, Illinois

# City of Geneva Strategic Plan for 2017

## Purpose

*Purpose or mission is a statement of the fundamental reason the City of Geneva exists. It addresses what we do and why.*

The purpose of the City of Geneva is  
to advance our well-being and quality of life  
by honoring our heritage and cultivating  
a dynamic, engaged, diverse and sustainable community

## City of Geneva Guiding Principles

*Our 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.*

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.

## Our Vision for 2017

1. We honor and preserve our community heritage and character.
2. The unique character and vibrancy of our Business Districts places it among the most desirable destinations.
3. The quality of our participation reflects our strong commitment to the community.
4. Our unity and diversity create community health and wholeness.
5. Community needs and desires are effectively and efficiently balanced with required resources.
6. Open space and environmental awareness are central community values exemplified in our policies and practices.
7. A variety of mobility options provide an efficient transportation system.

## Who are City of Geneva stakeholders?

City of Geneva stakeholders are part of these broad categories: residents, retail and other businesses, visitors, property owners, civic, religious, and cultural organizations and institutions, healthcare entities, governments at all levels, the City of Geneva elected

and appointed officials and staff.

## **Action Plan**

*This is an "Action Plan" that will guide the City of Geneva's efforts on an annual basis through 2017. The goals, objectives and tasks that have been completed, delegated to others, considered to be ongoing, or eliminated, have been re-located to the end of this document. The goals and objectives immediately following have yet to be completed. "Completed", "Ongoing", "Delegated" and "Eliminated" goals and objectives retain their respective numbering system at the back of this document for ease of reference to the original list.*

### **Vision 1: We honor and preserve our community heritage and character.**

#### **Goal 1: Encourage beautification and improvement of public and private property.**

Objectives:

2. Extend beautification efforts to Kautz Rd. /Gateway to City.
3. Create an Annual Landscape Enhancement Award Program, and establish eligibility criteria, program schedule, and committee to review award applications

#### **Goal 2: Heighten awareness and foster implementation of historic/architecturally significant buildings and property maintenance codes.**

Objectives:

5. Evaluate / discuss nomination of the Northwest Additions neighborhood as a conservation district.
6. Implement a detailed and systematic property maintenance code enforcement program.

### **Vision 2: The unique character and vibrancy of our Business Districts places it among the most desirable destinations.**

#### **Goal 1: Maintain and enhance the Downtown's people-friendly environment.**

Objectives:

1. Retain existing public services (City Hall, Geneva Library, Kane County Courts and Administration, US Post Office) within the downtown business district.
6. Provide for additional housing opportunities within the downtown district.
  - a. Consider higher densities (dwelling units per acre) than typically permitted through traditional zoning or land use regulations.

#### **Goal 2: Maintain and enhance Geneva's eclectic and vital business community.**

Objectives:

2. Consider economic incentives to place downtown Geneva in a competitive advantage during site selection.

**Goal 4: Maintain a strong economic development posture for downtown Geneva to ensure the district stays competitive with surrounding retail and entertainment districts.**

Objectives:

1. Consider appropriate growth areas within and beyond the traditional, central downtown business district, with particular attention to expanding the district west to Anderson Boulevard and east to East Side Drive.
2. Interface East State Street redevelopment plans with current and future business and development planning for the central downtown business district.
3. Evaluate existing and explore potential means for creating new funding measures as incentives to economic development in the City's downtown business district.

**Goal 6: Increase parking opportunities and ensure that the use of existing downtown parking assets are maximized.**

Objectives:

1. Determine present and potential future parking demand and inventory and calculate actual occupancy rates of existing parking assets.
2. Based on determined need and on an area-specific basis, increase the number of parking spaces in downtown Geneva.
  - a. Acquire appropriate control of strategically located property(ies) by fee simple acquisition, lease hold, or licensing for public parking.
  - b. Study cost-effectiveness of constructing a centrally located parking deck to serve the local business community's employees and/or visiting clientele.
  - c. Approach the County of Kane to discuss potential additional public parking opportunities in the parking lot behind (west of) the Old Kane County Courthouse, including the possible construction of a parking deck.

**Goal 7: Seek additional industrial development in the City's Southeast Master Planning area.**

**Goal 8: Monitor and Identify needs for the Randall Road Business District designed to keep the District healthy and competitive.**

**Vision 3: The quality of our participation reflects our strong commitment to the community.**

**Goal 2: Elevate the profile of stakeholders who volunteer and serve the City.**

Objectives:

1. Publish clear statements of purpose and function of the appointed boards/committees and commissions, and support them in pursuit of their goals and objectives.

**Goal 3: Strengthen partnerships between the City and other local government agencies.**

Objectives:

1. Collaborate on an analysis of potential shared resources.

**Goal 5: Foster stakeholder engagement in the community to increase understanding and heighten the quality of participation.**

Objectives:

4. Develop a citizens' academy to cultivate awareness of local government functions, ways of participating and understanding of issues.

**Vision 4: Our unity and diversity create community health and wholeness.**

**Goal 1: Evaluate and identify opportunities to create affordable / attainable housing.**

Objectives:

1. Establish a citizen-based Housing Commission.
  - a. Define the issue and evaluate the current need for affordable /attainable housing.
  - b. Consider the framework of the State Affordable Housing Planning and Appeal Act in local efforts to develop affordable / attainable housing.
  - c. Identify available sites that can be developed for affordable/attainable housing.
  - d. Analyze local and state resources to support affordable / attainable housing development.
  - e. Develop a plan for the creation of affordable / attainable housing.
2. Evaluate the feasibility of economic and non-economic developer incentives for mixed income housing development and redevelopment.

**Vision 5: Community needs and desires are effectively and efficiently balanced with available resources.**

**Goal 1: Partner with other jurisdictions to investigate and plan for anticipated public facility needs.**

Objectives:

1. Determine opportunities for collaboration and coordination with respect to new and renewed space options.
2. Compile inventory of inter-jurisdictional space needs studies and projections.
3. Initiate a long-range planning effort to optimize timing, funding and location options for anticipated public facility needs.

**Goal 2: Engage community stakeholders to ensure the City's financial and functional viability with revenues and expenditures in a healthy balance.**

Objectives:

4. Develop a long-range facility plan for the City.
  - a. Acknowledge current City Hall deficiencies and embark on a plan for securing adequate physical space for the conduct of City governance and business.

**Goal 3: Maintain and enhance high-quality city services.**

Objectives:

1. Maintain a standard of excellence for city personnel through retention and recruitment policies and practices
  - c. Adopt and fund an effective succession planning process.
2. Maintain high-quality public services that serve and protect our residents and businesses
  - a. Strive to maintain effective and efficient staffing levels in all departments.
  - c. Implement the development of community-supported children's safety programs.

**Goal 4: Commit to leading edge technology.**

Objectives:

1. Secure emergency communications by establishing a redundant connection to the present fiber optic line.
2. Develop wireless data communication network for public services.
3. Optimize technology's effectiveness at delivering public services.

**Vision 6: Open space, environmental awareness, and energy efficiency are central community values exemplified in our policies and practices.**

**Goal 1: Implement prairie/wetland restoration and passive recreation improvements at Prairie Green Preserve.**

Objectives:

1. Establish a Prairie Green Preserve Citizens Advisory Committee.
3. Implement the 2<sup>nd</sup> phase of recreational trail construction and the 2<sup>nd</sup> phase of wetland construction.

**Goal 2: Participate in the planning and improvement of open space/recreational sites.**

Objectives:

- 1a. [Collaborate with the County of Kane] Explore potential at the landfill site.
2. Collaborate with the Geneva Park District in the development and maintenance of new park and open space sites.

**Goal 3: Expand pedestrian and bicycle accessibility between parks/major open spaces, neighborhoods, business districts and other important destinations in the City.**

Objectives:

1. Complete engineering, design and construction of the Geneva North Central Trail (from the intersection of Illinois Route 38 and 7<sup>th</sup> Street to Wheeler Park).

**Goal 4: Explore opportunities for increased public access to the Fox River.**

Objectives:

1. Expand RiverPark and other open spaces on the Fox River.
2. Extend the Fox River Trail where possible.

**Goal 5: Preserve and restore Geneva's urban forest.**

1. Collaborate with the NRC to establish a volunteer effort to replant trees.
2. Evaluate and expand resources available for reforestation.

**Vision 7: A variety of mobility options provide an efficient transportation system.**

**Goal 1: Improve the Randall Rd. corridor to be more user-friendly.**

Objectives:

1. Evaluate alternative access improvements and pedestrian crossings.
  - a. Continue to work with KDOT and Park District to build an underpass at Randall Rd. and UPRR.
2. Work with KDOT on long range plans of lane additions to Randall Rd.

**Goal 2: Plan and implement transportation improvements.**

Objectives:

1. Evaluate and improve intersection (e.g., Fisher Dr. & Keslinger Rd.)
3. Work to encourage rail crossing improvements at Rt. 38.
  - a. Continue to work with IDOT/KDOT/DDOT on raised intersection over the UPRR at Kautz Rd. & IL RT 38.
  - b. Work with developers south of proposed intersection to construct Kautz Rd. extended south to Fabyan Parkway.

**Goal 3: Evaluate local public transportation potentials, and make existing public transportation opportunities widely known.**

Objectives:

1. Evaluate potential for bus routes on a City wide basis.
2. Continue to work with KDOT on Bus Route along Randall Rd. and make it more pedestrian friendly.

**Goal 4: Continue to enhance the City's pedestrian and bicycle options.**

Objectives:

1. Review and implement City bike plan and pursue funding opportunities.
  - a. Connect bike paths from west and east to Downtown.
  - b. Optimize opportunities for pedestrian and bicycle options when performing street maintenance (striping, signage, etc.).
2. Enhance the connections of walk ways across State St.
  - b. Evaluate and incorporate walk/bike paths into State St. improvements.

## Completed Goals/Objectives

*Following are the goals and objectives that have been accomplished since the plan was adopted by the City Council in 2007.*

### **Vision 1: We honor and preserve our community heritage and character.**

**Goal 2: Heighten awareness and foster implementation of historic/architecturally significant buildings and property maintenance codes.**

Completed Objectives:

7. Develop a prioritized list of historic properties (buildings, sites, etc.) to be nominated for landmark designation.

**Goal 3: Expand awareness of Geneva Heritage and Historic Preservation Activities.**

Completed Objectives:

1. Conduct the 2<sup>nd</sup> + 3<sup>rd</sup> year of the Historic Preservation informational campaign.
2. Complete Geneva Historic District Preservation Design Guidelines.

**Goal 4: Adopt and implement policies that ensure historic preservation.**

Completed Objectives:

1. Prepare an Historic Preservation Plan.
2. Prepare revisions to the Historic Preservation Ordinance based on the direction set forth in the Historic Preservation Plan.

**Vision 2: The unique character and vibrancy of our Business Districts places it among the most desirable destinations.**

**Goal 2: Maintain and enhance Geneva's eclectic and vital business community.**

Completed Objectives:

4. Memorialize in writing, a Downtown Business Retention Program.

**Vision 3: The quality of our participation reflects our strong commitment to the community.**

**Goal 1: Seize opportunities to engage youth and seniors in community matters, events and programs, and cultivate their sense of public stewardship.**

Completed Objectives:

2. Develop activities, events, and programs that appeal to stakeholders of all ages (including youth and seniors) through the Cultural Arts Commission.

**Goal 2: Elevate the profile of stakeholders who volunteer and serve the City.**

Completed Objectives:

2. Create a recognition and thank you program.

**Goal 3: Strengthen partnerships between the City and other local government agencies.**

Completed Objectives:

1. Initiate the idea of an intergovernmental strategic plan.

**Vision 4: Our unity and diversity create community health and wholeness.**

**Goal 1: Evaluate and identify opportunities to create affordable / attainable housing.**

Completed Objectives:

3. Evaluate the southeast development area and other areas for the creation of mixed income housing.

**Vision 7: A variety of mobility options provide an efficient transportation system.**

**Goal 1: Improve the Randall Rd. corridor to be more user-friendly.**

Completed Objectives:

3. Evaluate North/South traffic alternatives to Randall Rd.

**Goal 2: Plan and implement transportation improvements.**

Completed Objectives:

1. Evaluate and improve intersections (Bricher Rd. + Geneva Commons Dr.; Kirk Rd. + Averill Rd.; Randall Rd. + Keslinger Rd.)

**Goal 3: Evaluate local public transportation potentials, and make existing public transportation opportunities widely known.**

Completed Objectives:

2. Investigate use of public transportation between Downtown, Randall Rd. and Kirk Rd. (e.g., shuttle buses).

**Goal 4: Continue to enhance the City's pedestrian and bicycle options.**

Completed Objectives:

2. Enhance the connections of walk ways across State St.
  - a. Continue to improve pedestrian crossings at traffic signals on State St. (e.g. Implement more countdown pedestrian signals)

**Ongoing Goals/Objectives**

*Following are the goals and objectives that have been implemented as policies/standards in City operations and/or continue to be considered on an ongoing and regular basis.*

**Vision 1: We honor and preserve our community heritage and character.**

**Goal 2: Heighten awareness and foster implementation of historic/architecturally significant buildings and property maintenance codes.**

Ongoing Objectives:

2. Monitor and work to ensure an acceptable transition between residential and business zoning districts.
4. Monitor new infill housing for compatibility with established neighborhoods.
8. Review four (4) individual landmark nominations.

**Goal 3: Expand awareness of Geneva Heritage and Historic Preservation Activities.**

Ongoing Objectives:

3. Conduct annual Preservation Month activities (May).

**Vision 2: The unique character and vibrancy of our Business Districts places it among the most desirable destinations.**

**Goal 1: Maintain and enhance the Downtown's people-friendly environment.**

Ongoing Objectives:

2. Encourage businesses to be open later in the evenings and on Sunday, and work toward establishing more consistent hours of business.
3. Enhance the pedestrian-friendly, physical environment of the downtown through increased street and property lighting, improved way-finding signage and further calming traffic at street crossings.
4. Enhance the festival experience downtown and encourage new events.
5. Encourage retail and restaurant uses in street-level building spaces along West State Street, between First and Fourth Streets.

**Goal 2: Maintain and enhance Geneva's eclectic and vital business community.**

Ongoing Objectives:

1. Foster diversity of goods and services among the independent business community.
3. Select and target appropriate national, regional and locally-based businesses.

**Goal 3: Plan and implement a comprehensive marketing program with the purpose of identifying Geneva's downtown as a second-to-none destination for shoppers, diners and day and overnight visitors.**

Ongoing Objectives:

1. Encourage all residents to shop and dine locally.
2. Target media with readers, listeners and viewers with demographic characteristics matching the offerings of Geneva's downtown retailers, restaurants and visitor attractions.

3. Develop marketing plans jointly with hospitality businesses in an effort to increase the downtown's hotel and restaurant trade.
4. Assist the Chamber of Commerce in marketing efforts having district-wide results.

**Goal 5: Maintain and enhance the downtown's visually attractive physical character.**

Ongoing Objectives:

1. Consider principles of historic preservation when constructing improvements within the public realm and approving development proposals for private properties.
2. Continue beautification efforts.
  - b. Identify and secure sufficient funding in support of the City's Beautification Committee's efforts.
3. Continue to improve East State Street streetscape.
  - a. Construct brick-enhanced sidewalks along East State Street that match those found in the central, historic Downtown Business District.
  - b. Obtain right-of-way or, alternatively, sufficient easement area to allow for landscaped parkway areas between roadway curb and sidewalk.
  - c. Construct on public properties and require private land development projects to provide landscaping improvements on public property and other land fronting East State Street.

**Vision 3: The quality of our participation reflects our strong commitment to the community.**

**Goal 1: Seize opportunities to engage youth and seniors in community matters, events and programs, and cultivate their sense of public stewardship.**

Ongoing Objectives:

1. Support and cultivate existing intergovernmental programs, such as the Student Government Program, to support and enhance its purpose.

**Goal 2: Elevate the profile of stakeholders who volunteer and serve the City.**

Ongoing Objectives:

3. Support local non-profit organizations and congregations in their efforts to help the citizens of Geneva.

**Goal 3: Strengthen partnerships between the City and other local government agencies.**

Ongoing Objectives:

1. Initiate the idea of an intergovernmental strategic plan.
  - b. Partner on mutually beneficial programs, such as strategic information sharing and employee program collaboration, where possible.

**Goal 4: Own and use the strategic plan in annual goal setting workshops.**

Ongoing Objectives:

1. Engage citizens in the annual process.
2. Update the plan on an annual basis, utilizing a two-year action plan for the short term strategy and forecasting a ten-year plan for long-range, multi-year planning strategies.
3. Publicize the updated plan on an annual basis, and amend the plan as needed to meet community-wide goals and objectives.

**Goal 5: Foster stakeholder engagement in the community to increase understanding and heighten the quality of participation.**

Ongoing Objectives:

1. Utilize publications and communication formats, including a more user-friendly, informative and timely web site, to share information, inspire innovation and market events.
2. Encourage increased stakeholder interaction with City officials by developing events such as City Hall open houses, outreach or other similar programs.
3. Create a database of stakeholders willing to volunteer their time and talents for City projects and/or policy development.

**Vision 4: Our unity and diversity create community health and wholeness.**

**Goal 1: Evaluate and identify opportunities to create affordable / attainable housing.**

Ongoing Objectives:

4. Monitor teardown / infill activity in maintaining existing affordable housing.

**Goal 2: Nurture the sense of community for all residents in Geneva.**

Ongoing Objectives:

1. Continue to maintain / enhance code enforcement at a high level in all City neighborhoods.
2. Break down geographic barriers, i.e. Randall Road, Fox River, Kirk Road, by implementing pedestrian / bikeway connections throughout Geneva.
3. Develop / redevelop commercial areas in all sections of Geneva to a high standard.

4. Adopt policies or programs that encourage diversity of age, income, race, and ethnicity, e.g., Student Government, International Cultural Exchange, and Cultural Arts Commission.
5. Encourage a unified approach in all aspects of service delivery by coordinating efforts with all local governmental bodies.

**Vision 5: Community needs and desires are effectively and efficiently balanced with available resources.**

**Goal 2: Engage community stakeholders to ensure the City's financial and functional viability with revenues and expenditures in a healthy balance.**

Ongoing Objectives:

1. Provide a positive return on investment for public infrastructure outlays and capital expenditures.
2. Maintain cost effective and efficient delivery of city services.
3. Leverage local resources to obtain federal and state grant funding wherever feasible.

**Goal 3: Maintain and enhance high-quality city services.**

Ongoing Objectives:

1. Maintain a standard of excellence for city personnel through retention and recruitment policies and practices.
  - a. Maintain competitive compensation and benefit systems.
  - b. Maintain an effective performance and compensation system.
2. Maintain high-quality public services that serve and protect our residents and businesses.
  - a. Maintain/initiate accreditation/benchmarking processes in all departments.

**Goal 4: Commit to leading edge technology.**

Ongoing Objectives:

4. Continue web site improvement and user-friendliness.

**Vision 6: Open space, environmental awareness, and energy efficiency are central community values exemplified in our policies and practices.**

**Goal 1: Implement prairie/wetland restoration and passive recreation improvements at Prairie Green Preserve.**

Ongoing Objectives:

2. Prepare a Prairie Management Plan, and conduct annual prairie stewardship (maintenance and care) activities and prairie seeding using prairie farm principles.
3. ...pursue grant funding for continued construction of planned site improvements.

**Goal 2: Participate in the planning and improvement of open space/recreational sites.**

Ongoing Objectives:

1. Collaborate with the County of Kane in the planning and development of the end uses for the Settler's Hill Landfill site as a multi-purpose regional recreation and open space site.

**Goal 3: Expand pedestrian and bicycle accessibility between parks/major open spaces, neighborhoods, business districts and other important destinations in the City.**

Ongoing Objectives:

1. Utilize the Bicycle/Pedestrian Citizens Committee to guide bike route planning, grantsmanship and project implementation.
3. Implement (annually) high priority bike route improvements set forth in the adopted Bikeway Implementation Plan.

**Goal 5: Pursue the ideal of creating a healthy public environment.**

Ongoing Objectives:

1. Investigate City sustainability policies and practices.
  - a. Improve the quality of air, land and water in the City.
2. Explore public policies and practices with respect to environmental sustainability.
  - a. Adopt policies consistent with Greenest Region Compact adopted by City Council in August 2007 where feasible.

**Vision 7: A variety of mobility options provide an efficient transportation system.**

**Goal 1: Improve the Randall Rd. corridor to be more user-friendly.**

Ongoing Objectives:

1. Evaluate alternative access improvements and pedestrian crossings.
  - b. Pursue enhanced pedestrian crossings at signalized intersections.

**Goal 2: Plan and implement transportation improvements.**

Ongoing Objectives:

- 2. Optimize parking and parking signage to ease congestion.
- 4. Improve handicap access with emphasis on pedestrian environments.

**Goal 4: Continue to enhance the City’s pedestrian and bicycle options.**

Ongoing Objectives:

- 1. Implement City bike plan and pursue funding opportunities.

**Goal 5: Maintain and enhance transportation planning efforts.**

Ongoing Objectives:

- 1. Evaluate traffic impact of new developments.
  - a. Require traffic studies to evaluate impacts.
  - b. Encourage pedestrian/bicycle friendly developments.
- 2. Develop traffic plan; confer w/ County & State.
  - b. Continue to work with KDOT on long range 2040 traffic plan and CRIP priority.
  - c. Pursue maintenance plan with IDOT for State routes.

### **Delegated Goals/Objectives**

*These are the goals and objectives that were delegated to others to complete.*

**Vision 1: We honor and preserve our community heritage and character.**

**Goal 2: Heighten awareness and foster implementation of historic/architecturally significant buildings and property maintenance codes.**

Delegated Objectives:

- 1. (...include preparation of a feasibility study of a Geneva Cultural Arts Center). *(This goal was delegated by the City Council to the Cultural Arts Commission at the 2009 Strategic Planning Workshop)*

### **Eliminated Goals/Objectives**

*These are the goals and objectives that were eliminated from the Strategic Plan by the City Council.*

**Vision 1: We honor and preserve our community heritage and character.**

**Goal 1: Encourage beautification and improvement of public and private property.**

Eliminated Objectives:

1. Determine if financial assistance to property owners through a Residential Façade Improvement Program is necessary. If so, determine type and amount of incentives (grants), define eligibility areas and develop application requirements.

**Goal 2: Heighten awareness and foster implementation of historic/architecturally significant buildings and property maintenance codes**

Eliminated Objectives:

3. Consider nomination of the South Geneva Historic District as an historic district or conservation district. *(This objective was eliminated by vote of the City Council on June 6, 2011)*

**Vision 2: The unique character and vibrancy of our Business Districts places them among the most desirable destinations.**

**Goal 1: Maintain and enhance the Downtown's people-friendly environment.**

Eliminated Objectives:

8. Provide for additional housing opportunities within the downtown district.
  - b. Encourage or otherwise allow for the development of affordable housing within the downtown district.

**Goal 5: Maintain and enhance the downtown's visually attractive physical character.**

Eliminated Objective:

2. b. Create an incentive program to provide grants or low interest loans for private property landscaping and beautification initiatives.

**Vision 3: The quality of our participation reflects our strong commitment to the community.**

**Goal 1: Seize opportunities to engage youth and seniors in community matters, events and programs, and cultivate their sense of public stewardship.**

Eliminated Objective:

3. Work with the School District to incorporate into the curriculum (begin with high school and eventually work to the elementary level) a civics component to include elected officials and practitioners participating in classroom and on-site training.

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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 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 March 2, 2009:

## 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.
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.

# Financial Policies and Provisions

## Budgetary Policies

1. **Fund Balance:** The City will strive to maintain an available fund balance of at least 90 days of operating expenditures for the General Fund, the Electric Fund and the Water/Wastewater Fund in order to meet seasonal cash flow shortfalls and funding emergencies.
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:** The City will provide for the adequate maintenance of capital assets.
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 revenues.

## TIF Allocation Policies

1. **Allocation of TIF Funds:** Tax Increment Finance District 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 and the Business Development Specialist.

## Financial Policies and Provisions

- 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. Investment Return:** It is the policy of the City of Geneva to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the City and conforming to all state and local statutes governing the investment of public funds.
- 2. 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.
- 3. 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.
- 4. Authorized Financial Dealers and Institutions:** The Finance Manager will maintain a list of financial institutions authorized in advance by the Mayor and the City Council to provide investment services.
- 5. 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:
  - U.S. government obligations, U.S. government agency obligations and U.S. government instrumentality obligations, which have a liquid market with a readily determinable market value;
  - 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;
  - Money market mutual funds regulated by the Securities and Exchange Commission and whose portfolios consist only of dollar-denominated securities;

## Financial Policies and Provisions

- Local government investment pools, either state-administered or through joint powers statutes and other intergovernmental agreement legislation;
  - Investments shall be made that reflect the cash flow needs of the fund type being invested.
6. **Collateralization:** Funds on deposit (checking accounts, certificates of deposit, etc.) in excess of FDIC limits must be secured by some form of collateral, witnessed by a written agreement and held at an independent third party institution in the name of the City of Geneva.
7. **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.
8. **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.
9. **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 one (1) year from the date of purchase.
10. **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.
11. **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
12. **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

## Financial Policies and Provisions

performance should be compared to benchmarks with similar maturity, liquidity and credit quality as the portfolio.

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

### 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 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.

## Planning and Goal Setting

The City of Geneva adopted a ten (10) year strategic plan document in 2007. The Geneva Strategic Plan for 2017 was sponsored by the Strategic Plan Advisory Committee, authorized by the City Council, and guided by a diverse design team of Geneva stakeholders. City of Geneva stakeholders are part of these broad categories: residents, retail and other businesses, visitors, property owners, civic, religious, and cultural organizations and institutions, health care entities, governments at all levels, the City of Geneva elected and appointed officials and staff.

Through the Strategic Plan for 2017 guiding principles were established. 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.

## Financial Policies and Provisions

Additionally, the Strategic Plan sets out our vision for 2017:

1. We honor and preserve our community heritage and character.
2. The unique character and vibrancy of our Downtown Business District places it among the most desirable destinations.
3. The quality of our participation reflects our strong commitment to the community.
4. Our unity and diversity create community health and wholeness.
5. Community needs and desires are effectively and efficiently balanced with required resources.
6. Open space and environmental awareness are central community values exemplified in our policies and practices.
7. A variety of mobility options provide an efficient transportation system.

The City Council meets annually in November for a strategic planning workshop. In November 2011, the City Council revisited the visions, goals and objectives established in the Strategic Plan for 2017 document to determine if any additions, reprioritizations or other changes were needed, and 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 four priorities listed below reflect the issues deemed to be of greatest concern to the Council as of the November 2011 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 in utilizing city resources.

1. Implement a detailed and systematic property maintenance code enforcement program.
2. Secure emergency communications by establishing redundant connection to the present fiber optic line.
3. Provide for additional housing opportunities within the downtown district.
4. Consider appropriate growth areas within and beyond the traditional, central downtown business district, with particular attention to expanding the district west to Anderson Boulevard and east to East Side Drive.
5. Maintain high-quality public services that serve and protect our residents and businesses.
6. Maintain a strong economic development posture for downtown Geneva to ensure the district stays competitive with surrounding retail and entertainment districts.

### **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.

## Financial Policies and Provisions

**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 forty (40) 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 will describe 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.

**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.

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 least 20 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.

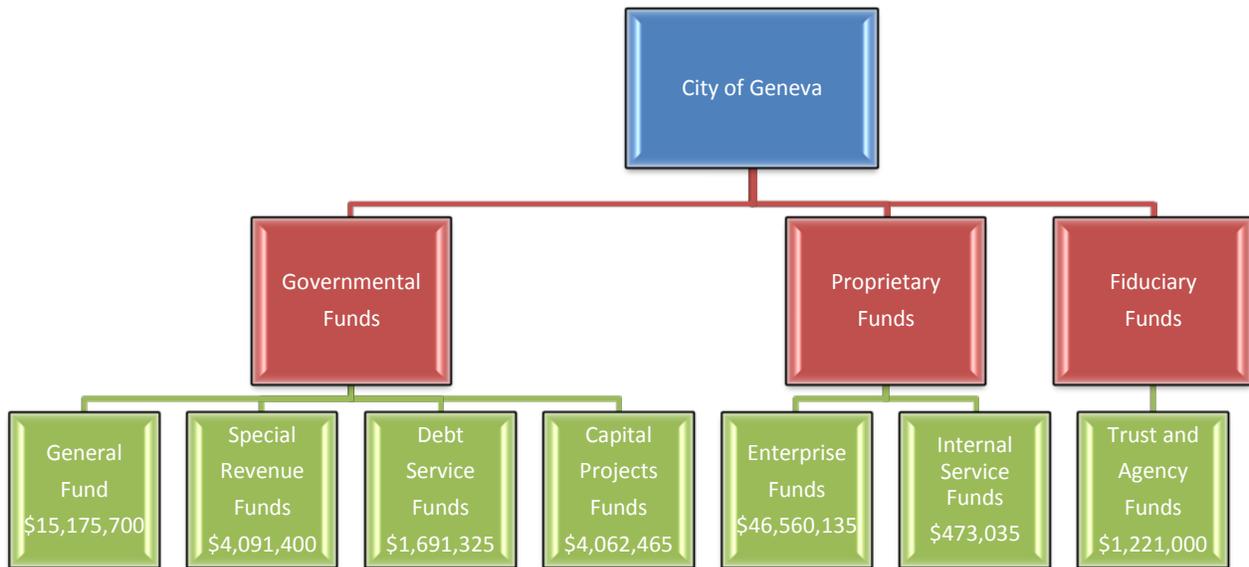
## Financial Policies and Provisions

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 two-thirds (2/3) vote.

### Budget Development Schedule

DATE	RESPONSIBILITY	ITEM DESCRIPTION
November 5, 2011	City Council, City Administrator, Department Heads	Strategic Planning Workshop
December 20, 2011	City Council	Vote on prioritized list of goals and objectives from the Strategic Plan workshop.
Weeks of January 16 & January 23, 2012	City Administrator, Finance Manager, Department Heads	CA and Finance Manager meet with Dept. Heads to discuss draft operating budget issues.
Week of January 30	City Administrator, Assistant City Administrator, Finance Manager, Department Heads	CA and Finance Manager meet with Dept. Heads to discuss draft capital and special project budget issues and dept. goals and objectives.
February 10, 2012	City Administrator, Finance Manager	Department Heads submit draft budgets; operating and special/capital projects to City Administrator for review.
February 17, 2012	City Administrator, Department Heads	Final miscellaneous budgets submitted to City Administrator by Department Heads.
March 12, 2012	City Council, City Administrator, Department Heads	Committee of the Whole (COW) meetings to discuss and recommend for setting public hearing for miscellaneous budgets.
March 14, 2012	City Administrator, Department Heads	Final budgets submitted to City Administrator.
March 19, 2012	City Council, City Administrator, Department Heads	COW meeting to discuss and recommend setting public hearing for General Fund, Electric and Water/Wastewater Budgets.
March 26, 2012	City Council	Optional Committee of the Whole meetings if necessary.
April 2, 2012	City Administrator	Publish Budget Notice; draft budgets available for public viewing on City website, at City Hall and at the Public Library.
April 16, 2012	City Council	Formal public hearing and adoption of budget by 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 should be 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:
  - Tree Nursery
  - Special Service Area – Miscellaneous
  - Special Service Area #1
  - Special Service Area #16
  - Motor Fuel Tax
  - Cultural Arts Commission (CAC)
  - Strategic Plan Advisory Committee (SPAC)
  - Beautification
  - Tourism
  - Tri-Com
  - Mental Health
  - Illinois Municipal Retirement Fund (IMRF)
- *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

*Proprietary Funds* are for those services for which the City charges customers a fee. There are 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 function. 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

## Financial Structure

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
    - Insurance Loss (Workers' Compensation)

*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 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.

The Annual Financial Report (AFR) 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.

## Financial Structure

- Compensated absences liabilities, in Enterprise Funds, that are expected to be liquidated with expendable available financial resources are accrued as earned by employees (GAAP) as opposed to being expended when paid (Budget).

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 generally accepted accounting principles. 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 Geneva'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. Additionally, the City will strive to keep the average maturity of all debt at or below fifteen (15) 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 (04-30-12)	Principal Payments FY 2012-13
1999 Bonds	03-01-2015	4,290,000	1,430,000	635,000
2002A Bonds	06-15-2012	1,525,000	185,000	185,000
2006B Bonds	12-15-2021	4,905,000	4,875,000	5,000
2006C Bonds	02-01-2013	840,000	180,000	180,000
2006D Bonds	02-01-2015	1,515,000	1,460,000	470,000

## Debt Service

2007 Bonds	02-01-2021	2,450,000	2,165,000	40,000
2008A Refunding Bonds	03-01-2018	4,580,000	4,105,000	250,000
2011 Refunding Bonds	11-01-2021	9,935,000	9,935,000	95,000
2012A Refunding Bonds	12-15-2018	2,355,000	2,355,000	290,000
2012B Refunding Bonds	02-01-2030	5,250,000	5,250,000	30,000
Total General Obligation Bonds			31,940,000	2,180,000

*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 (04-30-12)	Principal Payments FY 2012-13
1997 Series B	06-30-2012	750,000	50,000	50,000
2001 Series	08-01-2016	400,000	264,000	17,000
Total SSA Bonds			314,000	67,000

*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 (04-30-12)	Principal Payments FY 2012-13
Commuter Parking Fund – 2008 Series	10-01-2021	1,670,000	1,445,000	100,000
Electric Light Fund – 2003 Series	05-01-2021	18,735,000	3,075,000	790,000
Total Revenue Bonds			4,520,000	890,000

*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:

## Debt Service

Description	Maturity Date	Original Amount	Outstanding Amount (04-30-12)	Principal Payments FY 2012-13
2006 Series	11-01-2016	450,000	271,777	49,679
Total Tax Increment Financing			271,777	49,679

*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 (04-30-12)	Principal Payments FY 2012-13
IEPA Loan (L17-1986)	08-01-2020	5,400,000	2,646,346	281,759
IEPA Loan (L17-1854)	12-01-2023	5,500,000	3,568,360	270,395
IEPA Loan (L17-2330)	12-09-2026	3,148,969	2,573,851	145,663
IEPA Loan (L17-2104)	07-01-2027	9,931,439	8,107,065	434,145
IEPA Loan (L17-2851)	12-03-2027	8,617,559	7,361,544	379,384
Total Notes Payable			24,257,166	1,511,346

### **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 equalized assessed value.

#### **Legal Debt Margin**

2011 Equalized Assessed Valuation	975,012,757
Statutory Debt Limitation (8.625% of EAV)	84,094,850

#### General Obligation Debt:

Series 1999	1,430,000
Series 2006B	4,875,000
Series 2006C (1)	180,000
Series 2006D (1)	1,460,000
Series 2007 (1)	2,165,000
Series 2008A	4,105,000
Series 2011 (1)	9,935,000
Series 2012A	2,355,000
Series 2012B (1)	5,250,000
Less: Alternate Revenue Bonds (1)	<u>(18,990,000)</u>
Total Bonds	12,765,000

#### Other Debt:

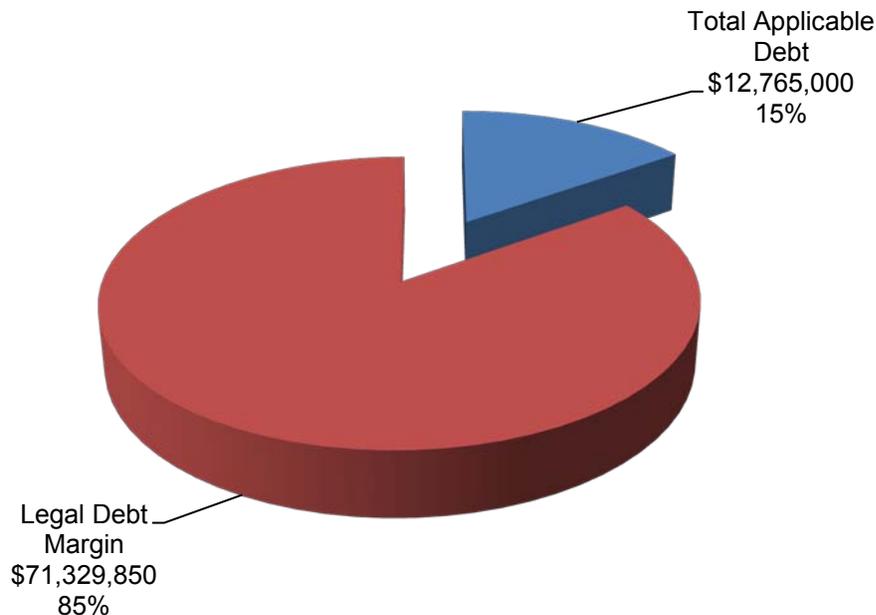
Installment Contract Certificates	0
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## Debt Service

Series 2002A Debt Certificates	<u>185,000</u>	
Total Other Debt	185,000	
Total Applicable Debt		<u>12,765,000</u>
Legal Debt Margin		71,329,850

Notes: (1) The Series 2006C Bonds, Series 2006D Bonds, Series 2007 Bonds, Series 2001 Bonds and Series 2012B Bonds are general obligation alternate revenue bonds under Illinois Statutes 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.

### Legal Debt Margin



### 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
2013	4,698,025	1,918,765	6,616,790
2014	4,709,828	1,742,267	6,452,095
2015	4,787,717	1,567,430	6,355,147
2016	4,906,721	1,405,974	6,312,695
2017	5,600,871	1,244,626	6,845,497
2018 – 2022	24,054,254	3,667,183	27,721,437

## Debt Service

2023 – 2027	9,671,660	1,196,925	10,868,585
2028 – 2030	2,873,867	157,062	3,030,929

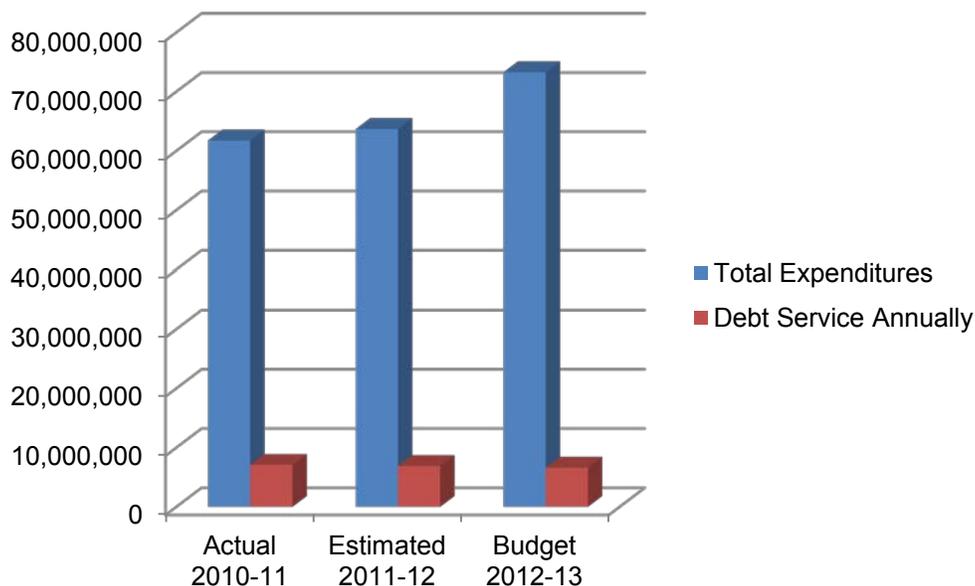
### Effect of Debt on Current and Future Operations

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

#### Debt Service as a Percentage of Total Expenditures

	Actual 2010-11	Estimated 2011-12	Budget 2012-13
Total Expenditures	61,747,848	63,686,569	73,275,060
Debt Service Annually	7,085,990	6,888,622	6,616,790
Debt Service as a Percentage of Total Expenditures	11.5%	10.8%	9.0%

#### 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 increase, no contributions from operating funds, and only minor growth in sales tax revenues.

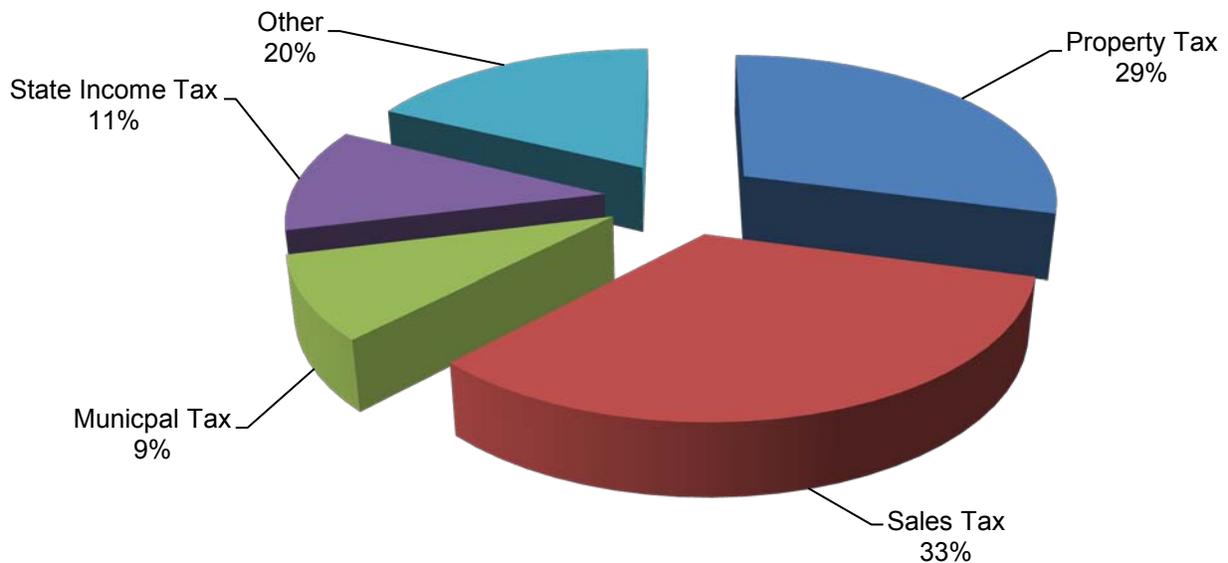
# Revenue Sources

## 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 82.2% of the City's budgeted revenues in the General Fund for FY 2012-13. Each major source of revenue is described on the following pages. Revenues in the 2012-13 budget total \$15,224,400. These four major revenue sources and their contribution to overall revenues are summarized in the charts below.

<b>Major Revenue Summary – General Fund</b>		
<b>Major Revenue Source</b>	<b>Budgeted 2012-13 Revenue</b>	<b>Percent of Total Current Revenues</b>
<i>Property Tax</i>	\$4,442,065	27%
<i>Sales Tax</i>	\$5,032,215	33%
<i>Municipal Tax</i>	\$1,350,000	9%
<i>State Income Tax</i>	\$1,702,800	11%
<i>Subtotal Major Revenue Sources</i>	\$12,527,080	80%
Other Revenues	\$2,697,320	20%
<b>Total Current Revenues</b>	<b>\$15,224,400</b>	<b>100%</b>

## Major Revenue Sources - General Fund

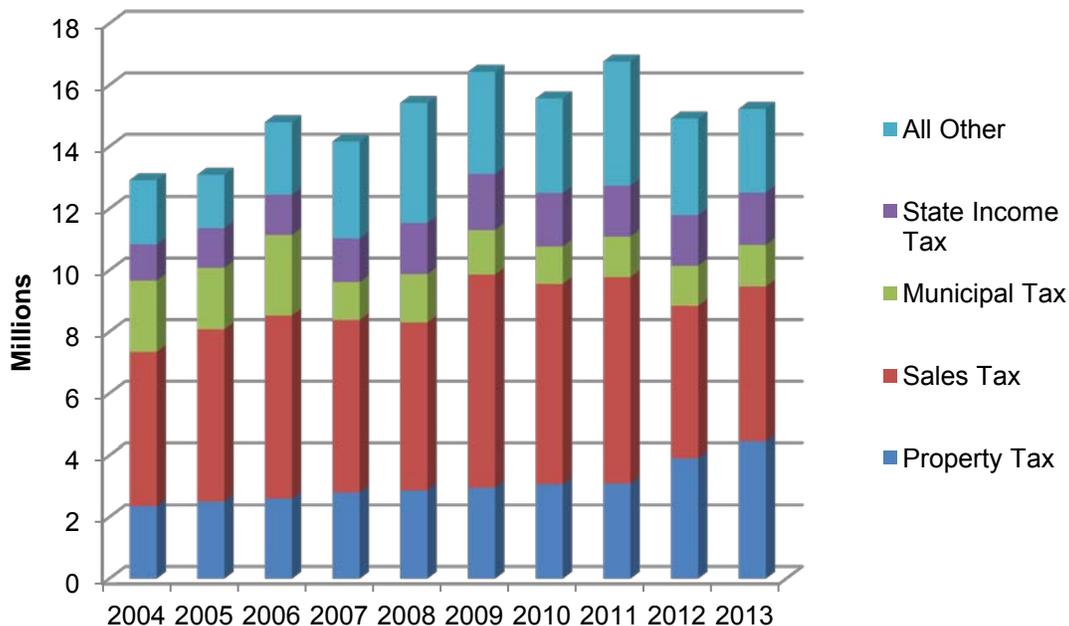


## Revenue Sources

### Major Revenue Sources – Last Ten Fiscal Years

Year	Property Tax	Sales Tax	Municipal Tax	State Income Tax	All Other	Total Revenues
2004	2,350,164	5,000,243	2,316,224	1,177,232	2,083,594	12,927,457
2005	2,502,681	5,581,022	1,995,201	1,290,663	1,735,285	13,104,852
2006	2,599,861	5,932,301	2,614,766	1,311,294	2,333,397	14,791,619
2007	2,798,315	5,589,129	1,233,014	1,415,434	3,132,098	14,167,990
2008	2,864,060	5,437,232	1,577,774	1,659,834	3,879,114	15,418,014
2009	2,950,241	6,910,555	1,445,662	1,827,127	3,297,475	16,431,060
2010	3,062,871	6,496,537	1,217,049	1,739,460	3,049,207	15,565,124
2011	3,086,722	6,693,255	1,316,989	1,652,801	4,014,695	16,764,462
2012 Proj	3,904,830	4,942,750	1,300,000	1,650,000	3,109,975	14,907,555
2013 Bud	4,442,065	5,032,215	1,350,000	1,702,800	2,697,320	15,224,400

Major Revenue Sources - Last Ten Fiscal Years



### Ad Valorem Property Tax

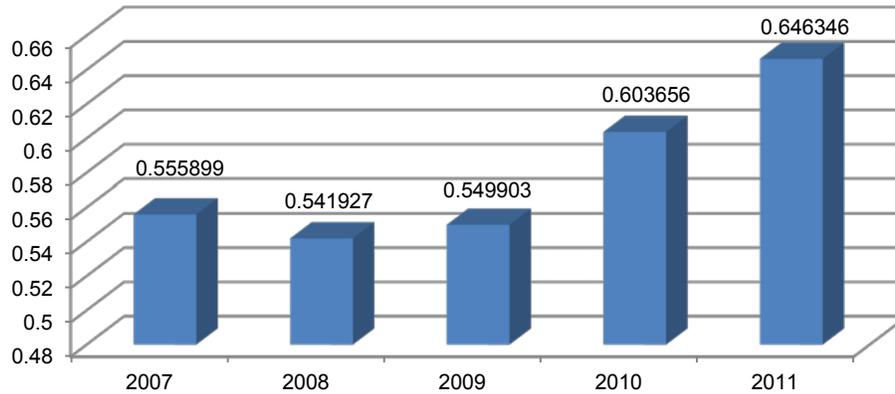
Budgeted 2012-13 ad valorem property taxes total \$4,442,065 or 29% of current revenue in the General Fund. Property taxes are collected on the assessed valuation of taxable real personal property. The County provides the estimated assessed valuation (EAV) used in the calculation of property taxes necessary to fund the budget.

Total assessed valuation in Geneva grew steadily during the early to mid 2000's. However, the 2011 assessed valuation of \$971,800,251 shows a decline of 6.3% over 2010, continuing a trend of decreasing EAV.

## Revenue Sources

The 2012-13 budget will require an effective property tax rate of 0.646346, an increase of 0.04269 from the 2011-12 level. The 2011 property taxes are collected in 2012 and provide funding for the 2012-13 budget.

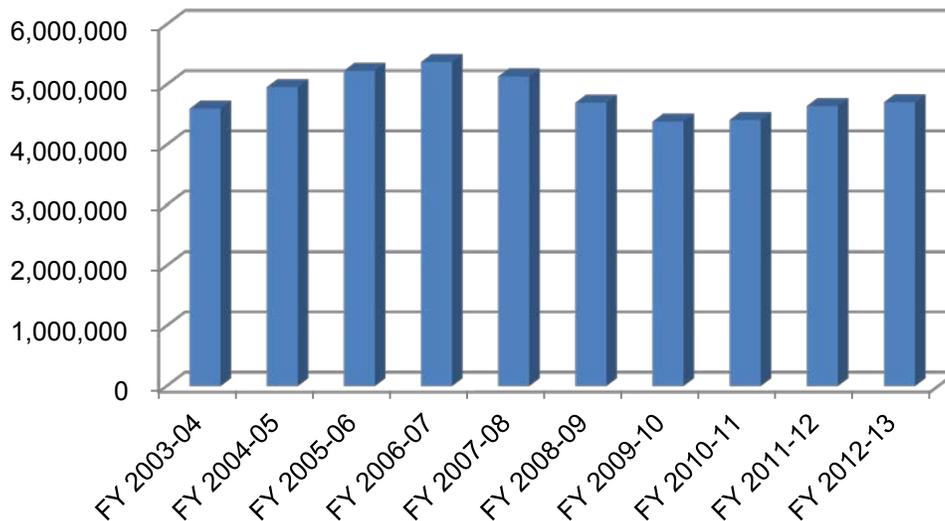
**Tax Levy Rate - Last Five Years**



### 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 2.4% from the prior year budget. This figure represents approximately 33% 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. These funds are equally distributed between the General Fund operating and capital budgets. The Budget projects \$1,350,000 in Municipal Tax for FY 2012-13. 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.

## 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. However there has been recent discussion regarding the possibility of reducing the amount distributed to municipalities. State Income Tax is expected to increase slightly (3.2%) from current year estimates due to signs that the economic recovery is putting more people back to work in the State of Illinois. There are concerns that the State could still reduce the distribution or not pay the City for amounts they are holding. The budget was prepared based upon some encouraging signs from Springfield.

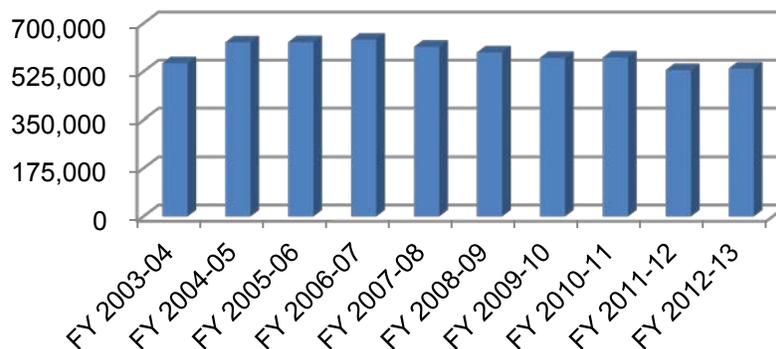
## Other Revenue Sources

### 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 2012-13 budget estimates \$535,350 in MFT funds. 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**



### **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. Included in trend forecasting are property tax, sales tax, municipal tax, telecommunication tax and income tax. 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:** .646346

**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: \$753.99**

To calculate the annual tax bill, multiply the assessed valuation by the tax levy rate and divide the result by 100.  $116,655 \times .646346 = 75,399.49$ ;  $75,399.49 \div 100 = \$753.99$

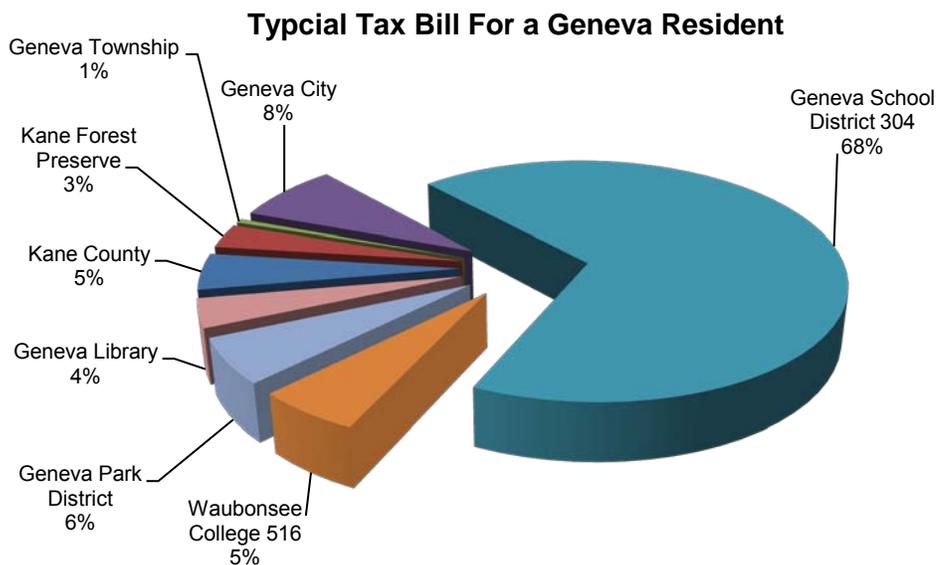
**Monthly Expenses for City Services: \$62.83**

To determine the monthly tax expenses for City services, divide the tax liability by 12 months:  
 $753.99 \div 12 = \$62.83$

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, 2013

Fund	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Revenues and Other Financing Sources</b>					
General	\$ 15,794,757	\$ 16,764,462	\$ 15,343,006	\$ 14,907,555	\$ 15,224,400
<b>Special Revenue Funds</b>					
Tree Nursery Fund	2,316	455	90,000	1,000	3,000
SSA - Miscellaneous	92,998	86,434	143,890	134,350	140,270
SSA #1	212,268	320,781	343,660	296,050	321,505
SSA #16	127,958	136,796	173,000	136,700	136,800
Motor Fuel Tax	575,038	671,178	750,000	625,930	750,000
Cultural Arts Commission	-	-	54,250	53,210	57,960
SPAC	-	-	26,186	14,685	9,000
Beautification	-	-	14,500	10,650	14,500
Tourism	-	6,508	193,550	203,000	212,930
Tri-Com	2,643,848	2,174,192	2,286,725	2,348,995	2,292,435
Mental Health	192,959	155,255	153,295	153,150	155,300
IMRF	717,465	696,315	712,725	711,800	11,000
	<u>4,564,850</u>	<u>4,247,914</u>	<u>4,941,781</u>	<u>4,689,520</u>	<u>4,104,700</u>
<b>Debt Service Funds</b>					
Debt Service	1,695,925	1,751,213	1,806,655	1,688,500	1,691,325
	<u>1,695,925</u>	<u>1,751,213</u>	<u>1,806,655</u>	<u>1,688,500</u>	<u>1,691,325</u>
<b>Capital Projects Funds</b>					
General Capital Projects	-	484,349	1,078,400	589,000	545,320
Infrastructure Capital Projects	-	-	2,102,000	2,005,195	2,948,740
Prairie Green	91,545	82,440	135,500	92,800	101,530
TIF #2	301,363	303,472	542,715	314,400	528,405
	<u>392,908</u>	<u>870,261</u>	<u>3,858,615</u>	<u>3,001,395</u>	<u>4,123,995</u>
<b>Enterprise Funds</b>					
Electric	29,693,590	31,488,018	32,672,800	30,172,655	33,583,810
Water/Wastewater	6,531,859	6,728,930	7,275,385	7,008,925	7,188,630
Refuse	368,331	405,244	371,500	370,000	379,375
Cemetery	72,143	71,057	108,685	66,350	60,320
Commuter Parking	412,592	439,154	3,861,440	487,950	3,939,925
	<u>37,078,515</u>	<u>39,132,403</u>	<u>44,289,810</u>	<u>38,105,880</u>	<u>45,152,060</u>
<b>Internal Service Funds</b>					
Group Dental Insurance	140,126	142,296	164,800	140,350	157,535
Insurance Loss	317,683	221,076	490,300	240,300	315,500
	<u>457,809</u>	<u>363,372</u>	<u>655,100</u>	<u>380,650</u>	<u>473,035</u>
<b>Trust and Agency Funds</b>					
Police Pension	2,200,331	2,251,229	1,175,470	1,175,470	1,285,800
Fire Pension	1,338,145	1,203,129	611,820	611,820	632,900
	<u>3,538,476</u>	<u>3,454,358</u>	<u>1,787,290</u>	<u>1,787,290</u>	<u>1,918,700</u>
<b>Total Revenues</b>	<u>\$ 63,523,240</u>	<u>\$ 66,583,983</u>	<u>\$ 72,682,257</u>	<u>\$ 64,560,790</u>	<u>\$ 72,688,215</u>

CITY OF GENEVA, ILLINOIS  
Budget Summary - Total by Fund  
Fiscal Year Ending April 30, 2013

Fund	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Expenditures and Other Financing Uses</b>					
General	\$ 14,592,147	\$ 15,518,860	\$ 15,224,401	\$ 14,855,235	\$ 15,175,700
<b>Special Revenue Funds</b>					
Tree Nursery Fund	1,550	-	90,000	90,000	3,000
SSA - Miscellaneous	82,733	78,896	144,040	140,860	140,270
SSA #1	320,709	310,354	330,270	314,755	321,505
SSA #16	117,104	108,212	162,150	166,300	136,800
Motor Fuel Tax	574,478	500,000	750,000	560,000	750,000
Cultural Arts Commission	-	-	54,250	40,885	57,960
SPAC	-	-	20,000	8,395	9,000
Beautification	-	-	14,500	12,285	14,500
Tourism	-	704	193,550	205,700	212,930
Tri-Com	3,211,603	2,139,029	2,286,725	2,174,705	2,292,435
Mental Health	142,153	141,132	142,000	143,750	142,000
IMRF	478,459	642,007	695,505	682,250	11,000
	<u>4,928,789</u>	<u>3,920,334</u>	<u>4,882,990</u>	<u>4,539,885</u>	<u>4,091,400</u>
<b>Debt Service Funds</b>					
Debt Service	1,704,068	1,637,497	1,795,975	1,757,005	1,691,325
	<u>1,704,068</u>	<u>1,637,497</u>	<u>1,795,975</u>	<u>1,757,005</u>	<u>1,691,325</u>
<b>Capital Projects Funds</b>					
General Capital Projects	-	-	1,078,400	936,455	545,320
Infrastructure Capital Projects	-	-	2,102,000	1,250,000	2,948,740
Prairie Green	175,732	124,409	60,000	15,235	40,000
TIF #2	172,461	195,442	542,715	117,285	528,405
	<u>348,193</u>	<u>319,851</u>	<u>3,783,115</u>	<u>2,318,975</u>	<u>4,062,465</u>
<b>Enterprise Funds</b>					
Electric	28,730,191	30,465,036	32,448,310	29,297,705	33,385,510
Water/Wastewater	7,477,185	7,473,558	8,632,980	8,330,624	8,795,005
Refuse	266,757	374,122	374,880	369,305	379,375
Cemetery	92,294	119,997	108,685	106,335	60,320
Commuter Parking	547,609	610,111	3,970,685	439,475	3,939,925
	<u>37,114,036</u>	<u>39,042,824</u>	<u>45,535,540</u>	<u>38,543,444</u>	<u>46,560,135</u>
<b>Internal Service Funds</b>					
Group Dental Insurance	134,412	142,285	164,800	157,950	157,535
Insurance Loss	115,181	134,833	427,500	427,500	315,500
	<u>249,593</u>	<u>277,118</u>	<u>592,300</u>	<u>585,450</u>	<u>473,035</u>
<b>Trust and Agency Funds</b>					
Police Pension	824,905	930,001	948,000	979,575	1,045,000
Fire Pension	95,695	101,363	165,000	107,000	176,000
	<u>920,600</u>	<u>1,031,364</u>	<u>1,113,000</u>	<u>1,086,575</u>	<u>1,221,000</u>
<b>Total Expenditures</b>	<u>\$ 59,857,426</u>	<u>\$ 61,747,848</u>	<u>\$ 72,927,321</u>	<u>\$ 63,686,569</u>	<u>\$ 73,275,060</u>

CITY OF GENEVA, ILLINOIS  
 Budget Summary - Total by Category and Fund  
 Fiscal Year Ending April 30, 2013

	General	Non Major Funds	Electric Fund	Water/Wastewater Fund	Commuter Parking	Non Major Funds	Internal Service	Pension Trust Funds	Total
Revenues and Other Financing Sources									
Property Taxes	4,442,065	2,582,770	-	-	-	-	-	-	7,024,835
Utility Taxes	1,350,000	-	-	-	-	-	-	-	1,350,000
Sales and Use Tax	5,032,215	2,040,000	-	-	-	-	-	-	7,072,215
Other Taxes	2,962,800	1,524,350	-	-	-	-	-	-	4,487,150
<b>Total Taxes</b>	<b>13,787,080</b>	<b>6,147,120</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>19,934,200</b>
Licenses and Permits	371,250	-	-	-	-	-	-	-	371,250
Charges for Services	300,000	1,227,745	33,498,810	6,857,000	360,840	416,125	-	-	42,660,520
Fines and Forfeits	328,000	-	-	-	-	-	-	-	328,000
Investment Income	7,500	8,395	30,000	5,000	600	3,050	400	600,000	654,945
Miscellaneous	416,570	590,250	55,000	326,630	3,500,050	20,520	447,435	-	5,356,455
Interfund Transfers	14,000	810,890	-	-	-	-	-	-	824,890
Other	-	-	-	-	-	-	-	1,318,700	1,318,700
Reappropriation	-	1,135,620	-	-	78,435	-	25,200	-	1,239,255
<b>Total Revenues</b>	<b>15,224,400</b>	<b>9,920,020</b>	<b>33,583,810</b>	<b>7,188,630</b>	<b>3,939,925</b>	<b>439,695</b>	<b>473,035</b>	<b>1,918,700</b>	<b>72,688,215</b>
Expenditures and Other Financing Uses									
Personal Services	12,026,540	2,176,245	2,884,815	2,428,090	105,155	39,420	-	1,100,000	20,760,265
Operating	2,172,640	1,136,950	26,881,305	4,162,490	279,770	400,275	473,035	121,000	35,627,465
Debt Service	165,630	1,833,935	574,220	780,600	55,000	-	-	-	3,409,385
Transfers	810,890	14,000	-	-	-	-	-	-	824,890
Capital Outlay	-	4,684,060	3,045,170	1,423,825	3,500,000	-	-	-	12,653,055
<b>Total Expenditures/Expenses</b>	<b>15,175,700</b>	<b>9,845,190</b>	<b>33,385,510</b>	<b>8,795,005</b>	<b>3,939,925</b>	<b>439,695</b>	<b>473,035</b>	<b>1,221,000</b>	<b>73,275,060</b>

CITY OF GENEVA, ILLINOIS  
 Estimated Change in Fund Balance  
 Fiscal Year Ending April 30, 2013

Fund	Beginning Fund Balance	2012-2013 Revenues	2012-2013 Expenditures (2)	Ending Fund Balance
General	\$ 3,897,605	\$ 15,224,400	\$ 15,175,700	\$ 3,946,305
Special Revenue Funds				
Tree Nursery Fund (1)	2,527	-	3,000	(473)
SSA - Miscellaneous	83,383	140,270	140,270	83,383
SSA #1 (1)	88,458	261,150	321,505	28,103
SSA #16	46,870	136,800	136,800	46,870
Motor Fuel Tax (1)	420,317	630,850	750,000	301,167
Cultural Arts Commission (1)	42,183	55,360	57,960	39,583
SPAC	6,290	9,000	9,000	6,290
Beautification	31,117	14,500	14,500	31,117
Tourism (1)	3,104	210,000	212,930	174
Tri-Com	841,496	2,292,435	2,292,435	841,496
Mental Health	103,334	155,300	142,000	116,634
IMRF (1)	10,119	-	11,000	(881)
	<u>1,679,198</u>	<u>3,905,665</u>	<u>4,091,400</u>	<u>1,493,463</u>
Debt Service Funds				
Debt Service (1)	389,482	1,672,435	1,691,325	370,592
	<u>389,482</u>	<u>1,672,435</u>	<u>1,691,325</u>	<u>370,592</u>
Capital Projects Funds				
General Capital Projects	136,894	545,320	545,320	136,894
Infrastructure Capital Projects (1)	755,195	2,245,050	2,948,740	51,505
Prairie Green	65,928	101,530	40,000	127,458
TIF #2 (1)	890,151	314,400	528,405	676,146
	<u>1,848,168</u>	<u>3,206,300</u>	<u>4,062,465</u>	<u>992,003</u>
Enterprise Funds				
Electric (2)	6,018,276	33,583,810	33,009,595	6,592,491
Water/Wastewater (2)	1,549,739	7,188,630	7,867,406	870,963
Refuse (3)	232,770	379,375	379,375	232,770
Cemetery (3)	317,091	60,320	60,320	317,091
Commuter Parking (3)	5,878,265	3,861,490	3,939,925	5,799,830
	<u>13,996,141</u>	<u>45,073,625</u>	<u>45,256,621</u>	<u>13,813,145</u>
Internal Service Funds				
Group Dental Insurance	3,747	157,535	157,535	3,747
Insurance Loss (1)	329,184	290,300	315,500	303,984
	<u>332,931</u>	<u>447,835</u>	<u>473,035</u>	<u>307,731</u>
Trust and Agency Funds				
Police Pension	15,124,131	1,285,800	1,045,000	15,364,931
Fire Pension	10,747,753	662,000	176,000	11,233,753
	<u>25,871,884</u>	<u>1,947,800</u>	<u>1,221,000</u>	<u>26,598,684</u>

(1) Less: Reappropriation Revenue (Use of Reserves)

(2) Add: Depreciation, Less: Debt Principal, Capital Outlay

(3) Beginning Fund Balance = Beginning Net Assets

## **Estimated Change in Fund Balance**

### **General Fund**

The General Fund fund balance is expected to increase \$48,700 or 1.2% to \$3,946,305 at the end of Fiscal Year 2013. The City Council policy requires a General Fund reserve level of 25% of anticipated expenditures. The estimated April 30, 2013 fund balance will be at 26% of anticipated 2013 expenditures. Due to the uncertainty with the budget of the State of Illinois and the threat of a reduction of our State Income Tax allocation, the City Council has decided to present a budget with a surplus. 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 fund balance in the Tree Nursery and IMRF Funds is expected to drop due to the anticipated closure of these funds. The remaining fund balance at the end of FY 2012 will be transferred to the General Fund. SSA #1 will be a point of discussion throughout the fiscal year. The fund cannot survive due to the reliance on property tax and General Fund transfers. The MFT Fund is anticipating a 28% drop in fund balance to use up a growing surplus of motor fuel tax funds.

### **Debt Service Funds**

The Debt Service Fund is expected to remain relatively stable. In the future, the fund balance may be used to abate some of the property tax levy reserved for debt.

### **Capital Project Funds**

The fund balance in the Infrastructure Capital Projects Fund is expected to decrease \$703,690 to \$51,505 at the end of Fiscal Year 2013. The Public Works Department has included a large number of streets to be resurfaced or extended in the coming construction season. The fund balance in the Prairie Green fund is expected to increase \$61,530 to \$127,458 at the end of Fiscal Year 2013. There are currently few projects taking place within this open space area, while farm lease revenue (\$85,000) and potential wetland bank sales (\$45,000) contribute to the fund balance.

### **Enterprise Funds**

The Electric Fund is expected to increase \$574,215 to \$6,592,491 or 9.5%. This increase is needed to keep the reserve level near 25% in accordance with City Council policy and bond covenants. The Water/Wastewater Fund is expected to decrease \$678,776. The Fund continues to see a decrease in the use of water, mainly due to water conservation efforts by City residents and high precipitation years. The Commuter Parking Fund is expected to decrease due to the limited availability of parking spaces while a third deck is added to the parking garage. The construction will be paid for through a grant from METRA, the commuter rail agency, and commuters will park offsite until it is completed.

## Estimated Change in Fund Balance

### **Internal Service Funds**

The Group Dental and Insurance Loss (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.

### **Trust and Agency Funds**

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

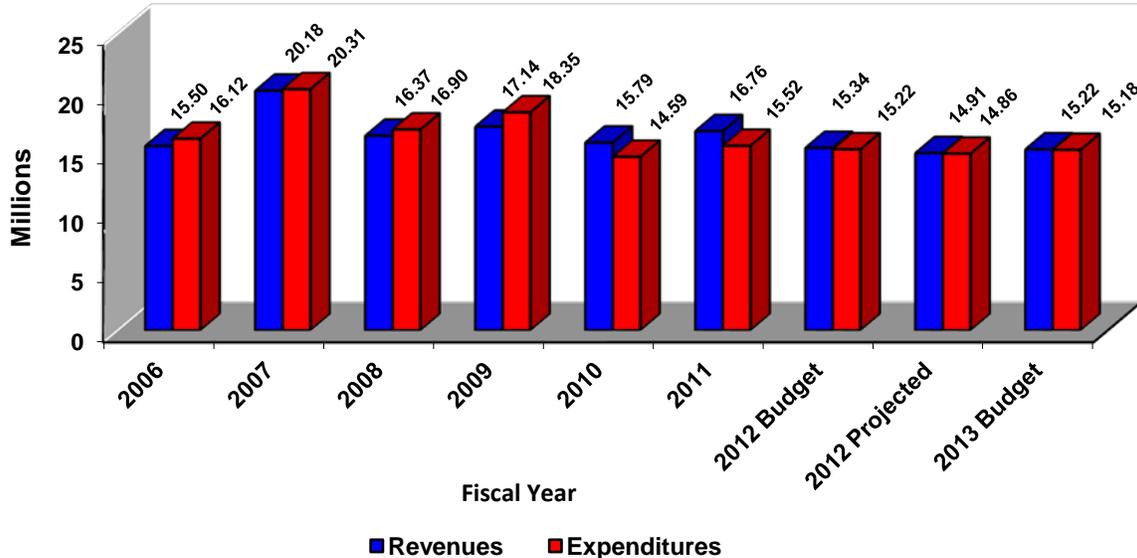
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# GENERAL FUND

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
- Engineering & Storm Drainage Division
- Streets & Fleet Maintenance Division

General Fund Revenues and Expenditures

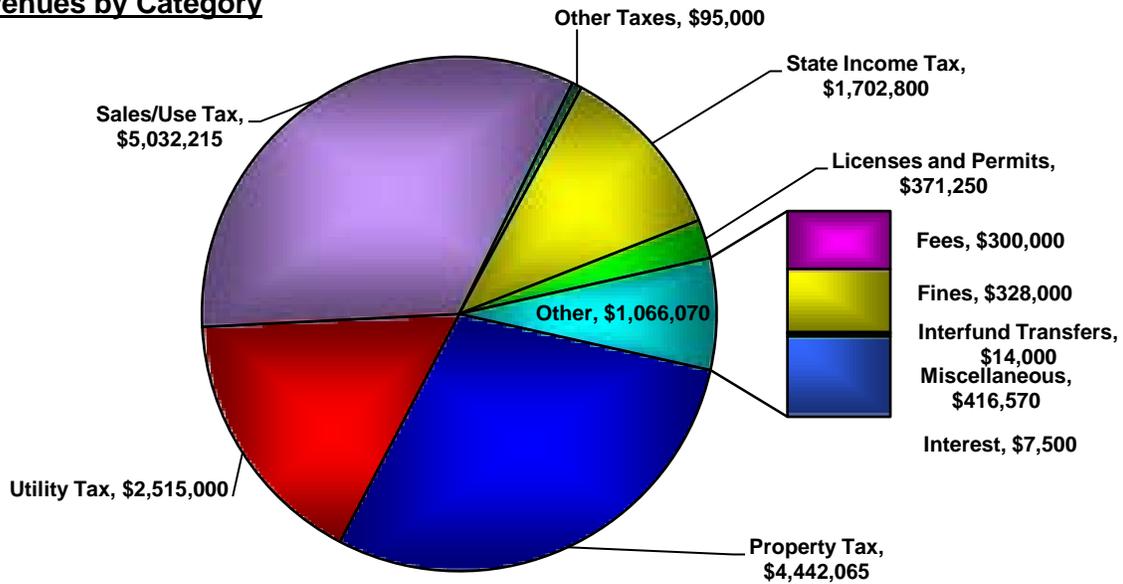


Fiscal Year 2006 – 2011: Actual Revenues and Expenditures

Total General Fund budgeted revenues are down slightly from Fiscal Year 2012. This is primarily due to the reduction in Police Court Fines and the elimination of the street light transfer from the Electric Fund. Expenditures have been controlled to ensure that recurring revenues cover operating expenditures.

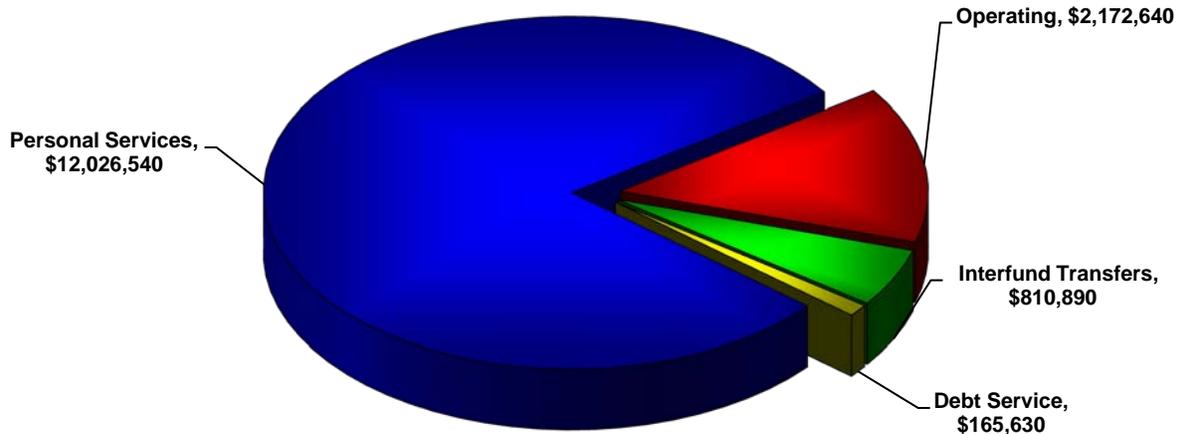
# GENERAL FUND Fiscal Year 2013 Budget

## 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. Fiscal Year 2013 budgeted Personal Services expenditures increase 11% over the Fiscal Year 2012 budget due to a change in the way FICA and IMRF contributions are accounted for. Overall the General Fund expenditures decrease by \$48,701 or 0.3%.

CITY OF GENEVA, ILLINOIS  
Budget Summary by Account  
Fiscal Year Ending April 30, 2013

Fund 10 - General Fund

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Revenues and Other Financing Sources</b>						
901-000	Real Estate Tax	\$ 3,062,872	\$ 3,086,722	\$ 3,911,080	\$ 3,904,830	\$ 4,442,065
902-000	Personal Prop Replacement	84,978	94,457	80,000	95,000	95,000
904-000	Sales Tax	4,383,719	4,411,592	4,642,750	4,642,750	4,705,415
904-001	Sales Tax - Local Use	260,450	315,444	270,000	300,000	326,800
905-000	Municipal Tax	650,769	651,950	675,000	650,000	675,000
905-001	Municipal Tax - Street Program	650,769	665,039	675,000	650,000	675,000
906-000	State Income Tax	1,637,623	1,652,801	1,650,000	1,650,000	1,702,800
907-001	Non-HR Sales Tax - Capital	1,928,101	1,966,219	-	-	-
935-000	Hotel/Motel Tax	71,831	70,297	-	-	-
955-000	Telecommunications Tax	1,004,351	1,136,287	1,200,000	1,100,000	1,165,000
<b>Total Taxes</b>		<b>13,735,463</b>	<b>14,050,808</b>	<b>13,103,830</b>	<b>12,992,580</b>	<b>13,787,080</b>
<b>Total Licenses and Permits</b>						
921-000	Liquor Licenses	109,425	116,281	115,000	125,000	125,000
929-000	Other Licenses	14,473	15,790	12,000	20,000	20,000
931-000	Building Permits	187,800	208,514	185,000	210,000	200,000
932-000	Sign Permits	5,654	8,981	5,000	8,000	9,000
933-000	Fire Permits	14,955	18,180	12,000	12,000	12,000
941-000	Boat Ramp Licenses	250	215	200	300	250
962-000	Overweight Permits	2,190	5,390	2,000	5,000	5,000
<b>Total Licenses and Permits</b>		<b>334,747</b>	<b>373,351</b>	<b>331,200</b>	<b>380,300</b>	<b>371,250</b>
<b>Total Charges for Services</b>						
934-000	Reinspection Fees	1,060	2,700	2,500	2,500	2,500
940-000	Public Safety Application Fee	-	-	-	850	-
977-000	Cable Revenue	129,557	243,209	292,000	292,000	292,000
978-000	Engineering Fees	38,195	10,038	22,500	3,000	3,000
979-000	Stormwater Review Fees	-	311	2,000	2,500	2,500
984-000	Developer Capital Fee	246,134	-	-	-	-
987-000	Cable Television Fees	157,585	87,247	-	-	-
995-000	Cable Capital Fees (PEG)	-	-	-	300	-
<b>Total Charges for Services</b>		<b>572,531</b>	<b>343,505</b>	<b>319,000</b>	<b>301,150</b>	<b>300,000</b>
<b>Total Fines and Forfeits</b>						
951-000	Police Court Fines	71,724	429,343	300,000	180,000	185,000
951-001	Police Court Fines - DUI	-	352	8,000	3,000	8,000
951-002	Police Court Fines - Other	-	6,688	20,000	-	-
951-003	Police Court Fines - Drug Forfeiture	-	-	250	150	250
951-004	Police Court Fines - Court Sprvsn	-	-	6,750	3,500	6,750
952-000	Parking Violations	71,646	80,395	90,000	69,000	90,000
954-000	O-Ticket Fines	20,821	15,490	16,500	14,600	16,500
954-001	Compliance Fines	-	10,706	5,000	6,850	6,500
954-002	False Alarm Fines	-	-	-	14,925	15,000
994-000	Alarm Ordinance Fines	13,575	17,750	10,000	1,925	-
<b>Total Fines and Forfeits</b>		<b>177,766</b>	<b>560,724</b>	<b>456,500</b>	<b>293,950</b>	<b>328,000</b>
<b>Total Investment Income</b>						
942-000	Interest on Investments	7,172	5,810	5,000	5,000	7,500
<b>Total Investment Income</b>		<b>7,172</b>	<b>5,810</b>	<b>5,000</b>	<b>5,000</b>	<b>7,500</b>
953-000	Public Safety Training Reimbur	4,263	1,050	3,000	1,200	3,000
956-000	Police Programs	83,570	74,356	75,000	85,000	85,000
957-000	Foreign Fire Insurance	33,299	36,972	36,300	36,595	40,000
958-000	Ameritech Rental	-	13,028	12,000	35,260	35,260
961-000	State Hwy Maint Reimbur	66,021	68,379	67,000	70,500	72,500
965-000	Application Fees	4,022	4,040	2,500	2,250	2,500
976-000	Township Fire Tax	63,103	69,150	67,500	70,820	71,000
980-100	Gifts & Donations	200	254	500	650	500
983-000	State Econ Development Grant	-	-	-	-	-
988-000	Grant Revenue	-	-	-	-	-
988-001	DOJ Grant Revenue	5,442	3,036	-	-	-
988-002	DHS Grant	-	37,795	-	-	-
988-003	RTA Grant - Downtown	-	-	-	2,845	-
988-004	Grant - IEMA	-	-	-	55,070	-

CITY OF GENEVA, ILLINOIS  
Budget Summary by Account  
Fiscal Year Ending April 30, 2013

Fund 10 - General Fund

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
988-041	Grant - Kane County POD	-	57,087	-	-	-
988-051	Grant - Il Tobacco Enforcement	-	2,420	-	2,460	-
988-052	Grant - IDOT Kaneville Rd	-	7,166	-	77,920	-
988-053	Grant - EECBG Project	-	13,965	-	20,915	-
992-001	Sale of Capital Assets	-	175,000	-	9,655	-
999-000	Miscellaneous Income	87,561	112,997	45,000	100,000	100,000
999-001	Reimb Exp - Property Damage	-	10,203	-	21,000	5,810
999-002	Reimb Exp - Fire	-	198	-	4,935	-
999-008	Reimb Exp - 50/50 Tree Program	-	-	-	15,000	-
999-009	Reimb Exp - Miscellaneous	-	15,122	-	1,000	1,000
999-999	Reappropriation	-	-	483,086	-	-
Total Miscellaneous		347,481	702,218	791,886	613,075	416,570
950-000	Transfer from Commuter Parking	133,900	134,000	-	-	-
997-001	Transfer from Tree Nursery	-	-	-	-	3,000
997-004	Transfer from Working Cash	431	376,225	-	-	-
997-007	Street Lighting Transfer	227,266	217,821	240,590	226,500	-
997-009	Transfer from Debt Service	-	-	95,000	95,000	-
997-055	Transfer from IMRF	-	-	-	-	11,000
997-700	Transfer from Street Program	258,000	-	-	-	-
Total Interfund Transfers		619,597	728,046	335,590	321,500	14,000
Total Revenues and Other Financing Sources		\$ 15,794,757	\$ 16,764,462	\$ 15,343,006	\$ 14,907,555	\$ 15,224,400

Expenditures and Other Financing Uses

101	Wages - Regular	\$ 8,102,225	\$ 8,175,855	\$ 7,675,070	\$ 7,515,245	\$ 7,739,545
102	Wages - Part-Time/Seasonal	112,346	112,937	161,120	151,960	212,045
103	Overtime	-	-	394,835	490,895	456,350
104	Stand-By	59,384	56,269	54,935	54,935	77,800
106	Wages - Meeting	4,538	4,047	5,125	7,580	5,230
114	POC Holiday	299	3,500	7,500	2,945	3,500
115	Overnight Duty	291,893	300,982	304,590	300,925	310,685
116	Still Alarms	33,923	30,377	34,875	34,875	35,570
117	Training	9,143	7,402	19,990	9,455	19,990
118	EMS Incentive/Training	-	21,000	21,000	21,000	21,000
180	Car Allowance	586	(30)	780	-	-
195	Police/Fire Pension	-	-	737,080	737,080	867,960
196	Group Insurance	1,130,887	1,213,313	1,407,695	1,240,880	1,595,240
197	IMRF	44,812	-	-	-	349,390
198	FICA	28,980	-	-	-	332,235
Total Personal Services		9,819,016	9,925,652	10,824,595	10,567,775	12,026,540
200	ESDA Stipend	9,787	11,971	10,000	3,000	10,000
200	City Street Lighting	227,266	218,347	240,590	226,500	-
201	Legal	72,396	72,544	68,350	61,350	100,000
202	Audit	5,153	1,774	2,500	6,415	6,500
203	Consultants	1,000	-	1,500	-	1,500
203	Engineering	528	-	-	-	-
203	Fire Engineering	1,810	-	1,000	-	1,000
204	Recording Fees	51	134	150	415	150
205	Conferences & Seminars	3,945	3,739	4,950	4,985	5,100
206	Travel	3,180	3,707	5,950	4,990	5,550
207	Dues & Subscriptions	19,652	21,117	25,170	24,375	26,025
208	Postage	8,844	6,993	15,070	11,975	13,765
209	Printing	17,636	14,706	24,280	21,430	22,740
210	Insurance	388,009	347,443	427,360	488,455	175,000
211	Education/Training	21,480	28,602	37,580	36,605	36,520
212	Public Education	236	170	500	160	500
213	Copier Rental	21,759	16,165	16,725	17,360	15,325

CITY OF GENEVA, ILLINOIS  
Budget Summary by Account  
Fiscal Year Ending April 30, 2013

Fund 10 - General Fund

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
214	Copier Supplies	180	5,419	6,125	7,745	8,130
214	City Code Updates	827	7,111	10,000	10,000	10,000
215	Miscellaneous Rental	6,661	7,350	3,720	3,720	3,720
215	Postage Machine Rental	2,407	3,888	4,420	4,320	1,855
220	Unemployment Compensation	-	59	-	-	-
222	Telephone	57,282	48,450	61,690	57,165	61,240
223	Internet Leased Line	8,310	6,740	8,500	8,500	8,500
223	Water and Sewer	618	621	500	1,500	500
224	Purchased Power	64,398	67,128	78,450	81,540	91,760
230	Stormwater Review	6,250	8,946	11,370	2,500	10,000
230	Tree Purchase	56,385	94,383	133,635	143,380	38,635
232	Development Contract Labor	10,649	25,520	20,000	-	15,000
233	Tree and Stump Removal	13,370	22,741	17,425	24,425	50,000
240	Utility Landscaping	800	-	5,000	-	5,000
242	Community Relations	1,622	2,169	2,070	1,965	2,580
250	Buildings & Grounds	62,980	76,112	80,385	74,005	76,840
252	Office Equipment	12,303	9,945	6,685	6,025	6,750
253	M & R Autos & Trucks	71,505	68,723	59,805	65,370	68,065
254	M & R Mobile Equipment	14,769	21,322	16,400	16,400	16,000
255	M & R Portable Equipment	5,294	5,303	6,975	4,985	6,590
256	Photography	168	-	-	-	-
258	M & R Radios	11,523	3,022	5,875	5,200	5,875
259	M & R Heating	353	57	-	-	-
264	M & R Tools	780	340	800	785	800
265	M & R Safety Equipment	3,867	4,908	4,600	4,455	4,590
269	Drainage System	14,570	14,945	15,000	15,000	14,500
284	Sidewalk Maintenance	11,658	16,357	11,440	11,440	11,440
285	Street Maintenance	60,982	63,726	58,150	58,150	58,150
290	Parkway Restoration	-	500	500	500	500
290	Programming Services	865	1,253	1,500	1,000	1,000
291	Traffic Control Devices	13,247	25,035	18,000	18,000	18,000
298	Weather Info Contract	1,111	1,910	1,700	2,100	2,200
299	Miscellaneous Contractual	79,659	113,753	93,165	88,675	113,775
301	Clothing Allowance	32,101	27,153	39,480	27,300	40,950
301	Uniform Rental	6,567	8,477	6,350	7,325	6,350
302	Clothing Allowance - POC	2,700	1,959	1,500	1,500	1,500
303	Cleaning Supplies	2,944	2,884	3,770	2,865	3,770
303	Prot Cloth Replacement	122	42,649	8,000	6,500	8,000
325	DUI Expenditures	-	-	7,265	3,000	8,000
326	Drug Forfeiture	-	-	250	150	250
327	Court Supervision	-	-	6,750	3,500	6,750
350	M & S Buildings & Grounds	5,926	-	-	-	-
351	M & S Vehicle Maintenance	27	-	-	-	-
352	Hazardous Materials Team	1,545	167	900	800	900
352	Office Supplies	18,383	14,632	19,450	17,045	17,500
353	M & S Autos	7,872	17,213	6,325	3,320	4,050
353	GIS/Mapping	3,745	5,278	5,700	5,575	5,700
353	Photography Supplies	7	22	150	75	150
355	M & S Portable Equipment	2,764	4,501	4,520	2,900	3,320
356	Support Equipment	2,405	2,217	4,135	3,300	5,130
358	Radios	9,010	10,630	16,465	14,400	13,770
359	Heating Supplies	7,001	4,387	5,450	5,200	5,550
359	Opticom Maintenance	529	-	1,000	-	1,000
360	Facility Maintenance	5,131	8,435	5,280	5,280	5,280
363	Fuel	130,986	145,249	182,745	185,590	198,990
364	M & S Tools	3,230	2,992	4,700	4,700	4,200
365	M & S Safety Equipment	6,220	6,074	9,095	9,020	10,575
369	M & S Drainage System	1,550	-	-	-	-
388	Signs & Posts	3,979	15,941	12,350	12,350	12,350
389	Snow Removal	189,914	200,591	150,750	150,750	135,750

CITY OF GENEVA, ILLINOIS  
Budget Summary by Account  
Fiscal Year Ending April 30, 2013

Fund 10 - General Fund

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
390	Parkway Restoration	2,097	2,684	3,500	3,500	3,500
391	M & S Traffic Control Paint	83	-	-	-	-
393	Ammunition	6,855	11,067	11,100	11,000	11,030
399	Miscellaneous	7,454	9,104	20,790	14,925	15,780
410	Foreign Fire Insurance	33,299	36,972	36,300	36,590	40,000
414	Police Operations Fund	-	9,439	-	-	-
414	Streetscape Supplies	4,289	-	-	-	-
450	Tri-City Ambulance	234,852	252,335	380,215	337,800	270,000
451	Other General Expenditures	17,294	25,481	24,780	22,445	32,275
452	Historic Preservation	1,222	752	1,000	750	1,000
452	Strategic Plan Support	3,737	(3,045)	-	-	-
453	Marketing Program	18,268	20,572	20,000	20,000	18,500
453	Wellness/Health Program	500	-	-	-	2,000
454	Tourism/Visitor Marketing	82,778	72,536	-	-	-
455	Cash Over/Short	50	41	50	-	-
455	Cultural Arts Commission	5,020	5,113	-	-	-
455	Employee Summer Event	4,371	-	-	-	-
456	Employee Recognition Program	496	559	1,200	1,200	1,200
500	Capital Equipment	56,139	32,084	69,950	61,735	67,900
610	Mosquito Abatement	82,132	77,440	78,000	70,905	78,000
Total Operating		2,403,719	2,549,733	2,774,825	2,680,160	2,172,640
700	Capital Improvements	1,403,009	1,612,296	-	-	-
Total Capital Improvements		1,403,009	1,612,296	-	-	-
817	Transfer to Cultural Arts Fund	-	-	-	-	5,000
817	Transfer to SPAC Fund	-	-	11,186	11,185	5,000
817	Transfer to Beautification Fund	-	-	-	-	5,000
831	Transfer to Capital Projects Fund	-	484,350	490,500	490,500	383,270
833	Transfer to Capital Equipment Fund	-	65,000	-	-	-
836	Transfer to Tri-Com	326,560	293,950	336,700	336,700	322,620
853	Transfer to SSA #1	104,500	132,155	90,000	90,000	90,000
855	Transfer to IMRF	-	200,000	200,000	200,000	-
898	Sales Tax Rebate Transfer	230,398	-	-	-	-
899	Replacement Tax Transfer	52,261	-	-	-	-
Total Interfund Transfers		713,719	1,175,455	1,128,386	1,128,385	810,890
901	Principal - 2002A Bonds	88,000	93,500	96,250	96,250	101,750
902	Interest - 2002A Bonds	13,784	10,096	6,190	6,190	2,100
903	Principal - 2006C Bonds	49,600	52,800	54,400	54,400	59,400
904	Interest - 2006C Bonds	8,576	6,592	4,480	4,480	2,380
905	Principal - 2005 Capital Loan	20,631	21,456	-	-	-
906	Interest - 2005 Capital Loan	1,672	858	-	-	-
907	Principal - 2006 Capital Loan	14,762	15,397	16,060	16,060	-
908	Interest - 2006 Capital Loan	1,987	1,353	700	700	-
909	Principal - 2008 Capital Loan	19,606	20,105	83,050	83,050	-
910	Interest - 2008 Capital Loan	3,317	2,818	4,830	2,150	-
911	Principal - 2009 Capital Loan	20,874	21,710	207,435	207,435	-
912	Interest - 2009 Capital Loan	9,875	9,039	23,200	8,200	-
Total Debt Service		252,684	255,724	496,595	478,915	165,630
Total Expenditures and Other Financing Uses		\$ 14,592,147	\$ 15,518,860	\$ 15,224,401	\$ 14,855,235	\$ 15,175,700

CITY OF GENEVA, ILLINOIS  
Expenditure Budget Summary by Department  
Fiscal Year Ending April 30, 2013

Fund 10- General Fund

Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
10 Legislative	\$ 179,218	\$ 171,752	\$ 192,680	\$ 189,855	\$ 135,690
11 City Administrator's Office	158,734	173,454	209,025	197,530	217,925
12 Administrative Services	1,680,054	2,028,634	2,289,986	2,241,935	1,747,755
14 Engineering & Storm Drainage	420,906	428,697	472,595	440,760	418,670
16 Fleet Maintenance	263,721	246,229	250,300	263,090	304,505
25 Economic Development	272,019	269,979	158,395	159,910	168,560
26 Community Development	680,331	634,878	690,510	643,810	721,830
31 Police	4,461,444	4,731,407	5,402,745	5,181,685	5,639,855
32 Fire	3,173,117	3,224,840	3,617,885	3,596,005	3,720,095
45 Streets & Walks	3,302,603	3,608,990	1,940,280	1,940,655	2,100,815
<b>Total General Fund</b>	<b>14,592,147</b>	<b>15,518,860</b>	<b>15,224,401</b>	<b>14,855,235</b>	<b>15,175,700</b>

CITY OF GENEVA, ILLINOIS  
Expenditure Budget Summary by Department  
Fiscal Year Ending April 30, 2013

Fund 10- General Fund

Description		2009-2010	2010-2011	2011-2012	2011-2012	2012-2013
		Actual	Actual	Budget	Projected	Request
10	Legislative					
	Personal Services	\$ 64,887	\$ 63,600	\$ 65,000	\$ 63,600	\$ 68,465
	Operating	114,331	108,152	127,680	126,255	67,225
	Total	<u>179,218</u>	<u>171,752</u>	<u>192,680</u>	<u>189,855</u>	<u>135,690</u>
11	City Administrator					
	Personal Services	115,535	138,524	144,250	138,005	167,825
	Operating	43,199	34,930	64,775	59,525	50,100
	Total	<u>158,734</u>	<u>173,454</u>	<u>209,025</u>	<u>197,530</u>	<u>217,925</u>
12	Administrative Services					
	Personal Services	416,819	318,574	349,880	330,910	416,510
	Operating	296,832	278,881	315,125	303,725	354,725
	Interfund Transfers	713,719	1,175,455	1,128,386	1,128,385	810,890
	Debt Service	252,684	255,724	496,595	478,915	165,630
	Total	<u>1,680,054</u>	<u>2,028,634</u>	<u>2,289,986</u>	<u>2,241,935</u>	<u>1,747,755</u>
14	Engineering & Storm Drainage					
	Personal Services	359,156	365,072	384,680	377,470	348,130
	Operating	61,750	63,625	87,915	63,290	70,540
	Total	<u>420,906</u>	<u>428,697</u>	<u>472,595</u>	<u>440,760</u>	<u>418,670</u>
16	Fleet Maintenance					
	Personal Services	170,002	152,480	163,095	163,095	197,145
	Operating	93,719	93,749	87,205	99,995	107,360
	Total	<u>263,721</u>	<u>246,229</u>	<u>250,300</u>	<u>263,090</u>	<u>304,505</u>
25	Economic Development					
	Personal Services	151,096	156,941	120,730	120,730	135,880
	Operating	120,923	113,038	37,665	39,180	32,680
	Total	<u>272,019</u>	<u>269,979</u>	<u>158,395</u>	<u>159,910</u>	<u>168,560</u>
26	Community Development					
	Personal Services	602,601	518,941	565,295	546,565	627,735
	Operating	77,730	115,937	125,215	97,245	94,095
	Total	<u>680,331</u>	<u>634,878</u>	<u>690,510</u>	<u>643,810</u>	<u>721,830</u>
31	Police					
	Personal Services	4,061,810	4,319,167	4,938,260	4,747,530	5,303,760
	Operating	399,634	412,240	464,485	434,155	336,095
	Total	<u>4,461,444</u>	<u>4,731,407</u>	<u>5,402,745</u>	<u>5,181,685</u>	<u>5,639,855</u>
32	Fire					
	Personal Services	2,641,699	2,665,439	2,890,235	2,884,175	3,224,260
	Operating	531,418	559,401	727,650	711,830	495,835
	Total	<u>3,173,117</u>	<u>3,224,840</u>	<u>3,617,885</u>	<u>3,596,005</u>	<u>3,720,095</u>
45	Streets & Walks					
	Personal Services	1,235,411	1,226,914	1,203,170	1,195,695	1,536,830
	Operating	664,183	769,780	737,110	744,960	563,985

CITY OF GENEVA, ILLINOIS  
Expenditure Budget Summary by Department  
Fiscal Year Ending April 30, 2013

Fund 10- General Fund

Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
Capital Outlay	1,403,009	1,612,296	-	-	-
Total	<u>3,302,603</u>	<u>3,608,990</u>	<u>1,940,280</u>	<u>1,940,655</u>	<u>2,100,815</u>
Total General Fund	<u>14,592,147</u>	<u>15,518,860</u>	<u>15,224,401</u>	<u>14,855,235</u>	<u>15,175,700</u>
Total General Fund					
Personal Services	\$ 9,819,016	\$ 9,925,652	\$ 10,824,595	\$ 10,567,775	\$ 12,026,540
Operating	2,403,719	2,549,733	2,774,825	2,680,160	2,172,640
Interfund Transfers	713,719	1,175,455	1,128,386	1,128,385	810,890
Debt Service	252,684	255,724	496,595	478,915	165,630
Capital Outlay	1,403,009	1,612,296	-	-	-
Total	<u>14,592,147</u>	<u>15,518,860</u>	<u>15,224,401</u>	<u>14,855,235</u>	<u>15,175,700</u>

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### 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.

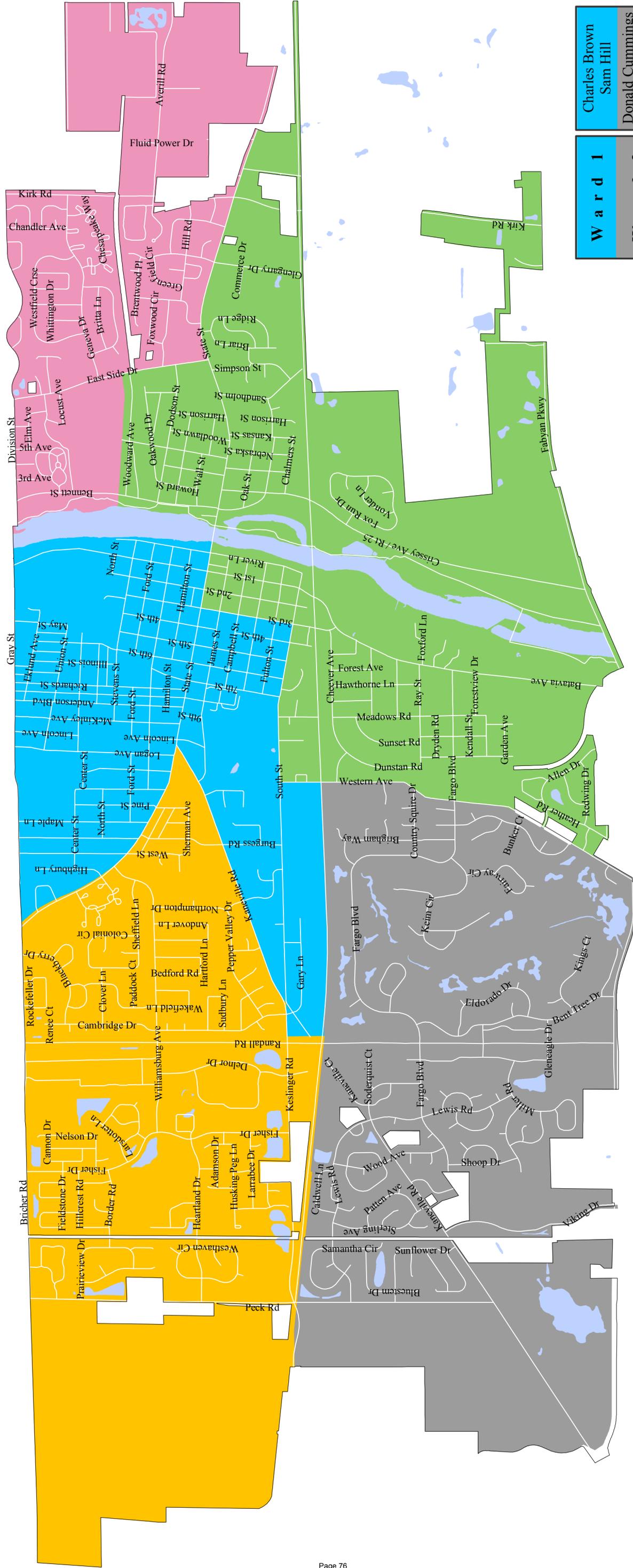
Regular meetings of the City Council are held on the first and third Monday of each month in Council Chambers. Committee of the Whole meetings are held on the second and fourth Monday of each month also in Council Chambers. Special Committee of the Whole meetings are scheduled, as needed, on issues more 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. In addition to its legislative duties, the Council also 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

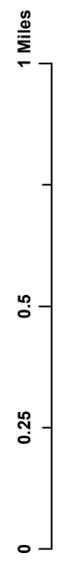
## Ward Boundary Map



<b>Ward 1</b>	Charles Brown Sam Hill
<b>Ward 2</b>	Donald Cummings Richard Marks
<b>Ward 3</b>	Dean Kilburg Dawn Vogelsberg
<b>Ward 4</b>	Dorothy Flanagan Ron Singer
<b>Ward 5</b>	Ralph Dantino Craig Maladra
	<b>Corporate Limit</b>



N



**GENERATED BY:**

City of Geneva  
Engineering Division  
January 2012

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CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2013

Fund 10 - General Fund

Department 10 - Legislative

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
Expenditures						
Legislative						
001-102	Wages - Part-Time/Seasonal	\$ 64,729	\$ 63,600	\$ 65,000	\$ 63,600	\$ 63,600
001-196	Group Insurance	158	-	-	-	-
001-198	FICA	-	-	-	-	4,865
Total Personal Services		<u>64,887</u>	<u>63,600</u>	<u>65,000</u>	<u>63,600</u>	<u>68,465</u>
001-201	Legal	28,862	32,963	25,000	23,750	-
001-204	Recording Fees	51	134	150	415	150
001-206	Travel	455	1,207	1,250	1,150	1,250
001-207	Dues & Subscriptions	10,295	10,256	14,000	14,000	14,000
001-208	Postage	608	515	1,500	750	1,500
001-209	Printing	1,222	1,897	1,500	1,500	1,500
001-210	Insurance	36,150	40,397	40,000	40,000	-
001-211	Education	338	-	500	1,235	500
001-213	Copier Rental	862	767	800	800	-
001-214	City Code Updates	827	7,111	10,000	10,000	10,000
001-215	Postage Machine	74	296	525	450	-
001-222	Telephone	2,270	2,005	2,700	2,500	2,000
001-224	Purchased Power	2,452	-	-	-	-
001-250	Bldg. & Grounds	3,210	-	-	-	-
001-259	HVAC	67	-	-	-	-
001-350	Bldg. & Grounds	728	-	-	-	-
001-352	Office Supplies	1,307	1,381	1,500	1,450	1,500
001-399	Misc. Supplies	-	-	5,000	5,000	5,000
001-451	Other General Expense	3,702	5,373	5,200	5,200	15,200
001-452	Strategic Plan Support	3,737	(3,045)	-	-	-
001-500	Equipment	187	900	500	500	500
Total Operating		<u>97,404</u>	<u>102,157</u>	<u>110,125</u>	<u>108,700</u>	<u>53,100</u>
Total Legislative		<u>162,291</u>	<u>165,757</u>	<u>175,125</u>	<u>172,300</u>	<u>121,565</u>
Fire & Police Commission						
003-201	Legal	150	825	1,000	1,000	-
003-206	Travel	90	-	100	100	100
003-207	Dues & Subscriptions	375	375	425	425	425
003-208	Postage	46	-	150	150	150
003-209	Printing	3,552	50	3,000	3,000	3,000
003-210	Insurance	2,315	684	2,430	2,430	-
003-211	Education	250	-	450	450	450
003-299	Miscellaneous Contractual	10,149	4,061	10,000	10,000	10,000
Total Operating		<u>16,927</u>	<u>5,995</u>	<u>17,555</u>	<u>17,555</u>	<u>14,125</u>

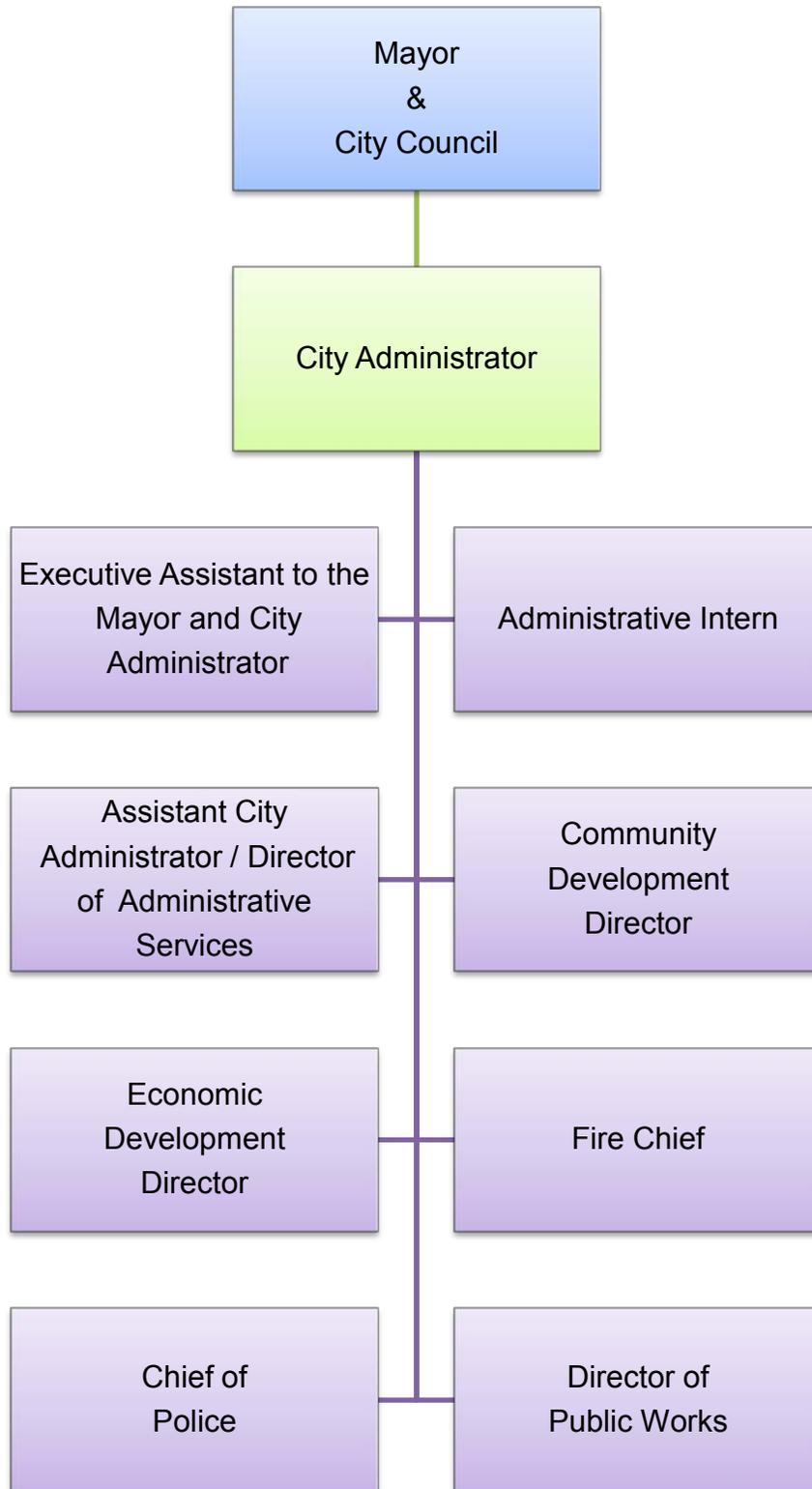
CITY OF GENEVA, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending April 30, 2013

Fund 10 - General Fund

Department 10 - Legislative

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
Expenditures						
Total Fire & Police Commission		16,927	5,995	17,555	17,555	14,125
Total Legislative		\$ 179,218	\$ 171,752	\$ 192,680	\$ 189,855	\$ 135,690

# City Administrator's Office



## 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 2012-2013 GOALS

**Goal # 1** Lead City staff in the development of a capital improvement policy, program, procedures, and forms to serve as an investment program formulated to improve the quality of life for all citizens through the provision of quality services and promotion of limited, strategic government spending that minimizes impacts on local property taxes. The program should be designed to utilize strategic management in infrastructure improvements. A Capital Improvement Program (CIP) is a blueprint for investment in major public infrastructure projects and purchases. A comprehensive CIP is designed to function as:

- A communication device: clearly explaining the need for a variety of capital projects in the City of Geneva and the method to provide them;
- A policy document: delineating each project and how it was prioritized through a rating process considering both finances and functionality;
- A financial plan: detailing the cost of each project, the source of funding, and the long-term budgetary impact on the City; and
- An operations guide: designed to provide a planning schedule for capital projects and equipment purchases over an extended period of time.
- Include best practices training for management staff.

**Funding:** Staff Time; Staff Training and Materials – General Operating \$3,500

**Completion Date:** 04/30/2013

**Strategic Plan:** Vision 5: Community needs and desires are effectively and efficiently balanced with required resources. Goal 2: Engage community stakeholders to ensure the City's financial and functional viability with revenues and expenditures in a healthy balance.

Objectives:

1. Provide a positive return on investment for public infrastructure outlays and capital expenditures.
2. Maintain cost effective and efficient delivery of city services.

**Goal # 2** Working with a professional consultant, oversee the execution of an organizational staffing analysis in order to evaluate the City's service demands and its ability to deliver superior public services and programs. Within a cost-containment environment, the City should evaluate and identify opportunities to recalibrate its existing organizational and staffing resources, if needed, in order to meet future demands as efficiently as possible.

**Funding:** Staff Time; Consultant – General Capital \$10,000, Electric Capital \$10,000, Water Capital \$10,000 (\$30,000 total)

**Completion Date:** 04/30/2013

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

Objective:

2. Maintain high-quality public services that serve and protect our residents and businesses.

a. Maintain effective and efficient staffing levels in all departments.

**Goal # 3** Oversee an independent auditing firm to conduct an internal control audit to ensure transparency and accountability regarding the use of public funds. The audit will include review of expenditures, specifically as it relates to charge expenditures, as well as identifying and mitigating risks by recommending the implementation of additional effective internal controls.

**Funding:** Staff Time; Consultant – General Capital \$10,000, Electric Capital \$10,000, Water Capital \$10,000 (\$30,000 total)

**Completion Date:** 04/30/2013

**Strategic Plan:** N/A

**Goal # 4** Manage the development of a request for proposals to update the Strategic Plan for 2017, and with City Council approval, award a contract, lead the process, and work with the Assistant City Administrator (liaison), and the Strategic Plan Advisory Committee to update the current Strategic Plan for 2017.

**Funding:** Staff Time; General Capital \$10,000, Electric Capital \$10,000, Water Capital \$10,000 (\$30,000 total)

**Completion Date:** 04/30/2013

**Strategic Plan:** Vision 3: The quality of our participation reflects our strong commitment to the community. Goal 4: Own and use the strategic plan in annual goal setting workshops.

Objectives:

1. Engage citizens in the annual process.

2. Update the plan on an annual basis, utilizing a two-year action plan for the short term strategy and forecasting a ten-year plan for long-range, multi-year planning strategies.

3. Publicize the updated plan on an annual basis, and amend the plan as needed to meet community-wide goals and objectives.

**Goal # 5** Work with Metra, the Director of Public Works and other City staff to coordinate and administer the construction of the third level of parking at the City's Third Street parking deck.

**Funding:** Staff Time; Commuter Parking Capital \$3,500,000

**Completion Date:** 04/30/2013

**Strategic Plan:** Vision 2: The unique character and vibrancy of our Downtown Business District places it among the most desirable destinations. Goal 6: Where necessary, increase parking opportunities and ensure that the use of existing downtown parking assets is maximized. Vision 7: A variety of mobility options provide an efficient transportation system. Goal 2: Plan and implement transportation improvements.

**Goal # 6** Work with City staff to develop and conduct a request for proposals to update the City's website. Recommend vendor to City Council and oversee implementation of contract to update the website.

**Funding:** Staff Time; Consultant – General Capital \$5,000, Electric Capital \$5,000, Water Capital \$5,000 (\$15,000 total)

**Completion Date:** 04/30/2013

**Strategic Plan:** Vision 3: The quality of our participation reflects our strong commitment to the community. Goal 5: Foster stakeholder engagement in the community to increase understanding and heighten the quality of participation.

Objective:

1. Utilize publications and communication formats, including a more user-friendly, informative and timely website, to share information, inspire innovation and market events.

**Goal # 7** Work with City staff to plan, organize and host a public event celebrating the City's 100<sup>th</sup> anniversary of the construction of City Hall.

**Funding:** General Operating \$2,000

**Completion Date:** 05/19/2012

**Strategic Plan:** N/A

**Goal # 8** Work with the City staff "Green Team" to implement two (2) green initiatives for City Hall. The first project would replace perimeter lighting for the outside of the building. The retrofit is estimated to cost \$1,150 and to save approximately \$500 per year at a rate of return of 32%. The second project would be to install a "vending miser" at a cost of approximately \$200 and is estimated to save approximately \$184 per year with a rate of return at 368%.

**Funding:** Staff Time; General Capital \$1,350

**Completion Date:** 4/30/2013

**Strategic Plan:** N/A

**Goal # 9** Research and provide ethics training for City management staff. Promoting an ethical culture is a key leadership responsibility. The training will include strategies to assist in enhancing the City's ethical culture, grounded in public service values.

**Funding:** Staff Time; Education and Training – General Operating \$4,000

**Completion Date:** 04/30/2013

**Strategic Plan:** N/A

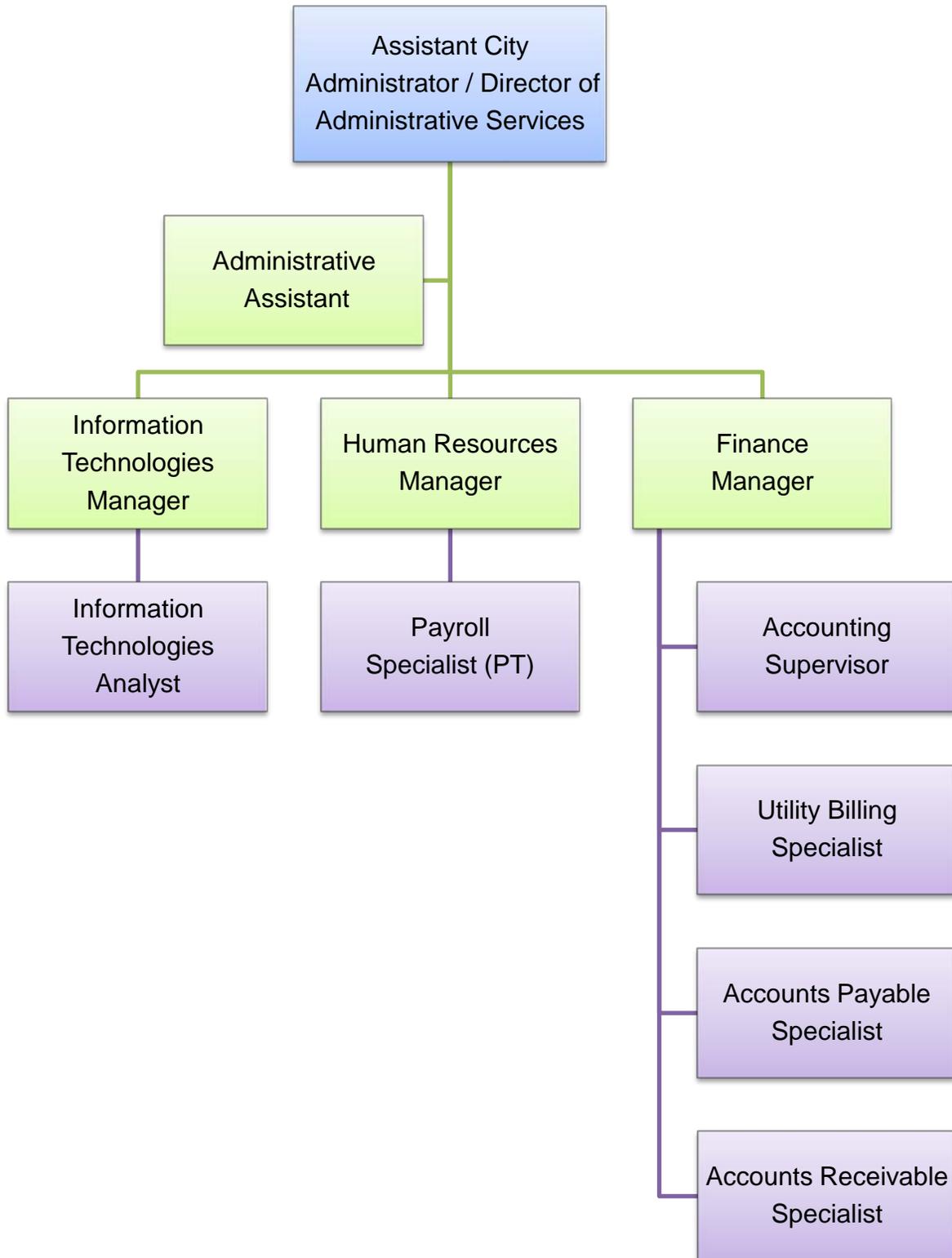
CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2013

Fund 10 - General Fund

Department 11 - City Administrator

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Expenditures</b>						
002-101	Wages - Regular	\$ 93,330	\$ 106,195	\$ 104,885	\$ 102,700	\$ 104,905
002-102	Wages - Part-Time/Seasonal	4,190	11,190	15,585	13,880	16,550
002-196	Group Insurance	18,015	21,139	23,780	21,425	22,945
002-197	IMRF	-	-	-	-	14,735
002-198	FICA	-	-	-	-	8,690
<b>Total Personal Services</b>		<b>115,535</b>	<b>138,524</b>	<b>144,250</b>	<b>138,005</b>	<b>167,825</b>
002-201	Legal	2,409	1,723	1,250	1,750	-
002-205	Conferences & Seminars	795	517	1,800	1,800	1,800
002-206	Travel	639	538	750	750	750
002-207	Dues & Subscriptions	1,966	1,339	1,500	1,500	1,500
002-208	Postage	365	17	1,400	1,200	1,400
002-209	Printing	235	523	1,800	1,800	1,800
002-210	Insurance	8,860	7,438	9,300	9,300	-
002-211	Education	-	121	300	300	300
002-213	Copier Rental	1,756	767	1,400	1,000	-
002-214	Copier Supplies	38	490	475	550	550
002-215	Postage Machine	74	296	500	475	-
002-222	Telephone	1,852	1,500	1,800	1,800	1,200
002-224	Purchased Power	2,985	-	1,700	-	-
002-250	Bldg. & Grounds	1,572	-	-	-	-
002-252	Office Equipment	524	2,659	3,000	3,000	3,000
002-259	Heating	67	-	-	-	-
002-350	Bldg. & Grounds	524	-	-	-	-
002-351	Vehicle	27	-	-	-	-
002-352	Office Supplies	1,320	677	1,400	1,400	1,400
002-363	Motor Fuel	108	99	200	200	200
002-399	Miscellaneous	38	162	200	200	200
002-451	Other General Expense	(52)	2,431	500	500	500
002-500	Equipment	-	-	200	200	200
002-503	Ride in Kane	16,929	13,633	35,000	31,500	35,000
002-510	Computer	168	-	300	300	300
<b>Total Operating</b>		<b>43,199</b>	<b>34,930</b>	<b>64,775</b>	<b>59,525</b>	<b>50,100</b>
<b>Total City Administrator</b>		<b>\$ 158,734</b>	<b>\$ 173,454</b>	<b>\$ 209,025</b>	<b>\$ 197,530</b>	<b>\$ 217,925</b>

# Administrative Services Department



## 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 2012-2013 GOALS

### Administration Division

**Goal # 1** Work with the City Administrator's Office to manage the development of a request for proposals to update the Strategic Plan for 2017, and with City Council approval, award a contract and lead the process of updating the Plan.

**Funding:** Staff Time; General Capital \$10,000, Electric Capital \$10,000, Water Capital \$10,000 (\$30,000 total)

**Completion Date:** 04/30/2013

**Strategic Plan:** Vision 3: The quality of our participation reflects our strong commitment to the community. Goal 4: Own and use the strategic plan in annual goal setting workshops.

Objectives:

1. Engage citizens in the annual process.
2. Update the plan on an annual basis, utilizing a two-year action plan for the short term strategy and forecasting a ten-year plan for long-range, multi-year planning strategies.
3. Publicize the updated plan on an annual basis, and amend the plan as needed to meet community-wide goals and objectives.

**Goal # 2** Work in conjunction with the City Administrator's Office in working with a professional consultant to oversee the execution of an organizational staffing analysis in order to evaluate the City's service demands and its ability to deliver superior public services and programs. Within a cost-containment environment, the City should evaluate and

## Administrative Services

identify opportunities to recalibrate its existing organizational and staffing resources, if needed, in order to meet future demands as efficiently as possible.

**Funding:** Staff Time; Consultant – General Capital \$10,000, Electric Capital \$10,000, Water Capital \$10,000 (\$30,000 total)

**Completion Date:** 04/30/2013

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

Objective:

2. Maintain high-quality public services that serve and protect our residents and businesses.

a. Maintain effective and efficient staffing levels in all departments.

**Goal # 3** Work with City Administrator's Office and City staff to develop and conduct a request for proposals to update the City's website. Recommend vendor to City Council and oversee implementation of contract to update the website.

**Funding:** Staff Time; Consultant – General Capital \$5,000, Electric Capital \$5,000, Water Capital \$5,000 (\$15,000 total)

**Completion Date:** 04/30/2013

**Strategic Plan:** Vision 3: The quality of our participation reflects our strong commitment to the community. Goal 5: Foster stakeholder engagement in the community to increase understanding and heighten the quality of participation.

Objective:

1. Utilize publications and communication formats, including a more user-friendly, informative and timely website, to share information, inspire innovation and market events.

**Goal # 4** Serve as project manager for the conversion and implementation of the New World Software ensuring that all modules are implemented efficiently and on-schedule.

**Funding:** Staff Time; Consultant – General Capital \$15,000

**Completion Date:** 04/30/2013

**Strategic Plan:** Vision 5: Community needs and desires are effectively and efficiently balanced with available resources. Goal 4: Commit to leading edge technology.

Objective:

3. Optimize technology's effectiveness at delivering public services.

### Information Technology Division

**Goal # 1** Work in conjunction with the Electric Division and Kane County to build joint redundant fiber serving the Fire Department Headquarters and interconnect with Kane County's fiber at Kirk Road.

**Funding:** Electric Capital \$150,000

**Completion Date:** 04/30/2013

## Administrative Services

**Strategic Plan:** Vision 5: Community needs and desires are effectively and efficiently balanced with available resources. Goal 4: Commit to leading edge technology.

Objective:

1. Secure emergency communications by establishing a redundant connection to the present fiber optic line.

**Goal # 2** Work with New World Systems and Kane County to ensure planned rollout of Geneva's ERP system. Refer to Administration Goal # 4.

**Funding:** Staff Time; Consultant – General Capital \$28,750, Electric Capital \$43,125, Water Capital \$43,125 (\$115,000 total)

**Completion Date:** 04/30/2013

**Strategic Plan:** Vision 5: Community needs and desires are effectively and efficiently balanced with available resources. Goal 4: Commit to leading edge technology.

Objective:

3. Optimize technology's effectiveness at delivering public services.

**Goal # 3** Work with approved vendor to upgrade Geneva's phone system to current software and new hardware.

**Funding:** General Capital \$24,500, Electric Capital \$24,500, Water Capital \$24,500 (\$73,500 total)

**Completion Date:** 04/30/2013

**Strategic Plan:** Vision 5: Community needs and desires are effectively and efficiently balanced with available resources. Goal 4: Commit to leading edge technology.

**Goal # 4** Purchase and deploy new firewall to allow for employee remote access of city data assets.

**Funding:** General Capital \$1,600, Electric Capital \$1,600, Water Capital \$1,600 (\$4,800 total)

**Completion Date:** 04/30/2013

**Strategic Plan:** Vision 5: Community needs and desires are effectively and efficiently balanced with available resources. Goal 4: Commit to leading edge technology.

### Human Resources Division

**Goal # 1** As part of the New World software conversion team, plan, design, develop, train, and test the implementation of the Human Resources module. Human Resource applications include: Management Reporting, eTimeSheet, ePersonnel, Payroll Processing, Benefits Administration, Position Control/Budgeting and Applicant Tracking. Refer to Administration Goal # 4.

**Funding:** Staff Time

**Completion Date:** 04/30/2013

**Strategic Plan:** Vision 5: Community needs and desires are effectively and efficiently balanced with available resources. Goal 4: Commit to leading edge technology.

Objective:

3. Optimize technology's effectiveness at delivering public services.

### Finance Division

**Goal # 1** Assist in the conversion to New World Systems ensuring that all Finance related modules: General Ledger, Budget, Utility Billing, Payroll, A/P, A/R, Capital Assets, are in place and functional according to the conversion schedule. Refer to Administration Goal # 4.

**Funding:** Staff Time

**Completion Date:** determined by project team

**Strategic Plan:** Vision 5: Community needs and desires are effectively and efficiently balanced with available resources. Goal 4: Commit to leading edge technology.

Objective:

3. Optimize technology's effectiveness at delivering public services.

**Goal # 2** Prepare an RFP for utility bill printing.

**Funding:** Staff Time

**Completion Date:** 04/30/2013

**Strategic Plan:** Vision 5: Community needs and desires are effectively and efficiently balanced with available resources.

**Goal # 3** Assist in the preparation of the City's first city-wide five (5) year capital improvement plan.

**Funding:** Staff Time

**Completion Date:** 04/30/2013

**Strategic Plan:** Vision 5: Community needs and desires are effectively and efficiently balanced with required resources. Goal 2: Engage community stakeholders to ensure the City's financial and functional viability with revenues and expenditures in a healthy balance.

Objectives:

1. Provide a positive return on investment for public infrastructure outlays and capital expenditures.

2. Maintain cost effective and efficient delivery of city services.

**Goal # 4** Complete the filing of all utility bill customer information by address, so that all individual customer information is held in one location.

**Funding:** Staff Time

**Completion Date:** 04/30/2013 and on-going

**Strategic Plan:** Vision 5: Community needs and desires are effectively and efficiently balanced with available resources.

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2013

Fund 10 - General Fund

Department 12 - Administrative Services

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Expenditures</b>						
<b>Administration</b>						
001-101	Wages - Regular	\$ 103,435	\$ 122,570	\$ 116,005	\$ 115,820	\$ 118,325
001-102	Wages - Part-Time/Seasonal	-	-	-	-	-
001-196	Group Insurance	15,365	16,683	18,755	17,035	19,030
001-197	IMRF	-	-	-	-	14,355
001-198	FICA	-	-	-	-	9,050
<b>Total Personal Services</b>		<b>118,800</b>	<b>139,253</b>	<b>134,760</b>	<b>132,855</b>	<b>160,760</b>
001-201	Legal	225	165	300	300	-
001-205	Conferences & Seminars	672	415	750	750	1,000
001-207	Dues & Subscriptions	568	379	500	200	250
001-208	Postage	246	82	100	100	100
001-209	Printing	-	-	150	-	-
001-210	Insurance	-	2,547	5,350	5,350	-
001-213	Copier Rental	-	767	675	675	-
001-214	Copier Supplies	14	407	400	650	650
001-215	Postage Machine	-	296	325	325	-
001-222	Telephone	870	-	200	245	-
001-252	Office Equipment	-	-	175	175	250
001-299	Miscellaneous Contractual	328	109	250	250	-
001-352	Office Supplies	786	573	700	500	500
001-399	Miscellaneous	80	20	200	200	450
001-500	Equipment	-	187	250	-	-
<b>Total Operating</b>		<b>3,789</b>	<b>5,947</b>	<b>10,325</b>	<b>9,720</b>	<b>3,200</b>
<b>Total Administration</b>		<b>122,589</b>	<b>145,200</b>	<b>145,085</b>	<b>142,575</b>	<b>163,960</b>
<b>Information Technology</b>						
002-101	Wages - Regular	\$ 59,522	\$ 27,531	\$ 27,210	\$ 27,170	\$ 27,755
002-196	Group Insurance	8,035	5,329	6,010	5,440	6,705
002-197	IMRF	-	-	-	-	3,365
002-198	FICA	-	-	-	-	2,125
<b>Total Personal Services</b>		<b>67,557</b>	<b>32,860</b>	<b>33,220</b>	<b>32,610</b>	<b>39,950</b>
002-201	Legal	50	19	300	-	-
002-208	Postage	149	26	100	50	100
002-209	Printing	-	-	200	-	-
002-210	Insurance	1,695	-	-	-	-
002-211	Training	175	500	750	750	1,000
002-213	Copier Rental	144	-	-	-	-
002-214	Copier Supplies	2	4	50	50	50

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2013

Fund 10 - General Fund

Department 12 - Administrative Services

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Expenditures</b>						
002-215	Postage Machine	74	-	-	-	-
002-222	Telephone	5,721	4,917	4,000	4,000	4,920
002-223	Internet Leased Line	8,310	6,740	8,500	8,500	8,500
002-224	Purchased Power	959	-	-	-	-
002-250	Bldg. & Grounds	1,277	-	-	-	-
002-252	Office Equipment	261	13	500	500	500
002-259	HVAC	67	-	-	-	-
002-290	Programming Services	865	1,253	1,500	1,000	1,000
002-299	Miscellaneous Contractual	13,077	17,696	10,000	12,500	18,000
002-350	Bldg. & Grounds	411	-	-	-	-
002-352	Office Supplies	1,292	428	500	500	100
002-399	Miscellaneous	154	28	350	350	500
002-500	Equipment	460	868	1,500	2,500	-
<b>Total Operating</b>		<b>35,143</b>	<b>32,492</b>	<b>28,250</b>	<b>30,700</b>	<b>34,670</b>
<b>Total Information Technology</b>		<b>102,700</b>	<b>65,352</b>	<b>61,470</b>	<b>63,310</b>	<b>74,620</b>
<b>Human Resources</b>						
003-101	Wages - Regular	\$ 62,515	\$ 55,618	\$ 51,865	\$ 51,325	\$ 51,360
003-102	Wages - Part-Time/Seasonal	-	-	6,855	6,855	9,505
003-196	Group Insurance	11,255	7,966	8,860	8,220	10,460
003-197	IMRF	-	-	-	-	6,230
003-198	FICA	-	-	-	-	4,655
<b>Total Personal Services</b>		<b>73,770</b>	<b>63,584</b>	<b>67,580</b>	<b>66,400</b>	<b>82,210</b>
003-201	Legal	-	-	200	-	-
003-205	Conferences & Seminars	50	334	500	400	400
003-207	Dues & Subscriptions	-	105	200	105	125
003-208	Postage	1,015	318	350	500	300
003-209	Printing	2,177	1,452	2,000	2,000	1,925
003-211	Training	-	3,500	3,500	3,000	1,500
003-213	Copier Rental	1,790	-	-	-	-
003-214	Copier Supplies	39	630	300	700	800
003-222	Telephone	422	599	500	700	780
003-299	Miscellaneous Contractual	515	448	500	500	500
003-352	Office Supplies	989	338	1,000	700	700
003-399	Miscellaneous	-	43	75	75	75
003-451	Other General Expense	2,017	1,060	2,500	2,500	2,400
003-453	Wellness/Health Program	500	-	-	-	2,000
003-455	Employee Summer Event	4,371	-	-	-	-
003-456	Employee Recognition Program	496	559	1,200	1,200	1,200
<b>Total Operating</b>		<b>14,381</b>	<b>9,386</b>	<b>12,825</b>	<b>12,380</b>	<b>12,705</b>

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2013

Fund 10 - General Fund

Department 12 - Administrative Services

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
Expenditures						
Total Human Resources		88,151	72,970	80,405	78,780	94,915
Finance						
004-101	Wages - Regular	\$ 141,777	\$ 67,952	\$ 89,255	\$ 80,945	\$ 93,120
004-196	Group Insurance	14,915	14,925	25,065	18,100	22,045
004-197	IMRF	-	-	-	-	11,300
004-198	FICA	-	-	-	-	7,125
Total Personal Services		156,692	82,877	114,320	99,045	133,590
004-202	Audit	5,153	1,774	2,500	6,415	6,500
004-207	Dues & Subscriptions	20	665	850	850	1,520
004-208	Postage	-	-	3,000	2,500	2,500
004-209	Printing	-	1,137	3,050	3,050	3,000
004-210	Insurance	3,160	-	-	-	-
004-211	Training	-	275	500	1,000	1,000
004-213	Copier Rental	649	533	1,025	700	-
004-214	Copier Supplies	-	-	-	100	50
004-215	Postage Machine	2,009	2,112	2,110	2,110	-
004-222	Telephone	745	423	1,700	1,500	1,020
004-224	Purchased Power	2,026	-	-	-	-
004-250	Bldg. & Grounds	1,142	-	-	-	-
004-352	Office Supplies	842	861	1,000	1,500	1,000
004-399	Miscellaneous	-	-	2,550	200	200
004-451	Other General Expense	-	4,662	4,800	4,500	3,215
004-455	Cash Over/Short	50	41	50	-	-
004-500	Equipment	-	226	-	-	-
004-510	Computer	457	-	-	-	-
Total Operating		16,253	12,709	23,135	24,425	20,005
Total Finance		172,945	95,586	137,455	123,470	153,595
City-Wide Services						
005-200	City Street Lighting	\$ 227,266	\$ 218,347	\$ 240,590	\$ 226,500	\$ -
005-201	Legal	-	-	-	-	100,000
005-210	Insurance	-	-	-	-	175,000
005-213	Copier Rental	-	-	-	-	3,525
005-215	Postage Machine Rental	-	-	-	-	1,620
005-222	Telephone	-	-	-	-	4,000
Total Operating		227,266	218,347	240,590	226,500	284,145

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2013

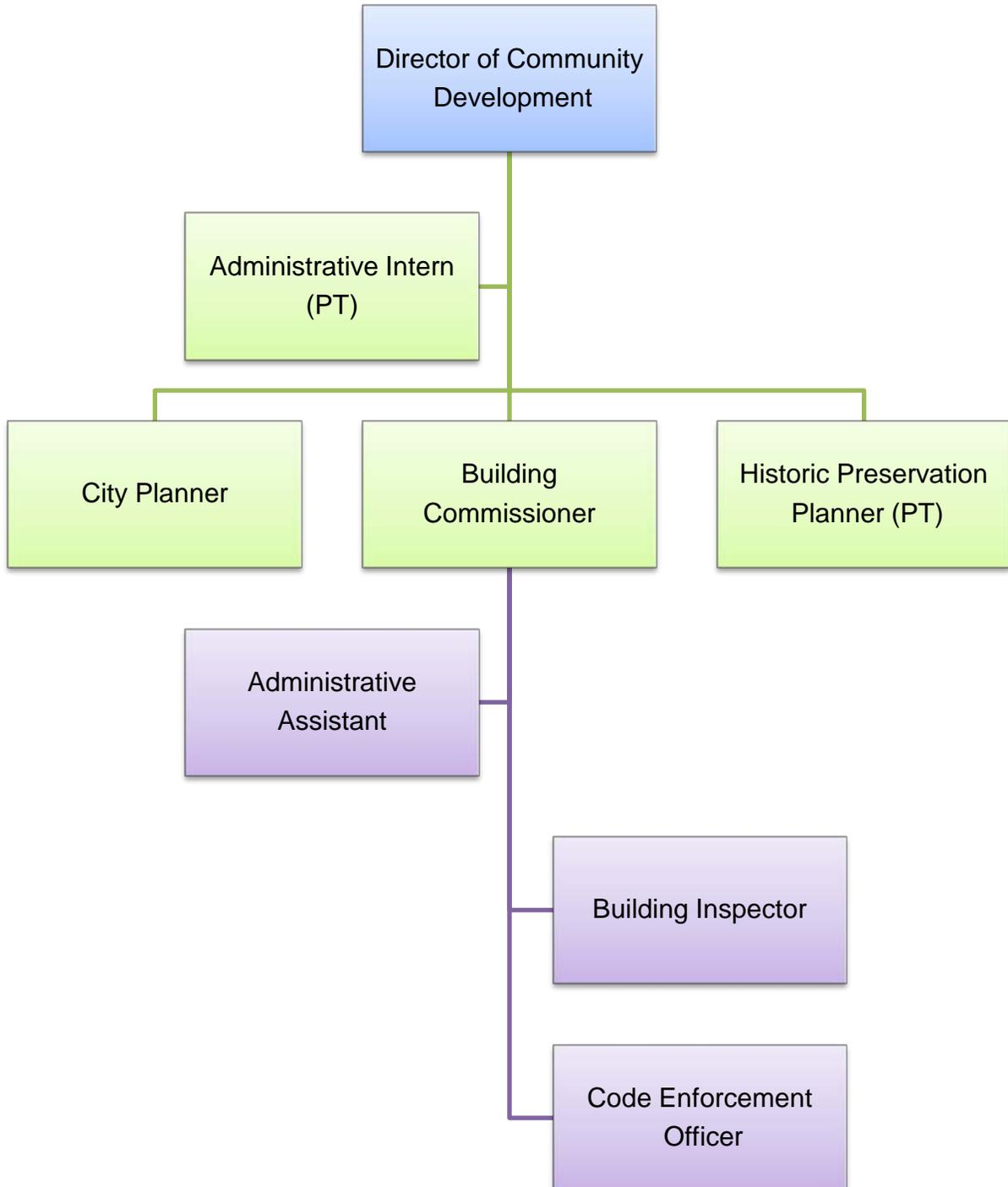
Fund 10 - General Fund

Department 12 - Administrative Services

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Expenditures</b>						
005-816	Transfer to Cultural Arts	-	-	-	-	5,000
005-817	Transfer to SPAC Fund	-	-	11,186	11,185	5,000
005-818	Transfer to Beautification	-	-	-	-	5,000
005-831	Transfer to Capital Projects Fund	-	484,350	490,500	490,500	383,270
005-833	Transfer to Capital Equipment	-	65,000	-	-	-
005-836	Transfer to Tri-Com	326,560	293,950	336,700	336,700	322,620
005-853	Transfer to SSA #1	104,500	132,155	90,000	90,000	90,000
005-855	Transfer to IMRF	-	200,000	200,000	200,000	-
005-898	Sales Tax Rebate Transfer	230,398	-	-	-	-
005-899	Replacement Tax Transfer	52,261	-	-	-	-
<b>Total Interfund Transfers</b>		<b>713,719</b>	<b>1,175,455</b>	<b>1,128,386</b>	<b>1,128,385</b>	<b>810,890</b>
005-901	Principal - 2002A Bonds	88,000	93,500	96,250	96,250	101,750
005-902	Interest - 2002A Bonds	13,784	10,096	6,190	6,190	2,100
005-903	Principal - 2006C Bonds	49,600	52,800	54,400	54,400	59,400
005-904	Interest - 2006C Bonds	8,576	6,592	4,480	4,480	2,380
005-905	Principal - 2005 Capital Loan	20,631	21,456	-	-	-
005-906	Interest - 2005 Capital Loan	1,672	858	-	-	-
005-907	Principal - 2006 Capital Loan	14,762	15,397	16,060	16,060	-
005-908	Interest - 2006 Capital Loan	1,987	1,353	700	700	-
005-909	Principal - 2008 Capital Loan	19,606	20,105	83,050	83,050	-
005-910	Interest - 2008 Capital Loan	3,317	2,818	4,830	2,150	-
005-911	Principal - 2009 Capital Loan	20,874	21,710	207,435	207,435	-
005-912	Interest - 2009 Capital Loan	9,875	9,039	23,200	8,200	-
<b>Total Debt Service</b>		<b>252,684</b>	<b>255,724</b>	<b>496,595</b>	<b>478,915</b>	<b>165,630</b>
<b>Total City-Wide Services</b>		<b>1,193,669</b>	<b>1,649,526</b>	<b>1,865,571</b>	<b>1,833,800</b>	<b>1,260,665</b>
<b>Total Administrative Services</b>		<b>\$ 1,680,054</b>	<b>\$ 2,028,634</b>	<b>\$ 2,289,986</b>	<b>\$ 2,241,935</b>	<b>\$ 1,747,755</b>

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# 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.

## MISSION STATEMENT

### Building Division

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 2012-2013 GOALS

**Goal # 1** Refine and integrate the Building Division's property maintenance code enforcement program into the New World Software Building Module.

**Funding:** Staff Time (included in the New World ERP)

**Completion Date:** 04/30/2013

**Strategic Plan:** Vision 1: We honor and preserve our community heritage and character. Goal 2: Heighten awareness and foster implementation of historic/architecturally significant buildings and property maintenance codes.  
Objective:

6. Implement a detailed and systematic property maintenance code enforcement program.

**Goal # 2** Improve customer service by providing the public with the ability to secure routine permits (from application to issuance) by way of the New World Software Building Module.

**Funding:** General Capital \$12,000

**Completion Date:** 04/30/2013

**Strategic Plan:** Vision 5: Community needs and desires are effectively and efficiently balanced with available resources. Goal 4: Commit to leading edge technology.  
Objective:

3. Optimize technology's effectiveness at delivering public service.

## Community Development

**Goal # 3** Continue the electronic scanning of 2007 and older Building Permits.

**Funding:** Staff Time

**Completion Date:** 04/30/2013

**Strategic Plan:** Vision 5: Community needs and desires are effectively and efficiently balanced with available resources. Goal 2: Engage community stakeholders to ensure the City's financial and functional viability with revenues and expenditures in a healthy balance.

Objective:

2. Maintain cost effective and efficient delivery of city services.

Vision 5: Community needs and desires are effectively and efficiently balanced with available resources. Goal 4: Commit to leading edge technology.

Objective:

3. Optimize technology's effectiveness at delivering public services.

**Goal # 4** Improve the inspection and code enforcement process by having inspection and code enforcement staff complete 1 additional class towards the national certification program in their respective areas of expertise.

**Funding:** General Operating \$1,500

**Completion Date:** 04/30/2013

**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.

Objectives:

1. Maintain a standard of excellence for city personnel through retention and recruitment policies and practices

2. Maintain high-quality public services that serve and protect our residents and businesses.

**Goal # 5** Establish the capability within the division to record and issue inspection results electronically in the field.

**Funding:** General Capital \$2,800

**Completion Date:** 04/30/2013

**Strategic Plan:** Vision 5: Community needs and desires are effectively and efficiently balanced with available resources. Goal 4: Commit to leading edge technology.

Objective:

3. Optimize technology's effectiveness at delivering public services.

**Goal # 6** Consider updating the City's current adopted 2006 Residential Building Code to the new 2012 Residential Building Code, which includes the requirement to install fire sprinkler systems in all new residential construction.

**Funding:** Staff Time

**Completion Date:** 04/30/2013

**Strategic Plan:** N/A

## MISSION STATEMENT

### Planning Division

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 2012-2013 GOALS

**Goal # 1** Formulate proposed amendments to the city's zoning ordinance directed toward implementation of the Geneva Downtown/Station Area Master Plan, and conduct Plan Commission public hearings on the amendments.

**Funding:** Staff Time

**Completion Date:** 04/30/2013

**Strategic Plan:** Vision 1: We honor and preserve our community heritage and character. Goal 2: Heighten awareness and foster implementation of historic / architecturally significant buildings and property maintenance codes. Vision 2: The unique character and vibrancy of our Downtown Business District places it among the most desirable destinations. Goal 1: Maintain and enhance the Downtown's people-friendly environment.

Objectives:

1. Retain public services within the downtown business district.
6. Provide for additional housing opportunities within the downtown district.

Vision 2: The unique character and vibrancy of our Downtown Business District places it among the most desirable destinations. Goal 4: Maintain a strong economic development posture for downtown Geneva to ensure the district stays competitive with surrounding retail and entertainment districts.

Objective:

1. Consider appropriate growth areas within and beyond the traditional central downtown business district, with particular attention to expanding the district west to Anderson Boulevard and east to East Side Drive.

Vision 2: The unique character and vibrancy of our Downtown Business District places it among the most desirable destinations. Goal 6: Where necessary, increase parking opportunities and ensure that the use of existing downtown parking assets is maximized.

Objectives:

1. Determine present and potential future parking demand and inventory and calculate actual occupancy rates of existing parking assets.
2. Based on determined need and on an area-specific basis, increase the number of parking spaces in downtown Geneva.

**Goal # 2** Conduct research and prepare formal nomination documents for four properties having individual historic landmark potential.

**Funding:** Staff Time

**Completion Date:** 04/30/2013

## Community Development

**Strategic Plan:** Vision 1: We honor and preserve our community heritage and character. Goal 2: Heighten awareness and foster implementation of historic / architecturally significant buildings and property maintenance codes.

Objective:

8. Review four (4) individual landmark nominations.

**Goal # 3** Update the city's architectural resources inventory data for properties in the Geneva Historic District, and achieve certification of the district by the National Park Service so that property owners who engage in restoration work can be eligible for historic property tax credits.

**Funding:** Staff Time

**Completion Date:** 04/30/2013

**Strategic Plan:** Vision 2: The unique character and vibrancy of our Downtown Business District places it among the most desirable destinations. Goal 2: Maintain and enhance the downtown's eclectic and vital business community.

Objective:

2. Consider economic incentives to place downtown Geneva in a competitive advantage during site selection.

Vision 2: The unique character and vibrancy of our Downtown Business District places it among the most desirable destinations. Goal 5: Maintain and enhance the downtown's visually attractive physical character.

Objective:

1. Consider principles of historic preservation when constructing improvements within the public realm and approving development proposals for private properties.

**Goal # 4** Assist the Geneva Housing Task Force in preparing an Affordable Housing Strategy:

- Use the services of a housing consultant and city staff to prepare the strategy
- Analyze conditions and trends (using the 2010 U.S. Census and other appropriate data sources) that affect the availability of affordable housing
- Determine the amount of affordable housing needed for all age groups and family types
- Engage Geneva stakeholders in developing an affordable housing strategy
- Formulate recommended policies and programs for creating affordable housing tailored to meet Geneva's housing conditions, trends and needs, as well as the requirements in the State Affordable Housing Planning and Appeal Act

**Funding:** CMAP Local Technical Assistance (LTA) Grant \$30,000

**Completion Date:** 04/30/2013

**Strategic Plan:** Vision 4: Our unity and diversity create community health and wholeness. Goal 1: Evaluate and identify opportunities to create affordable / attainable housing.

Objectives:

1. Establish a citizen-based Housing Commission.

a. Define the issue and evaluate the current needs for affordable / attainable housing for seniors, families and single persons.

## Community Development

- b. Consider the framework of the State Affordable Housing Planning and Appeal Act in local efforts to develop affordable / attainable housing.
2. Evaluate the feasibility of economic and non-economic developer incentives for mixed income housing development and redevelopment.

**Goal # 5** Execute an intergovernmental agreement with the Forest Preserve District of Kane County and the Geneva Park District for the long-term ownership and management of Prairie Green Preserve in accordance with USACOE requirements.

**Funding:** Legal and Staff Time

**Completion Date:** 04/30/2013

**Strategic Plan:** N/A

**Goal # 6** Upon execution of an intergovernmental agreement with the Forest Preserve District of Kane County, and the Geneva Park District, create a Prairie Green Preserve Citizens Committee, and assist the committee in preparing a mission statement, by-laws and work program for the long-term development and maintenance of the preserve (determine site improvement priorities and prairie stewardship activities, solicit volunteers for seed collection and other site stewardship work).

**Funding:** Staff Time

**Completion Date:** 04/30/2013

**Strategic Plan:** Vision 6: Open space, environmental awareness, and energy efficiency are central community values exemplified in our policies and practices. Goal 1: Implement prairie/wetland restoration and passive recreation improvements at Prairie Green Preserve.

Objectives:

1. Establish a Prairie Green Preserve Citizens Advisory Committee and initiate Prairie Farming as a cost effective method for completing the planting of prairie seed over all planned prairie restoration areas.
2. Prepare a Prairie Management Plan, and conduct annual prairie stewardship (maintenance and care) activities and prairie seeding using prairie farm principles.

**Goal # 7** Prairie Green Preserve - Perform scheduled monitoring of wetland mitigation bank hydrology and vegetation, and conduct annual prairie stewardship for 100 acres of planted prairie along with 35 acres of planted wetland at the preserve (herbiciding and mowing of invasive plants, and/or controlled burns). Perform site modifications and supplemental wetland seeding/planting as necessary to meet USACE requirements.

**Funding:** Monitoring wetland hydrology and vegetation – Prairie Green Operating \$12,000; Evasive species control and prescribed prairie burn – Prairie Green Operating \$8,000; Site engineering, tile/pipe/grading modifications, and restoration of wetland (seeding/plant plugs, etc.) – Infrastructure Capital Projects \$25,000

**Completion Date:** 04/30/2013

**Strategic Plan:** N/A

## Community Development

**Goal # 8** Prairie Green Preserve Wetland Bank - Establish administrative procedures, a wetland bank marketing plan, a model wetland credit sales agreement, and sell 1 acre of wetland credits.

**Funding:** Staff Time

**Completion Date:** 04/30/2013

**Strategic Plan:** N/A

**Goal # 9** Adopt amendments to the City's comprehensive plan, and zoning ordinance map and text to accommodate redevelopment of the former Kane County Jail site, Settler's Hill Landfill, and part of Fabyan Forest Preserve as a mixed-use development including, but not limited to, recreational uses, condominium housing, retail shopping, hotel and conference center uses.

**Funding:** Staff Time

**Completion Date:** 04/30/2013

**Strategic Plan:** N/A

**Goal # 10** With assistance from the Public Works Department staff and the Bicycle-Pedestrian Committee, finalize a bicycle rack plan for Downtown Geneva (including rack locations and the type of racks to be installed), and consider implementation (with assistance from the Cultural Arts Commission) of a proposed bike+rack=sculpture program.

**Funding:** Staff Time

**Completion Date:** 4/30/2013

**Strategic Plan:** Vision 6: Open space, environmental awareness, and energy efficiency are central community values exemplified in our policies and practices. Goal 3: Expand pedestrian and bicycle accessibility between parks/major open spaces, neighborhoods, business districts and other important destinations in the City.

Objective:

1. Utilize the Bicycle/Pedestrian Citizens Committee to guide bike route planning, grantsmanship and project implementation.

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2013

Fund 10 - General Fund

Department 26 - Community Development

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
Expenditures						
Building Division						
001-101	Wages - Regular	\$ 273,825	\$ 225,304	\$ 246,365	\$ 244,890	\$ 252,350
001-102	Wages - Part-Time/Seasonal	-	-	-	-	-
001-196	Group Insurance	41,154	38,347	51,340	46,755	53,045
001-197	IMRF	20,500	-	-	-	30,620
001-198	FICA	17,200	-	-	-	19,305
Total Personal Services		<u>352,679</u>	<u>263,651</u>	<u>297,705</u>	<u>291,645</u>	<u>355,320</u>
001-201	Legal	405	1,838	1,000	750	-
001-206	Travel	660	743	750	400	750
001-207	Dues & Subscriptions	165	125	400	400	715
001-208	Postage	332	529	750	550	550
001-209	Printing	252	136	750	200	250
001-210	Insurance	6,100	5,006	6,725	7,700	-
001-211	Training	199	1,271	2,000	1,900	2,800
001-213	Copier Rental	1,455	2,814	2,000	2,300	2,340
001-214	Copier Supplies	-	-	-	500	500
001-215	Postage Machine Rental	74	296	300	300	-
001-222	Telephone	3,903	2,316	3,000	3,000	3,000
001-224	Purchased Power	2,239	12,227	11,950	14,000	15,700
001-232	Development Contract Labor	10,649	25,520	20,000	-	15,000
001-250	Bldg. & Grounds	1,760	17,446	23,360	23,360	23,400
001-299	Miscellaneous Contractual	6,783	9,420	12,000	7,500	8,600
001-301	Clothing Allowance	-	618	600	650	600
001-350	Bldg. & Grounds	678	-	-	-	-
001-352	Office Supplies	1,375	1,235	1,500	1,000	1,000
001-363	Motor Fuel	1,430	1,602	2,420	4,000	4,400
001-399	Other General Exp	-	-	1,000	500	500
001-505	General Equipment	108	778	700	550	500
001-511	Office Furniture	265	-	400	400	400
Total Operating		<u>38,832</u>	<u>83,920</u>	<u>91,605</u>	<u>69,960</u>	<u>81,005</u>
Total Building Division		<u>391,511</u>	<u>347,571</u>	<u>389,310</u>	<u>361,605</u>	<u>436,325</u>
Planning Division						
002-101	Wages - Regular	\$ 217,971	\$ 221,807	\$ 211,025	\$ 211,025	\$ 142,385
002-102	Wages - Part-Time/Seasonal	4,190	-	15,980	9,205	52,525
002-196	Group Insurance	27,761	33,483	40,585	34,690	39,130
002-197	IMRF	-	-	-	-	23,650
002-198	FICA	-	-	-	-	14,725
Total Personal Services		<u>249,922</u>	<u>255,290</u>	<u>267,590</u>	<u>254,920</u>	<u>272,415</u>

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2013

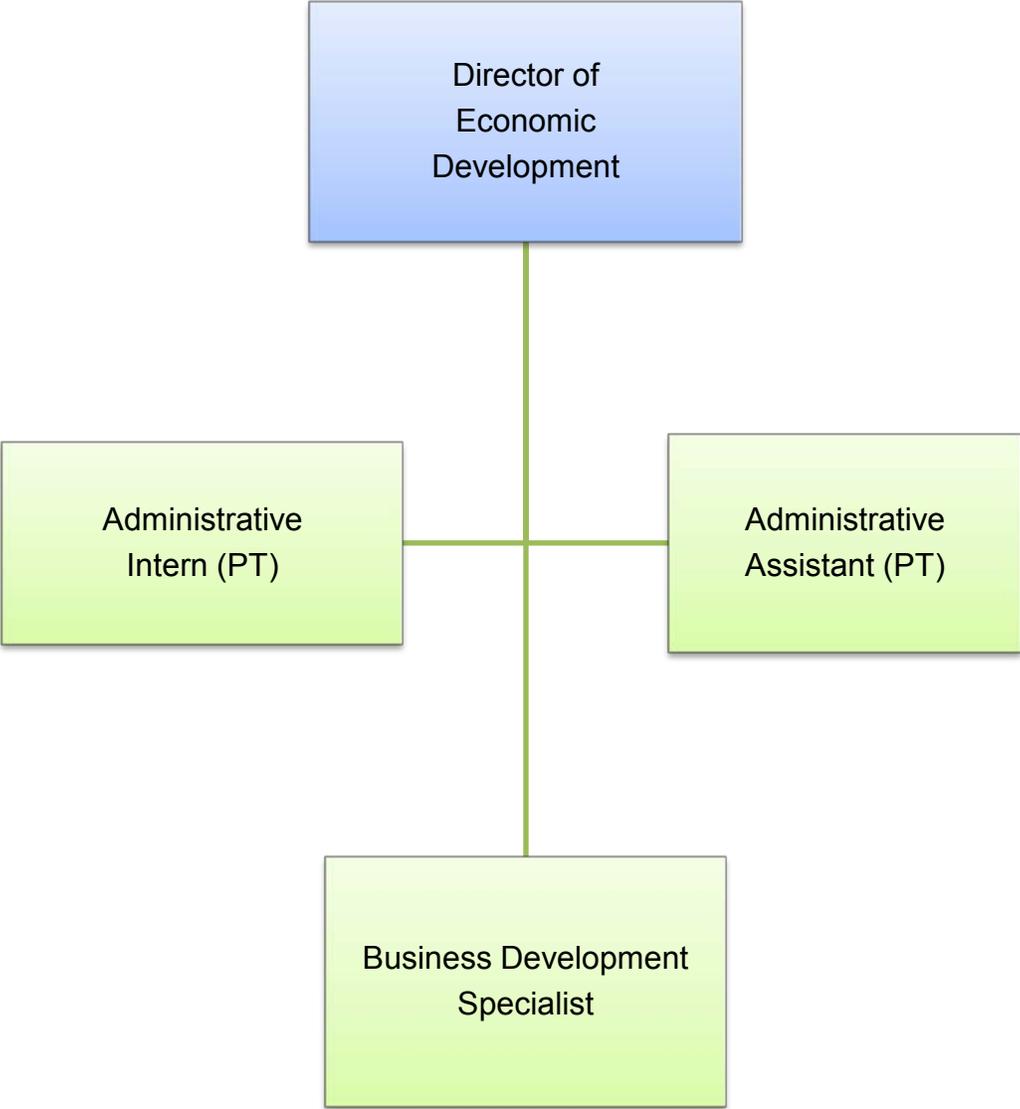
Fund 10 - General Fund

Department 26 - Community Development

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
Expenditures						
002-201	Legal	18,955	13,026	15,000	11,000	-
002-206	Travel	25	22	200	100	200
002-207	Dues & Subscriptions	1,870	2,984	1,995	1,995	2,050
002-208	Postage	605	280	700	300	300
002-209	Printing	1,381	979	1,500	1,500	2,500
002-210	Insurance	2,340	1,940	2,600	2,600	-
002-211	Training	193	60	500	860	500
002-213	Copier Rental	2,679	767	690	690	-
002-214	Copier Supplies	76	913	715	715	740
002-215	Postage Machine Rental	102	296	335	335	-
002-222	Telephone	1,623	1,002	1,940	1,940	800
002-242	Community Relations	162	812	305	200	200
002-250	Bldg. & Grounds	1,258	-	-	-	-
002-259	HVAC	67	-	-	-	-
002-299	Miscellaneous Contractual	4,954	7,607	5,500	4,000	4,500
002-350	Bldg. & Grounds	583	-	-	-	-
002-352	Office Supplies	803	577	630	300	300
002-452	Historic Preservation	1,222	752	1,000	750	1,000
Total Operating		<u>38,898</u>	<u>32,017</u>	<u>33,610</u>	<u>27,285</u>	<u>13,090</u>
Total Planning Division		<u>288,820</u>	<u>287,307</u>	<u>301,200</u>	<u>282,205</u>	<u>285,505</u>
Total Community Development		<u>\$ 680,331</u>	<u>\$ 634,878</u>	<u>\$ 690,510</u>	<u>\$ 643,810</u>	<u>\$ 721,830</u>

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# 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 attract new, and retain and expand 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. Further, the Department shall serve the community by creating and fostering successful programs to retain and bolster, existing business and promote Geneva as a destination.

## FY 2012-2013 GOALS

**Goal # 1** Update and revise Geneva East State TIF marketing materials:

- Create updated maps illustrating the development in the TIF District.
- Create new marketing brochure for the TIF District.
- Execute a direct mail campaign directed to regional commercial brokers to illustrate development opportunities in the State Street #2.

**Funding:** Staff Time; TIF # 2 Operating \$6,000

**Completion Date:** 04/30/2013

**Strategic Plan:** Vision 2: The unique character and vibrancy of our Downtown Business District places it among the most desirable destinations.

**Goal # 2** Update and revise Geneva tourism marketing materials:

- Update and expand group tourism marketing brochures, including new meeting planner materials and expanded Geneva itineraries catering to group tour markets.
- Using the RFP process, identify a consultant to write and execute a "mobile phone application" which will include a business directory of all Geneva businesses.

**Funding:** Staff time; General Operating \$4,000, Tourism Operating \$10,000

**Completion Date:** 04/30/2013

**Strategic Plan:** Vision 2: The unique character and vibrancy of our Downtown Business District places it among the most desirable destinations.

**Goal # 3** Facilitate implementation of the South East Geneva Master Plan:

- Execute a promotion campaign to the real estate development community highlighting completion and expectations of the South East Geneva Master Plan.
- Investigate finance options for extension of infrastructure needed to bring additional industrial land to development-ready status.

## Economic Development

**Funding:** Staff Time; General Operating \$3,000

**Completion Date:** 04/30/2013

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

**Goal # 4** Consider economic incentives to place downtown Geneva in a competitive advantage during site selection and redevelopment:

- Investigate feasibility of expansion of State Street TIF #2 expansion west to the river. (Council direction pending)
- Facilitate re-establishment of a Downtown Business District. (Council direction pending)
  - Using the RFQ process, identify and oversee consultant services to investigate district feasibility and development plan.
  - Establish district needs and priorities

**Funding:** Staff time; General Capital \$20,000

**Completion Date:** 04/30/2013

**Strategic Plan:** Vision 2: The unique character and vibrancy of our Downtown Business District places it among the most desirable destinations. Goal 4: Maintain a strong economic development posture for downtown Geneva to ensure the district stays competitive with surrounding retail and entertainment districts. Vision 5: Community needs and desires are effectively and efficiently balanced with available resources.

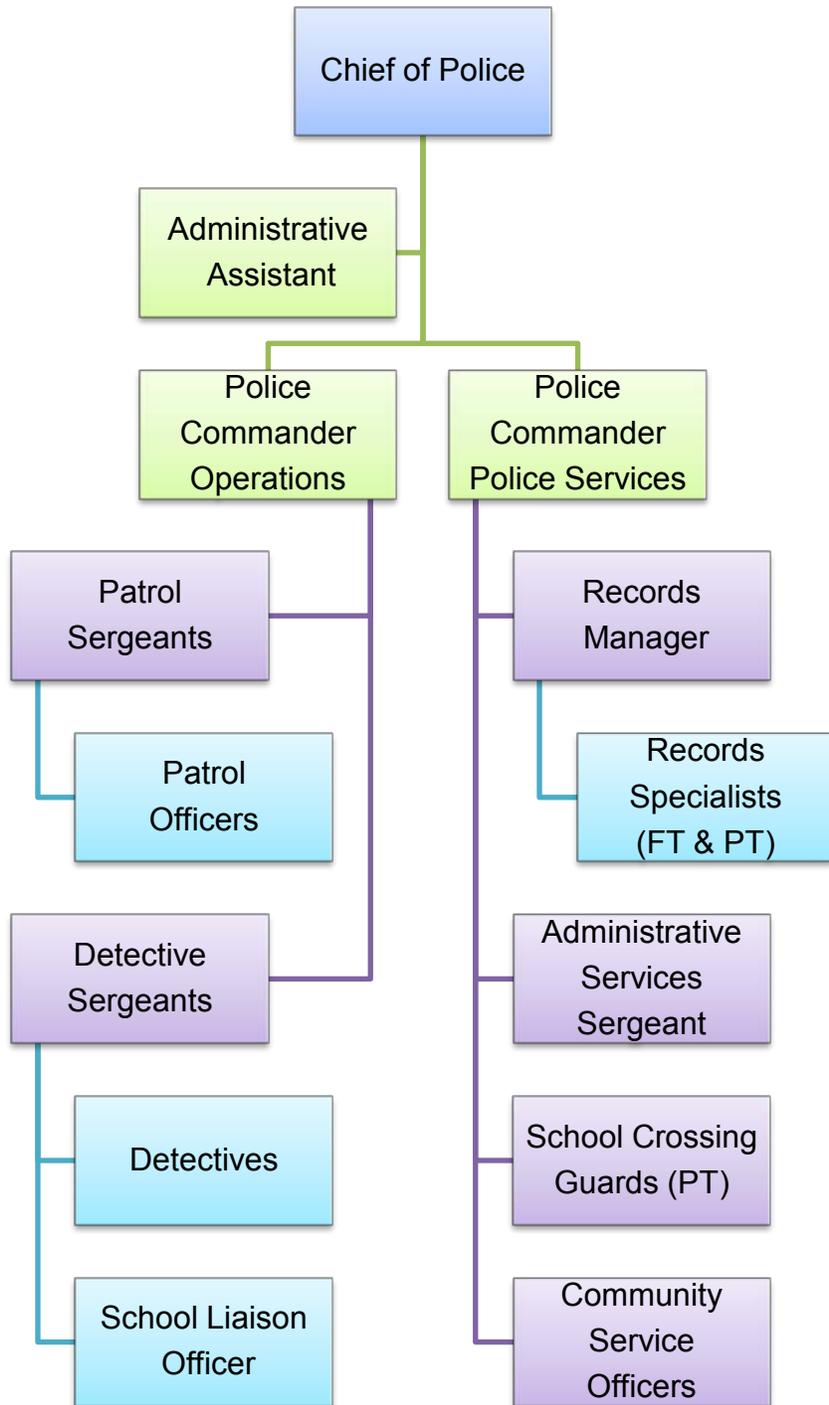
CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2013

Fund 10 - General Fund

Department 25 - Economic Development

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Expenditures</b>						
001-101	Wages - Regular	\$ 131,753	\$ 134,954	\$ 82,305	\$ 82,305	\$ 81,190
001-102	Wages - Part-Time/Seasonal	-	-	14,980	14,980	17,475
001-196	Group Insurance	19,343	21,987	23,445	23,445	17,655
001-197	IMRF	-	-	-	-	11,970
001-198	FICA	-	-	-	-	7,590
<b>Total Personal Services</b>		<b>151,096</b>	<b>156,941</b>	<b>120,730</b>	<b>120,730</b>	<b>135,880</b>
001-201	Legal	2,925	3,611	4,000	4,000	-
001-205	Conferences & Seminars	2,428	2,473	1,900	2,035	1,900
001-206	Travel	15	182	500	500	500
001-207	Dues & Subscriptions	1,865	1,930	2,500	2,500	2,500
001-208	Postage	1,031	775	900	900	800
001-210	Insurance	-	-	-	1,200	-
001-213	Copier Rental	1,473	767	675	675	-
001-214	Copier Supplies	11	715	1,200	1,200	1,200
001-215	Postage Machine Rental	-	296	325	325	-
001-222	Telephone	2,216	1,865	2,000	2,000	2,000
001-242	Community Relations	1,460	1,357	1,765	1,765	2,380
001-299	Miscellaneous Contractual	31	70	1,000	1,180	2,000
001-352	Office Supplies	1,300	776	700	700	700
001-451	Other General Exp	102	-	200	200	200
001-453	Marketing Program	18,268	20,572	20,000	20,000	18,500
001-454	Tourism/Visitor Marketing	82,778	72,536	-	-	-
001-455	Cultural Arts Commission	5,020	5,113	-	-	-
<b>Total Operating</b>		<b>120,923</b>	<b>113,038</b>	<b>37,665</b>	<b>39,180</b>	<b>32,680</b>
<b>Total Economic Development</b>		<b>\$ 272,019</b>	<b>\$ 269,979</b>	<b>\$ 158,395</b>	<b>\$ 159,910</b>	<b>\$ 168,560</b>

# 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 2012-2013 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.

**Police Services Division**

**Goal # 1** Actively engage in public safety campaigns throughout the year:

- Identify topics related to public safety that would be relevant to this goal and of interest to the public.
- Utilize all possible forms of public media and social networking to inform and educate the public on safety related matters on a regular basis.

**Funding:** Staff time

**Completion Date:** 04/30/2013

**Strategic Plan:** Vision 5: Community needs and desires are effectively and efficiently balanced with available resources. Goal 4: Commit to leading edge technology.

Objective:

3. Optimize technology's effectiveness at delivering public services.

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

Objective:

2. Maintain high-quality public services that serve and protect our residents and businesses.

**Goal # 2** Research the concept of transitioning to electronic ticketing:

- Identify equipment needs for making such a transition.
- Identify cost associated with obtaining necessary equipment and training.
- Consult with other Police agencies who are currently utilizing this type of technology to determine pros and cons.
- Determine if transitioning to electronic ticketing is a desired goal for FY2013-2014.

**Funding:** Staff Time

**Completion Date:** 04/30/2013

**Strategic Plan:** Vision 5: Community needs and desires are effectively and efficiently balanced with available resources. Goal 4: Commit to leading edge technology.

Objective:

3. Optimize technology's effectiveness at delivering public services.

**Goal # 3** Complete the transition to the electronic storage of Police Department records:

- Continue scanning and storing old reports currently stored as hard copies and implementing this new practice for all new documents entered into the system.
- Complete this process which began in FY2010-2011.

**Funding:** Staff Time

**Completion Date:** 04/30/2013

**Strategic Plan:** Vision 5: Community needs and desires are effectively and efficiently balanced with available resources. Goal 4: Commit to leading edge technology.

Objective:

3. Optimize technology's effectiveness at delivering public services.

**Goal # 4** Conduct a complete review and update of all parking-related ordinances contained in Title 7 of the Geneva Municipal Code:

- Review all sections of Title 7 related to parking regulations for any identifiable omissions or inaccuracies currently in the code.
- Define the revisions that need to be made to the code.
- Ensure the code is updated as needed so current parking restrictions and regulations in town are reflected accurately within the City Code.

**Funding:** Staff Time

**Completion Date:** 04/30/2013

**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.

Objective:

2. Maintain high-quality public services that serve and protect our residents and businesses.

**Patrol Division**

**Goal # 1** Participate in the planning and execution of a full scale, mutual aid, critical incident exercise involving a school facility:

- Participate in meetings related to the planning of this exercise.
- Participate in the full scale drill with the school district, the Fire Department, and other related and participating agencies/entities.
- Conduct after-action critique of exercise with all involved. Use the information gained to identify strengths and weaknesses to increase our level of readiness.

**Funding:** All expenses covered by School District grant.

**Completion Date:** 12/31/2012

**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.

Objective:

2. Maintain high-quality public services that serve and protect our residents and businesses.

**Goal # 2** Monitor the enforcement and effectiveness of the local ordinances related to:

- The fine increase related to the illegal consumption of alcohol by minors (amendment to 4-2-26G of the municipal code, passed on 01/17/2012).
- The ordinance banning the sale, use and possession of synthetic alternative drugs in Geneva (Ord. 2012-04, passed on 01/17/2012).

**Funding:** Staff Time

**Completion Date:** Ongoing throughout fiscal year

**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.

Objective:

2. Maintain high-quality public services that serve and protect our residents and businesses.

**Goal # 3** Continue to provide an increased police presence in the downtown business district on a regular basis:

- Maintain increased number of foot patrol assignments.
- Maintain increased number of bike patrol assignments.
- Safety awareness assignments.
- Other similar, specific assignments on a regular basis.

**Funding:** Staff Time

**Completion Date:** Ongoing through fiscal year

**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.

Objective:

2. Maintain high-quality public services that serve and protect our residents and businesses.

**Goal # 4** Increase the effective use of social networking by developing a Geneva PD Facebook page to enhance communication between the Department and the citizens within our community:

- Establish a departmental policy and internal controls regulating the use of this social medium.
- Use the Facebook page to effectively and regularly promote open lines of communications with the public.
- Evaluate the use and effectiveness of the Facebook page.

**Funding:** Staff Time

**Completion Date:** Ongoing throughout fiscal year

**Strategic Plan:** Vision 5: Community needs and desires are effectively and efficiently balanced with available resources. Goal 4: Commit to leading edge technology.

Objective:

3. Optimize technology's effectiveness at delivering public service.

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2013

Fund 10 - General Fund

Department 31 - Police

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Expenditures</b>						
<b>Police Services</b>						
001-101	Wages - Regular	\$ 3,061,152	\$ 3,260,863	\$ 3,010,100	\$ 2,904,785	\$ 3,141,750
001-103	Overtime	-	-	275,685	275,390	262,300
001-104	Stand-By	-	-	-	-	21,765
001-195	Police/Fire Pension	-	-	486,730	486,730	597,060
001-196	Group Insurance	401,895	438,006	514,250	448,085	526,970
001-198	FICA	-	-	-	-	48,170
<b>Total Personal Services</b>		<b>3,463,047</b>	<b>3,698,869</b>	<b>4,286,765</b>	<b>4,114,990</b>	<b>4,598,015</b>
001-201	Legal	17,730	18,085	19,500	18,700	-
001-206	Travel	1,296	1,015	2,400	1,800	2,000
001-207	Dues & Subscriptions	1,584	1,606	1,700	1,000	1,690
001-209	Printing	7,880	7,796	8,380	8,000	7,315
001-211	School Training	10,943	12,992	13,085	13,085	11,975
001-224	Purchased Power	22,764	23,846	29,550	32,730	36,660
001-250	M & R Bldg. & Grounds	35,131	33,532	30,820	27,565	27,270
001-255	M & R Portable Equipment	1,940	-	-	-	-
001-256	Photography	168	-	-	-	-
001-258	M & R Radios	6,730	-	-	-	-
001-265	Safety Equipment	-	212	400	400	390
001-301	Clothing Allowance	23,625	20,354	24,260	20,000	25,450
001-325	DUI Expenditures	-	-	7,265	3,000	8,000
001-326	Drug Forfeiture Expenditures	-	-	250	150	250
001-327	Court Supervision Expenditures	-	-	6,750	3,500	6,750
001-350	M & S Bldg. & Grounds	3,002	-	-	-	-
001-353	Autos	5,850	17,184	6,325	3,320	4,050
001-355	Portable Equipment	1,879	4,320	4,520	2,700	3,320
001-356	Support Equipment	2,405	2,217	4,135	3,300	5,130
001-358	Radios	9,010	10,630	16,465	14,400	13,770
001-359	Heating	4,655	4,387	5,450	5,200	5,550
001-363	Motor Fuel	45,940	53,662	72,575	72,575	79,835
001-393	Ammunition	6,855	11,067	11,100	11,000	11,030
<b>Total Operating</b>		<b>209,387</b>	<b>222,905</b>	<b>264,930</b>	<b>242,425</b>	<b>250,435</b>
<b>Total Police Services</b>		<b>3,672,434</b>	<b>3,921,774</b>	<b>4,551,695</b>	<b>4,357,415</b>	<b>4,848,450</b>
<b>Records</b>						
002-101	Wages - Regular	\$ 451,913	\$ 463,777	\$ 462,085	\$ 476,150	\$ 421,125
002-103	Overtime	-	-	19,200	2,000	3,565
002-196	Group Insurance	67,877	73,707	83,930	75,820	78,670
002-197	IMRF	-	-	-	-	51,525

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2013

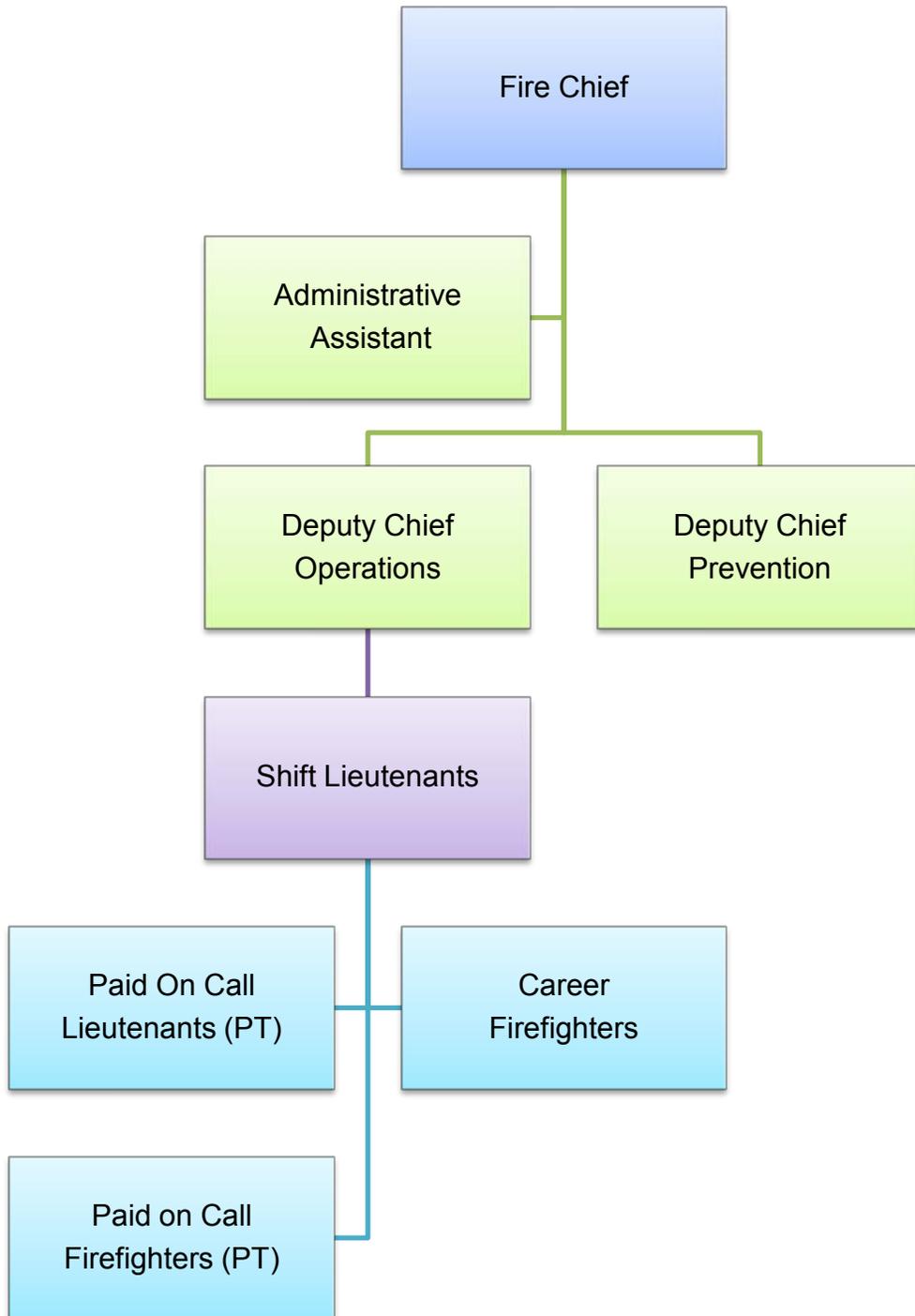
Fund 10 - General Fund

Department 31 - Police

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Expenditures</b>						
002-198	FICA	-	-	-	-	32,485
<b>Total Personal Services</b>		<b>519,790</b>	<b>537,484</b>	<b>565,215</b>	<b>553,970</b>	<b>587,370</b>
002-203	Consultants	1,000	-	1,500	-	1,500
002-208	Postage	3,498	3,480	4,500	3,500	4,500
002-210	Insurance	102,640	98,461	113,165	113,165	-
002-213	Copier Rental	9,450	6,296	6,000	6,000	6,000
002-214	Copier Supplies	-	1,662	1,650	1,945	2,150
002-215	Miscellaneous Rental	6,661	7,350	3,720	3,720	3,720
002-220	Unemployment Compensation	-	59	-	-	-
002-222	Telephone	12,656	15,033	18,340	18,340	18,340
002-252	Office Equipment	11,434	5,583	1,010	850	1,000
002-299	Miscellaneous Contractual	19,435	17,159	23,275	22,000	24,535
002-301	Clothing Allowance	2,756	2,145	3,400	2,000	3,400
002-352	Office Supplies	6,424	6,817	9,220	7,700	7,750
002-399	Miscellaneous	2,941	3,578	4,175	3,900	3,905
002-414	Police Operations Fund	-	9,439	-	-	-
002-451	Other General Exp	10,074	10,090	8,780	7,960	7,960
002-500	Computer	1,018	1,655	-	-	-
002-511	Office Furniture	-	-	-	-	300
<b>Total Operating</b>		<b>189,987</b>	<b>188,807</b>	<b>198,735</b>	<b>191,080</b>	<b>85,060</b>
<b>Total Records</b>		<b>709,777</b>	<b>726,291</b>	<b>763,950</b>	<b>745,050</b>	<b>672,430</b>
<b>Community Service</b>						
003-101	Wages - Regular	\$ 34,098	\$ 37,428	\$ 34,440	\$ 33,630	\$ 35,120
003-102	Wages - Part-Time/Seasonal	39,237	38,147	42,720	33,300	42,720
003-103	Overtime	-	-	950	2,500	4,440
003-196	Group Insurance	5,638	7,239	8,170	9,140	25,000
003-197	IMRF	-	-	-	-	4,800
003-198	FICA	-	-	-	-	6,295
<b>Total Personal Services</b>		<b>78,973</b>	<b>82,814</b>	<b>86,280</b>	<b>78,570</b>	<b>118,375</b>
003-301	Clothing Allowance	260	528	820	650	600
<b>Total Operating</b>		<b>260</b>	<b>528</b>	<b>820</b>	<b>650</b>	<b>600</b>
<b>Total Community Service</b>		<b>79,233</b>	<b>83,342</b>	<b>87,100</b>	<b>79,220</b>	<b>118,975</b>
<b>Total Police</b>		<b>\$ 4,461,444</b>	<b>\$ 4,731,407</b>	<b>\$ 5,402,745</b>	<b>\$ 5,181,685</b>	<b>\$ 5,639,855</b>

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# 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

To prevent fires through fire and emergency medical safety education, plan review, code enforcement, pre-planning, and fire investigation. To provide advanced life support-based emergency medical service; fire suppression; hazardous materials spill mitigation; and water, trench, confined space and entrapment rescue to the residents of this community and its visitors in the safest manner possible. To provide the highest service feasible for the level of resources allocated to the organization.

## FY 2012-2013 GOALS

**Goal # 1** The department will establish a formal annual appraisal process for the fire prevention, public education and fire investigation programs to support the goal of continual improvement in department operations.

- Informal appraisal of these programs by department staff has been in place for many years. This has typically been in the form of a face-to-face meeting between the program coordinator and supervising chief officer. In the coming year this will be further supported by establishing a formal presentation during the department staff meetings to allow for comments from the department supervisors. These will be used in combination with field observations, survey instruments and participant comments to identify opportunities for improvement.

**Funding:** Staff Time

**Completion Date:** 12/31/2012

**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.

Objective:

2. Maintain high-quality public services that serve and protect our residents and businesses.

**Accreditation Objective:** 5B.8, 5C.7, and 5D.8

**Goal # 2** The department will update its standard operating guideline for personnel designated to perform mission-specific responsibilities as referenced in *NFPA 472, Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents, 2008 Edition* and *NFPA 472 Chapter 6 Competencies for Operations Level Responders Assigned Mission-Specific Responsibilities*.

- A review of the department internal operating guidelines for Hazardous Materials incidents suggests that an update needs to be completed to insure compliance

with relevant standards and best practices. This will be managed by department staff.

**Funding:** Staff Time

**Completion Date:** 09/30/2012

**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.

Objective:

2. Maintain high-quality public services that serve and protect our residents and businesses.

**Accreditation Objective:** 5F.5

**Goal # 3** Provide awareness to operations-level training for swift water rescue operations.

- The department has submitted a grant application to fund the two-step process of providing appropriate training for responders to incidents involving swift water rescues. Changing standards within the national fire service and more particularly in Illinois have caused rescue operations in the Fox River to be classified as swift water rescues in all but the periods when the river is at its lowest seasonal level. **If awarded** the local matching cost would be \$18,000 and provide 80 hours of instruction to department members.

**Funding:** Staff Time, General Capital \$18,000

**Completion Date:** 12/31/2012

**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.

Objective:

2. Maintain high-quality public services that serve and protect our residents and businesses.

**Accreditation Objective:** 5E.5

**Goal # 4** Effect repairs to the fire sprinkler system in Station 2 based on cost estimates and specifications developed by staff based on evaluations of the system by industry specialists.

- In mid-2010 the sprinkler system in Station 2 developed a leak that required the replacement of a section of pipe. Further evaluation by the sprinkler contractor revealed this is not an isolated problem and that more significant repairs are needed. It has been determined the main supply piping needs to be replaced due to severe corrosion that is taking place in the connecting joints. When constructed in 1995 the common piping used in systems at that time was a thin-wall steel alloy that was lighter in weight and less expensive. It has not withstood the effects of condensation in the joints and low spots of the system.

**Funding:** General Capital \$18,000

**Completion Date:** 04/30/2013

**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.

Objective:

2. Maintain high-quality public services that serve and protect our residents and businesses.

**Accreditation Objective:** 6A.2

**Goal # 5** Work with the City Administrator to establish an ordinance that authorizes the expenditure of city funds without Council approval during a community-wide declared disaster.

- During the recent EOC training course for senior city staff a need was identified for the creation and adoption of an ordinance that permits the expenditure of city funds without the immediate approval of the City Council during a declared disaster. In this rare instance there will not be time to assemble the Council to consider this issue as the disaster unfolds. The Emergency Operations Center Manager and City Administrator need to have the pre-approved authority of the Council as the Center deals with the situation at hand.

**Funding:** Staff Time

**Completion Date:** 04/30/2013

**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.

Objective:

2. Maintain high-quality public services that serve and protect our residents and businesses.

**Accreditation Objective:** 5H.1

**Goal # 6** Complete the conversion to narrow-band radio frequencies in the city weather alerting sirens.

- Current Federal rules call for all public safety spectrum radios to be converted to a narrow band frequency by the end of 2012. The work to convert the weather alerting sirens is slated for June 2012.

**Funding:** Staff Time

**Completion Date:** 07/31/2012

**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.

Objective:

2. Maintain high-quality public services that serve and protect our residents and businesses.

**Accreditation Objective:** 5H.7

**Goal # 7** Provide water department staff with updated analysis of water flow data developed during annual flow testing.

- An analysis of the data collected during recent water flow testing of the city water distribution system has identified eight areas where the water flow does not meet the adopted minimum standard in the city fire prevention code. These are being addressed through a long-term, phased replacement of water lines. Department staff will provide updated data to the city engineering staff based on data collected from additional testing in 2012.

**Funding:** Staff Time

**Completion Date:** 12/31/2012

**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.

Objective:

2. Maintain high-quality public services that serve and protect our residents and businesses.

**Accreditation Objective:** 9A.2

**Goal # 8** Replace two quad gas detectors.

- In an average year the Fire Department responds to over 100 incidents annually for reports of actual leaks, odors, or activated CO detectors in homes and businesses. Staff has learned the gas sensors for the detectors used in these situations are no longer available and the detectors are, not surprisingly, no longer manufactured. As such the current detectors can no longer be maintained in operating condition.

**Funding:** General Capital \$5,500

**Completion Date:** 11/01/2012

**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.

Objective:

2. Maintain high-quality public services that serve and protect our residents and businesses.

**Accreditation Objective:** 5F.2

**Goal # 9** Replace Cardiac Monitor Carried On Engine 208 (Advanced Life Support Engine)

- The cardiac monitor / defibrillator used by the Advanced Life Support (ALS) engine quartered in Station 2, is 12 years old and was purchased as a used but reconditioned unit in 2004. It is the same make and model as those used in the ambulances and the six other non-transport units in the Batavia, Geneva, and St. Charles. Tri City Ambulance long-range plan calls for the replacement of the monitor / defibrillators in the seven ambulances in fiscal 2012 – 2013 and has applied for an Assistance To Firefighters grant to fund the project. It is critical that

the same monitor / defibrillator is used in the three communities for the continuity of patient care and to reduce the opportunity for errors to occur during the care of the patient. At staff request the grant request submitted by Tri City Ambulance was expanded to include the monitors carried on the non-transport vehicles as well as the ALS ambulances.

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

**Completion Date:** 04/30/2013

**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.

Objective:

2. Maintain high-quality public services that serve and protect our residents and businesses.

**Accreditation Objective:** 5G.2

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2013

Fund 10 - General Fund

Department 32 - Fire

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
Expenditures						
Program One						
001-101	Wages - Regular	\$ 176,835	\$ 388,769	\$ 395,705	\$ 394,695	\$ 400,400
001-196	Group Insurance	16,970	47,048	54,485	50,420	73,675
001-197	IMRF	-	-	-	-	6,600
001-198	FICA	-	-	-	-	5,590
Total Personal Services		<u>193,805</u>	<u>435,817</u>	<u>450,190</u>	<u>445,115</u>	<u>486,265</u>
001-201	Legal	242	75	300	100	-
001-206	Travel	-	-	-	190	-
001-207	Dues & Subscriptions	489	635	500	800	650
001-208	Postage	678	639	800	475	565
001-209	Printing	298	41	350	-	350
001-210	Insurance	117,430	98,481	129,465	188,940	-
001-213	Copier Rental	1,501	2,687	2,340	3,400	2,340
001-214	Copier Supplies	-	490	1,100	1,100	1,200
001-215	Postage Machine Rental	-	-	-	-	235
001-222	Telephone	6,833	6,022	8,300	7,515	8,300
001-301	Clothing Allowance	5,310	3,508	9,900	3,500	9,900
001-352	Office Supplies	861	969	1,300	1,295	1,300
001-353	GIS/Mapping	3,745	5,278	5,700	5,575	5,700
001-410	Foreign Fire Insurance	33,299	36,972	36,300	36,590	40,000
001-450	Tri City Ambulance	234,852	252,335	380,215	337,800	270,000
001-451	Other General Exp	647	1,162	1,800	1,210	1,800
001-501	Accreditation	800	800	800	800	800
001-510	Computer	3,834	565	1,000	1,000	1,000
Total Operating		<u>410,819</u>	<u>410,659</u>	<u>580,170</u>	<u>590,290</u>	<u>344,140</u>
Total Program One		<u>604,624</u>	<u>846,476</u>	<u>1,030,360</u>	<u>1,035,405</u>	<u>830,405</u>
Program Two						
002-101	Wages - Regular	\$ 1,557,190	\$ 1,635,221	\$ 1,509,600	\$ 1,456,610	\$ 1,533,775
002-103	Overtime	-	-	40,475	130,500	126,480
002-106	Wages - Meetings	4,538	4,047	5,125	7,580	5,230
002-114	POC Holiday	299	3,500	7,500	2,945	3,500
002-115	Overnight Duty	291,893	300,982	304,590	300,925	310,685
002-116	Still Alarms	33,923	30,377	34,875	34,875	35,570
002-117	Training	9,143	7,402	19,990	9,455	19,990
002-118	EMS Incentive/Training	-	21,000	21,000	21,000	21,000
002-195	Police/Fire Pension	-	-	250,350	250,350	270,900
002-196	Group Insurance	207,512	227,093	246,540	224,820	358,125
002-197	IMRF	-	-	-	-	-

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2013

Fund 10 - General Fund

Department 32 - Fire

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Expenditures</b>						
002-198	FICA	-	-	-	-	52,740
<b>Total Personal Services</b>		<b>2,104,498</b>	<b>2,229,622</b>	<b>2,440,045</b>	<b>2,439,060</b>	<b>2,737,995</b>
002-211	Training	3	-	-	-	-
002-302	Clothing Allowance - POC	2,700	1,959	1,500	1,500	1,500
002-303	Protective Clothing Repl	122	42,649	8,000	6,500	8,000
002-352	Hazardous Material Team	1,545	167	900	800	900
002-500	Radios	958	611	3,000	2,800	3,000
002-502	Replacement Fire Hose	1,005	132	1,000	975	1,000
002-503	SCBA	929	414	1,500	1,250	1,500
002-504	ALS Engine Equipment	1,522	796	1,800	1,685	1,800
002-505	Safety Equipment	928	1,885	2,000	1,800	2,000
002-520	Annual Physicals	672	4,884	9,600	8,450	9,600
002-521	Annual Physical	1,872	1,170	-	-	-
002-522	Entry Physicals	1,644	-	-	-	-
002-523	Vaccinations	76	162	900	125	500
<b>Total Operating</b>		<b>13,976</b>	<b>54,829</b>	<b>30,200</b>	<b>25,885</b>	<b>29,800</b>
<b>Total Program Two</b>		<b>2,118,474</b>	<b>2,284,451</b>	<b>2,470,245</b>	<b>2,464,945</b>	<b>2,767,795</b>
<b>Program Three</b>						
003-101	Wages - Regular	\$ 106,163	\$ -	\$ -	\$ -	\$ -
003-196	Group Insurance	15,037	-	-	-	-
<b>Total Personal Services</b>		<b>121,200</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
003-211	Education	4,282	4,404	8,400	6,450	8,400
003-212	Public Education	236	170	500	160	500
<b>Total Operating</b>		<b>4,518</b>	<b>4,574</b>	<b>8,900</b>	<b>6,610</b>	<b>8,900</b>
<b>Total Program Three</b>		<b>125,718</b>	<b>4,574</b>	<b>8,900</b>	<b>6,610</b>	<b>8,900</b>
<b>Program Four</b>						
004-101	Wages - Regular	\$ 106,163	\$ -	\$ -	\$ -	\$ -
004-196	Group Insurance	12,330	-	-	-	-
<b>Total Personal Services</b>		<b>118,493</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
004-203	Fire Engineering	1,810	-	1,000	-	1,000
004-353	Photography Supplies	7	22	150	75	150
004-451	Other General Exp	653	703	1,000	375	1,000
<b>Total Operating</b>		<b>2,470</b>	<b>725</b>	<b>2,150</b>	<b>450</b>	<b>2,150</b>

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2013

Fund 10 - General Fund

Department 32 - Fire

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
Expenditures						
Total Program Four		120,963	725	2,150	450	2,150
Program Five						
005-101	Wages - Regular	\$ 97,650	\$ -	\$ -	\$ -	\$ -
005-196	Group Insurance	6,053	-	-	-	-
Total Personal Services		103,703	-	-	-	-
005-224	Purchased Power	15,026	14,265	16,015	15,310	17,935
005-250	Bldg. & Grounds	4,905	4,787	5,980	4,335	5,980
005-253	M & R Vehicles	11,849	9,914	10,065	8,370	10,065
005-255	M & R Portable Equipment	190	912	2,090	100	2,090
005-258	M & R Radio Equipment	4,094	2,913	5,125	5,085	5,125
005-259	M & R Heating	85	-	-	-	-
005-264	M & R Tools	521	340	800	785	800
005-265	M & R Safety Equipment	3,867	4,696	4,200	4,055	4,200
005-303	Cleaning Supplies	2,284	2,210	2,650	2,265	2,650
005-353	M & S Vehicles	2,022	29	-	-	-
005-355	M & S Portable Equipment	577	-	-	-	-
005-359	Opticom Maintenance	529	-	1,000	-	1,000
005-363	Fuel & Lubricants	16,658	15,842	16,500	20,500	22,550
005-399	Miscellaneous	87	156	450	-	450
005-501	Tires/Corrosion Facility Repair	3,030	1,818	2,000	1,900	2,000
Total Operating		65,724	57,882	66,875	62,705	74,845
Total Program Five		169,427	57,882	66,875	62,705	74,845
Program Six						
006-222	Telephone	\$ 2,148	\$ 1,670	\$ 2,675	\$ 2,470	\$ 1,800
006-250	Bldg. & Grounds	1,353	2,208	2,310	1,865	2,310
006-303	Cleaning Supplies	660	674	1,120	600	1,120
006-500	Station #2 Equip	2,369	-	2,500	-	2,500
Total Operating		6,530	4,552	8,605	4,935	7,730
Total Program Six		6,530	4,552	8,605	4,935	7,730
Program Seven						
007-200	Stipends	9,787	11,971	10,000	3,000	10,000
007-207	Dues & Subscriptions	(100)	-	-	-	-
007-209	Printing	-	-	100	80	100

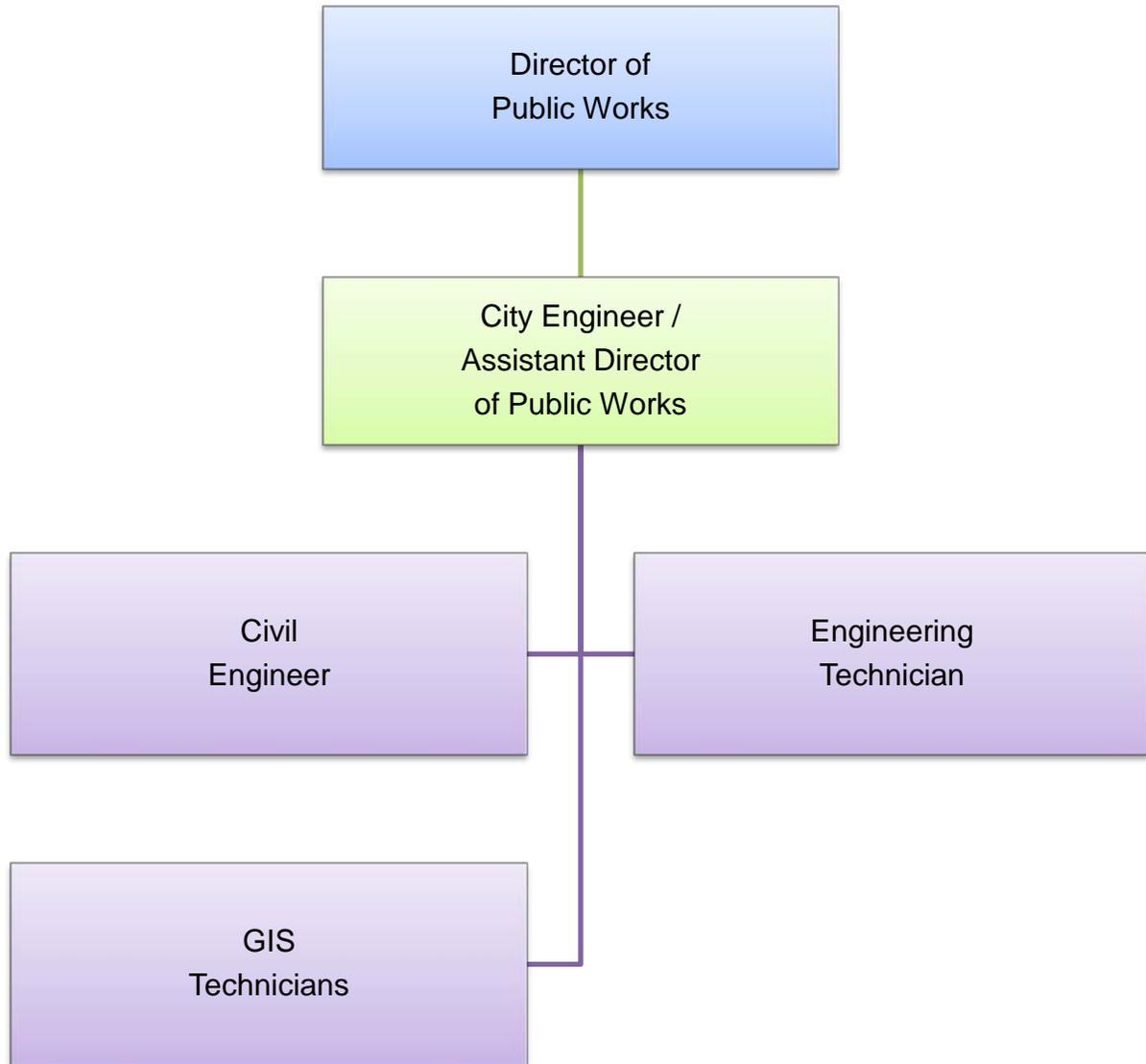
CITY OF GENEVA, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending April 30, 2013

Fund 10 - General Fund

Department 32 - Fire

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
Expenditures						
007-210	Insurance	3,160	2,602	3,480	3,795	-
007-211	Training	53	31	500	480	1,000
007-222	Telephone	6,829	4,825	6,500	4,120	6,000
007-224	Purchased Power	563	-	660	300	660
007-253	M & R Vehicles	1,346	-	-	-	-
007-258	Radios	503	109	750	115	750
007-298	Weather Information Contract	1,111	1,910	1,700	2,100	2,200
007-299	Miscellaneous Contractual	3,822	4,572	6,245	6,350	6,245
007-301	Clothing Allowance	150	-	500	500	1,000
007-363	Fuel	57	160	315	115	315
007-500	Radios	100	-	-	-	-
Total Operating		<u>27,381</u>	<u>26,180</u>	<u>30,750</u>	<u>20,955</u>	<u>28,270</u>
Total Program Seven		<u>27,381</u>	<u>26,180</u>	<u>30,750</u>	<u>20,955</u>	<u>28,270</u>
Total Fire		<u>\$ 3,173,117</u>	<u>\$ 3,224,840</u>	<u>\$ 3,617,885</u>	<u>\$ 3,596,005</u>	<u>\$ 3,720,095</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 2012–2013 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.

- *Pedestrian Enhancement Project*

Based on feedback from business owners, residents and visitors to our city, we began researching the implementation of a pedestrian enhancement project at the intersection of River and IL Rte. 38. City staff applied for a grant to pay for a portion of this project. If approved as a capital project, city staff will design this system, secure an Illinois Dept. of Transportation (IDOT) permit, and bid out and construct the proposed improvements.

**Funding:** Construction – Infrastructure Capital Projects \$50,000 (through a potential grant)

**Completion Date:** 04/30/2013

**Strategic Plan:** Vision 1: We honor and preserve our community heritage and character. Goal 1: Encourage beautification and improvement of public and private property.

- *Finance Office Barrier Curb and ADA (Americans with Disabilities Act) Access*

Last fiscal year, city staff prepared a sidewalk and entrance design improvement for the area near the Finance Office entry. This proposed design was submitted to IDOT for a permit. Once all necessary permits have been secured, city staff will

arrange to have this work done as part of the regular Spring concrete sidewalk project.

**Funding:** Design - Staff Time; Construction – Infrastructure Capital Projects \$3,000

**Completion Date:** 06/30/2012

**Strategic Plan:** Vision 1: We honor and preserve our community heritage and character. Goal 1: Encourage beautification and improvement of public and private property.

- *Western Avenue Local Agency Pavement Preservation (LAPP) Project*

Last fiscal year, the city received approval from Kane Kendall Council of Mayors (KKCOM) for the Western Avenue LAPP project. This fiscal year, staff will design this project and submit the final design to IDOT. IDOT will bid out the project and award a contract with the city supplying construction inspection services. Bike improvements and enhancements will be incorporated into the project.

**Funding:** Design - Staff Time; Construction – Infrastructure Capital Projects \$125,000

**Completion Date:** FY 2013-14

**Strategic Plan:** Vision 1: We honor and preserve our community heritage and character. Goal 1: Encourage beautification and improvement of public and private property.

- *Campbell Street Parking Lot*

In 2010, the city acquired property downtown in the block located between James and Campbell streets and 2nd and 3rd streets. Last fiscal year, staff arranged for and assisted in acquisition of additional easements and design of a parking facility to be located on this property and other land within this block. This year, staff will bid out and provide construction management of this project.

**Funding:** Construction – Infrastructure Capital Projects \$200,000

**Completion Date:** 10/31/2012

**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 2: The unique character and vibrancy of our Downtown Business District places it among the most desirable destinations. Goal 6: Where necessary, increase parking opportunities and ensure that the use of existing downtown parking assets is maximized.

- *Block 50 Parking Lot Reconstruction*

In the late 1980s, the city acquired property and several leases for a public parking lot in Block 50 lying between West State and James streets and 3rd and 4th streets. Last fiscal year, engineering worked with other city staff and the city attorney to

obtain new leases and design a reconstruction project for this lot. This fiscal year, staff will bid out and provide construction management for reconstruction of this lot.

**Funding:** Design - Staff Time; Construction – Infrastructure Capital Projects \$76,000

**Completion Date:** 10/31/2012

**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 2: The unique character and vibrancy of our Downtown Business District places it among the most desirable destinations. Goal 6: Where necessary, increase parking opportunities and ensure that the use of existing downtown parking assets is maximized.

- *Third Level of Commuter Parking Deck*

In 2007, the city completed construction of a commuter parking deck located east of 3rd street just north of the railroad tracks. At the time, a third level was designed, but not constructed. Metra now has the availability of funds to construct this third level. Last fiscal year, public works staff arranged for any needed revisions to the existing plans. This fiscal year staff, will bid out and provide construction management of this project. Staff is also making arrangements to allow for a temporary parking site with a PACE shuttle that will transfer commuters from this lot to the station.

**Funding:** Construction – Commuter Parking Capital \$3,500,000 (Metra Grant)

**Completion Date:** 04/30/2013

**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 2: The unique character and vibrancy of our Downtown Business District places it among the most desirable destinations. Goal 6: Where necessary, increase parking opportunities and ensure that the use of existing downtown parking assets is maximized.

- 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.

- *Cooperate and assist with the IL Route 38 Grade Separation and Reconstruction project at Kautz Road*

The Illinois Department of Transportation (IDOT) has plans to construct a grade separation project at Kautz and IL Route 38. This will result in construction of a tunnel allowing the railroad to pass under IL Route 38 without disruption to traffic flow. The project also involves moving the city of Geneva's utilities to allow for construction of the new roadway and railroad tunnel. There is also an opportunity to

provide for landscaped medians. Staff has been working with IDOT to coordinate this work and will continue to do so throughout the construction process.

**Funding:** Construction – Electric Capital, Water Capital

**Completion Date:** 04/30/2013

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

- *East State Street Reconstruction Project*

In 2010, IDOT approved the City's Phase 1 report for the reconstruction of East State Street. The next step is to complete Phase 2 or the design phase for this improvement. Last fiscal year, staff released a Request for Qualifications (RFQ) and assisted in securing the services of a professional design engineering firm to complete all Phase 2 work for the portion of this project lying within a TIF. This fiscal year and into the next, staff will oversee and manage this consultant's work and contract.

**Funding:** Design - Staff Time; Construction - TIF #2 Capital \$400,000

**Completion Date:** On-going

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

**Goal # 3** Support the Visions and Goals identified in the City's Strategic Plan by providing technical support and expertise in conjunction with various projects:

- *Kane County Department of Transportation Improvements*

Kane County Department of Transportation (KDOT) has been working on three separate projects within the City of Geneva corporate limits:

- Randall Road and Fabyan Parkway Intersection Improvements
- Fabyan Parkway Improvements from IL Rte 25 to Nagel Boulevard
- South Street Trail Project
- Bus Rapid Transit Study
- Route 529 Study

Staff has been and will continue to provide information and assistance to the planning, design and construction teams involved with these projects. When these improvements require relocation of city utilities, staff will assist other divisions as necessary to facilitate that work.

**Funding: Design:** Staff Time

**Completion Date:** Varies

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

- *City Sidewalk Improvement Program*

The city currently manages a sidewalk improvement program each year for the purpose of eliminating hazards in the walkway. This fiscal year, staff will research and propose an ordinance to document the city's program and if approved by council expand the program to offer additional sidewalk improvement opportunities to residents through a 50/50 program.

**Funding: Design:** Staff Time

**Completion Date:** Varies

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

**Goal # 4** Assist the Water and Wastewater Division with the design of Sanitary Sewer, Storm and Water Improvements within the City.

- *Water Main Upgrades*

Assist the Water and Wastewater Division with the replacement of older mains and installation of new mains as part of the MFT project.

**Funding:** Staff time

**Completion Date:** 11/30/2012

**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:** 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:

- *Create a platform for documenting and managing the city's sidewalk and bike trail system.*

The city has a bike plan; however, the trails and routes shown in that plan have not yet been added to the city's GIS. Therefore, GIS staff will add these trails to the GIS along with sidewalks and related asset information.

**Funding:** Staff Time

**Completion Date:** On-going

**Strategic Plan:** Vision 5: Community needs and desires are effectively and efficiently balanced with available resources. Goal 4: Commit to leading edge technology.

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2013

Fund 10 - General Fund

Division 14 - Engineering & Storm Drainage

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
Expenditures						
Engineering						
001-101	Wages - Regular	\$ 249,075	\$ 283,335	\$ 289,955	\$ 288,960	\$ 209,590
001-103	Overtime	-	-	125	105	-
001-196	Group Insurance	43,669	51,790	63,000	57,335	59,385
001-197	IMRF	24,312	-	-	-	25,395
001-198	FICA	11,780	-	-	-	16,010
Total Personal Services		<u>328,836</u>	<u>335,125</u>	<u>353,080</u>	<u>346,400</u>	<u>310,380</u>
001-201	Legal	443	214	500	-	-
001-207	Dues & Subscriptions	475	718	600	600	600
001-208	Postage	271	332	820	500	500
001-209	Printing	639	695	1,500	300	1,000
001-210	Insurance	9,403	7,756	10,370	9,500	-
001-211	Training	1,901	3,363	3,500	3,500	3,500
001-213	Copier Rental	-	-	560	560	-
001-214	Copier Supplies	-	-	120	120	120
001-222	Telephone	4,984	3,235	5,000	4,000	4,000
001-224	Purchased Power	4,431	5,632	6,490	5,000	7,270
001-230	Stormwater Review	6,250	8,946	11,370	2,500	10,000
001-240	Utility Landscaping	800	-	5,000	-	5,000
001-250	Bldg. & Grounds	5,458	5,494	6,500	5,500	6,500
001-252	M & R Office Equipment	84	1,690	2,000	1,500	2,000
001-253	M & R Autos & Trucks	305	-	-	-	-
001-299	Miscellaneous Contractual	-	-	3,600	3,600	3,600
001-301	Uniform Rental	599	607	825	825	825
001-352	Office Supplies	1,084	-	-	-	-
001-363	Motor Fuel	2,011	2,608	5,500	3,200	6,050
001-365	Safety Equipment	504	809	1,075	1,000	1,075
001-399	Miscellaneous	1,868	3,405	3,500	2,000	3,500
Total Operating		<u>41,510</u>	<u>45,504</u>	<u>68,830</u>	<u>44,205</u>	<u>55,540</u>
Total Engineering		<u>370,346</u>	<u>380,629</u>	<u>421,910</u>	<u>390,605</u>	<u>365,920</u>
Storm Drainage						
002-101	Wages - Regular	\$ 25,988	\$ 24,971	\$ 25,825	\$ 25,790	\$ 26,430
002-103	Overtime	-	-	-	-	-
002-196	Group Insurance	4,332	4,976	5,775	5,280	6,095
002-197	IMRF	-	-	-	-	3,205
002-198	FICA	-	-	-	-	2,020
Total Personal Services		<u>30,320</u>	<u>29,947</u>	<u>31,600</u>	<u>31,070</u>	<u>37,750</u>

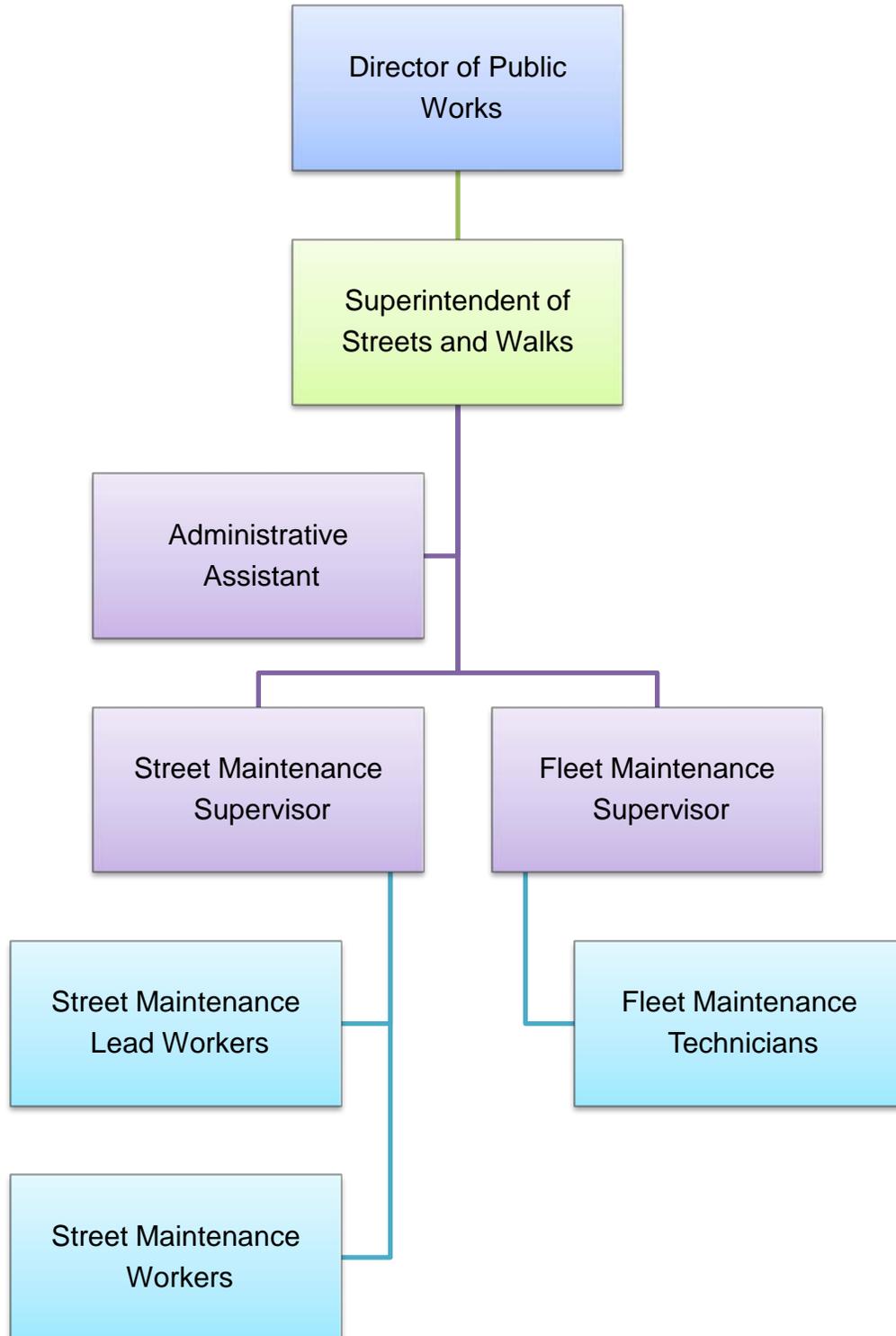
CITY OF GENEVA, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending April 30, 2013

Fund 10 - General Fund

Division 14 - Engineering & Storm Drainage

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
Expenditures						
002-203	Engineering	528	-	-	-	-
002-210	Insurance	3,250	2,676	3,585	3,585	-
002-269	Drainage System	14,570	14,945	15,000	15,000	14,500
002-290	Parkway Restoration	-	500	500	500	500
002-369	Drainage System	1,550	-	-	-	-
002-399	Miscellaneous	191	-	-	-	-
002-451	Other General Exp	151	-	-	-	-
Total Operating		<u>20,240</u>	<u>18,121</u>	<u>19,085</u>	<u>19,085</u>	<u>15,000</u>
Total Storm Drainage		<u>50,560</u>	<u>48,068</u>	<u>50,685</u>	<u>50,155</u>	<u>52,750</u>
Total Engineering & Storm Drainage		<u>\$ 420,906</u>	<u>\$ 428,697</u>	<u>\$ 472,595</u>	<u>\$ 440,760</u>	<u>\$ 418,670</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 2012-2013 GOALS

**Goal # 1:** Continue to maintain and enhance the Public Works Facility. The Public Works Facility is over 26 years old and is in need of some repairs and improvements. The following is a list of items:

- Skylights – Continue to repair/replace skylights that are leaking.
- Garage Heaters – Continue to repair/replace heaters that are malfunctioning.
- Security – Video surveillance and access control. Repair and replace damaged sections of fence.
- Narrowbanding of Two-Way Radios – We have until January 1, 2013 to replace all radios to narrow band communications.
- Commercial Pressure Washer – Replace the 25 year-old unit.

**Funding:** Design – Staff Time; Construction – General Capital \$15,000, Electric Capital \$15,000, Water Capital \$15,000 (\$45,000 total)

**Completion Date:** 03/31/2013

**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.

Objective:

2. Maintain high-quality public services that serve and protect our residents and businesses.

**Goal # 2:** Repair and enhance the Prairie Green Pathway

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

**Completion Date:** 04/30/2013

**Strategic Plan:** Vision 6: Open space, environmental awareness, and energy efficiency are central community values exemplified in our policies and practices. Goal 1: Implement prairie/wetland restoration and passive recreation improvements at Prairie Green Preserve.

## Public Works – Streets & Fleet Maintenance

Objective:

3. Implement the 2<sup>nd</sup> phase of recreational trail construction and the 2<sup>nd</sup> phase of wetland construction.

**Goal # 3** Expand the EAB replacement parkway tree planting program. The current funding for parkway tree planting program is \$38,000 which accommodates approximately 120 replacement trees. With the addition of the 50/50 program, the number of trees that will be replaced is approximately 240 trees. We have also applied for a \$10,000 tree replacement grant that would assist in replacing trees.

**Funding:** General Operating \$38,000; General Capital \$28,000

**Completion Date:** 12/01/2012

**Strategic Plan:** Vision 5: Community needs and desires are effectively and efficiently balanced with available resources. Goal 2: Engage community stakeholders to ensure the City's financial and functional viability with revenues and expenditures in a healthy balance.

Objective:

2. Maintain cost effective and efficient delivery of city services.

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** Continue implementing Federal Street Sign Reflectivity unfunded mandate. Continue to replace damaged regulatory signs with the higher reflectivity signs as required by the Federal Government as part of our normal sign maintenance activities. The mandate requires local, state and federal agency's replace existing signs with a higher reflective material for better visibility at night. The mandate requires regulatory signs (stop, yield, etc.) must be replaced by 2015 and then non-regulatory signs (street name) by 2018. Staff completed the Northwest Side for regulatory signs and will begin on the Southwest section of the community.

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

**Completion Date:** 03/01/2013

**Strategic Plan:** Vision 5: Community needs and desires are effectively and efficiently balanced with available resources. Goal 2: Engage community stakeholders to ensure the City's financial and functional viability with revenues and expenditures in a healthy balance.

Objective:

2. Maintain cost effective and efficient delivery of city services.

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** Perform necessary repairs on the brick intersections of Third Street & State St. sidewalks.

**Funding:** Infrastructure Capital Projects \$20,000

**Completion Date:** 11/01/2012

**Strategic Plan:** Vision 2: The unique character and vibrancy of our Downtown Business District places it among the most desirable destinations. Goal 5: Maintain and enhance the downtown's visually attractive physical character.

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2013

Fund 10 - General Fund

Division 45 - Streets & Walks

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Expenditures</b>						
<b>General Maintenance</b>						
001-101	Wages - Regular	\$ 739,310	\$ 664,861	\$ 544,045	\$ 544,045	\$ 961,150
001-102	Wages - Part-Time/Seasonal	-	-	-	6,640	9,670
001-103	Overtime	-	-	49,800	49,800	50,795
001-104	Stand-By	-	-	-	-	56,035
001-180	Vehicle Allowance	586	(30)	780	-	-
001-196	Group Insurance	130,660	187,406	129,205	129,205	255,940
001-197	IMRF	-	-	-	-	123,735
001-198	FICA	-	-	-	-	79,505
<b>Total Personal Services</b>		<b>870,556</b>	<b>852,237</b>	<b>723,830</b>	<b>729,690</b>	<b>1,536,830</b>
001-208	Postage	-	-	-	500	500
001-210	Insurance	45,107	41,224	49,735	49,735	-
001-211	Training	3,143	2,055	3,145	3,145	3,145
001-213	Copier Rental	-	-	560	560	1,120
001-214	Copier Supplies	-	108	115	115	120
001-222	Telephone	3,896	3,038	3,035	3,035	3,080
001-223	Water & Sewer	618	621	500	1,500	500
001-224	Purchased Power	3,462	4,333	4,200	4,200	4,705
001-250	Bldg. & Grounds	5,907	12,307	10,880	10,880	10,880
001-254	M & R Mobile Equipment	14,769	21,322	16,400	16,400	16,000
001-255	M & R Portable Equipment	3,164	4,391	4,885	4,885	4,500
001-258	M & R Radios	196	-	-	-	-
001-259	M & R Heating	-	57	-	-	-
001-284	Sidewalk Maintenance	11,658	16,357	11,440	11,440	11,440
001-285	Street Maintenance	60,982	63,726	58,150	58,150	58,150
001-291	Traffic Control Devices	13,247	25,035	18,000	18,000	18,000
001-299	Miscellaneous Contractual	15,436	23,544	15,435	15,435	15,435
001-301	Uniform Rental	4,635	6,953	4,725	5,250	4,725
001-352	Office Supplies	-	-	-	-	1,250
001-355	Portable Equipment	308	181	-	200	-
001-359	Heating	2,346	-	-	-	-
001-363	Motor Fuel	55,338	63,121	79,235	76,000	76,640
001-364	Tools	551	491	2,500	2,500	2,000
001-365	Safety Equipment	5,325	4,880	7,520	7,520	6,000
001-388	Signs & Posts	3,979	15,941	12,350	12,350	12,350
001-390	Parkway Restoration	2,097	2,684	3,500	3,500	3,500
001-391	M & S Traffic Control Paint	83	-	-	-	-
001-399	Miscellaneous	1,772	1,641	3,290	2,500	1,000
001-414	Streetscape Supplies	4,289	-	-	-	-
001-500	Public Works Facility	4,031	-	-	-	-
<b>Total Operating</b>		<b>266,339</b>	<b>314,010</b>	<b>309,600</b>	<b>307,800</b>	<b>255,040</b>
<b>Total General Maintenance</b>		<b>1,136,895</b>	<b>1,166,247</b>	<b>1,033,430</b>	<b>1,037,490</b>	<b>1,791,870</b>
<b>Snow &amp; Ice Control</b>						
002-101	Wages - Regular	\$ 157,218	\$ 176,902	\$ 211,415	\$ 211,415	\$ -
002-103	Overtime	-	-	-	20,000	-
002-104	Stand-By	59,384	56,269	54,935	54,935	-

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2013

Fund 10 - General Fund

Division 45 - Streets & Walks

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Expenditures</b>						
002-196	Group Insurance	25,131	-	53,835	15,000	-
002-197	IMRF	-	-	-	-	-
002-198	FICA	-	-	-	-	-
<b>Total Personal Services</b>		<b>241,733</b>	<b>233,171</b>	<b>320,185</b>	<b>301,350</b>	<b>-</b>
002-210	Insurance	8,489	6,993	9,360	9,360	-
002-299	Miscellaneous Contractual	5,129	29,067	5,360	5,360	5,360
002-389	Snow Removal	189,914	200,591	150,750	150,750	135,750
<b>Total Operating</b>		<b>203,532</b>	<b>236,651</b>	<b>165,470</b>	<b>165,470</b>	<b>141,110</b>
<b>Total Snow &amp; Ice Control</b>		<b>445,265</b>	<b>469,822</b>	<b>485,655</b>	<b>466,820</b>	<b>141,110</b>
<b>Forestry</b>						
003-101	Wages - Regular	\$ 103,747	\$ 141,354	\$ 126,850	\$ 126,850	\$ -
003-102	Wages - Part-Time/Seasonal	-	-	-	3,500	-
003-103	Overtime	-	-	-	2,000	-
003-196	Group Insurance	19,375	152	32,305	32,305	-
003-197	IMRF	-	-	-	-	-
003-198	FICA	-	-	-	-	-
<b>Total Personal Services</b>		<b>123,122</b>	<b>141,506</b>	<b>159,155</b>	<b>164,655</b>	<b>-</b>
003-210	Insurance	28,822	23,741	31,780	31,780	-
003-230	Tree Purchase	56,385	94,383	133,635	143,380	38,635
003-233	Tree & Stump Removal	13,370	22,741	17,425	24,425	50,000
003-364	M & S Tools	826	814	1,200	1,200	1,200
003-500	Equipment	4,297	-	-	-	-
003-510	EAB Contractual Services	8,480	-	-	-	-
003-610	Mosquito Abatement	82,132	77,440	78,000	70,905	78,000
<b>Total Operating</b>		<b>194,312</b>	<b>219,119</b>	<b>262,040</b>	<b>271,690</b>	<b>167,835</b>
<b>Capital</b>		<b>1,403,009</b>	<b>1,612,296</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Capital</b>		<b>1,403,009</b>	<b>1,612,296</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Forestry</b>		<b>1,720,443</b>	<b>1,972,921</b>	<b>421,195</b>	<b>436,345</b>	<b>167,835</b>
<b>Total Streets &amp; Walks</b>		<b>\$ 3,302,603</b>	<b>\$ 3,608,990</b>	<b>\$ 1,940,280</b>	<b>\$ 1,940,655</b>	<b>\$ 2,100,815</b>

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2013

Fund 10 - General Fund

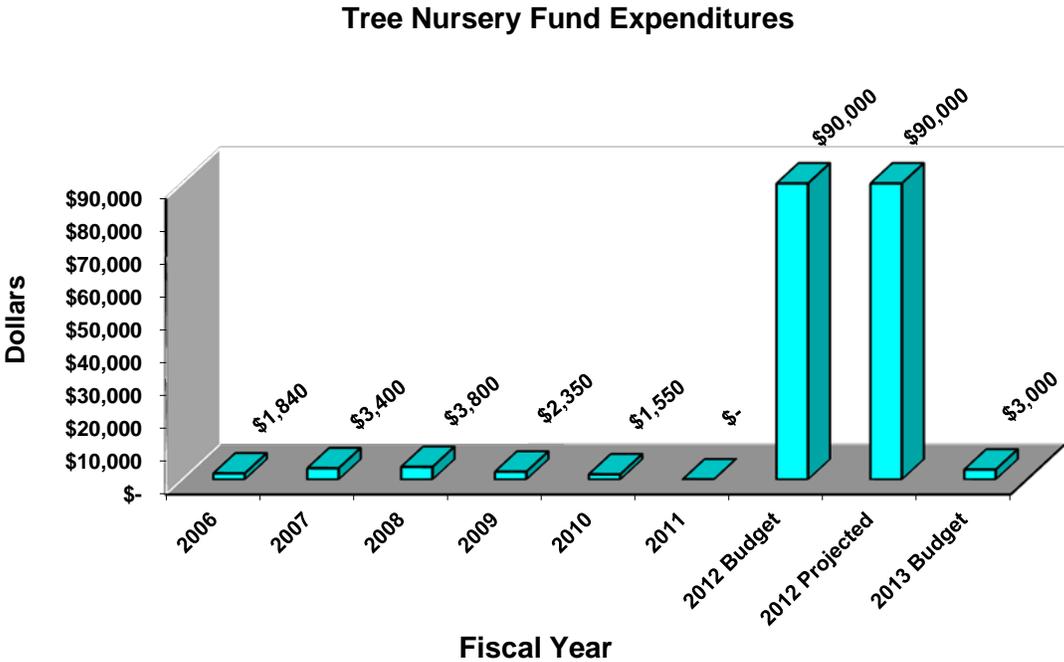
Division 16 - Fleet Maintenance

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
Expenditures						
Fleet Maintenance						
001-101	Wages - Regular	\$ 151,595	\$ 136,443	\$ 136,135	\$ 136,135	\$ 138,815
001-103	Overtime	-	-	8,600	8,600	8,770
001-196	Group Insurance	18,407	16,037	18,360	18,360	20,365
001-197	IMRF	-	-	-	-	17,905
001-198	FICA	-	-	-	-	11,290
Total Personal Services		<u>170,002</u>	<u>152,480</u>	<u>163,095</u>	<u>163,095</u>	<u>197,145</u>
001-207	Dues & Subscriptions	80	-	-	-	-
001-210	Insurance	9,088	7,497	10,015	10,015	-
001-211	Training	-	30	450	450	450
001-222	Telephone	314	-	-	-	-
001-224	Purchased Power	7,491	6,825	7,885	10,000	8,830
001-250	Bldg. & Grounds	7	338	535	500	500
001-253	Maintenance Supplies	58,005	58,809	49,740	57,000	58,000
001-264	M & R Tools	259	-	-	-	-
001-299	Misc. Contractual	-	-	-	-	15,000
001-301	Uniform Rental	1,333	917	800	1,250	800
001-360	Facility Maintenance	5,131	8,435	5,280	5,280	5,280
001-363	Motor Fuel	9,444	8,155	6,000	9,000	9,000
001-364	Tools	1,853	1,687	1,000	1,000	1,000
001-365	Safety Equipment	391	385	500	500	3,500
001-399	Miscellaneous	323	71	-	-	-
001-500	Equipment	-	600	5,000	5,000	5,000
Total Operating		<u>93,719</u>	<u>93,749</u>	<u>87,205</u>	<u>99,995</u>	<u>107,360</u>
Total Fleet Maintenance		<u>\$ 263,721</u>	<u>\$ 246,229</u>	<u>\$ 250,300</u>	<u>\$ 263,090</u>	<u>\$ 304,505</u>

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# TREE NURSERY FUND

The Tree Nursery Fund accounts for the purchase of parkway trees and the replacement of trees affected by Emerald Ash Borer. Initial resources were provided by a donation to the City. The fund is budgeted to be closed in FY 2013.



2006 - 2011: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
 Budget Detail by Fund  
 Fiscal Year Ending April 30, 2013

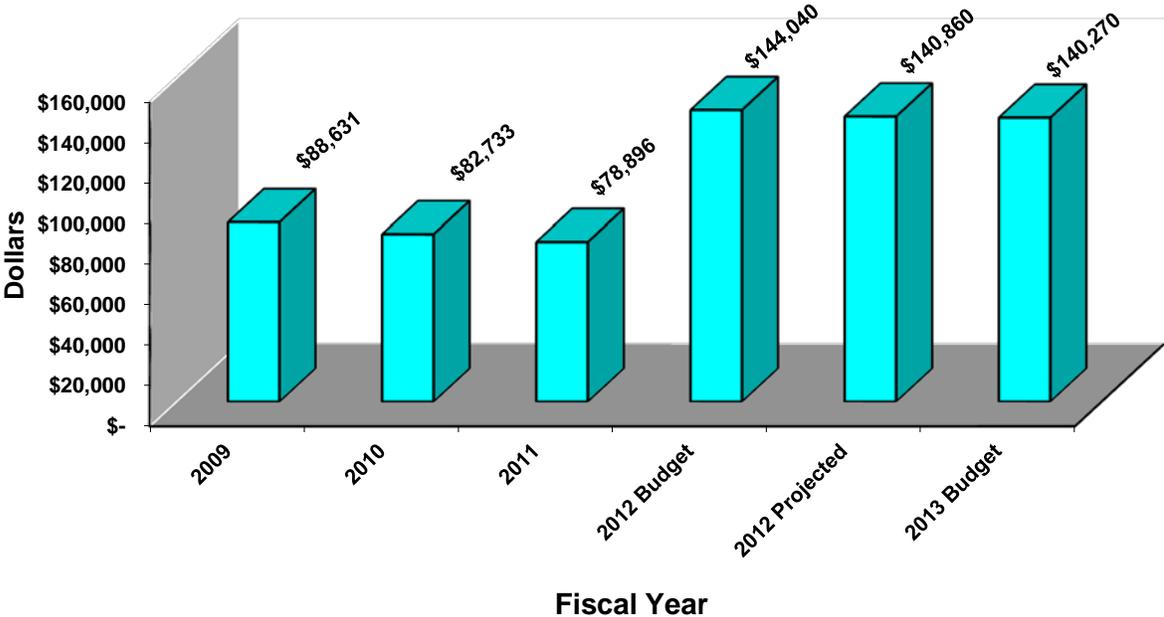
Fund 1 - Tree Nursery Fund

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Revenues and Other Financing Sources</b>						
942-000	Interest	\$ 2,316	\$ 455	\$ 900	\$ 1,000	\$ -
Total Investment Income		<u>2,316</u>	<u>455</u>	<u>900</u>	<u>1,000</u>	<u>-</u>
999-999	Reappropriation	-	-	89,100	-	3,000
Total Other		<u>-</u>	<u>-</u>	<u>89,100</u>	<u>-</u>	<u>3,000</u>
<b>Total Revenues and Other Financing Sources</b>		<u><u>\$ 2,316</u></u>	<u><u>\$ 455</u></u>	<u><u>\$ 90,000</u></u>	<u><u>\$ 1,000</u></u>	<u><u>\$ 3,000</u></u>
<b>Expenditures and Other Financing Uses</b>						
001-230	Tree Purchase	\$ -	\$ -	\$ 90,000	\$ 90,000	\$ -
001-500	Project Expenditures	1,550	-	-	-	-
Total Operating		<u>1,550</u>	<u>-</u>	<u>90,000</u>	<u>90,000</u>	<u>-</u>
001-810	Transfer to General Fund	-	-	-	-	3,000
Total Other Financing Uses		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,000</u>
<b>Total Expenditures and Other Financing Uses</b>		<u><u>\$ 1,550</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 90,000</u></u>	<u><u>\$ 90,000</u></u>	<u><u>\$ 3,000</u></u>

# SPECIAL SERVICE AREA MISCELLANEOUS FUND

The Special Service Area Miscellaneous Fund accounts for the financing of maintenance activities within eight separate Special Service Areas throughout the City and the repayment of SSA bonds within SSA #22. Resources include special service area property taxes.

Special Service Area Miscellaneous Fund Expenditures



2009 - 2011: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
Budget Detail by Fund  
Fiscal Year Ending April 30, 2013

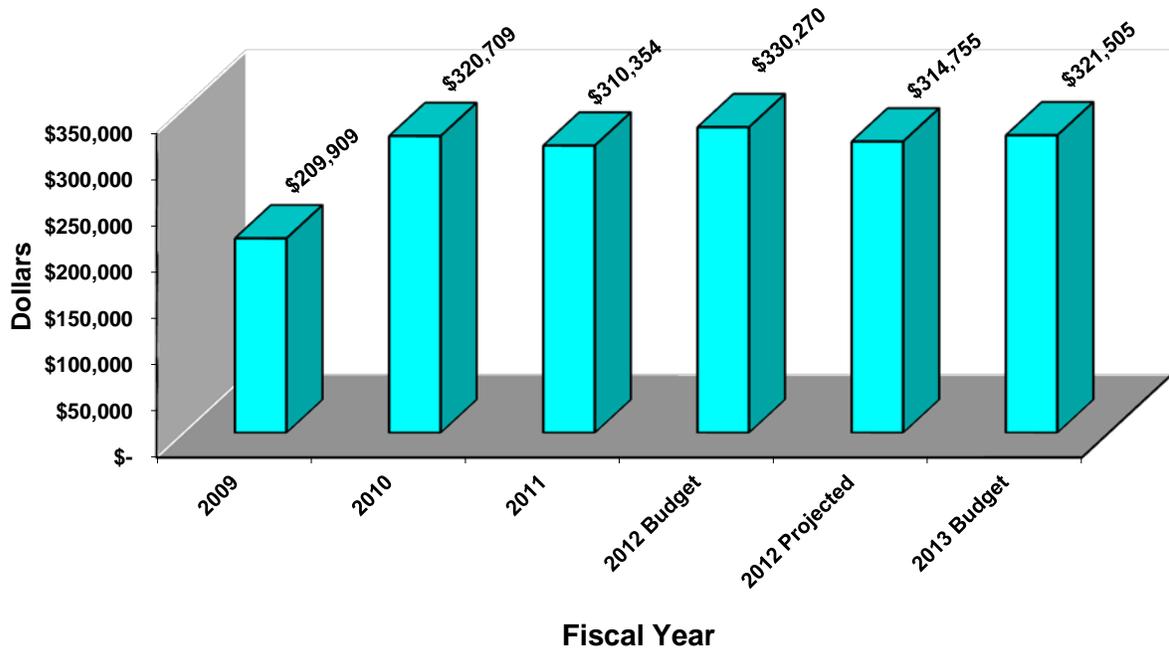
Fund 5 - SSA Miscellaneous

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Revenues and Other Financing Sources</b>						
901-004	R.E. Tax SSA 4	\$ 12,589	\$ 12,604	\$ 11,950	\$ 11,945	\$ 11,950
901-005	R.E. Tax SSA 5	8,056	8,071	7,750	7,740	7,750
901-007	R.E. Tax SSA 7	2,947	2,954	2,750	2,750	2,750
901-009	R.E. Tax SSA 9	3,019	3,010	3,000	2,995	3,000
901-011	R.E. Tax SSA 11	-	-	53,000	52,965	53,000
901-018	R.E. Tax SSA 18	1,490	1,489	1,460	1,460	1,460
901-022	R.E. Tax SSA 22	62,275	56,941	55,470	45,985	51,565
901-023	R.E. Tax SSA 23	1,052	1,067	1,060	1,060	1,060
901-026	R.E. Tax SSA 26	-	-	7,100	7,100	7,100
<b>Total Taxes</b>		<b>91,428</b>	<b>86,136</b>	<b>143,540</b>	<b>134,000</b>	<b>139,635</b>
942-000	Interest	1,570	298	350	350	635
<b>Total Investment Income</b>		<b>1,570</b>	<b>298</b>	<b>350</b>	<b>350</b>	<b>635</b>
<b>Total Revenues and Other Financing Sources</b>		<b>\$ 92,998</b>	<b>\$ 86,434</b>	<b>\$ 143,890</b>	<b>\$ 134,350</b>	<b>\$ 140,270</b>
<b>Expenditures and Other Financing Uses</b>						
004-451	Maintenance SSA 4	\$ 10,521	\$ 9,912	\$ 11,950	\$ 11,950	\$ 11,950
005-451	Maintenance SSA 5	5,524	5,216	7,750	7,750	7,750
007-451	Maintenance SSA 7	2,156	1,930	2,750	2,750	2,750
009-451	Maintenance SSA 9	951	944	3,000	3,000	3,000
010-451	Maintenance SSA 18	988	960	1,460	1,460	1,460
011-451	Maintenance SSA 11	-	-	53,000	50,000	53,000
023-451	Maintenance SSA 23	560	560	1,060	1,060	1,060
026-451	Maintenance SSA 26	-	466	7,100	7,100	7,100
<b>Total Operating</b>		<b>20,700</b>	<b>19,988</b>	<b>88,070</b>	<b>85,070</b>	<b>88,070</b>
099-401	Misc Bond Expen	321	321	500	325	500
099-951	Principal - 1997 SSA Bonds	50,000	50,000	50,000	50,000	50,000
099-952	Interest - 1997 SSA Bonds	11,712	8,587	5,470	5,465	1,700
<b>Total Debt Service</b>		<b>62,033</b>	<b>58,908</b>	<b>55,970</b>	<b>55,790</b>	<b>52,200</b>
<b>Total Expenditures and Other Financing Uses</b>		<b>\$ 82,733</b>	<b>\$ 78,896</b>	<b>\$ 144,040</b>	<b>\$ 140,860</b>	<b>\$ 140,270</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, property leases and transfers from the General Fund.

Special Service Area #1 Fund Expenditures



2009 - 2011: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
Budget Detail By Fund  
Fiscal Year Ending April 30, 2013

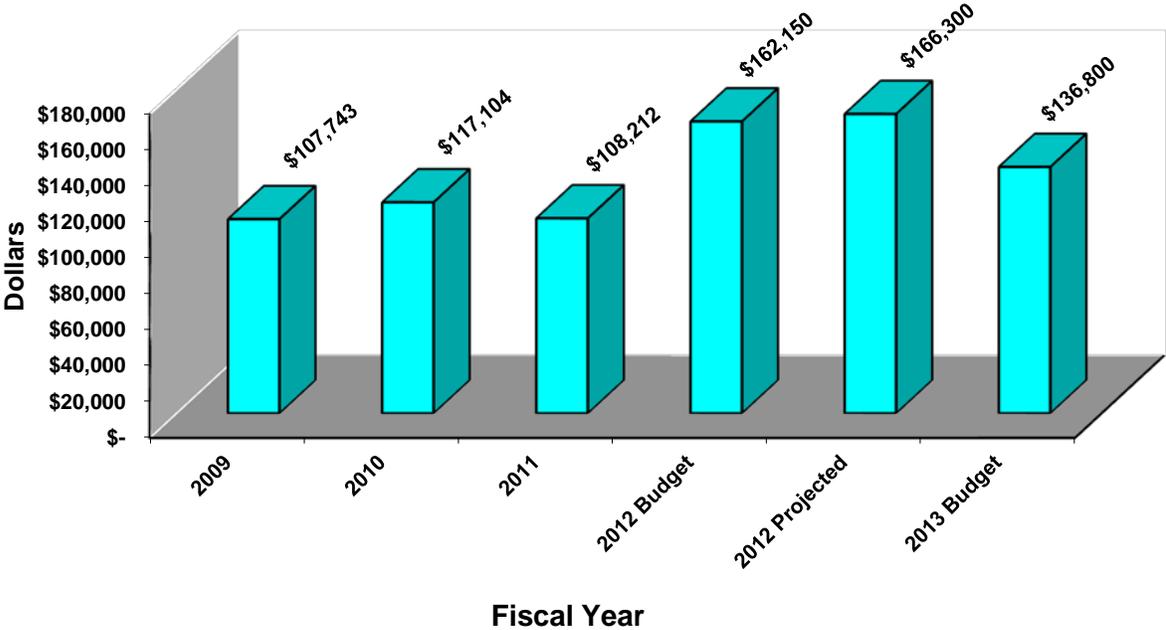
Fund 53 - SSA #1

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Revenues and Other Financing Sources</b>						
901-000	Real Estate Tax	\$ 103,831	\$ 187,175	\$ 207,160	\$ 204,900	\$ 170,000
<b>Total Taxes</b>		<b>103,831</b>	<b>187,175</b>	<b>207,160</b>	<b>204,900</b>	<b>170,000</b>
942-000	Interest on Investments	1,537	451	500	150	150
<b>Total Investment Income</b>		<b>1,537</b>	<b>451</b>	<b>500</b>	<b>150</b>	<b>150</b>
901-001	Property Lease	2,400	1,000	1,000	1,000	1,000
999-999	Reappropriation	-	-	45,000	-	60,355
<b>Total Miscellaneous</b>		<b>2,400</b>	<b>1,000</b>	<b>46,000</b>	<b>1,000</b>	<b>61,355</b>
998-010	Transfer from General Fund	104,500	132,155	90,000	90,000	90,000
<b>Total Interfund Transfers</b>		<b>104,500</b>	<b>132,155</b>	<b>90,000</b>	<b>90,000</b>	<b>90,000</b>
<b>Total Revenues and Other Financing Sources</b>		<b>\$ 212,268</b>	<b>\$ 320,781</b>	<b>\$ 343,660</b>	<b>\$ 296,050</b>	<b>\$ 321,505</b>
<b>Expenditures and Other Financing Uses</b>						
101	Wages - Regular	\$ 50,899	\$ 139,329	\$ 136,325	\$ 136,325	\$ 145,025
196	Group Insurance	7,303	23,043	25,035	23,520	23,870
197	IMRF	-	616	15,800	15,800	17,335
198	FICA	1,792	374	10,100	10,100	10,515
<b>Total Personal Services</b>		<b>59,994</b>	<b>163,362</b>	<b>187,260</b>	<b>185,745</b>	<b>196,745</b>
201	Legal	870	8,739	2,500	2,500	3,000
209	Printing	2,837	2,918	4,400	4,400	4,500
210	Insurance	5,230	4,306	5,800	5,800	-
215	Rental Parking Lot	14,565	15,166	16,000	16,000	16,110
299	Misc Contractual	16,172	37,178	45,000	45,000	45,000
399	Clothing Allowance	1,364	-	150	150	150
451	Materials	-	14,993	25,000	25,000	25,000
<b>Total Operating</b>		<b>41,038</b>	<b>83,300</b>	<b>98,850</b>	<b>98,850</b>	<b>93,760</b>
522	Impr Other Than Buildings	150,680	403	14,000	-	-
543	Other Equipment	6,000	-	-	-	-
<b>Total Capital Outlay</b>		<b>156,680</b>	<b>403</b>	<b>14,000</b>	<b>-</b>	<b>-</b>
953	Principal - Prop Acq Loan	29,766	31,032	-	-	-
954	Interest - Prop Acq Loan	2,675	1,369	-	-	-
955	Principal - 2001 SSA Bonds	15,000	16,000	16,000	16,000	17,000
956	Interest - 2001 SSA Bonds	15,556	14,888	14,160	14,160	14,000
<b>Total Debt Service</b>		<b>62,997</b>	<b>63,289</b>	<b>30,160</b>	<b>30,160</b>	<b>31,000</b>
<b>Total Expenditures and Other Financing Uses</b>		<b>\$ 320,709</b>	<b>\$ 310,354</b>	<b>\$ 330,270</b>	<b>\$ 314,755</b>	<b>\$ 321,505</b>

# SPECIAL SERVICE AREA #16 FUND

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

Special Service Area #16 Fund Expenditures



2009 - 2011: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
Budget Detail by Fund  
Fiscal Year Ending April 30, 2013

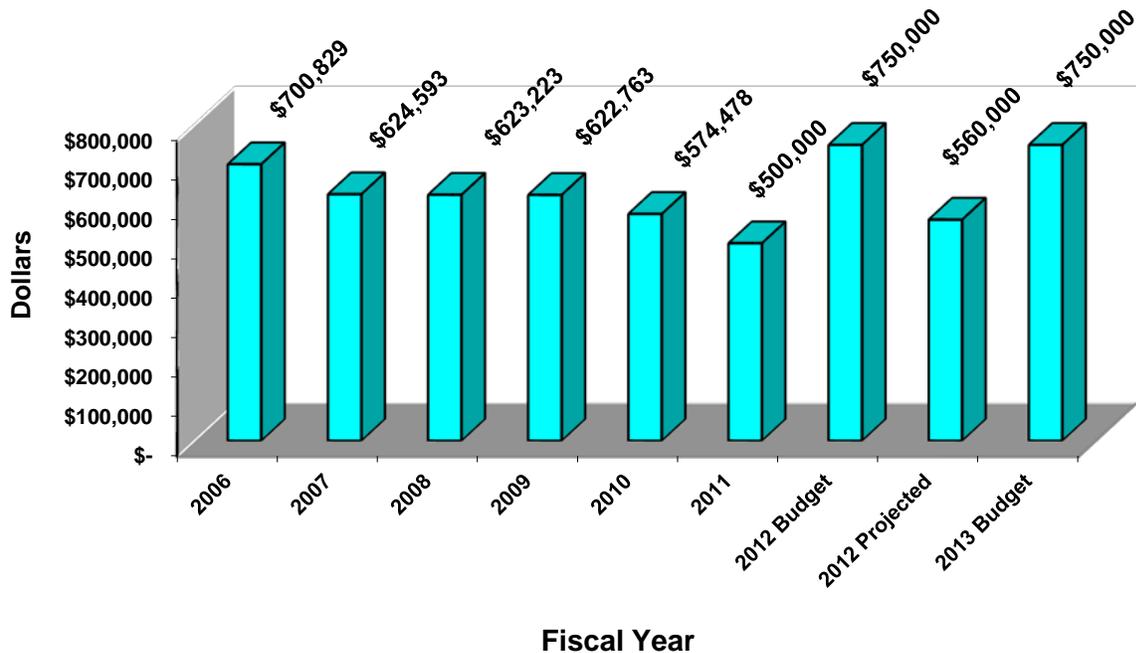
Fund 5 - SSA 16

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Revenues and Other Financing Sources</b>						
901-016	R.E. Tax SSA 16	\$ 126,387	\$ 136,796	\$ 136,800	\$ 136,700	\$ 136,800
<b>Total Taxes</b>		<b>126,387</b>	<b>136,796</b>	<b>136,800</b>	<b>136,700</b>	<b>136,800</b>
942-000	Interest	1,571	-	350	-	-
<b>Total Investment Income</b>		<b>1,571</b>	<b>-</b>	<b>350</b>	<b>-</b>	<b>-</b>
999-999	Reappropriation	-	-	35,850	-	-
<b>Total Other</b>		<b>-</b>	<b>-</b>	<b>35,850</b>	<b>-</b>	<b>-</b>
<b>Total Revenues and Other Financing Sources</b>		<b>\$ 127,958</b>	<b>\$ 136,796</b>	<b>\$ 173,000</b>	<b>\$ 136,700</b>	<b>\$ 136,800</b>
 <b>Expenditures and Other Financing Uses</b>						
016-450	Administration	\$ 11,000	\$ 11,917	\$ 11,000	\$ 11,000	\$ 11,000
016-451	Purchase Power	11,014	9,284	13,500	13,500	14,000
016-452	M & R Buildings & Grounds	21,425	26,741	50,850	59,000	28,700
016-453	Miscellaneous Contractual	73,665	60,270	82,800	82,800	73,600
016-499	Miscellaneous	-	-	4,000	-	9,500
<b>Total Operating</b>		<b>117,104</b>	<b>108,212</b>	<b>162,150</b>	<b>166,300</b>	<b>136,800</b>
<b>Total Expenditures and Other Financing Uses</b>		<b>\$ 117,104</b>	<b>\$ 108,212</b>	<b>\$ 162,150</b>	<b>\$ 166,300</b>	<b>\$ 136,800</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



2006 - 2011: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
 Budget Detail By Fund  
 Fiscal Year Ending April 30, 2013

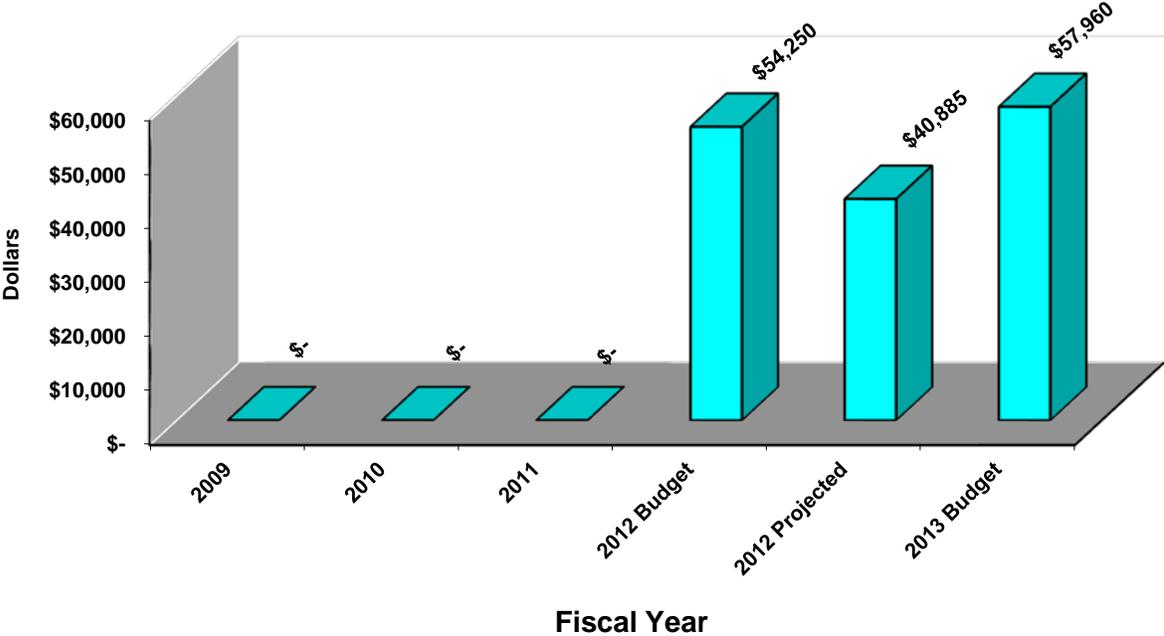
Fund 14 - Motor Fuel Tax Fund

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Revenues and Other Financing Sources</b>						
963-000	Motor Fuel Tax	\$ 574,195	\$ 575,524	\$ 560,000	\$ 530,000	\$ 535,350
963-001	IL Jobs Now Capital Funding	-	95,109	95,000	95,110	95,000
<b>Total Taxes</b>		<u>574,195</u>	<u>670,633</u>	<u>655,000</u>	<u>625,110</u>	<u>630,350</u>
942-000	Interest on Investments	843	545	400	100	500
<b>Total Investment Income</b>		<u>843</u>	<u>545</u>	<u>400</u>	<u>100</u>	<u>500</u>
999-009	Reimbursed Expenditures	-	-	-	720	-
999-999	Reappropriation	-	-	94,600	-	119,150
<b>Total Other</b>		<u>-</u>	<u>-</u>	<u>94,600</u>	<u>720</u>	<u>119,150</u>
<b>Total Revenues and Other Financing Sources</b>		<u>\$ 575,038</u>	<u>\$ 671,178</u>	<u>\$ 750,000</u>	<u>\$ 625,930</u>	<u>\$ 750,000</u>
<b>Expenditures and Other Financing Uses</b>						
001-522	Impr Other Than Buildings	574,478	500,000	750,000	560,000	750,000
<b>Total Capital Outlay</b>		<u>574,478</u>	<u>500,000</u>	<u>750,000</u>	<u>560,000</u>	<u>750,000</u>
<b>Total Expenditures and Other Financing Uses</b>		<u>\$ 574,478</u>	<u>\$ 500,000</u>	<u>\$ 750,000</u>	<u>\$ 560,000</u>	<u>\$ 750,000</u>

# CULTURAL ARTS COMMISSION FUND

The Cultural Arts Commission Fund accounts for the promotion of cultural arts within the City. Special Events include Dancing with the Geneva Stars, 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



2009 - 2011: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
Budget Detail By Fund  
Fiscal Year Ending April 30, 2013

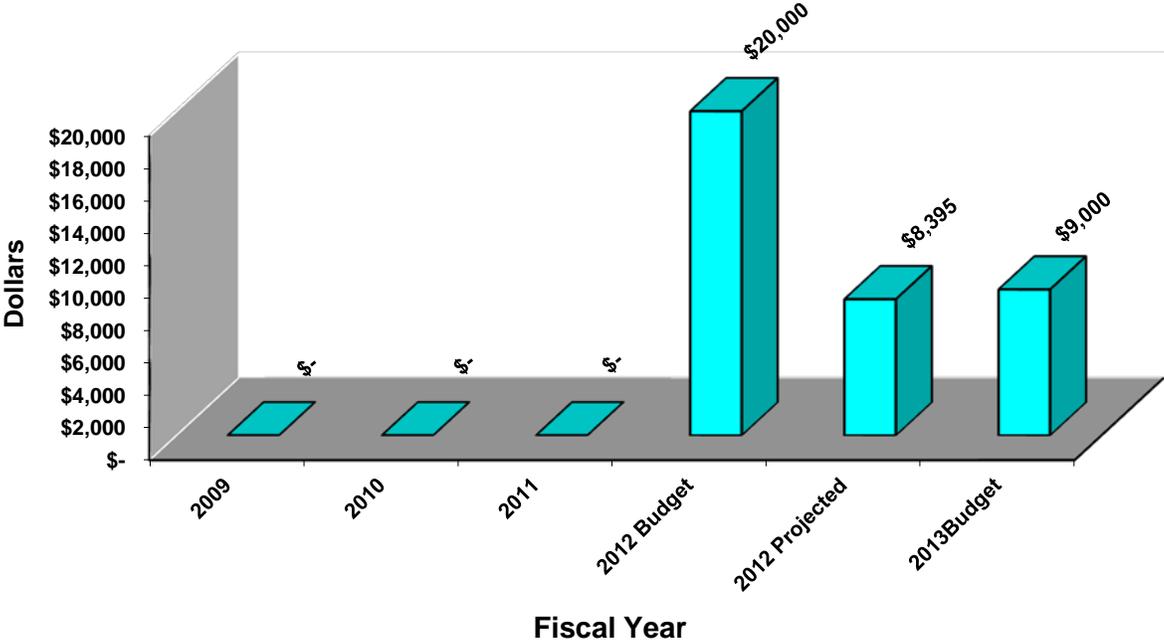
Fund 16 - Cultural Arts Commission Fund

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Revenues and Other Financing Sources</b>						
946-000	Special Event Fees	\$ -	\$ -	\$ 23,800	\$ 35,750	\$ 18,200
946-004	Film Festival Submission Fees	-	-	-	5,000	4,600
964-000	Corporate Sponsorships	-	-	6,000	7,300	9,250
980-100	Gifts & Donations	-	-	3,850	5,000	17,300
999-000	Misc. Income	-	-	15,500	150	1,000
999-999	Reappropriation	-	-	5,000	-	2,600
<b>Total Revenue</b>		<b>-</b>	<b>-</b>	<b>54,150</b>	<b>53,200</b>	<b>52,950</b>
942-000	Interest	-	-	100	10	10
<b>Total Investment Income</b>		<b>-</b>	<b>-</b>	<b>100</b>	<b>10</b>	<b>10</b>
997-010	Transfer from General Fund	-	-	-	-	5,000
<b>Total Other Financing Sources</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,000</b>
<b>Total Revenues and Other Financing Sources</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 54,250</b>	<b>\$ 53,210</b>	<b>\$ 57,960</b>
<b>Expenditures and Other Financing Uses</b>						
001-208	Postage	\$ -	\$ -	\$ 1,875	\$ 745	\$ 1,425
001-209	Printing	-	-	7,400	4,165	6,240
001-215	Miscellaneous Rental	-	-	1,425	195	1,025
001-295	Program Support	-	-	3,250	1,720	3,250
001-299	Misc Contractual	-	-	15,485	14,000	18,650
001-345	Materials & Supplies	-	-	19,815	13,000	20,640
001-352	Office Supplies	-	-	300	15	300
001-399	Other General Exp	-	-	4,700	7,045	6,430
<b>Total Operating</b>		<b>-</b>	<b>-</b>	<b>54,250</b>	<b>40,885</b>	<b>57,960</b>
<b>Total Expenditures and Other Financing Uses</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 54,250</b>	<b>\$ 40,885</b>	<b>\$ 57,960</b>

# 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, Bicycle/Pedestrian 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



2009 - 2011: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
Budget Detail By Fund  
Fiscal Year Ending April 30, 2013

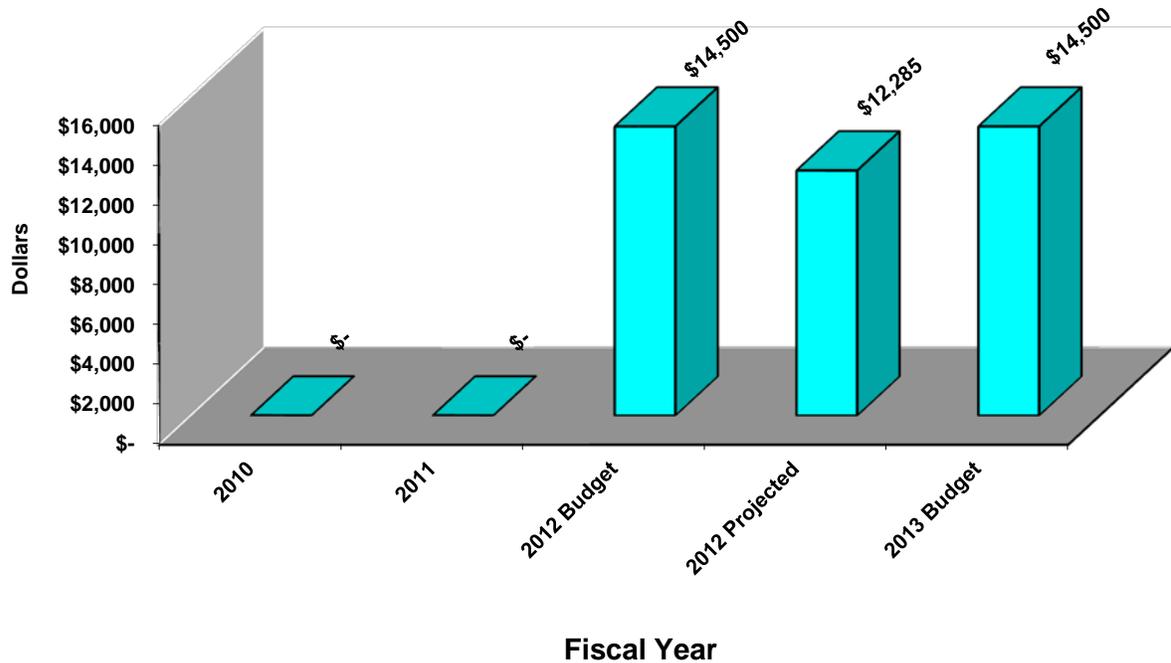
Fund 17 - SPAC Fund

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Revenues and Other Financing Sources</b>						
966-000	Sale of Materials	\$ -	\$ -	\$ 10,000	\$ 3,500	\$ 3,500
980-100	Gifts & Donations	-	-	5,000	-	500
<b>Total Revenue</b>		<u>-</u>	<u>-</u>	<u>15,000</u>	<u>3,500</u>	<u>4,000</u>
997-010	Transfer from General Fund	-	-	11,186	11,185	5,000
<b>Total Interfund Transfers</b>		<u>-</u>	<u>-</u>	<u>11,186</u>	<u>11,185</u>	<u>5,000</u>
<b>Total Revenues and Other Financing Sources</b>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ 26,186</u>	<u>\$ 14,685</u>	<u>\$ 9,000</u>
 <b>Expenditures and Other Financing Uses</b>						
001-208	Postage	\$ -	\$ -	\$ 100	\$ 30	\$ 25
001-214	Copier Supplies	-	-	200	15	50
001-236	Maintenance Agreements	-	-	700	150	150
001-345	Awards & Gifts	-	-	15,000	4,300	4,500
001-380	Materials & Supplies	-	-	2,500	3,000	3,000
001-399	Other General Exp	-	-	1,500	900	1,275
<b>Total Operating</b>		<u>-</u>	<u>-</u>	<u>20,000</u>	<u>8,395</u>	<u>9,000</u>
<b>Total Expenditures and Other Financing Uses</b>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ 20,000</u>	<u>\$ 8,395</u>	<u>\$ 9,000</u>

# 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, firewood sales and donations. This fund was established in FY 2012.

Beautification Fund Expenditures



2010 - 2011: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
 Budget Detail By Fund  
 Fiscal Year Ending April 30, 2013

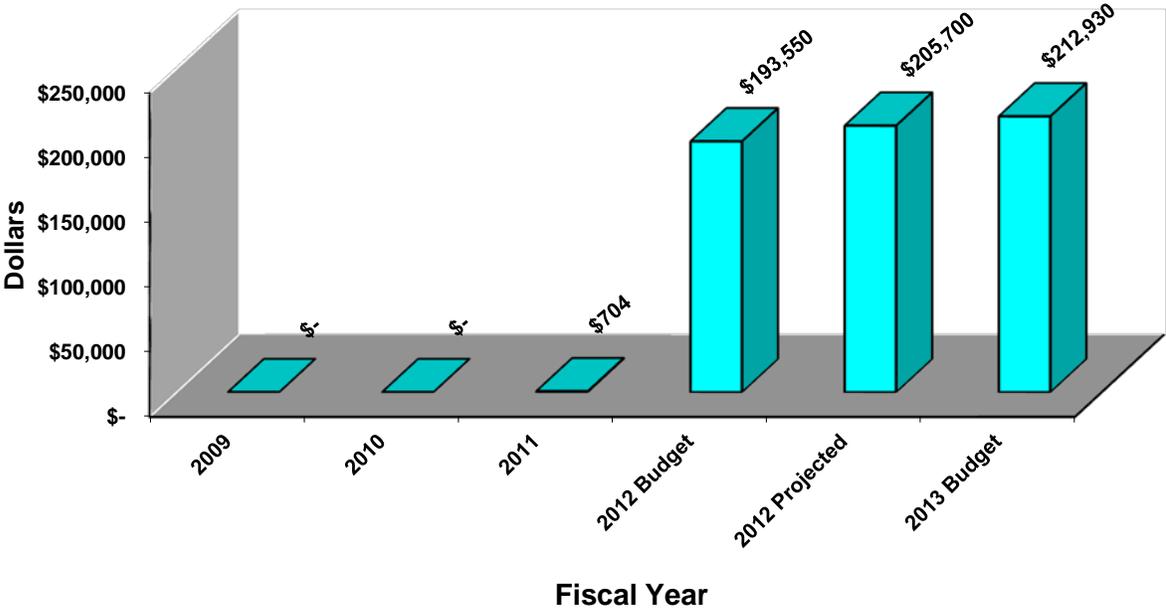
Fund 18 - Beautification Fund

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Revenues and Other Financing Sources</b>						
942-000	Interest	\$ -	\$ -	\$ 500	\$ -	\$ -
946-000	Special Event Fees	-	-	3,000	3,000	3,000
966-000	Sale of Materials	-	-	3,000	5,000	3,500
980-100	Gifts & Donations	-	-	3,000	2,650	3,000
999-999	Reappropriation	-	-	5,000	-	-
<b>Total Revenue</b>		<u>-</u>	<u>-</u>	<u>14,500</u>	<u>10,650</u>	<u>9,500</u>
997-010	Transfer from General Fund	-	-	-	-	5,000
<b>Total Other Financing Sources</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,000</u>
<b>Total Revenues and Other Financing Sources</b>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ 14,500</u>	<u>\$ 10,650</u>	<u>\$ 14,500</u>
<b>Expenditures and Other Financing Uses</b>						
001-209	Printing	\$ -	\$ -	\$ 500	\$ 930	\$ 500
001-345	Materials & Supplies	-	-	13,500	11,280	13,500
001-399	Other General Exp	-	-	500	75	500
<b>Total Operating</b>		<u>-</u>	<u>-</u>	<u>14,500</u>	<u>12,285</u>	<u>14,500</u>
<b>Total Expenditures and Other Financing Uses</b>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ 14,500</u>	<u>\$ 12,285</u>	<u>\$ 14,500</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



2009 - 2011: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
Budget Detail By Fund  
Fiscal Year Ending April 30, 2013

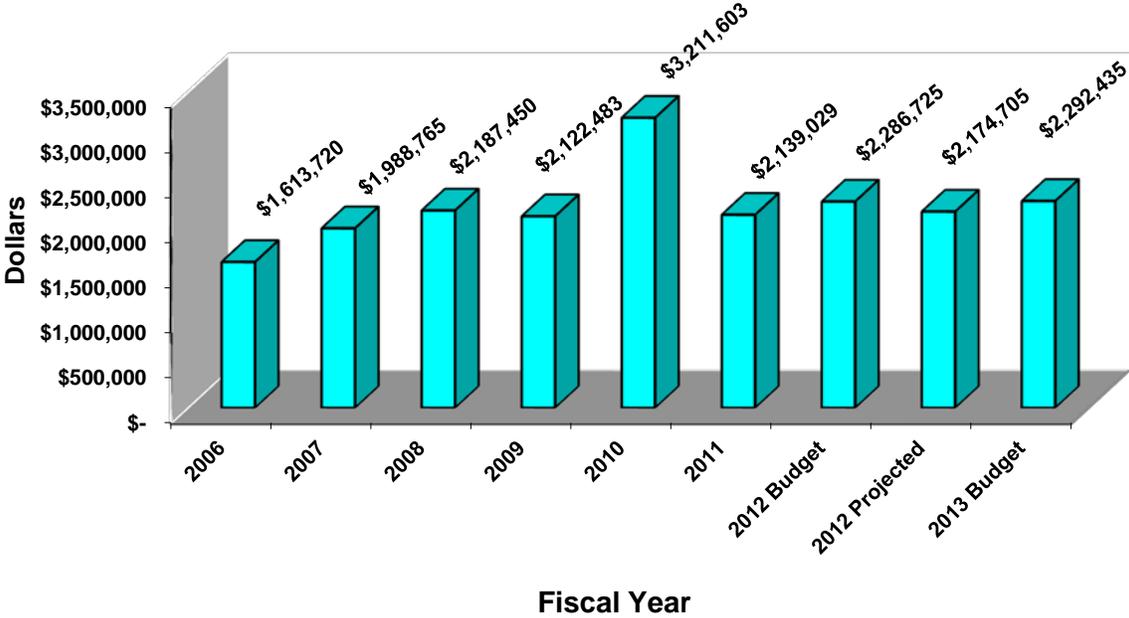
Fund 19 - Tourism Fund

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Revenues and Other Financing Sources</b>						
916-000	Hotel Tax	\$ -	\$ 6,508	\$ 175,000	\$ 200,000	\$ 210,000
942-000	Interest	-	-	2,000	-	-
999-000	Miscellaneous Income	-	-	-	3,000	-
999-999	Reappropriation	-	-	16,550	-	2,930
<b>Total Revenue</b>		<u>-</u>	<u>6,508</u>	<u>193,550</u>	<u>203,000</u>	<u>212,930</u>
<b>Total Revenues and Other Financing Sources</b>		<u>\$ -</u>	<u>\$ 6,508</u>	<u>\$ 193,550</u>	<u>\$ 203,000</u>	<u>\$ 212,930</u>
 <b>Expenditures and Other Financing Uses</b>						
001-102	Wages - Part-Time/Seasonal	\$ -	\$ 654	\$ 21,975	\$ 21,170	\$ 22,415
001-196	Group Insurance	-	-	-	-	25
001-198	FICA	-	50	1,390	1,620	1,715
<b>Total Personal Services</b>		<u>-</u>	<u>704</u>	<u>23,365</u>	<u>22,790</u>	<u>24,155</u>
001-201	Legal	-	-	300	-	-
001-205	Conferences & Seminars	-	-	1,700	1,700	900
001-206	Travel	-	-	700	700	700
001-207	Dues & Subscriptions	-	-	4,325	4,325	5,165
001-208	Postage	-	-	1,350	1,350	1,400
001-210	Insurance	-	-	-	25	-
001-214	Copier Supplies	-	-	-	300	500
001-218	Advertising	-	-	38,560	38,560	32,210
001-240	Chamber Support	-	-	105,000	120,000	126,000
001-295	Program Support	-	-	11,600	10,000	11,600
001-299	Misc Contractual	-	-	5,650	5,650	10,000
001-352	Office Supplies	-	-	1,000	300	300
<b>Total Operating</b>		<u>-</u>	<u>-</u>	<u>170,185</u>	<u>182,910</u>	<u>188,775</u>
<b>Total Expenditures and Other Financing Uses</b>		<u>\$ -</u>	<u>\$ 704</u>	<u>\$ 193,550</u>	<u>\$ 205,700</u>	<u>\$ 212,930</u>

# TRI-COM FUND

The Tri-Com Fund accounts for the operations of a cooperative agreement involving the cities of Geneva, St. Charles and Batavia to provide emergency communication and dispatch. Financing is provided from 911 Revenue and contributions from the cooperative agencies.

Tri-Com Fund Expenditures



2006 - 2011: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
Budget Detail By Fund  
Fiscal Year Ending April 30, 2013

Fund 36 - Tri-Com

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Revenues and Other Financing Sources</b>						
911-000	Wireless 911 Revenue	\$ 652,469	\$ 715,685	\$ 670,000	\$ 711,570	\$ 684,000
943-000	Rental from Alarm System	31,523	3,108	-	-	-
955-000	From Other Governments	1,132,302	1,138,359	1,236,980	1,236,980	1,227,745
988-001	DOJ Grant Revenue	8,348	-	-	-	-
993-000	Employment Applications	-	2,257	-	-	6,500
996-000	Lease Revenue	3,246	8,676	8,360	8,360	8,610
999-000	Miscellaneous Revenue	488,153	10,683	33,500	5,000	1,500
999-009	Reimbursed Expenditures	-	320	-	50,000	40,260
<b>Total Revenue</b>		<b>2,316,041</b>	<b>1,879,088</b>	<b>1,948,840</b>	<b>2,011,910</b>	<b>1,968,615</b>
942-000	Interest on Investments	1,247	1,154	1,200	400	1,200
<b>Total Investment Income</b>		<b>1,247</b>	<b>1,154</b>	<b>1,200</b>	<b>400</b>	<b>1,200</b>
997-010	Transfer from General Fund	326,560	293,950	336,685	336,685	322,620
<b>Total Other</b>		<b>326,560</b>	<b>293,950</b>	<b>336,685</b>	<b>336,685</b>	<b>322,620</b>
<b>Total Revenues and Other Financing Sources</b>		<b>\$ 2,643,848</b>	<b>\$ 2,174,192</b>	<b>\$ 2,286,725</b>	<b>\$ 2,348,995</b>	<b>\$ 2,292,435</b>
<b>Expenditures and Other Financing Uses</b>						
001-101	Wages - Regular	\$ 275,136	\$ 250,760	\$ 212,955	\$ 155,500	\$ 202,570
001-102	Wages - Part-Time/Seasonal	-	-	52,870	58,575	67,040
001-196	Group Insurance	30,061	28,421	35,140	24,285	34,395
001-197	IMRF	30,700	25,417	32,655	25,780	32,445
001-198	FICA	20,872	16,506	20,145	16,050	20,560
<b>Total Personal Services</b>		<b>356,769</b>	<b>321,104</b>	<b>353,765</b>	<b>280,190</b>	<b>357,010</b>
001-201	Legal	31,210	54,894	50,000	50,000	50,000
001-202	Audit	2,385	2,200	2,200	2,200	1,220
001-206	Travel	124	700	500	525	2,000
001-207	Dues & Subscriptions	400	631	460	950	1,000
001-208	Postage	524	843	750	200	500
001-209	Printing	58	58	1,000	500	300
001-210	Insurance	2,018	-	-	-	-
001-211	Training	990	175	1,000	1,000	3,500
001-213	Copier Rental	1,755	2,711	3,000	4,000	4,000
001-214	Liability Insurance	9,355	30,006	20,300	20,300	20,600
001-222	Telephone	1,422	927	1,000	800	-
001-250	M & R Buildings & Grounds	2,085	35	-	-	-
001-253	M & R Autos	328	5	700	50	300
001-299	Miscellaneous	432	303	-	-	1,000
001-301	Clothing Allowance	467	119	900	900	900
001-352	Office Supplies	657	(2,409)	-	-	-
001-357	Accounting Services	14,522	13,500	-	-	-
001-363	Motor Fuel	1,070	1,046	1,320	1,925	2,000
001-502	Office Furniture	-	2,880	500	500	500
<b>Total Operating City of Geneva</b>		<b>69,802</b>	<b>108,624</b>	<b>83,630</b>	<b>83,850</b>	<b>87,820</b>

CITY OF GENEVA, ILLINOIS  
Budget Detail By Fund  
Fiscal Year Ending April 30, 2013

Fund 36 - Tri-Com

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
Total Program One		\$ 426,571	\$ 429,728	\$ 437,395	\$ 364,040	\$ 444,830
002-101	Wages - Regular	\$ 969,917	\$ 1,009,457	\$ 1,105,640	\$ 1,061,925	\$ 1,086,805
002-103	Overtime	-	-	-	22,000	30,000
002-119	Training Premium Pay	1,000	2,743	2,000	1,500	2,000
002-120	TIC Premium Pay	6,499	8,166	9,000	9,000	9,000
002-195	Unemployment Compensation	-	4,201	-	-	-
002-196	Group Insurance	154,864	173,093	219,915	190,000	186,895
002-197	IMRF	105,464	119,217	136,515	132,000	138,865
002-198	FICA	79,524	75,123	83,815	80,000	87,550
Total Personal Services		1,317,268	1,392,000	1,556,885	1,496,425	1,541,115
002-206	Travel	1,220	1,537	1,200	1,300	1,200
002-207	Dues & Subscriptions	232	-	225	225	500
002-208	Postage	88	-	-	-	-
002-209	Printing	672	-	-	-	-
002-210	Workers Compensation	3,981	3,281	4,000	4,000	4,120
002-211	Training	2,568	10,658	5,000	5,385	8,000
002-213	Copier Rental	1,070	-	-	-	-
002-215	Teletype Rental	12,043	11,406	10,600	10,600	10,600
002-220	Unemployment Compensation	3,619	3,212	5,000	2,000	5,000
002-222	Telephone	89,637	70,581	72,000	72,000	78,000
002-224	Electricity	21,053	23,286	22,180	22,780	24,280
002-250	M & R Buildings & Grounds	33,825	42,992	25,000	20,000	15,000
002-252	M & R Equipment	963	6,037	3,000	1,500	3,600
002-253	M & R Autos	255	-	-	-	-
002-255	M & R Generators	113	1,117	1,000	1,000	1,000
002-258	M & R Radios	6,224	5,703	10,000	4,000	10,000
002-259	M & R Heating and Cooling	-	1,549	2,000	2,000	2,000
002-299	Other Contractual	2,382	4,111	2,500	3,200	9,500
002-301	Clothing Allowance	4,306	3,999	4,250	4,250	4,250
002-351	Operations/Dispatch Duties	82	-	-	-	-
002-352	Office Supplies	1,758	5,727	4,000	4,000	4,000
002-358	Computer Paper Supplies	1,139	-	-	-	-
002-359	Natural Gas Fuel	3,310	5,692	7,250	3,000	7,250
002-361	CAD Maintenance	21,513	47,923	67,500	67,500	72,790
002-363	Motor Fuel	-	79	-	-	-
002-364	Mechanical Services	944	-	840	-	-
002-451	Other General Expense	3,553	3,575	2,400	3,000	2,400
002-501	Equipment Replacement	10,120	3,721	3,000	3,000	3,000
002-502	CAD Software Purchase	379,312	27,760	-	42,520	-
002-505	Office Furniture	99	1,817	500	500	500
002-506	New Radio Equipment	-	-	500	500	500
002-507	UPS Power Supply	6,941	5,064	2,500	2,000	4,000
002-508	Relocate Police Site R3	8,000	-	-	-	-
002-511	Remodel Consulting	839,805	14,646	-	-	-
002-518	Computer Software	387	5,850	6,000	5,000	6,000
002-523	Computer Hardware	-	2,193	10,000	11,100	10,000

CITY OF GENEVA, ILLINOIS  
 Budget Detail By Fund  
 Fiscal Year Ending April 30, 2013

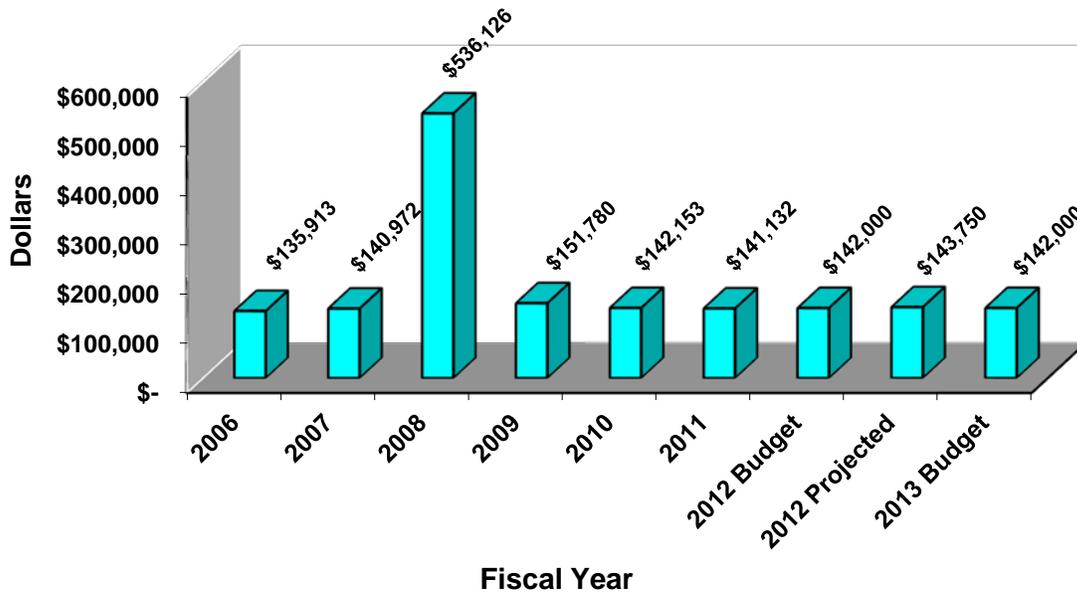
Fund 36 - Tri-Com

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
002-525	Radio Equip Replacement	4,524	2,285	13,000	12,500	15,000
002-526	License Fees	2,026	1,500	1,500	200	3,500
002-528	Building Security Equipment	-	-	500	180	500
002-529	Radio Tower Painting	-	-	5,000	5,000	-
Total Operating		<u>1,467,764</u>	<u>317,301</u>	<u>292,445</u>	<u>314,240</u>	<u>306,490</u>
Total Program Two		<u>\$ 2,785,032</u>	<u>\$ 1,709,301</u>	<u>\$ 1,849,330</u>	<u>\$ 1,810,665</u>	<u>\$ 1,847,605</u>
Total Expenditures and Other Financing Uses		<u>\$ 3,211,603</u>	<u>\$ 2,139,029</u>	<u>\$ 2,286,725</u>	<u>\$ 2,174,705</u>	<u>\$ 2,292,435</u>

# 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**



**2006 - 2011: Actual Expenditures**

The increase in the actual expenditures in FY 2008 was for the purchase of a group home.

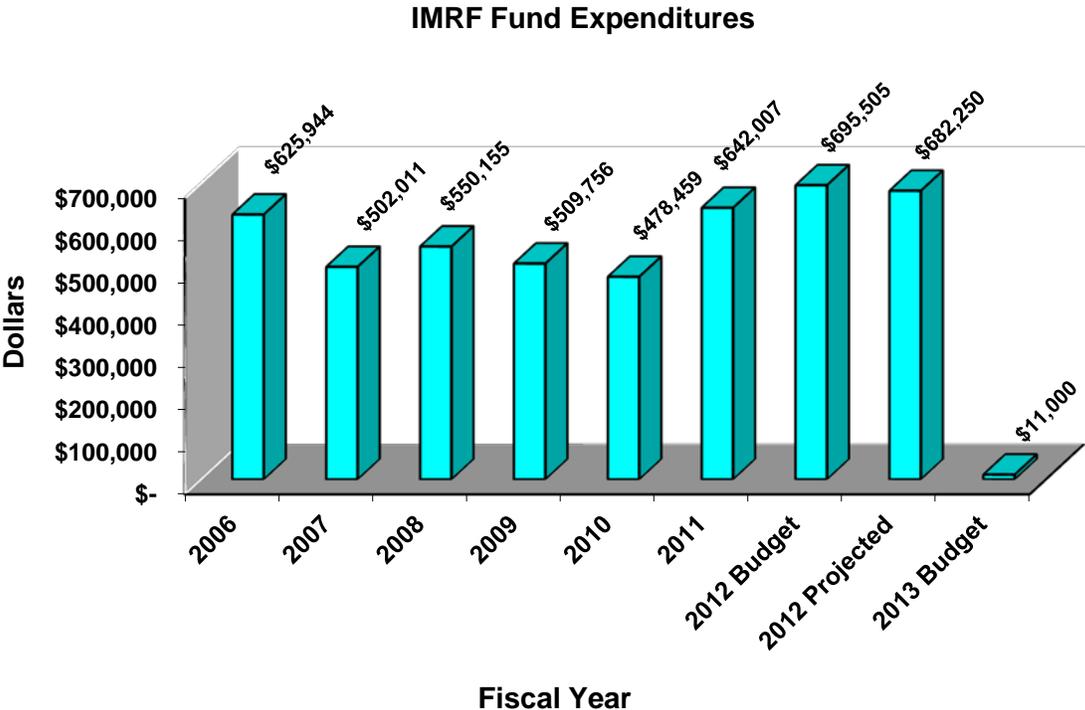
CITY OF GENEVA, ILLINOIS  
 Budget Summary By Account  
 Fiscal Year Ending April 30, 2013

Fund 42 - Mental Health

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Revenues and Other Financing Sources</b>						
901-000	Real Estate Tax	\$ 192,201	\$ 154,879	\$ 153,120	\$ 152,850	\$ 155,000
<b>Total Taxes</b>		<b>192,201</b>	<b>154,879</b>	<b>153,120</b>	<b>152,850</b>	<b>155,000</b>
942-000	Interest on Investments	758	376	175	300	300
<b>Total Investment Income</b>		<b>758</b>	<b>376</b>	<b>175</b>	<b>300</b>	<b>300</b>
<b>Total Revenues and Other Financing Sources</b>		<b>\$ 192,959</b>	<b>\$ 155,255</b>	<b>\$ 153,295</b>	<b>\$ 153,150</b>	<b>\$ 155,300</b>
<b>Expenditures and Other Financing Uses</b>						
001-450	Distribution of Funds	\$ 139,100	\$ 139,000	\$ 139,000	\$ 140,750	\$ 139,000
001-451	Other Genera Exp	3,053	2,132	3,000	3,000	3,000
<b>Total Operating</b>		<b>142,153</b>	<b>141,132</b>	<b>142,000</b>	<b>143,750</b>	<b>142,000</b>
<b>Total Expenditures and Other Financing Uses</b>		<b>\$ 142,153</b>	<b>\$ 141,132</b>	<b>\$ 142,000</b>	<b>\$ 143,750</b>	<b>\$ 142,000</b>

# ILLINOIS MUNICIPAL RETIREMENT FUND (IMRF) FUND

The Illinois Municipal Retirement Fund (IMRF) Fund accounts for the payment of IMRF and FICA payroll contributions. Resources are provided by property taxes. The fund is budgeted to be closed in FY 2013.



2006 - 2011: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
Budget Detail By Fund  
Fiscal Year Ending April 30, 2013

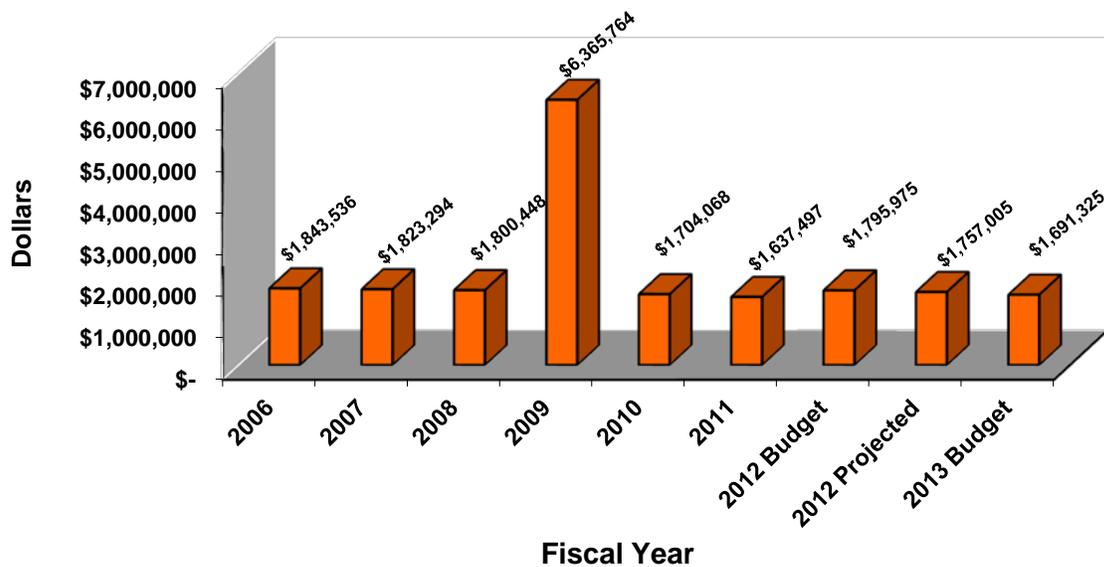
Fund 55 - IMRF

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Revenues and Other Financing Sources</b>						
901-000	Real Estate Tax	\$ 492,423	\$ 496,257	\$ 512,725	\$ 511,800	\$ -
902-000	Replacement Tax	25,025	-	-	-	-
<b>Total Taxes</b>		<b>517,448</b>	<b>496,257</b>	<b>512,725</b>	<b>511,800</b>	<b>-</b>
942-000	Interest on Investments	17	58	-	-	-
<b>Total Investment Income</b>		<b>17</b>	<b>58</b>	<b>-</b>	<b>-</b>	<b>-</b>
997-010	Transfer from General Fund	-	200,000	200,000	200,000	-
999-000	Transfer from Other Funds	200,000	-	-	-	-
<b>Total Interfund Transfers</b>		<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>-</b>
999-999	Reappropriation	-	-	-	-	11,000
<b>Total Other</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>11,000</b>
<b>Total Revenues and Other Financing Sources</b>		<b>\$ 717,465</b>	<b>\$ 696,315</b>	<b>\$ 712,725</b>	<b>\$ 711,800</b>	<b>\$ 11,000</b>
<b>Expenditures and Other Financing Uses</b>						
197	IMRF	215,426	295,495	372,115	341,125	-
198	FICA	163,311	200,258	323,390	341,125	-
199	Medicare	99,722	146,254	-	-	-
<b>Total Personal Services</b>		<b>478,459</b>	<b>642,007</b>	<b>695,505</b>	<b>682,250</b>	<b>-</b>
810	Transfer to General Fund	-	-	-	-	11,000
<b>Total Other Financing Uses</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>11,000</b>
<b>Total Expenditures and Other Financing Uses</b>		<b>\$ 478,459</b>	<b>\$ 642,007</b>	<b>\$ 695,505</b>	<b>\$ 682,250</b>	<b>\$ 11,000</b>

# DEBT SERVICE FUND

The Debt Service Fund accounts for the accumulation of resources for the payment of bond principal and interest on the 1998, 1999, 2006B, 2008A and 2012A general obligation bonds. Financing is provided by property tax revenues.

Debt Service Fund Expenditures



2006 - 2011: Actual Expenditures

The 2008A General Obligation Refunding Bonds were issued in FY 2009 to refund various other general obligation bonds.

CITY OF GENEVA, ILLINOIS  
Budget Detail by Fund  
Fiscal Year Ending April 30, 2013

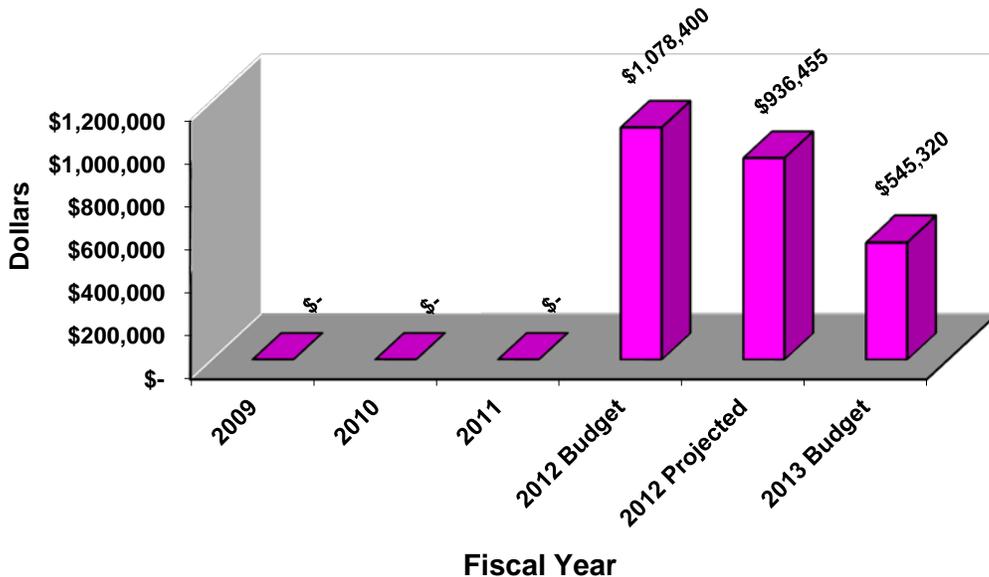
Fund 9 - Debt Service Fund

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Revenues and Other Financing Sources</b>						
901-000	Real Estate Tax	\$ 1,501,941	\$ 1,523,718	\$ 1,685,000	\$ 1,685,000	\$ 1,667,435
<b>Total Taxes</b>		<b>1,501,941</b>	<b>1,523,718</b>	<b>1,685,000</b>	<b>1,685,000</b>	<b>1,667,435</b>
942-000	Interest	8,984	2,626	1,655	3,500	5,000
<b>Total Investment Income</b>		<b>8,984</b>	<b>2,626</b>	<b>1,655</b>	<b>3,500</b>	<b>5,000</b>
999-000	Miscellaneous	-	-	-	-	-
999-999	Reappropriation	-	-	95,000	-	18,890
<b>Total Other</b>		<b>-</b>	<b>-</b>	<b>95,000</b>	<b>-</b>	<b>18,890</b>
997-039	Transfer from Prairie Green	160,000	100,000	-	-	-
997-044	Transfer from Fire Facility	25,000	124,869	25,000	-	-
<b>Total Other Financing Sources</b>		<b>185,000</b>	<b>224,869</b>	<b>25,000</b>	<b>-</b>	<b>-</b>
<b>Total Revenues and Other Financing Sources</b>		<b>\$ 1,695,925</b>	<b>\$ 1,751,213</b>	<b>\$ 1,806,655</b>	<b>\$ 1,688,500</b>	<b>\$ 1,691,325</b>
<b>Expenditures and Other Financing Uses</b>						
009-401	Miscellaneous Bond Expense	1,650	2,572	1,650	2,500	2,500
<b>Total Contractual Services</b>		<b>1,650</b>	<b>2,572</b>	<b>1,650</b>	<b>2,500</b>	<b>2,500</b>
009-913	Principal - 1998 GO Bonds	800,000	-	-	-	-
009-914	Interest - 1998 GO Bonds	34,400	-	-	-	-
009-915	Principal - 1999 GO Bonds	-	530,000	560,000	560,000	635,000
009-916	Interest - 1999 GO Bonds	239,325	239,325	204,875	165,055	88,825
009-917	Principal - 2002 GO Bonds	165,000	210,000	250,000	250,000	-
009-918	Interest - 2002 GO Bonds	61,188	53,594	43,940	43,940	-
009-919	Principal - 2006B GO Bonds	5,000	5,000	5,000	5,000	5,000
009-920	Interest - 2006B GO Bonds	215,225	215,025	214,825	214,825	220,000
009-921	Principal - 2008A GO Bonds	10,000	210,000	255,000	255,000	250,000
009-922	Interest - 2008A GO Bonds	172,280	171,981	165,685	165,685	160,000
009-955	Principal - 2012A GO Bonds	-	-	-	-	290,000
009-956	Interest - 2012A GO Bonds	-	-	-	-	40,000
<b>Total Debt Service</b>		<b>1,702,418</b>	<b>1,634,925</b>	<b>1,699,325</b>	<b>1,659,505</b>	<b>1,688,825</b>
008-810	Transfer to General Fund	-	-	95,000	95,000	-
<b>Total Other Financing Uses</b>		<b>-</b>	<b>-</b>	<b>95,000</b>	<b>95,000</b>	<b>-</b>
<b>Total Expenditures and Other Financing Uses</b>		<b>\$ 1,704,068</b>	<b>\$ 1,637,497</b>	<b>\$ 1,795,975</b>	<b>\$ 1,757,005</b>	<b>\$ 1,691,325</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



2009 - 2011: Actual Expenditures

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

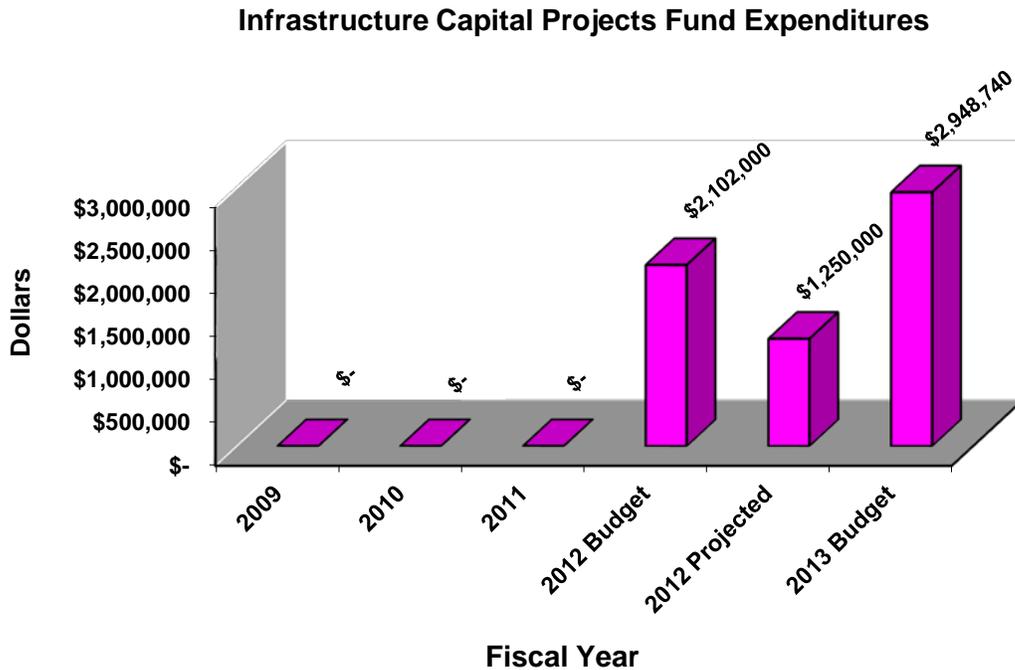
CITY OF GENEVA, ILLINOIS  
Budget Summary By Account  
Fiscal Year Ending April 30, 2013

Fund 31- General Capital Projects

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Revenues and Other Financing Sources</b>						
988-000	Grant Revenue	\$ -	\$ -	\$ 110,950	\$ -	\$ 162,000
988-002	DHS Grant	-	-	-	85,050	-
988-003	RTA Grant - Downtown Master Plan	-	-	-	13,400	-
999-999	Reappropriation	-	-	476,950	-	-
<b>Total Miscellaneous Revenue</b>		<b>-</b>	<b>-</b>	<b>587,900</b>	<b>98,450</b>	<b>162,000</b>
942-000	Interest on Investments	-	-	-	50	50
<b>Total Investment Income</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>50</b>	<b>50</b>
997-010	Transfer from General Fund	-	484,349	490,500	490,500	383,270
<b>Total Interfund Transfers</b>		<b>-</b>	<b>484,349</b>	<b>490,500</b>	<b>490,500</b>	<b>383,270</b>
<b>Total Revenues and Other Financing Sources</b>		<b>\$ -</b>	<b>\$ 484,349</b>	<b>\$ 1,078,400</b>	<b>\$ 589,000</b>	<b>\$ 545,320</b>
<b>Expenditures and Other Financing Uses</b>						
001-521	Buildings	\$ -	\$ -	\$ 59,000	\$ 69,215	\$ 63,400
001-522	Impr Other Than Buildings	-	-	170,900	110,800	320,000
001-531	Office Equipment	-	-	19,700	19,700	23,800
001-532	Office Furniture	-	-	-	1,690	-
001-541	Automobiles	-	-	62,800	119,735	32,000
001-542	Trucks	-	-	665,000	520,815	35,000
001-543	Other Equipment	-	-	101,000	94,500	71,120
<b>Total Capital Outlay</b>		<b>-</b>	<b>-</b>	<b>1,078,400</b>	<b>936,455</b>	<b>545,320</b>
<b>Total Expenditures and Other Financing Uses</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,078,400</b>	<b>\$ 936,455</b>	<b>\$ 545,320</b>

# INFRASTRUCTURE CAPITAL PROJECTS FUND

The Infrastructure Capital Projects Fund accounts for various infrastructure capital improvements. Resources are provided by the ½% Non Home-Rule Sales Tax instituted in 2007.



## 2009 - 2011: Actual Expenditures

The Infrastructure Capital Projects Fund was established in Fiscal Year 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, 2013

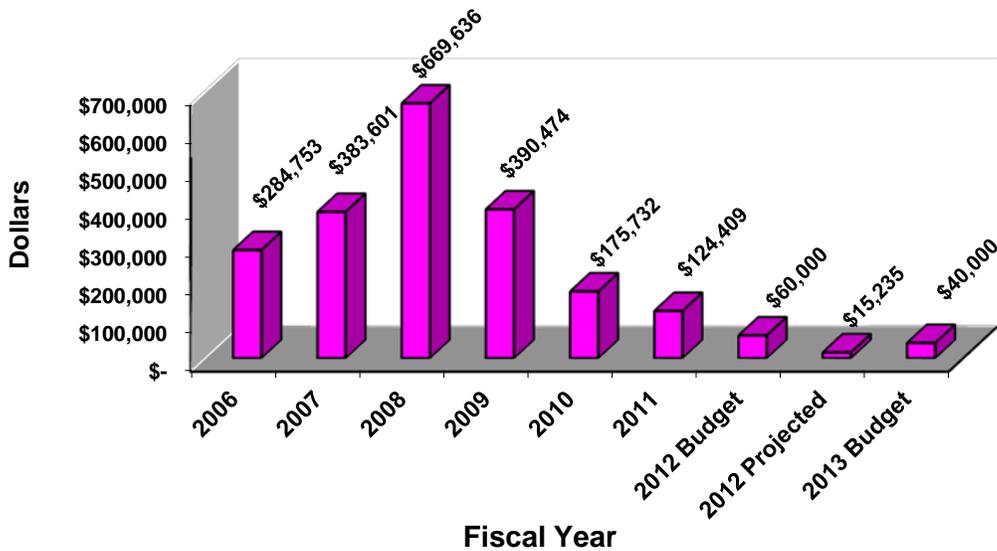
Fund 32 - Infrastructure Capital Projects Fund

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Revenues and Other Financing Sources</b>						
904-002	Non-HR Sales Tax	\$ -	\$ -	\$ 2,000,000	\$ 2,000,000	\$ 2,040,000
<b>Total Taxes</b>		<b>-</b>	<b>-</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>2,040,000</b>
942-000	Interest on Investments	-	-	-	50	50
<b>Total Investment Income</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>50</b>	<b>50</b>
988-000	Grant Revenue	-	-	-	-	200,000
999-009	Reimb Expenditures	-	-	-	5,145	5,000
999-999	Reappropriation	-	-	102,000	-	703,690
<b>Total Other</b>		<b>-</b>	<b>-</b>	<b>102,000</b>	<b>5,145</b>	<b>908,690</b>
<b>Total Revenues and Other Financing Sources</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,102,000</b>	<b>\$ 2,005,195</b>	<b>\$ 2,948,740</b>
<b>Expenditures and Other Financing Uses</b>						
001-522	Impr Other Than Buildings	\$ -	\$ -	\$ 2,102,000	\$ 1,250,000	\$ 2,948,740
<b>Total Capital Outlay</b>		<b>-</b>	<b>-</b>	<b>2,102,000</b>	<b>1,250,000</b>	<b>2,948,740</b>
<b>Total Expenditures and Other Financing Uses</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,102,000</b>	<b>\$ 1,250,000</b>	<b>\$ 2,948,740</b>

# PRAIRIE GREEN CAPITAL PROJECTS FUND

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



2006 - 2011: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
 Budget Summary By Account  
 Fiscal Year Ending April 30, 2013

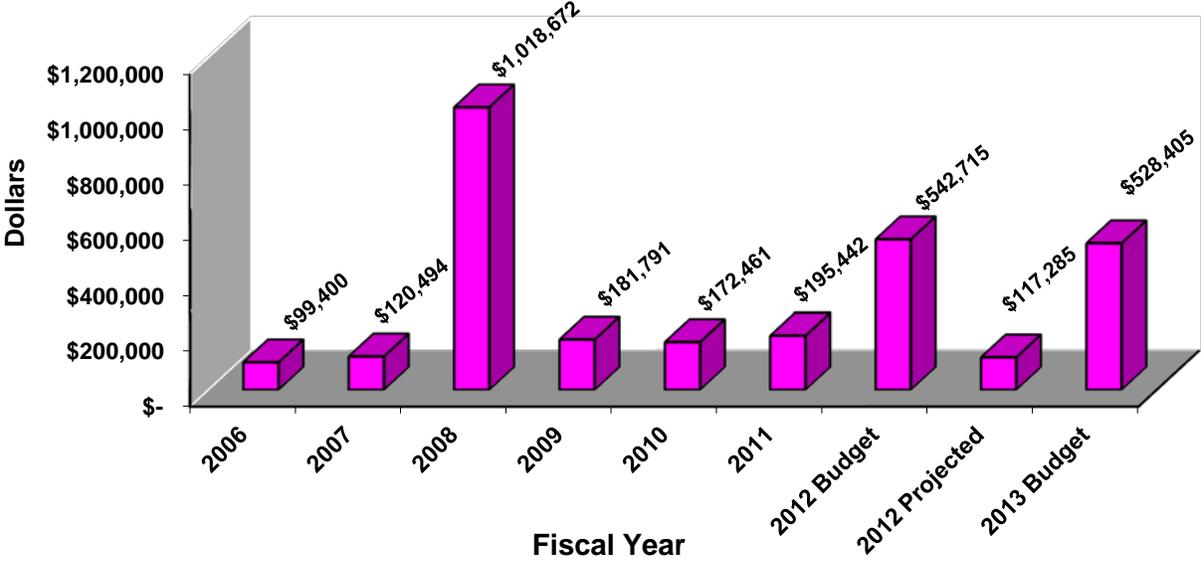
Fund 39 - Prairie Green

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Revenues and Other Financing Sources</b>						
997-001	Grant Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
997-002	Wetland Bank Sales	-	-	45,000	-	-
999-000	Miscellaneous Income	91,202	82,440	90,000	92,800	101,530
<b>Total Miscellaneous Revenue</b>		<u>91,202</u>	<u>82,440</u>	<u>135,000</u>	<u>92,800</u>	<u>101,530</u>
942-000	Interest on Investments	343	-	500	-	-
<b>Total Investment Income</b>		<u>343</u>	<u>-</u>	<u>500</u>	<u>-</u>	<u>-</u>
<b>Total Revenues and Other Financing Sources</b>		<u>\$ 91,545</u>	<u>\$ 82,440</u>	<u>\$ 135,500</u>	<u>\$ 92,800</u>	<u>\$ 101,530</u>
<b>Expenditures and Other Financing Uses</b>						
001-399	Other General Exp	\$ 15,320	\$ 19,224	\$ 20,000	\$ 4,010	\$ 20,000
001-451	Prairie Maintenance	412	5,185	40,000	11,225	20,000
<b>Total Capital Outlay</b>		<u>15,732</u>	<u>24,409</u>	<u>60,000</u>	<u>15,235</u>	<u>40,000</u>
414	Transfer to Debt Service	160,000	100,000	-	-	-
<b>Total Interfund Transfers</b>		<u>160,000</u>	<u>100,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Expenditures and Other Financing Uses</b>		<u>\$ 175,732</u>	<u>\$ 124,409</u>	<u>\$ 60,000</u>	<u>\$ 15,235</u>	<u>\$ 40,000</u>

# TAX INCREMENT FINANCE DISTRICT CAPITAL PROJECTS FUND

The Tax Increment Finance (TIF) District Capital Project 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



2006 - 2011: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
Budget Detail By Fund  
Fiscal Year Ending April 30, 2013

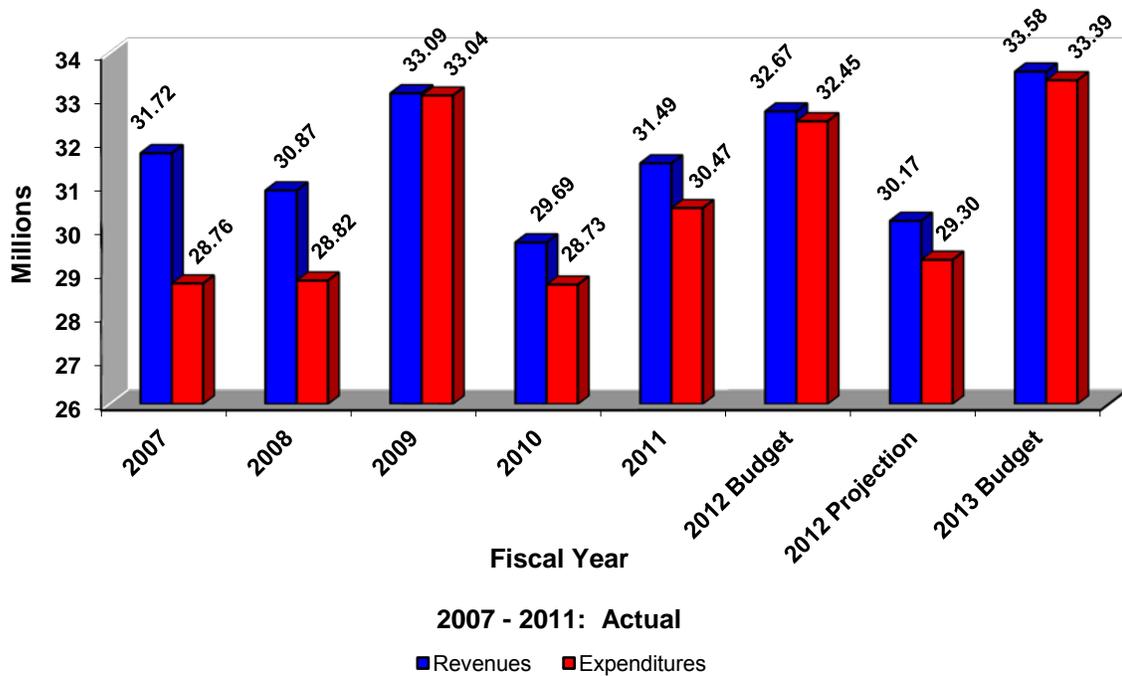
Fund 54 - TIF #2

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Revenues and Other Financing Sources</b>						
901-000	Real Estate Tax	\$ 291,956	\$ 301,046	\$ 313,900	\$ 313,900	\$ 313,900
<b>Total Taxes</b>		<u>291,956</u>	<u>301,046</u>	<u>313,900</u>	<u>313,900</u>	<u>313,900</u>
942-000	Interest on Investments	9,407	2,426	2,500	500	500
<b>Total Investment Income</b>		<u>9,407</u>	<u>2,426</u>	<u>2,500</u>	<u>500</u>	<u>500</u>
999-999	Reappropriation	-	-	226,315	-	214,005
<b>Total Miscellaneous</b>		<u>-</u>	<u>-</u>	<u>226,315</u>	<u>-</u>	<u>214,005</u>
<b>Total Revenues and Other Financing Sources</b>		<u>\$ 301,363</u>	<u>\$ 303,472</u>	<u>\$ 542,715</u>	<u>\$ 314,400</u>	<u>\$ 528,405</u>
<b>Expenditures and Other Financing Uses</b>						
101	Wages - Regular	\$ 48,119	\$ 68,239	\$ 41,010	\$ 40,475	\$ 41,955
196	Group Insurance	5,467	8,817	12,675	5,860	6,995
197	IMRF	-	182	5,110	4,880	5,090
198	FICA	-	110	3,125	2,760	3,180
<b>Total Personal Services</b>		<u>53,586</u>	<u>77,348</u>	<u>61,920</u>	<u>53,975</u>	<u>57,220</u>
201	Legal	535	994	5,000	1,000	5,000
207	Dues & Subscriptions	-	-	375	-	775
210	Insurance	-	-	-	400	-
296	Survey Expense	-	-	1,000	-	1,000
297	Appraisal Services	-	-	2,500	-	2,500
299	Misc Contractual	375	-	-	-	-
<b>Total Operating</b>		<u>910</u>	<u>994</u>	<u>8,875</u>	<u>1,400</u>	<u>9,275</u>
522	Impr Other Than Buildings	-	-	410,000	-	400,000
<b>Total Capital Outlay</b>		<u>-</u>	<u>-</u>	<u>410,000</u>	<u>-</u>	<u>400,000</u>
923	Principal - 2002 TIF Bonds	52,900	53,637	-	-	-
924	Interest - 2002 TIF Bonds	3,157	1,555	-	-	-
925	Principal - 2006 TIF Bonds	43,533	45,492	45,500	47,540	47,540
926	Interest - 2006 TIF Bonds	18,375	16,416	16,420	14,370	14,370
<b>Total Debt Service</b>		<u>117,965</u>	<u>117,100</u>	<u>61,920</u>	<u>61,910</u>	<u>61,910</u>
<b>Total Expenditures and Other Financing Uses</b>		<u>\$ 172,461</u>	<u>\$ 195,442</u>	<u>\$ 542,715</u>	<u>\$ 117,285</u>	<u>\$ 528,405</u>

# ELECTRIC FUND

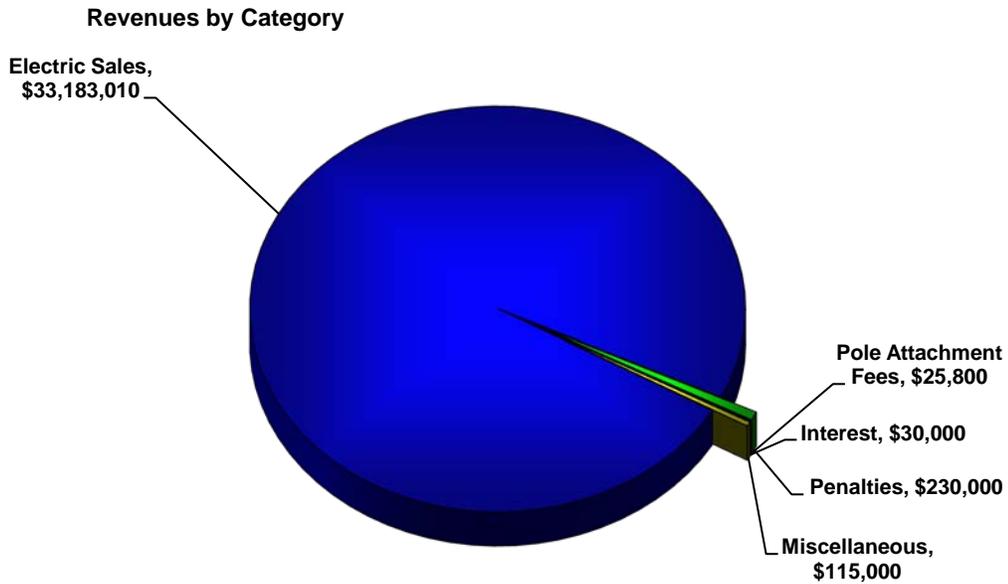
The Electric Fund accounts for the provision of electric service to the residents of the City. All activities necessary to provide such services are accounted for in this fund including, but not limited to: administration, operations, maintenance, financing and related debt service, billing and collection.

Electric Fund Revenues and Expenditures

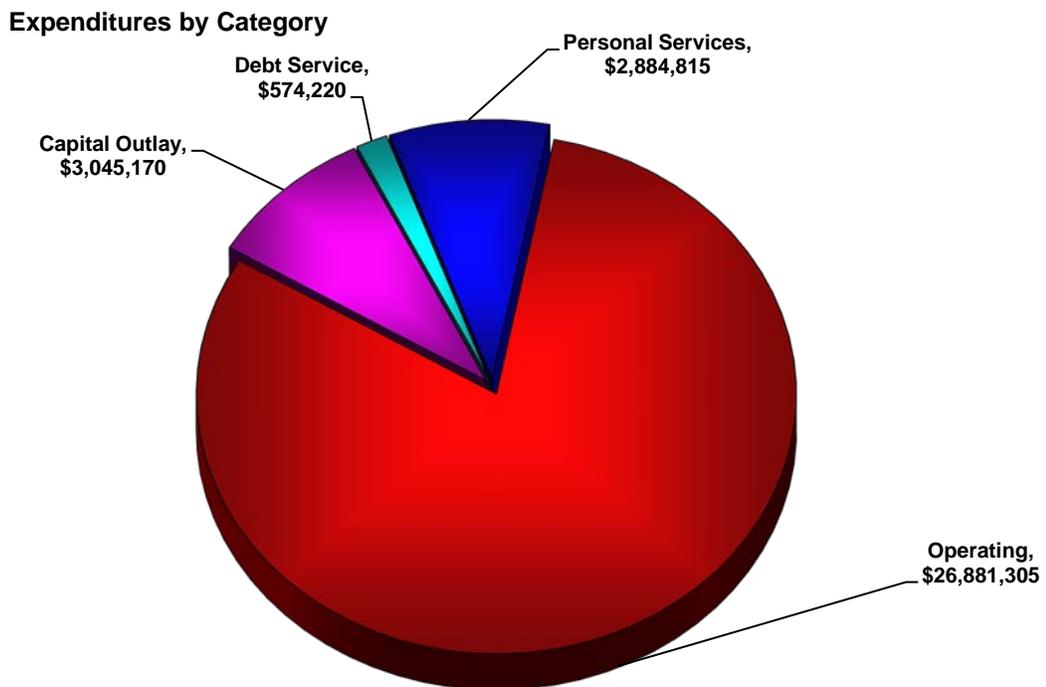


# ELECTRIC FUND

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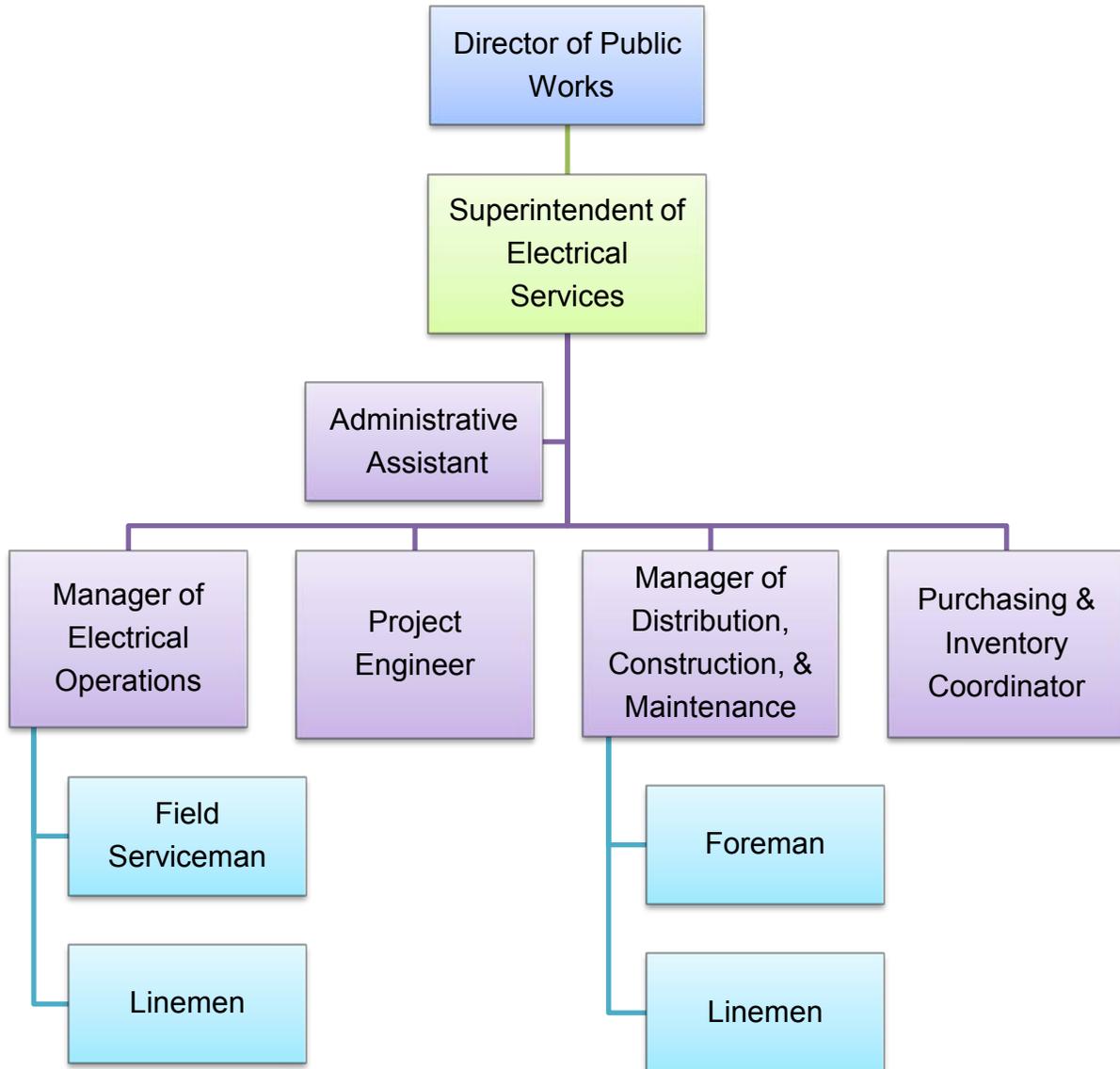


Electric sales account for 99% of the revenues in the Electric Fund.



Operating, the largest expenditure category includes purchased power which accounts for \$23,040,950 of the total. Personal Services account for 8.6% 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 2012-2013 GOALS

**Goal # 1** Implement year eight of Underground Cable Replacement Program. Year eight will consist of several projects. As part of the annexation of the Kane County Judicial Center, two distribution improvements must be made to accommodate the additional load in the NW corner of the City. A connection along Peck Road between the Water Treatment Facility and Kaneville Road is necessary as well as a tie from Keslinger Substation south into Sterling Manor. There is relocation work required on Fabyan Parkway from Rt. 31 to Nagel Blvd due to County planned road widening work. The installation of a 30" casing pipe at Rt.38 and Kautz Road overpass project to accommodate a future electric and fiber optic crossing of Rt. 38 will be starting in the spring of 2012. Finally, the City has a project to remove two utility poles at the intersection of Rt. 31 and Peck Road.

**Funding:** Peck Road, Water Plant to Kaneville Road – Electric Capital \$280,300

**Completion Date:** prior to Judicial Center Annexation

**Funding:** Keslinger Feeder 3 to Sterling Manor – Electric Capital \$203,300

**Completion Date:** prior to Judicial Center Annexation

**Funding:** Fabyan Parkway, Rt. 31 to Nagel Boulevard – Electric Capital \$600,000

**Completion Date:** 12/31/2012

**Funding:** Kautz Road & Rt. 38 – Electric Capital \$88,000

**Completion Date:** TBD by IDOT

**Funding:** Rt. 31 & Peck Road – Electric Capital \$ 45,000

**Completion Date:** 08/01/2012

**Strategic Plan:** Vision 5: Community needs and desires are effectively and efficiently balanced with available resources. Goal 2: Engage community stakeholders to ensure the City's financial and functional viability with revenues and expenditures in a healthy balance.

Objective:

2. Maintain cost effective and efficient delivery of city services.

**Goal # 2** This goal is upgrading the Geneva Business Park One Substation's relays and RTU. to enhance the safety and reliability of the distribution system.

**Funding:** Electric Capital \$506,660

**Completion Date:** 03/31/2013

**Strategic Plan:** Vision 5: Community needs and desires are effectively and efficiently balanced with available resources. Goal 2: Engage community stakeholders to ensure the City's financial and functional viability with revenues and expenditures in a healthy balance.

Objective:

2. Maintain cost effective and efficient delivery of city services.

**Goal # 3** Continue to maintain and enhance the Public Works Facility. The Public Works Facility is over 26 years old and is in need of some repairs and improvements. The following is a list of items:

- Skylights – Continue to repair/replace skylights that are leaking.
- Garage Heaters – Continue to repair/replace heaters that are malfunctioning.
- Security –Video surveillance and access control. Repair and replace damaged sections of fence. Gate actuator for main gate.
- Narrowbanding of Two-Way Radios – We have until January 1, 2013 to replace all radios to narrow band communications.
- Commercial Pressure Washer – Replace the 25 year-old unit

**Funding:** Design – Staff Time; Construction – General Capital \$15,000, Electric Capital \$15,000, and Water Capital \$15,000 (\$45,000 total)

**Completion Date:** 03/31/2013

**Strategic Plan:** Vision 5: Community needs and desires are effectively and efficiently balanced with available resources. Goal 2: Engage community stakeholders to ensure the City's financial and functional viability with revenues and expenditures in a healthy balance.

Objective:

2. Maintain cost effective and efficient delivery of city services.

CITY OF GENEVA, ILLINOIS  
Budget Detail By Fund  
Fiscal Year Ending April 30, 2013

Fund 20 - Electric Fund

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Revenues and Other Financing Sources</b>						
973-000	Connect Fees	\$ 16,820	\$ 33,640	\$ -	\$ 168,200	\$ -
975-001	Reimb Prop Damage - Material	4,297	-	-	11,650	-
975-003	Reimb Prop Damage - Labor	2,316	-	-	5,400	-
975-004	Reimb Prop Damage - Equipment	238	-	-	605	-
979-000	Rental Fees	-	-	-	1,910	-
980-200	Electric Sales - Customers	27,286,469	28,962,868	31,295,000	28,426,245	32,045,590
981-000	Sales to City	957,240	933,595	1,127,000	1,026,660	1,137,420
982-000	Penalties	139,887	232,977	145,000	220,000	230,000
984-001	Material	17,972	38,354	-	9,940	25,000
984-003	Labor	50,906	33,758	-	27,805	25,000
984-004	Equipment Time	7,776	9,604	-	5,465	10,000
989-000	Pole Attachment Fees	25,802	25,802	25,800	25,805	25,800
<b>Total Charges for Services</b>		<b>28,509,723</b>	<b>30,270,598</b>	<b>32,592,800</b>	<b>29,929,685</b>	<b>33,498,810</b>
983-000	State Taxes	1,077,199	1,154,975	-	-	-
988-000	Sale of Scrap	-	4,811	-	5,000	5,000
992-000	Sale of Meters	-	-	-	605	-
992-001	Sale of Capital Assets	-	-	-	150,000	-
999-000	Miscellaneous Revenue	33,154	41,966	50,000	50,000	50,000
999-001	Reimb Exp. - Miscellaneous	-	248	-	7,365	-
999-010	Developer Contribution	11,787	-	-	-	-
<b>Total Miscellaneous</b>		<b>1,122,140</b>	<b>1,202,000</b>	<b>50,000</b>	<b>212,970</b>	<b>55,000</b>
942-000	Interest on Investments	61,727	15,420	30,000	30,000	30,000
<b>Total Investment Income</b>		<b>61,727</b>	<b>15,420</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>
<b>Total Revenues and Other Financing Sources</b>		<b>\$ 29,693,590</b>	<b>\$ 31,488,018</b>	<b>\$ 32,672,800</b>	<b>\$ 30,172,655</b>	<b>\$ 33,583,810</b>
<b>Expenditures and Other Financing Uses</b>						
101	Wages - Regular	\$ 1,622,878	\$ 1,863,851	\$ 1,903,105	\$ 1,780,375	\$ 1,789,590
102	Wages - Part-Time/Seasonal	42,870	42,530	92,380	85,665	93,355
103	Overtime	-	-	166,140	46,845	163,185
104	Stand-By	83,440	83,315	88,270	88,270	90,035
180	Vehicle Allowance	7,542	5,643	6,430	5,890	6,035
195	Unemployment Compensation	-	68	-	-	-
196	Group Insurance	261,633	272,568	319,885	282,760	330,335
197	IMRF	232,141	273,609	270,720	232,350	248,730
198	FICA	171,270	178,703	169,990	148,435	163,550
<b>Total Personal Services</b>		<b>2,421,774</b>	<b>2,720,287</b>	<b>3,016,920</b>	<b>2,670,590</b>	<b>2,884,815</b>
200	Mailco	37,786	30,359	33,660	33,660	34,680
201	Legal	22,418	3,612	35,875	24,550	30,875
202	Audit	10,095	9,000	9,450	9,450	17,385
203	Engineering	15,038	13,116	15,375	14,250	15,375
205	Program Development	10,138	-	20,700	18,400	20,700
206	Travel	-	-	5,500	-	5,500
207	Dues & Subscriptions	663	22,831	25,155	25,155	26,155
208	Postage	2,816	3,685	3,220	3,210	3,220
209	Printing	1,053	1,063	1,670	1,450	1,670

CITY OF GENEVA, ILLINOIS  
Budget Detail By Fund  
Fiscal Year Ending April 30, 2013

Fund 20 - Electric Fund

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
210	Insurance	217,366	177,746	237,820	237,820	236,445
211	Training	16,910	3,595	9,000	4,400	9,000
212	Software Maintenance	4,860	5,144	5,495	5,650	22,000
213	Copier Rental	-	144	1,150	1,150	1,120
214	Copier Supplies	-	-	1,210	1,210	120
215	Radio Rental	861	-	-	-	-
217	Misc Rental	835	-	-	-	-
222	SCADA Phone Rental	(612)	-	-	-	-
222	Telephone	19,516	16,370	16,690	16,690	24,040
223	Water & Sewer Expense	634	638	980	1,380	1,540
224	NIMPA General Expenses	60,797	28,411	71,760	70,850	71,760
224	Fuel - Natural Gas Supply	78,303	488,864	426,585	420,000	423,585
224	Purchased Power	21,002,567	22,138,663	22,063,590	19,381,140	23,040,950
225	Fuel - Transportation of Gas	225,650	232,951	242,760	242,760	241,760
225	State Utility Tax	1,088,041	1,026,079	-	-	-
227	Bad Debt Expense	46,344	-	47,260	-	-
230	Operating Expenses	5,517	16,484	22,445	18,445	22,445
250	M & R Buildings & Grounds	22,317	27,538	30,170	28,165	30,170
253	M & R Autos	25,897	22,118	19,765	19,740	19,765
255	M & R Portable Equipment	367	-	-	-	-
256	Collection Expense	1,203	71	2,285	2,285	2,500
258	M & R Radios	85	-	-	-	-
261	M & R Meters	132	-	-	-	-
264	M & R Tools	965	-	-	-	-
265	M & R Safety Equipment	48	-	-	-	-
270	Cont Eng & Gen Maint	148,035	153,309	193,660	163,660	193,660
281	Substations	30,011	24,613	36,005	35,985	36,005
287	M & R Street Lights	4,502	-	-	-	-
289	Tree Removal & Trimming	94,529	97,047	97,965	97,960	97,965
290	Landscaping Soil/Gravel	16,439	6,251	16,530	16,430	16,530
299	Misc Contractual	50,856	61,160	70,360	66,995	79,200
301	Clothing Allowance	9,609	8,841	15,555	15,555	15,555
350	M & S Buildings & Grounds	27	-	-	-	-
351	GIS	10,804	13,426	18,535	18,430	18,580
352	Office Supplies	2,768	2,980	7,920	7,620	7,920
359	Heating	2,433	3,830	3,015	3,010	3,015
360	Power Generation Expenses	18,622	13,819	17,670	16,705	15,570
362	Meter Testing	21,160	24,280	27,920	27,920	19,300
363	Motor Fuel	20,180	22,440	37,745	33,850	41,520
364	Tools	951	2,110	4,180	4,170	4,180
365	Safety Equipment	8,175	6,928	8,160	8,015	8,160
374	Line Supplies	19,870	18,744	20,950	20,850	20,950
382	Fiber Optics	33,548	1,985	19,695	12,195	19,695
386	M & S Street Lamps	(30)	-	-	-	-
387	Street Lights	9,421	12,616	17,400	17,220	17,400
399	Miscellaneous	4,192	8,996	4,175	4,085	4,175
401	Misc Bond Expense	3,034	-	2,100	3,000	3,000
403	Street Light Transfer	227,266	220,061	240,595	240,000	-
406	Bond Amortization Expense	26,537	26,537	26,540	26,540	26,540
413	Depreciation Expense	1,731,934	1,756,509	1,850,025	1,850,025	1,887,025
451	Other General Expense	11,179	43,079	42,600	42,600	42,600
Total Operating		25,424,662	26,798,043	26,128,870	23,314,630	26,881,305

CITY OF GENEVA, ILLINOIS  
Budget Detail By Fund  
Fiscal Year Ending April 30, 2013

Fund 20 - Electric Fund

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
521	Buildings	-	-	15,000	14,860	15,000
522	Impr Other Than Buildings	27,141	22,745	382,000	382,000	368,625
531	Office Equipment	-	-	8,520	8,520	18,600
542	Trucks	-	-	162,590	302,590	173,000
543	Other Equipment	-	-	12,500	12,500	57,600
581	Substations	3,104	431	293,850	310,850	509,660
583	Underground Cable	-	5,000	950,000	817,690	1,234,600
585	Line Supplies	1,623	-	341,585	340,000	341,585
587	Generation	51,528	49,090	273,000	267,000	326,500
591	Street Light Program	30,609	-	29,900	20,800	-
600	Capitalized Overhead	(182,970)	-	-	-	-
Total Capital Outlay		<u>(68,965)</u>	<u>77,266</u>	<u>2,468,945</u>	<u>2,476,810</u>	<u>3,045,170</u>
902	Interest - 2002A Bonds	11,278	8,260	5,060	7,160	1,720
904	Interest - 2006C Bonds	8,844	6,798	4,620	4,620	2,500
940	Interest - 2000 Bonds	50,070	22,495	23,055	23,055	-
942	Interest - 2003 Bonds	720,228	677,787	648,740	648,740	150,000
944	Interest - 2006D Bonds	64,300	64,100	63,900	63,900	65,000
946	Interest - 2007 Bonds	98,000	90,000	88,200	88,200	90,000
964	Interest - 2011 Bonds	-	-	-	-	265,000
Total Debt Service		<u>952,720</u>	<u>869,440</u>	<u>833,575</u>	<u>835,675</u>	<u>574,220</u>
Total Expenditures and Other Financing Uses		<u>\$ 28,730,191</u>	<u>\$ 30,465,036</u>	<u>\$ 32,448,310</u>	<u>\$ 29,297,705</u>	<u>\$ 33,385,510</u>

CITY OF GENEVA, ILLINOIS  
Expenditure Budget Summary by Division  
Fiscal Year Ending April 30, 2013

20 - Electric Fund

Division	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
20-62	Purchased Power	\$ 22,090,608	\$ 23,164,742	\$ 22,063,590	\$ 19,381,140	\$ 23,040,950
20-63	Operation & Maintenance	1,992,767	2,402,417	2,703,500	2,462,720	2,605,995
20-64	Customer Accounting	145,258	88,492	148,215	100,895	119,170
20-65	Administration	718,646	746,822	855,320	759,620	809,445
20-66	Debt Service/Depreciation	2,941,491	2,872,547	2,952,835	2,955,240	2,490,785
20-67	Fiber Optics	37,835	18,070	45,060	13,535	41,945
20-68	Electric Generation	652,136	1,094,680	1,166,295	1,108,490	1,169,555
20-61	New Service	37,445	-	44,550	39,255	62,495
30-89	Capital Outlay	114,005	77,266	2,468,945	2,476,810	3,045,170
Total Electric Fund		<u>\$ 28,730,191</u>	<u>\$ 30,465,036</u>	<u>\$ 32,448,310</u>	<u>\$ 29,297,705</u>	<u>\$ 33,385,510</u>

CITY OF GENEVA, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending April 30, 2013

Fund 20 - Electric Fund

Division 20-62 - Purchased Power

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Expenditures</b>						
002-224	Purchased Power	\$ 21,002,567	\$ 22,138,663	\$ 22,063,590	\$ 19,381,140	\$ 23,040,950
002-225	State Utility Tax	1,088,041	1,026,079	-	-	-
<b>Total Operating</b>		<u>22,090,608</u>	<u>23,164,742</u>	<u>22,063,590</u>	<u>19,381,140</u>	<u>23,040,950</u>
<b>Total Purchased Power</b>		<u>\$ 22,090,608</u>	<u>\$ 23,164,742</u>	<u>\$ 22,063,590</u>	<u>\$ 19,381,140</u>	<u>\$ 23,040,950</u>

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2013

Fund 20 - Electric Fund

Division 20-63 - Operation & Maintenance

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Expenditures</b>						
001-101	Wages - Regular	\$ 1,086,629	\$ 1,342,702	\$ 1,322,915	\$ 1,288,645	\$ 1,246,295
001-102	Wages - Part-Time/Seasonal	-	-	43,015	36,300	43,640
001-103	Overtime	-	-	157,510	42,150	157,510
001-104	Stand-By	83,440	83,315	88,270	88,270	90,035
001-196	Group Insurance	200,487	216,566	244,760	217,565	249,360
001-197	IMRF	173,987	197,169	202,900	172,095	181,390
001-198	FICA	125,513	125,943	124,570	108,400	117,260
<b>Total Personal Services</b>		<b>1,670,056</b>	<b>1,965,695</b>	<b>2,183,940</b>	<b>1,953,425</b>	<b>2,085,490</b>
001-201	Legal	67	1	-	-	-
001-206	Travel	-	-	500	-	500
001-208	Postage	1,770	71	-	-	-
001-210	Insurance	84,161	68,031	90,965	90,965	87,095
001-211	Training	14,448	2,545	5,000	1,520	5,000
001-215	Radio Rental	861	-	-	-	-
001-217	Miscellaneous Rental	835	-	-	-	-
001-222	Scada Phone Rental	(612)	-	-	-	-
001-223	Water & Sewer Expense	634	638	980	1,380	1,540
001-250	Bldgs and Grnds	22,317	27,538	30,170	28,165	30,170
001-253	M & R Autos and Trucks	25,897	22,118	19,765	19,740	19,765
001-255	M & R Portable Equipment	367	-	-	-	-
001-256	Collection Expense	1,203	71	2,285	2,285	2,500
001-258	Radios	85	-	-	-	-
001-261	M & R Meters	132	-	-	-	-
001-264	M & R Tools	965	-	-	-	-
001-265	M & R Safety Equipment	48	-	-	-	-
001-281	Substations	30,011	24,613	36,005	35,985	36,005
001-287	M & R Street Lights	4,502	-	-	-	-
001-289	Tree Removal & Trimming	94,529	97,047	97,965	97,960	97,965
001-290	Landscaping Soil/Gravel	16,439	6,251	16,530	16,430	16,530
001-299	Miscellaneous Contractual	17,006	22,508	19,160	19,160	28,000
001-301	Clothing Allowance	9,609	8,841	15,555	15,555	15,555
001-350	M & S Buildings & Grounds	27	-	-	-	-
001-351	GIS	10,804	13,426	18,535	18,430	18,580
001-359	Heating	2,433	3,830	3,015	3,010	3,015
001-362	Meter Testing	21,160	24,280	27,920	27,920	19,300
001-363	Motor Fuel	20,180	22,440	37,745	33,850	41,520
001-364	Tools	951	2,110	4,180	4,170	4,180
001-365	Safety Equipment	8,175	6,928	8,160	8,015	8,160
001-374	Line Supplies	19,870	18,744	20,950	20,850	20,950
001-386	M & S Street Lamps	(30)	-	-	-	-
001-387	Street Lights	9,421	12,616	17,400	17,220	17,400
001-399	M & S Miscellaneous	4,192	8,996	4,175	4,085	4,175

CITY OF GENEVA, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending April 30, 2013

Fund 20 - Electric Fund

Division 20-63 - Operation & Maintenance

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
Expenditures						
001-451	Other General Expense	-	43,079	42,600	42,600	42,600
001-600	Less Capitalized O.H.	(99,746)	-	-	-	-
Total Operating		<u>322,711</u>	<u>436,722</u>	<u>519,560</u>	<u>509,295</u>	<u>520,505</u>
Total Operation & Maintenance		<u>\$ 1,992,767</u>	<u>\$ 2,402,417</u>	<u>\$ 2,703,500</u>	<u>\$ 2,462,720</u>	<u>\$ 2,605,995</u>

CITY OF GENEVA, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending April 30, 2013

Fund 20 - Electric Fund

Division 20-64 - Customer Accounting

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
Expenditures						
003-102	Wages - Part-Time/Seasonal	\$ 42,870	\$ 42,530	\$ 49,365	\$ 49,365	\$ 49,715
003-196	Group Insurance	1,743	-	-	-	645
003-198	FICA	3,805	3,993	3,780	3,565	3,805
Total Personal Services		<u>48,418</u>	<u>46,523</u>	<u>53,145</u>	<u>52,930</u>	<u>54,165</u>
003-200	Mailco	37,786	30,359	33,660	33,660	34,680
003-210	Insurance	7,850	6,466	8,655	8,655	8,325
003-212	Software Maintenance	4,860	5,144	5,495	5,650	22,000
003-227	Bad Debt Expense	46,344	-	47,260	-	-
Total Operating		<u>96,840</u>	<u>41,969</u>	<u>95,070</u>	<u>47,965</u>	<u>65,005</u>
Total Customer Accounting		<u>\$ 145,258</u>	<u>\$ 88,492</u>	<u>\$ 148,215</u>	<u>\$ 100,895</u>	<u>\$ 119,170</u>

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2013

Fund 20 - Electric Fund

Division 20-65 - Administration

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Expenditures</b>						
004-101	Wages - Regular	\$ 434,994	\$ 458,892	\$ 455,615	\$ 405,470	\$ 415,415
004-180	Vehicle Allowance	7,542	5,643	6,430	5,890	6,035
004-195	Unemployment Compensation	-	68	-	-	-
004-196	Group Insurance	49,757	55,427	63,150	52,500	58,795
004-197	IMRF	48,681	67,255	56,770	49,610	51,135
004-198	FICA	35,118	42,909	34,855	29,960	32,240
<b>Total Personal Services</b>		<b>576,092</b>	<b>630,194</b>	<b>616,820</b>	<b>543,430</b>	<b>563,620</b>
004-201	Legal	22,351	3,611	35,875	24,550	30,875
004-202	Audit	10,095	9,000	9,450	9,450	17,385
004-203	Engineering	15,038	13,116	15,375	14,250	15,375
004-205	Program Development	10,138	-	20,700	18,400	20,700
004-206	Travel	-	-	5,000	-	5,000
004-207	Dues & Subscriptions	663	22,831	25,155	25,155	26,155
004-208	Postage	1,046	3,614	3,220	3,210	3,220
004-209	Printing	1,053	1,063	1,670	1,450	1,670
004-210	Insurance	17,530	14,438	19,325	19,325	18,585
004-211	Training	2,462	1,050	4,000	2,880	4,000
004-213	Copier Rental	-	144	1,150	1,150	1,120
004-214	Copier Supplies	-	-	1,210	1,210	120
004-222	Telephoene	19,516	16,370	16,690	16,690	21,940
004-224	NIMPA General Expenses	60,797	28,411	71,760	70,850	71,760
004-352	Office Supplies	2,768	2,980	7,920	7,620	7,920
004-451	Other General Expense	11,179	-	-	-	-
004-600	Less Capitalized O.H.	(32,082)	-	-	-	-
<b>Total Operating</b>		<b>142,554</b>	<b>116,628</b>	<b>238,500</b>	<b>216,190</b>	<b>245,825</b>
<b>Total Administration</b>		<b>\$ 718,646</b>	<b>\$ 746,822</b>	<b>\$ 855,320</b>	<b>\$ 759,620</b>	<b>\$ 809,445</b>

CITY OF GENEVA, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending April 30, 2013

Fund 20 - Electric Fund

Division 20-66 - Debt Service & Depreciation

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
Expenditures						
009-902	Interest - 2002A Bonds	\$ 11,278	\$ 8,260	\$ 5,060	\$ 7,160	\$ 1,720
009-904	Interest - 2006C Bonds	8,844	6,798	4,620	4,620	2,500
009-940	Interest - 2000 Bonds	50,070	22,495	23,055	23,055	-
009-942	Interest - 2003 Bonds	720,228	677,787	648,740	648,740	150,000
009-944	Interest - 2006D Bonds	64,300	64,100	63,900	63,900	65,000
009-946	Interest - 2007 Bonds	98,000	90,000	88,200	88,200	90,000
009-964	Interest - 2011 Bonds	-	-	-	-	265,000
005-401	Misc Bond Expense	3,034	-	2,100	3,000	3,000
005-403	Street Light Transfer	227,266	220,061	240,595	240,000	-
005-406	Bond Amortization Expense	26,537	26,537	26,540	26,540	26,540
005-413	Depreciation Expense	1,731,934	1,756,509	1,850,025	1,850,025	1,887,025
Total		<u>2,941,491</u>	<u>2,872,547</u>	<u>2,952,835</u>	<u>2,955,240</u>	<u>2,490,785</u>
Total Debt Service & Depreciation		<u>\$ 2,941,491</u>	<u>\$ 2,872,547</u>	<u>\$ 2,952,835</u>	<u>\$ 2,955,240</u>	<u>\$ 2,490,785</u>

CITY OF GENEVA, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending April 30, 2013

Fund 20 - Electric Fund

Division 20-67 - Fiber Optics

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
Expenditures						
001-101	Wages - Regular	\$ 2,376	\$ 13,048	\$ 16,165	\$ 1,125	\$ 16,265
001-103	Overtime	-	-	2,955	-	-
001-196	Group Insurance	156	-	2,395	-	2,740
001-197	IMRF	2,043	1,853	2,385	135	1,975
001-198	FICA	1,474	1,184	1,465	80	1,270
Total Personal Services		<u>6,049</u>	<u>16,085</u>	<u>25,365</u>	<u>1,340</u>	<u>22,250</u>
001-382	Fiber Optics	33,548	1,985	19,695	12,195	19,695
001-600	Less Capitalized O.H.	(1,762)	-	-	-	-
Total Operating		<u>31,786</u>	<u>1,985</u>	<u>19,695</u>	<u>12,195</u>	<u>19,695</u>
Total Fiber Optics		<u>\$ 37,835</u>	<u>\$ 18,070</u>	<u>\$ 45,060</u>	<u>\$ 13,535</u>	<u>\$ 41,945</u>

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2013

Fund 20 - Electric Fund

Division 20-68 - Electric Generation

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Expenditures</b>						
001-101	Wages - Regular	\$ 61,434	\$ 49,209	\$ 63,860	\$ 55,135	\$ 65,870
001-103	Overtime	-	-	5,675	4,550	5,675
001-196	Group Insurance	9,490	575	9,580	9,360	11,095
001-197	IMRF	7,430	7,332	8,665	6,930	8,680
001-198	FICA	5,360	4,674	5,320	4,235	5,475
<b>Total Personal Services</b>		<b>83,714</b>	<b>61,790</b>	<b>93,100</b>	<b>80,210</b>	<b>96,795</b>
001-210	Insurance	107,825	88,811	118,875	118,875	122,440
001-222	Telephone	-	-	-	-	2,100
001-224	Fuel - Natural Gas Supply	78,303	488,864	426,585	420,000	423,585
001-225	Fuel - Transportation of Gas	225,650	232,951	242,760	242,760	241,760
001-230	Operating Expenses	5,517	16,484	22,445	18,445	22,445
001-270	Cont Eng & Gen Maint	148,035	153,309	193,660	163,660	193,660
001-299	Miscellaneous	33,850	38,652	51,200	47,835	51,200
001-360	Power Generating Expenses	18,622	13,819	17,670	16,705	15,570
001-600	Less Capitalized O.H.	(49,380)	-	-	-	-
<b>Total Operating</b>		<b>568,422</b>	<b>1,032,890</b>	<b>1,073,195</b>	<b>1,028,280</b>	<b>1,072,760</b>
<b>Total Electric Generation</b>		<b>\$ 652,136</b>	<b>\$ 1,094,680</b>	<b>\$ 1,166,295</b>	<b>\$ 1,108,490</b>	<b>\$ 1,169,555</b>

CITY OF GENEVA, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending April 30, 2013

Fund 20 - Electric Fund

Division 20-61 - New Service

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
Expenditures						
007-101	Wages - Regular	\$ 37,445	\$ -	\$ 44,550	\$ 30,000	\$ 45,745
007-103	Overtime	-	-	-	145	-
007-196	Group Insurance	-	-	-	3,335	7,700
007-197	IMRF	-	-	-	3,580	5,550
007-198	FICA	-	-	-	2,195	3,500
Total Personal Services		<u>37,445</u>	<u>-</u>	<u>44,550</u>	<u>39,255</u>	<u>62,495</u>
Total New Service		<u>\$ 37,445</u>	<u>\$ -</u>	<u>\$ 44,550</u>	<u>\$ 39,255</u>	<u>\$ 62,495</u>

CITY OF GENEVA, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending April 30, 2013

Fund 20 - Electric Fund

Division 20-69 - Capital Outlay

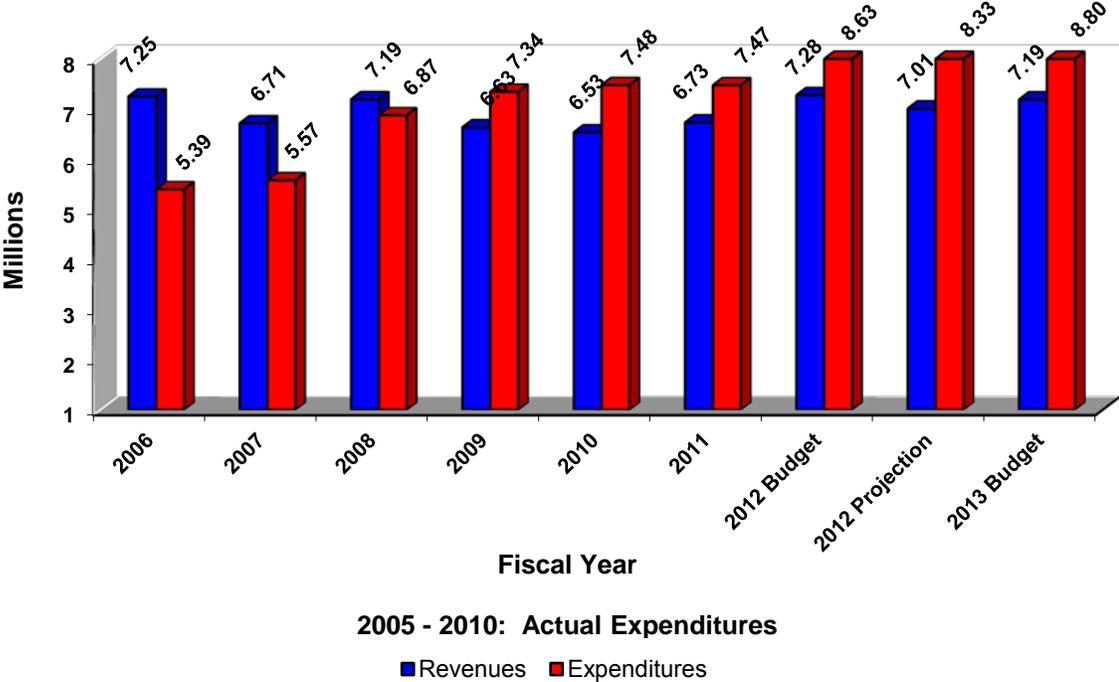
Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
Expenditures						
001-521	Buildings	\$ -	\$ -	\$ 15,000	\$ 14,860	\$ 15,000
001-522	Impr Other Than Buildings	27,141	22,745	382,000	382,000	368,625
001-531	Office Equipment	-	-	8,520	8,520	18,600
001-542	Trucks	-	-	162,590	302,590	173,000
001-543	Other Equipment	-	-	12,500	12,500	57,600
001-581	Substations	3,104	431	293,850	310,850	509,660
001-583	Underground Cable	-	5,000	950,000	817,690	1,234,600
001-585	Line Supplies	1,623	-	341,585	340,000	341,585
001-587	Generation Equipment	51,528	49,090	273,000	267,000	326,500
001-591	Street Light Program	30,609	-	29,900	20,800	-
<b>Total</b>		<b>114,005</b>	<b>77,266</b>	<b>2,468,945</b>	<b>2,476,810</b>	<b>3,045,170</b>
<b>Total Capital Outlay</b>		<b>\$ 114,005</b>	<b>\$ 77,266</b>	<b>\$ 2,468,945</b>	<b>\$ 2,476,810</b>	<b>\$ 3,045,170</b>

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# 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.

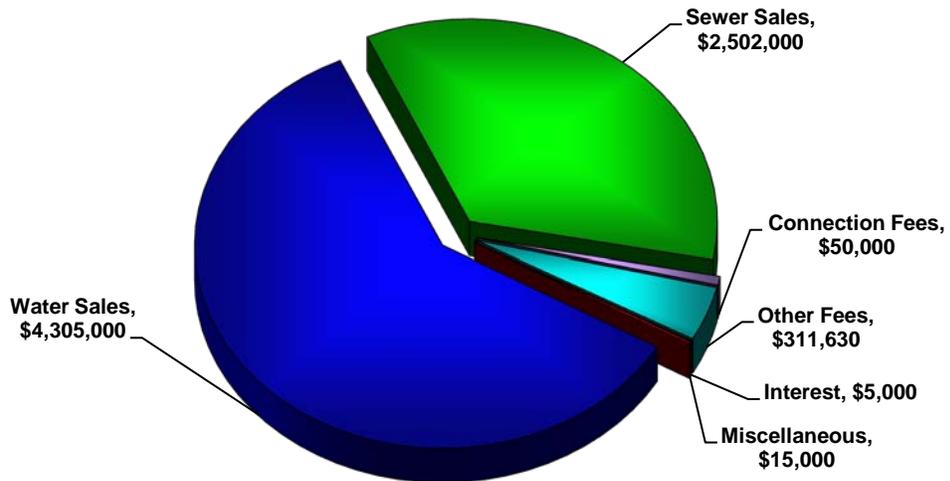
Water and Sewer Fund Revenues and Expenditures



# WATER/WASTEWATER FUND

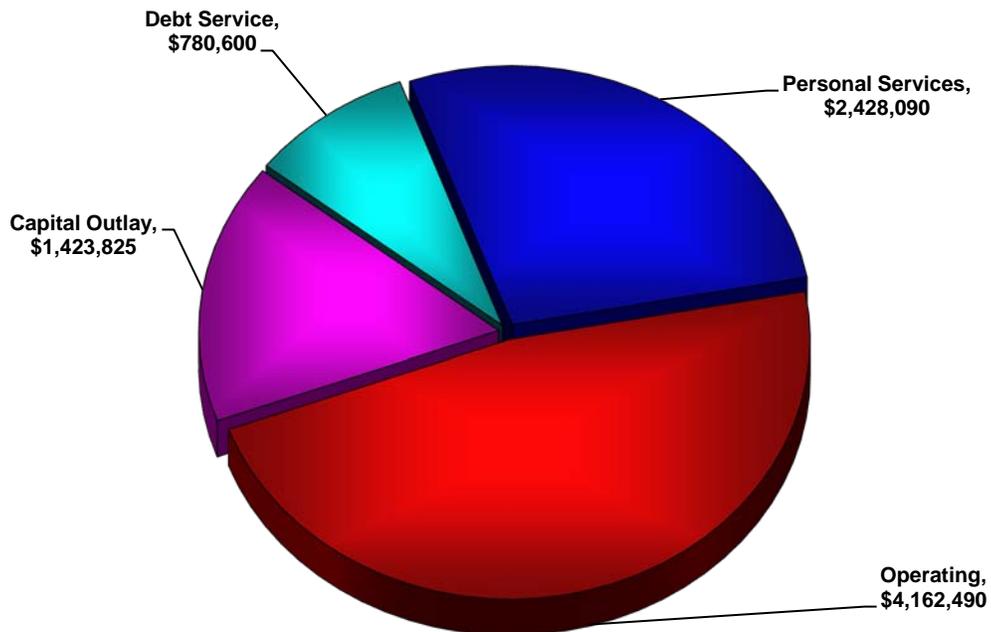
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Revenues by Category



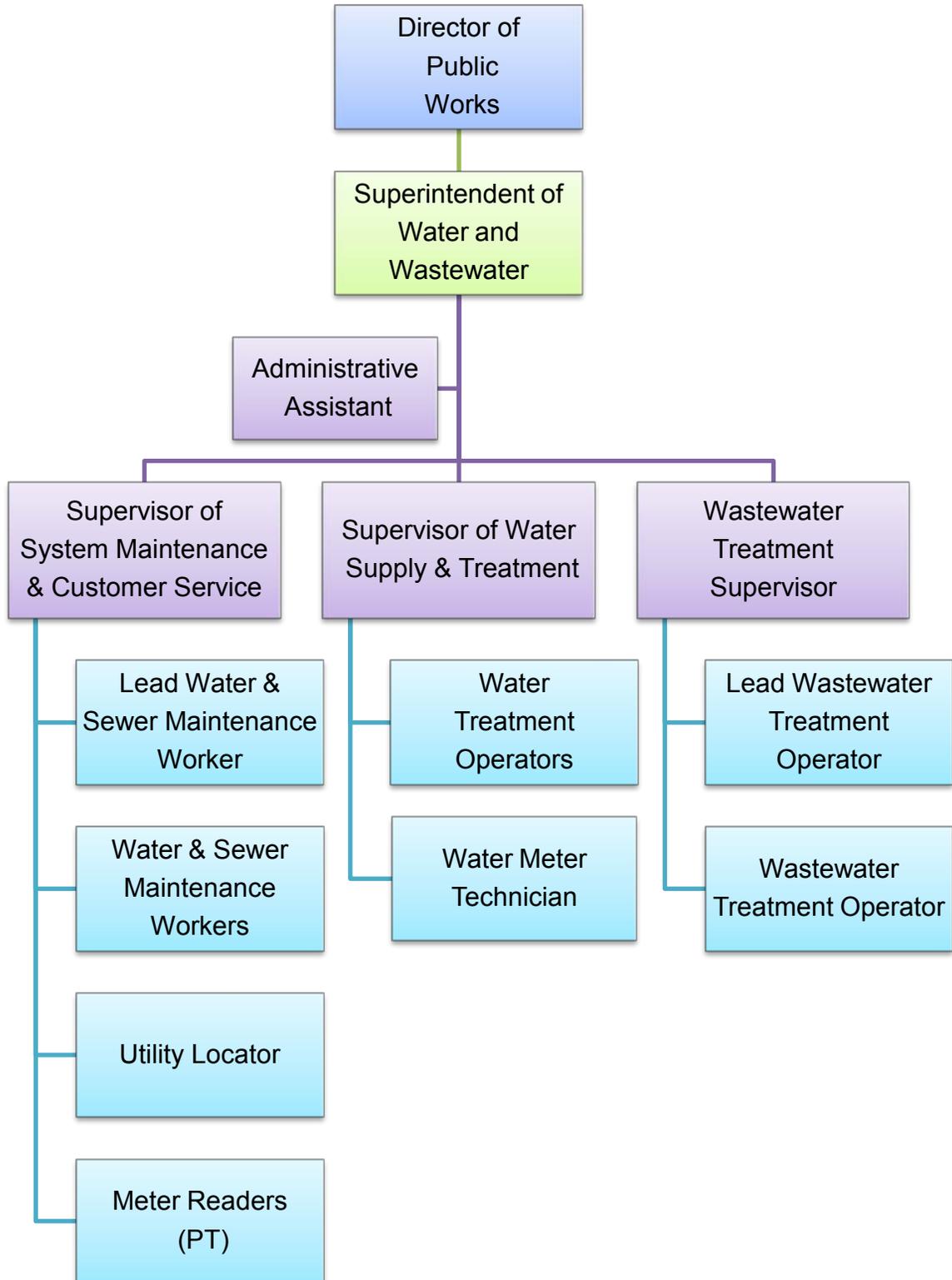
Water and sewer sales account for 95% of the revenues in the Water/Wastewater Fund.

Expenditures by Category



Operating, the largest expenditure category includes a budget line item for depreciation expense. Personal Services account for 27.6% 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 2012-2013 GOALS

**Goal # 1** Water Main Replacement. Staff proposes to coordinate with the MFT street resurfacing program to install a 10-inch water main on Center Street from Logan Avenue to Anderson Boulevard. The new water main will improve fire flow to the area as recommended by Fire Protection Engineer Richard Solomon.

**Funding:** Infrastructure Capital Projects \$155,000

**Completion Date:** 04/30/2013

**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.

Objective:

2. Maintain high-quality public services that serve and protect our residents and businesses.

**Goal # 2** Water Main Extension. Staff proposes to coordinate with the MFT street resurfacing program to install 650 feet of 6-inch water main on Ray Street. Currently the water main dead ends on Ray Street 200 feet west of Hawthorne Lane. Staff recommends extending and connecting this water main to Batavia Avenue. This will improve fire flow and water quality while also assisting in the redevelopment of the area.

**Funding:** Infrastructure Capital Projects \$65,000

**Completion Date:** 04/30/2013

**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.

Objective:

2. Maintain high-quality public services that serve and protect our residents and businesses.

**Goal # 3** Water Main Relocation. Staff proposes to coordinate with the Illinois Department of Transportation to relocate approximately 2,000 feet of 12-inch water main for the Kautz Road and Route 38 overpass project.

**Funding:** Infrastructure Capital Projects \$250,000

**Completion Date:** 04/30/2013

**Strategic Plan:** Vision 5: Community needs and desires are effectively and efficiently balanced with available resources. Goal 1: Partner with other jurisdictions to investigate and plan for anticipated public facility needs.

Objective:

1. Determine opportunities for collaboration and coordination with respect to new and renewed space options.

**Goal # 4** Through the use of educational tools and on-site tours, the Water Treatment Facility and Wastewater Treatment Plant will seize opportunities to engage youth in the value of clean water resources.

**Funding:** Staff Time

**Completion Date:** 04/30/2013

**Strategic Plan:** Vision 3: The quality of our participation reflects our strong commitment to the community. Goal 1: Seize opportunities to engage youth and seniors in community matters, events and programs, and cultivate their sense of public stewardship.

Objective:

3. Work with the School District to incorporate into the curriculum a civics component to include elected officials and practitioners participating in classroom and on-site training.

**Goal # 5** Continue to maintain and enhance the Public Works Facility. The Public Works Facility is over 26 years old and is in need of some repairs and improvements. The following is a list of items:

- Skylights – Continue to repair/replace skylights that are leaking.
- Garage Heaters – Continue to repair/replace heaters that are malfunctioning.
- Security –Video surveillance. Repair and replace damaged sections of fence.
- Narrowbanding of Two-Way Radios – We have until January 1, 2013 to replace all radios to narrow band communications.
- Commercial Pressure Washer – Replace the 25 year-old unit.

**Funding:** Design - Staff Time; Construction - General Capital \$15,000, Electric Capital \$15,000, Water Capital \$15,000 (\$45,000 total)

**Completion Date:** 03/31/2013

**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.

Objective:

2. Maintain high-quality public services that serve and protect our residents and businesses.

**Goal # 6** Water Utility Rate Structure. Staff proposes to work with a consultant based on the recommendation by the Rate Task Force and approved by the Geneva City Council to perform a full rate study. This rate study will consider new rate structures with the goal of determining the best rate structure to meet the needs of the utility and present the finding to the City Council.

**Funding:** Consultant – Water Operating \$40,000

**Completion Date:** 07/01/2012

**Strategic Plan:** N/A

CITY OF GENEVA, ILLINOIS  
Budget Detail By Fund  
Fiscal Year Ending April 30, 2013

Fund 30 - Water/Wastewater Fund

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Revenues and Other Financing Sources</b>						
973-000	Connection Fees	\$ 50,145	\$ 41,277	\$ 25,000	\$ 83,585	\$ 25,000
980-300	Sale of Water	3,832,507	3,975,504	4,305,785	4,100,000	4,305,000
980-400	Sewage Fees	2,280,866	2,330,112	2,486,885	2,400,000	2,502,000
975-001	Material	1,817	337	-	2,855	-
975-003	Labor	249	727	-	900	-
975-004	Equipment Time	117	530	-	755	-
995-000	Sewer Connection	46,257	38,126	25,000	83,000	25,000
<b>Total Charges for Services</b>		<b>6,211,958</b>	<b>6,386,613</b>	<b>6,842,670</b>	<b>6,671,095</b>	<b>6,857,000</b>
976-000	Lawn Permits Fees	600	600	600	625	600
979-000	Rental Fees	224,877	292,422	286,515	293,435	292,530
992-000	Sale of Meters	-	129	-	-	-
996-000	Private Fire Service	18,540	17,910	18,500	18,270	18,500
999-000	Miscellaneous Revenue	16,145	27,998	2,500	20,000	15,000
999-009	Reimb Exp Miscellaneous	-	-	-	500	-
999-010	Capital Contributions	51,637	-	-	-	-
999-999	Reappropriation	-	-	119,600	-	-
<b>Total Miscellaneous</b>		<b>311,799</b>	<b>339,059</b>	<b>427,715</b>	<b>332,830</b>	<b>326,630</b>
942-000	Interest on Investments	8,102	3,258	5,000	5,000	5,000
<b>Total Investment Income</b>		<b>8,102</b>	<b>3,258</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
<b>Total Revenues and Other Financing Sources</b>		<b>\$ 6,531,859</b>	<b>\$ 6,728,930</b>	<b>\$ 7,275,385</b>	<b>\$ 7,008,925</b>	<b>\$ 7,188,630</b>
<b>Expenditures and Other Financing Uses</b>						
101	Wages - Regular	\$ 1,511,852	\$ 1,485,990	\$ 1,519,330	\$ 1,508,020	\$ 1,517,875
102	Wages - Part-Time/Seasonal	28,375	38,066	77,740	77,740	88,385
103	Overtime	61,601	52,255	74,840	54,240	58,500
104	Stand-By	88,187	88,532	93,930	93,930	92,050
180	Vehicle Allowance	6,853	5,689	7,235	7,235	5,950
195	Unemployment Compensation	-	69	-	-	-
196	Group Insurance	237,293	258,113	313,365	280,235	327,785
197	IMRF	201,680	196,646	209,105	199,985	203,145
198	FICA	148,860	129,808	135,500	129,860	134,400
<b>Total Personal Services</b>		<b>2,284,701</b>	<b>2,255,168</b>	<b>2,431,045</b>	<b>2,351,245</b>	<b>2,428,090</b>
201	Legal	3,157	1,955	1,910	1,910	1,910
202	Audit	13,455	8,300	8,750	8,450	3,660
203	Engineering	595	788	805	805	805
206	Travel	1,469	1,348	1,500	1,500	1,500
207	Dues & Subscriptions	532	535	500	500	500
208	Postage	4,079	4,353	4,745	4,745	4,745
209	Printing	376	1,518	1,365	1,365	1,365
210	Insurance	106,769	88,013	118,030	126,480	110,000
211	Training	4,192	3,527	4,300	4,300	4,300
212	GIS	5,470	6,290	11,020	11,020	19,150
212	Software Maintenance	5,310	6,290	11,020	11,020	19,150
213	Copier Rental	2,586	2,092	2,590	3,100	1,120
214	Copier Supplies	-	29	750	480	120

CITY OF GENEVA, ILLINOIS  
Budget Detail By Fund  
Fiscal Year Ending April 30, 2013

Fund 30 - Water/Wastewater Fund

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
215	Misc Rental	623	-	-	-	-
222	Telephone	7,919	7,527	8,985	7,900	12,580
223	Water & Sewer Expense	417	419	440	1,000	-
224	Purchased Power	649,543	613,036	664,425	643,690	728,120
226	Collection Expense	109	9	175	150	2,400
227	Bad Debt Expense	7,572	-	7,565	3,565	3,565
231	Sludge and Grit Disposal	47,225	47,255	47,000	47,000	47,000
250	M & R Buildings & Grounds	76,123	75,060	68,815	68,100	71,500
253	M & R Autos	14,673	13,980	38,825	40,825	15,825
254	M & R Mobile Equipment	1,835	2,295	2,335	2,335	2,300
255	M & R Portable Equipment	829	563	615	615	615
258	M & R Radios	246	510	510	510	510
259	M & R Heating	247	3,830	4,000	4,000	4,000
261	M & R Meters	1,484	-	-	-	-
264	M & R Tools	520	-	-	-	-
264	Pumps	889	227	1,000	1,000	1,000
266	Hydrants & Valves	4,002	3,000	3,000	3,000	3,000
268	M & R Sanit Sewer Lines	7,970	8,028	8,000	8,000	8,000
270	Water Leaks	66,997	63,335	62,915	64,000	64,000
272	Controls	9,867	9,709	9,690	9,690	9,690
273	M & R Pumps	1,275	1,987	10,585	10,585	10,185
298	Mailco	30,550	32,873	30,805	30,805	35,700
299	Misc Contractual	6,916	11,858	11,220	11,935	10,675
301	Uniform Rental	5,710	5,862	6,165	6,165	6,165
311	Lab Services	28,153	25,108	29,000	27,810	27,800
321	Lab Supplies	14,205	14,086	14,000	14,000	14,000
341	Cartridge Filters	42,813	50,000	60,000	60,000	60,000
351	Chemicals	270,308	250,889	275,060	268,050	273,500
352	Office Supplies	1,637	1,470	1,770	1,835	1,770
359	Heating	34,099	26,669	30,210	31,410	31,410
361	M & S Meters	16,140	55,677	5,000	5,000	5,000
363	Motor Fuel	22,665	36,495	37,110	35,210	40,820
364	Tools	2,713	3,141	3,155	3,135	3,135
365	Safety Equipment	6,253	7,025	7,100	7,120	7,120
373	M & S Pumps	800	-	-	-	-
390	Parkway Resotation	3,981	3,949	3,965	4,000	4,000
399	Miscellaneous	58,271	62,116	71,165	71,165	52,365
401	Misc Bond Expense	400	400	400	400	400
413	Depreciation Expense	2,310,631	2,292,811	2,356,875	2,356,875	2,380,020
415	St Charles/Geneva Sewer Fees	14,553	17,381	16,320	18,160	16,320
416	Amortization of Bonds	4,225	4,225	4,225	4,225	4,225
416	NPDES Annual Fees	35,039	35,000	35,000	34,000	34,000
451	Other General Expense	1,441	1,445	1,450	1,450	1,450
Total Operating		3,959,858	3,914,288	4,106,160	4,084,390	4,162,490
521	Buildings	17,933	6,652	-	-	-
522	Impr Other Than Buildings	168,518	219,040	420,000	380,000	723,125
531	Office Equipment	-	3,488	5,000	5,000	7,100
542	Trucks	-	-	58,000	56,894	28,000
543	Other Equipment	25,842	16,910	274,600	200,440	243,100
561	Sewage Treatment Plant	-	34,876	40,000	44,500	197,500
562	Sewer Lines	84,694	55,190	70,000	70,000	200,000

CITY OF GENEVA, ILLINOIS  
 Budget Detail By Fund  
 Fiscal Year Ending April 30, 2013

Fund 30 - Water/Wastewater Fund

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
572	Water Mains	24,630	99,847	370,000	280,000	25,000
Total Capital Outlay		<u>321,617</u>	<u>436,003</u>	<u>1,237,600</u>	<u>1,036,834</u>	<u>1,423,825</u>
904	Interest - 2006C Bonds	9,407	7,210	4,900	4,900	2,600
928	Interest - 2001 IEPA Loan	88,834	81,949	74,885	74,885	70,000
930	Interest - 2004 IEPA Loan	109,922	103,444	96,800	96,800	93,000
932	Interest - 2007 IEPA Loan	86,512	70,503	67,020	67,020	66,000
934	Interest - 2008A IEPA Loan	193,931	185,073	191,000	190,995	185,000
936	Interest - 2008B IEPA Loan	209,490	207,007	210,650	210,635	205,000
938	Interest - 2005 Bonds	212,913	212,913	212,920	212,920	-
958	Interest - 2012B Bonds	-	-	-	-	159,000
Total Debt Service		<u>911,009</u>	<u>868,099</u>	<u>858,175</u>	<u>858,155</u>	<u>780,600</u>
Total Expenditures and Other Financing Uses		<u>\$ 7,477,185</u>	<u>\$ 7,473,558</u>	<u>\$ 8,632,980</u>	<u>\$ 8,330,624</u>	<u>\$ 8,795,005</u>

CITY OF GENEVA, ILLINOIS  
 Expenditure Budget Summary by Division  
 Fiscal Year Ending April 30, 2013

30 - Water/Wastewater Fund

Division	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
30-72	Water Production	\$ 290,259	\$ 322,064	\$ 322,780	\$ 299,290	\$ 339,540
30-73	Water Distribution	1,183,191	1,127,859	1,112,830	1,081,555	1,115,920
30-82	Wastewater Treatment	706,150	690,319	841,135	820,835	823,915
30-83	Wastewater Collection	682,850	739,418	795,085	777,880	808,690
30-84	Industrial Wastewater	91,906	66,481	114,270	106,075	103,145
30-86	Debt Service/Depreciation	3,226,265	3,165,535	3,219,675	3,219,655	3,165,245
30-87	Water Treatment	974,947	925,879	989,605	988,500	1,014,725
30-89	Capital Outlay	321,617	436,003	1,237,600	1,036,834	1,423,825
Total Water and Sewer Fund		<u>\$ 7,477,185</u>	<u>\$ 7,473,558</u>	<u>\$ 8,632,980</u>	<u>\$ 8,330,624</u>	<u>\$ 8,795,005</u>

CITY OF GENEVA, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending April 30, 2013

Fund 30 - Water/Wastewater Fund

Division 30-72 - Water Production

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
Expenditures						
001-224	Purchased Power	\$ 252,906	\$ 283,968	\$ 291,330	\$ 267,690	\$ 307,000
001-250	Bldgs and Grds	11,414	11,578	6,565	6,000	6,000
001-259	Heating	247	3,830	4,000	4,000	4,000
001-272	Well Controls	4,867	4,709	4,690	4,690	4,690
001-273	Pumps	400	398	400	400	-
001-298	Mailco	15,169	16,069	15,250	15,250	17,850
001-299	Miscellaneous Contractual	1,072	1,512	545	1,260	-
001-359	M & S Heating	3,924	-	-	-	-
001-399	M & S Miscellaneous	260	-	-	-	-
Total Operating		<u>290,259</u>	<u>322,064</u>	<u>322,780</u>	<u>299,290</u>	<u>339,540</u>
Total Water Production		<u>\$ 290,259</u>	<u>\$ 322,064</u>	<u>\$ 322,780</u>	<u>\$ 299,290</u>	<u>\$ 339,540</u>

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2013

Fund 30 - Water/Wastewater Fund

Division 30-73 - Water Distribution

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Expenditures</b>						
002-101	Wages - Regular	\$ 577,777	\$ 532,479	\$ 538,340	\$ 533,100	\$ 549,070
002-102	Wages - Part-Time/Seasonal	14,416	18,684	39,325	39,325	44,560
002-103	Overtime	22,366	21,013	30,600	21,000	22,000
002-104	Stand-By	15,614	16,579	20,155	20,155	22,160
002-180	Vehicle Allowance	3,720	2,843	4,200	4,200	2,975
002-195	Unemployment Compensation	-	69	-	-	-
002-196	Group Insurance	100,979	99,026	115,580	106,645	120,665
002-197	IMRF	133,260	114,029	73,395	69,215	72,335
002-198	FICA	93,468	75,542	47,740	45,630	48,795
<b>Total Personal Services</b>		<b>961,600</b>	<b>880,264</b>	<b>869,335</b>	<b>839,270</b>	<b>882,560</b>
002-201	Legal	1,535	895	850	850	850
002-202	Audit	8,140	4,450	4,700	4,540	1,830
002-203	Engineering	110	320	320	320	320
002-206	Travel	482	451	500	500	500
002-207	Dues & Subscriptions	382	375	375	375	375
002-208	Postage	3,054	3,176	3,720	3,720	3,720
002-209	Printing	300	1,175	1,000	1,000	1,000
002-210	Insurance	60,575	49,949	66,785	66,785	62,260
002-211	Training	1,498	1,228	1,500	1,500	1,500
002-212	GIS	5,470	6,290	11,020	11,020	19,150
002-213	Copier Rental	1,293	1,046	1,380	1,640	1,120
002-214	Copier Supplies	-	29	380	230	120
002-215	Miscellaneous Rental	294	-	-	-	-
002-222	Telephone	4,163	4,044	4,955	4,000	8,320
002-223	Water & Sewer Expense	417	419	440	1,000	-
002-226	Collection Expense	50	4	100	100	1,200
002-227	Bad Debt Expense	3,564	-	3,565	3,565	3,565
002-250	Bldgs and Grnds	11,548	10,393	9,000	9,000	9,000
002-253	M & R Autos and Trucks	5,890	5,646	22,500	22,500	5,500
002-254	M & R Mobile Equipment	123	250	250	250	250
002-255	M & R Portable Equipment	298	287	300	300	300
002-258	Radios	-	250	250	250	250
002-261	M & R Meters	1,484	-	-	-	-
002-264	M & R Tools	520	-	-	-	-
002-266	Hydrants & Valves	4,002	3,000	3,000	3,000	3,000
002-270	Water Leaks	66,997	63,335	62,915	64,000	64,000
002-273	Pumps	9	69	185	185	185
002-299	Miscellaneous Contractual	3,288	5,271	5,475	5,475	5,475
002-301	Uniform Rental	1,867	1,862	1,870	1,870	1,870
002-352	Office Supplies	694	630	630	680	630
002-361	Meters	16,140	55,677	5,000	5,000	5,000
002-363	Motor Fuel	8,834	12,550	15,400	13,500	16,940

CITY OF GENEVA, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending April 30, 2013

Fund 30 - Water/Wastewater Fund

Division 30-73 - Water Distribution

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
Expenditures						
002-364	Tools	851	1,336	1,350	1,350	1,350
002-365	Safety Equipment	2,239	2,930	3,120	3,120	3,120
002-390	Parkway Restoration	2,000	1,958	2,000	2,000	2,000
002-399	M & S Miscellaneous	2,039	6,855	7,210	7,210	7,210
002-451	Other General Expense	1,441	1,445	1,450	1,450	1,450
Total Operating		<u>221,591</u>	<u>247,595</u>	<u>243,495</u>	<u>242,285</u>	<u>233,360</u>
Total Water Distribution		<u>\$ 1,183,191</u>	<u>\$ 1,127,859</u>	<u>\$ 1,112,830</u>	<u>\$ 1,081,555</u>	<u>\$ 1,115,920</u>

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2013

Fund 30 - Water/Wastewater Fund

Division 30-82 - Wastewater Treatment

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Expenditures</b>						
003-101	Wages - Regular	\$ 251,205	\$ 241,434	\$ 254,355	\$ 256,715	\$ 235,380
003-102	Wages - Part-Time/Seasonal	-	-	-	-	4,500
003-103	Overtime	27,624	20,504	32,000	21,000	23,500
003-104	Stand-By	26,862	28,287	28,250	28,250	26,960
003-196	Group Insurance	41,869	43,750	53,620	46,600	57,380
003-197	IMRF	-	1,331	38,590	36,495	34,680
003-198	FICA	-	814	25,160	22,980	22,210
<b>Total Personal Services</b>		<b>347,560</b>	<b>336,120</b>	<b>431,975</b>	<b>412,040</b>	<b>404,610</b>
003-210	Insurance	-	-	-	3,500	-
003-211	Training	1,212	1,186	1,500	1,500	1,500
003-224	Purchased Power	-	-	-	-	1,800
003-231	Sludge and Grit Disposal	167,708	152,921	187,300	170,000	190,400
003-250	Bldgs and Grnds	47,225	47,255	47,000	47,000	47,000
003-253	M & R Autos and Trucks	30,973	30,412	31,395	30,600	34,000
003-254	M & R Mobile Equipment	1,964	2,009	10,000	10,000	2,000
003-273	M & R Pumps	960	1,195	1,200	1,200	1,200
003-299	Miscellaneous Contractual	866	1,520	10,000	10,000	10,000
003-301	Uniform Rental	1,798	1,950	2,125	2,125	2,125
003-311	Lab Services	7,700	11,300	7,700	7,700	7,700
003-351	Chemicals	37,890	43,000	49,560	62,950	63,000
003-352	Office Supplies	351	243	350	350	350
003-359	Heating	5,109	4,550	5,410	5,410	5,410
003-364	Tools	562	477	500	500	500
002-365	Safety Equipment	1,680	1,600	1,600	1,600	1,600
003-373	Pumps	800	-	-	-	-
003-399	M & S Miscellaneous	2,200	2,200	2,200	2,200	400
003-415	St Charles/Geneva Sewer Fees	14,553	17,381	16,320	18,160	16,320
003-416	NPDES Annual Fees	35,039	35,000	35,000	34,000	34,000
<b>Total Operating</b>		<b>358,590</b>	<b>354,199</b>	<b>409,160</b>	<b>408,795</b>	<b>419,305</b>
<b>Total Wastewater Treatment</b>		<b>\$ 706,150</b>	<b>\$ 690,319</b>	<b>\$ 841,135</b>	<b>\$ 820,835</b>	<b>\$ 823,915</b>

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2013

Fund 30 - Water/Wastewater Fund

Division 30-83 - Wastewater Collection

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Expenditures</b>						
004-101	Wages - Regular	\$ 396,524	\$ 425,570	\$ 423,740	\$ 419,665	\$ 434,315
004-102	Wages - Part-Time/Seasonal	13,959	19,382	38,415	38,415	39,325
004-104	Stand-By	11,213	8,363	8,975	8,975	6,125
004-180	Vehicle Allowance	3,133	2,846	3,035	3,035	2,975
004-196	Group Insurance	55,804	75,941	83,165	75,840	86,050
004-197	IMRF	39,420	48,021	53,915	52,030	53,795
004-198	FICA	34,392	31,801	35,710	35,110	36,705
<b>Total Personal Services</b>		<b>554,445</b>	<b>611,924</b>	<b>646,955</b>	<b>633,070</b>	<b>659,290</b>
004-201	Legal	1,120	560	560	560	560
004-202	Audit	5,315	3,850	4,050	3,910	1,830
004-203	Engineering	485	468	485	485	485
004-206	Travel	584	205	500	500	500
004-207	Dues & Subscriptions	150	160	125	125	125
004-208	Postage	1,025	1,177	1,025	1,025	1,025
004-209	Printing	76	343	365	365	365
004-210	Insurance	46,194	38,064	51,245	51,245	47,740
004-211	Training	502	491	500	500	500
004-212	Software Maintenance	5,310	6,290	11,020	11,020	19,150
004-213	Copier Rental	1,293	1,046	1,210	1,460	-
004-214	Copier Supplies	-	-	370	250	-
004-215	Miscellaneous Rental	329	-	-	-	-
004-222	Telephone	3,756	3,483	4,030	3,900	2,460
004-226	Collection Expense	59	5	75	50	1,200
004-227	Bad Debt Expense	4,008	-	4,000	-	-
004-250	Bldgs and Grnds	6,671	6,205	5,705	6,500	6,500
004-253	M & R Autos and Trucks	6,644	6,150	6,150	6,150	6,150
004-254	M & R Mobile Equipment	752	850	885	885	850
004-255	M & R Portable Equipment	531	276	315	315	315
004-258	Radios	246	260	260	260	260
004-264	Pumps	889	227	1,000	1,000	1,000
004-268	M & R Sanitary Sewer Lines	7,970	8,028	8,000	8,000	8,000
004-298	Mailco	15,381	16,804	15,555	15,555	17,850
004-299	Miscellaneous Contractual	2,069	3,760	3,400	3,400	3,400
004-301	Uniform Rental	799	874	895	895	895
004-352	Office Supplies	191	200	200	215	200
004-363	Motor Fuel	11,283	19,887	18,000	18,000	19,800
004-364	Tools	304	330	305	285	285
004-365	Safety Equipment	1,199	1,313	1,180	1,200	1,200
004-390	Parkway Restoration	1,981	1,991	1,965	2,000	2,000
004-399	M & S Miscellaneous	1,289	4,197	4,755	4,755	4,755
<b>Total Operating</b>		<b>128,405</b>	<b>127,494</b>	<b>148,130</b>	<b>144,810</b>	<b>149,400</b>
<b>Total Wastewater Collection</b>		<b>\$ 682,850</b>	<b>\$ 739,418</b>	<b>\$ 795,085</b>	<b>\$ 777,880</b>	<b>\$ 808,690</b>

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2013

Fund 30 - Water/Wastewater Fund

Division 30-84 - Industrial Wastewater

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Expenditures</b>						
005-101	Wages - Regular	\$ 65,720	\$ 50,819	\$ 64,500	\$ 61,625	\$ 55,960
005-196	Group Insurance	4,089	241	14,905	9,355	13,550
005-197	IMRF	-	271	7,420	7,240	6,790
005-198	FICA	-	166	4,920	4,580	4,280
<b>Total Personal Services</b>		<b>69,809</b>	<b>51,497</b>	<b>91,745</b>	<b>82,800</b>	<b>80,580</b>
005-201	Legal	502	500	500	500	500
005-210	Insurance	-	-	-	750	-
005-211	Training	480	122	300	300	300
005-253	M & R Autos and Trucks	175	175	175	175	175
005-299	Miscellaneous Contractual	487	1,315	1,800	1,800	1,800
005-311	Lab Services	12,900	6,608	12,900	12,900	12,900
005-321	Lab Supplies	5,681	5,454	5,500	5,500	5,500
005-351	Chemicals	339	106	500	500	500
005-352	Office Supplies	56	53	240	240	240
005-363	Motor Fuel	304	451	410	410	450
005-365	Safety Equipment	173	200	200	200	200
005-399	M & S Miscellaneous	1,000	-	-	-	-
<b>Total Operating</b>		<b>22,097</b>	<b>14,984</b>	<b>22,525</b>	<b>23,275</b>	<b>22,565</b>
<b>Total Industrial Wastewater</b>		<b>\$ 91,906</b>	<b>\$ 66,481</b>	<b>\$ 114,270</b>	<b>\$ 106,075</b>	<b>\$ 103,145</b>

CITY OF GENEVA, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending April 30, 2013

Fund 30 - Water/Wastewater Fund

Division 30-86 - Debt Service and Depreciation

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
Expenditures						
009-904	Interest - 2006C Bonds	\$ 9,407	\$ 7,210	\$ 4,900	\$ 4,900	\$ 2,600
009-928	Interest - 2001 IEPA Loan	88,834	81,949	74,885	74,885	70,000
009-930	Interest - 2004 IEPA Loan	109,922	103,444	96,800	96,800	93,000
009-932	Interest - 2007 IEPA Loan	86,512	70,503	67,020	67,020	66,000
009-934	Interest - 2008A IEPA Loan	193,931	185,073	191,000	190,995	185,000
009-936	Interest - 2008B IEPA Loan	209,490	207,007	210,650	210,635	205,000
009-938	Interest - 2005 Bonds	212,913	212,913	212,920	212,920	-
009-958	Interest - 2012B Bonds	-	-	-	-	159,000
008-401	Misc Bond Expense	400	400	400	400	400
008-413	Depreciation Expense	2,310,631	2,292,811	2,356,875	2,356,875	2,380,020
008-416	Amortization of Bonds	4,225	4,225	4,225	4,225	4,225
<b>Total</b>		<b>3,226,265</b>	<b>3,165,535</b>	<b>3,219,675</b>	<b>3,219,655</b>	<b>3,165,245</b>
<b>Total Debt Service &amp; Depreciation</b>		<b>\$ 3,226,265</b>	<b>\$ 3,165,535</b>	<b>\$ 3,219,675</b>	<b>\$ 3,219,655</b>	<b>\$ 3,165,245</b>

CITY OF GENEVA, ILLINOIS  
Budget Detail by Department  
Fiscal Year Ending April 30, 2013

Fund 30 - Water/Wastewater Fund

Division 30-87 - Water Treatment

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Expenditures</b>						
006-101	Wages - Regular	\$ 220,626	\$ 235,688	\$ 238,395	\$ 236,915	\$ 243,150
006-103	Overtime	11,611	10,738	12,240	12,240	13,000
006-104	Stand-By	34,498	35,303	36,550	36,550	36,805
006-196	Group Insurance	34,552	39,155	46,095	41,795	50,140
006-197	IMRF	29,000	32,994	35,785	35,005	35,545
006-198	FICA	21,000	21,485	21,970	21,560	22,410
<b>Total Personal Services</b>		<b>351,287</b>	<b>375,363</b>	<b>391,035</b>	<b>384,065</b>	<b>401,050</b>
006-206	Travel	403	692	500	500	500
006-210	Insurance	-	-	-	4,200	-
006-211	Training	500	500	500	500	500
006-224	Purchased Power	228,929	176,147	185,795	206,000	230,720
006-250	Bldgs and Grnds	15,517	16,472	16,150	16,000	16,000
006-272	Controls	-	-	-	2,000	2,000
006-299	Miscellaneous Contractual	5,000	5,000	5,000	5,000	5,000
006-301	Uniform Rental	1,246	1,176	1,275	1,275	1,275
006-311	Lab Services	7,553	7,200	8,400	7,210	7,200
006-321	Lab Supplies	8,524	8,632	8,500	8,500	8,500
006-341	Cartridge Filters	42,813	50,000	60,000	60,000	60,000
006-351	Chemicals	232,079	207,783	225,000	204,600	210,000
004-352	Office Supplies	345	344	350	350	350
006-359	Heating	25,066	22,119	24,800	26,000	26,000
006-363	Motor Fuel	2,244	3,607	3,300	3,300	3,630
006-364	Tools	996	998	1,000	1,000	1,000
006-365	Safety Equipment	962	982	1,000	1,000	1,000
006-399	M & S Miscellaneous	51,483	48,864	57,000	57,000	40,000
<b>Total Operating</b>		<b>623,660</b>	<b>550,516</b>	<b>598,570</b>	<b>604,435</b>	<b>613,675</b>
<b>Total Water Treatment</b>		<b>\$ 974,947</b>	<b>\$ 925,879</b>	<b>\$ 989,605</b>	<b>\$ 988,500</b>	<b>\$ 1,014,725</b>

CITY OF GENEVA, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending April 30, 2013

Fund 30 - Water/Wastewater Fund

Division 30-89 - Capital Outlay

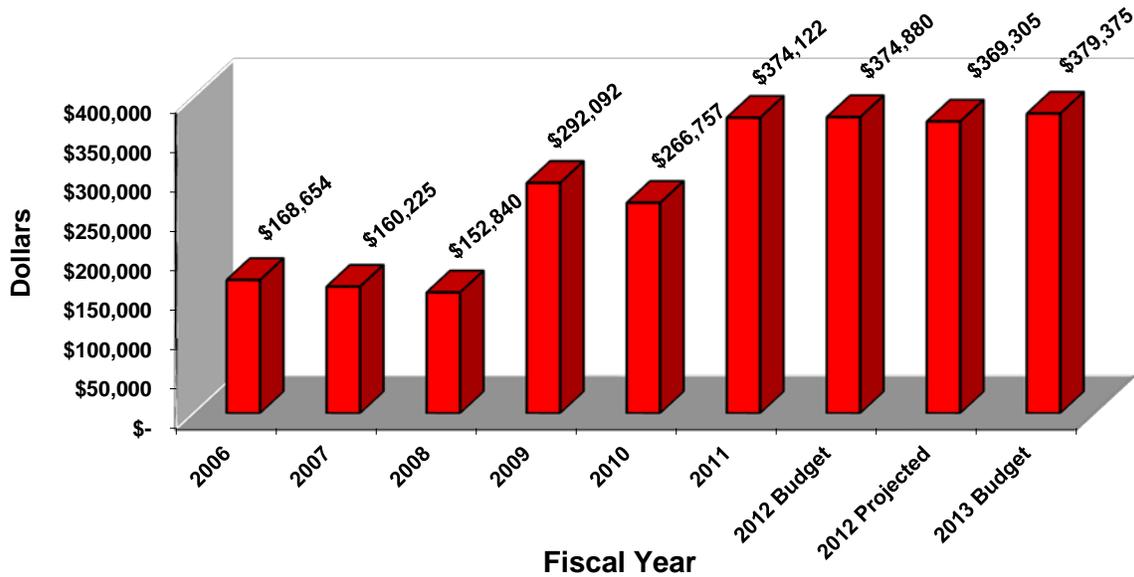
Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
Expenditures						
001-521	Buildings	\$ 17,933	\$ 6,652	\$ -	\$ -	\$ -
001-522	Impr Other Than Buildings	168,518	219,040	420,000	380,000	723,125
001-531	Office Equipment	-	3,488	5,000	5,000	7,100
001-542	Trucks	-	-	58,000	56,894	28,000
001-543	Other Equipment	25,842	16,910	274,600	200,440	243,100
001-561	Sewage Treatment Plant	-	34,876	40,000	44,500	197,500
001-562	Sewer Lines	84,694	55,190	70,000	70,000	200,000
001-572	Water Mains	24,630	99,847	370,000	280,000	25,000
Total		<u>321,617</u>	<u>436,003</u>	<u>1,237,600</u>	<u>1,036,834</u>	<u>1,423,825</u>
Total Capital Outlay		<u>\$ 321,617</u>	<u>\$ 436,003</u>	<u>\$ 1,237,600</u>	<u>\$ 1,036,834</u>	<u>\$ 1,423,825</u>

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# REFUSE FUND

The Refuse Fund accounts for the Leaf Pick Up and Brush Pick Up program that is under a long-term contract. Financing is provided from monthly charges billed to residents on their utility bill.

Refuse Fund Expenditures



2006 - 2011: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
Budget Detail By Fund  
Fiscal Year Ending April 30, 2013

Fund 43 - Refuse Fund

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Revenues and Other Financing Sources</b>						
980-100	Refuse Fees	\$ 309,479	\$ 366,548	\$ 351,500	\$ 350,000	\$ 359,375
<b>Total Charges for Services</b>		<b>309,479</b>	<b>366,548</b>	<b>351,500</b>	<b>350,000</b>	<b>359,375</b>
942-000	Interest on Investments	29	-	-	-	-
<b>Total Investment Income</b>		<b>29</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
999-000	Miscellaneous Revenue	58,823	38,696	20,000	20,000	20,000
<b>Total Miscellaneous</b>		<b>58,823</b>	<b>38,696</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>
<b>Total Revenues and Other Financing Sources</b>		<b>\$ 368,331</b>	<b>\$ 405,244</b>	<b>\$ 371,500</b>	<b>\$ 370,000</b>	<b>\$ 379,375</b>
<b>Expenditures and Other Financing Uses</b>						
001-101	Wages - Regular	\$ 16,810	\$ 20,451	\$ 27,090	\$ 25,745	\$ 27,785
001-196	Group Insurance	3,212	4,587	7,035	5,730	6,225
001-197	IMRF	-	110	3,375	3,105	3,370
001-198	FICA	-	65	1,990	1,845	2,040
<b>Total Personal Services</b>		<b>20,022</b>	<b>25,213</b>	<b>39,490</b>	<b>36,425</b>	<b>39,420</b>
001-210	Insurance	401	330	440	440	-
001-226	Collection Expense	30	2	100	100	100
001-299	Mailco	5,461	2,683	1,400	2,700	2,705
001-399	Miscellaneous	1,003	-	500	500	500
<b>Total Operating</b>		<b>6,895</b>	<b>3,015</b>	<b>2,440</b>	<b>3,740</b>	<b>3,305</b>
<b>Total Program One</b>		<b>\$ 26,917</b>	<b>\$ 28,228</b>	<b>\$ 41,930</b>	<b>\$ 40,165</b>	<b>\$ 42,725</b>
002-101	Wages - Regular	\$ -	\$ -	\$ 3,000	\$ -	\$ -
<b>Total Personal Services</b>		<b>-</b>	<b>-</b>	<b>3,000</b>	<b>-</b>	<b>-</b>
002-208	Postage	-	-	250	100	250
002-209	Printing	550	-	500	-	500
002-399	Miscellaneous	3,500	4,085	4,500	4,340	4,500
<b>Total Operating</b>		<b>4,050</b>	<b>4,085</b>	<b>5,250</b>	<b>4,440</b>	<b>5,250</b>
<b>Total Program Two</b>		<b>\$ 4,050</b>	<b>\$ 4,085</b>	<b>\$ 8,250</b>	<b>\$ 4,440</b>	<b>\$ 5,250</b>
003-101	Wages - Regular	\$ 56,038	\$ -	\$ -	\$ -	\$ -
003-196	Group Insurance	9,474	-	-	-	-
<b>Total Personal Services</b>		<b>65,512</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
003-254	Bulk Leaf Coll - Truck O & M	-	-	-	-	-
003-255	Bulk Leaf Coll - Vacuum O & M	8,048	-	-	-	-
003-299	Bulk Leaf Coll - Contract Labor	33,839	-	-	-	-
003-399	Leaf Pick Up	-	170,000	173,500	173,500	177,000
003-413	Bulk Leaf Coll - Depreciation	3,091	4,349	-	-	-
004-299	Contract Brush Pickup	125,300	167,460	151,200	151,200	154,400

CITY OF GENEVA, ILLINOIS  
 Budget Detail By Fund  
 Fiscal Year Ending April 30, 2013

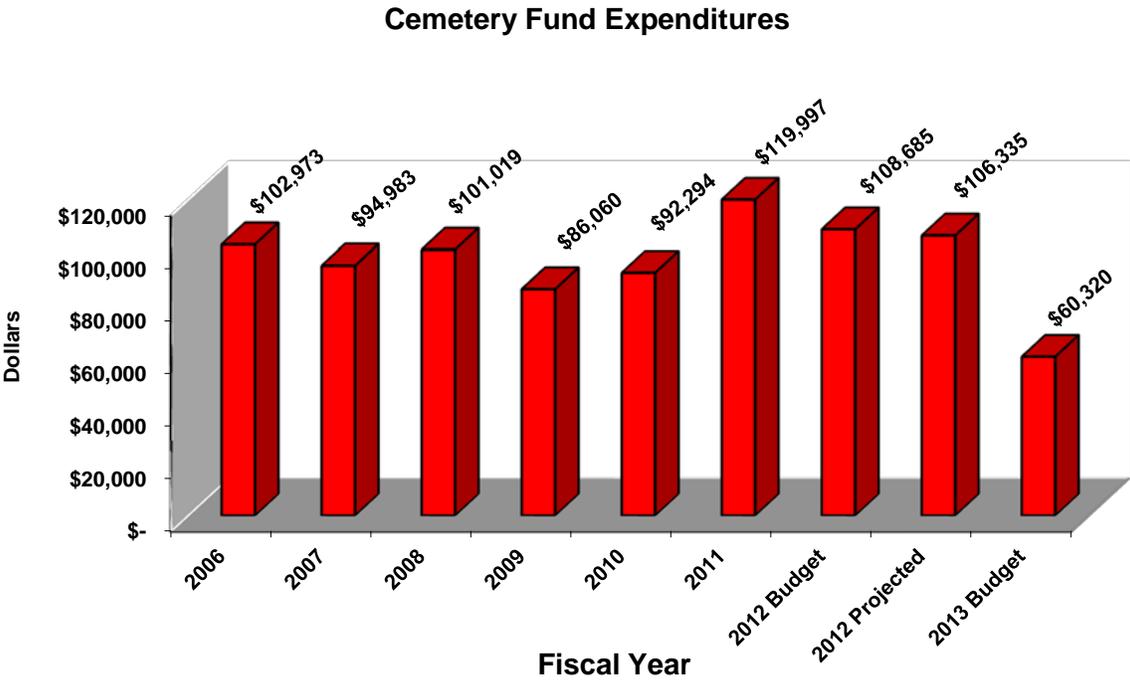
Fund 43 - Refuse Fund

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
Total Operating		170,278	341,809	324,700	324,700	331,400
Total Program Three		\$ 235,790	\$ 341,809	\$ 324,700	\$ 324,700	\$ 331,400
Total Expenditures and Other Financing Uses		\$ 266,757	\$ 374,122	\$ 374,880	\$ 369,305	\$ 379,375

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# CEMETERY FUND

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



2006 - 2011: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
Budget Detail By Fund  
Fiscal Year Ending April 30, 2013

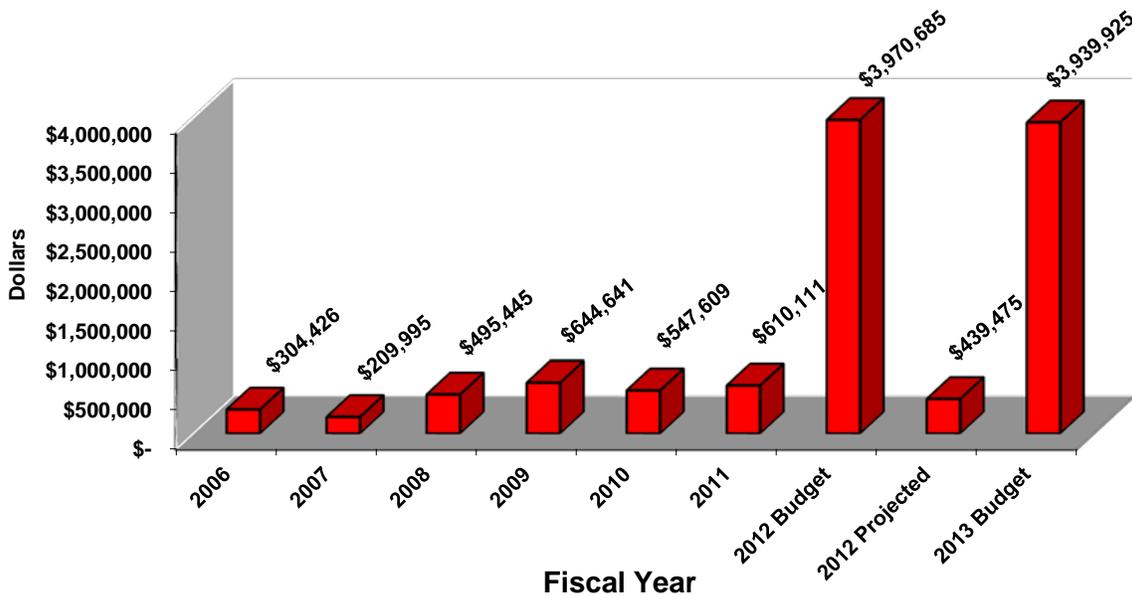
Fund 59 - Cemetery Fund

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Revenues and Other Financing Sources</b>						
980-590	Transfers	\$ -	\$ -	\$ 40,000	\$ -	\$ -
980-591	Cemetery Lots	32,250	22,400	18,000	31,600	23,600
980-592	Grave Openings	29,650	39,900	26,500	26,500	26,350
980-593	Sale of Markers	400	1,000	1,000	-	-
980-594	Grave Openings - Cremains	-	4,050	1,000	4,750	6,800
<b>Total Charges for Services</b>		<b>62,300</b>	<b>67,350</b>	<b>86,500</b>	<b>62,850</b>	<b>56,750</b>
942-000	Interest on Investments	8,498	3,257	1,500	3,000	3,050
<b>Total Investment Income</b>		<b>8,498</b>	<b>3,257</b>	<b>1,500</b>	<b>3,000</b>	<b>3,050</b>
999-000	Miscellaneous Revenue	1,345	450	500	500	520
999-999	Reappropriation	-	-	20,185	-	-
<b>Total Miscellaneous</b>		<b>1,345</b>	<b>450</b>	<b>20,685</b>	<b>500</b>	<b>520</b>
<b>Total Revenues and Other Financing Sources</b>		<b>\$ 72,143</b>	<b>\$ 71,057</b>	<b>\$ 108,685</b>	<b>\$ 66,350</b>	<b>\$ 60,320</b>
<b>Expenditures and Other Financing Uses</b>						
001-101	Wages - Regular	\$ 57,401	\$ 79,681	\$ 51,450	\$ 51,370	\$ -
001-102	Wages - Part-Time/Seasonal	-	-	8,470	9,335	-
001-103	Overtime	-	218	-	1,000	-
001-196	Group Insurance	10,108	10,823	12,170	11,160	-
001-197	IMRF	-	260	6,415	6,330	-
001-198	FICA	-	158	4,585	5,190	-
<b>Total Personal Services</b>		<b>67,509</b>	<b>91,140</b>	<b>83,090</b>	<b>84,385</b>	<b>-</b>
001-210	Insurance	9,063	14,567	19,495	10,000	-
001-222	Telephone	1,577	81	-	500	1,020
001-224	Purchased Power	1,926	2,130	2,000	1,000	1,200
001-250	Supplies	865	4,377	4,000	4,350	2,000
001-252	Supplies - Grounds	431	-	-	-	-
001-253	Supplies - Equipment	4,743	-	-	-	-
001-286	Landscaping Services	-	-	-	-	26,000
001-288	Cemetery Services	-	-	-	-	24,000
001-301	Clothing Allowance	60	-	-	-	-
001-364	Tools	187	-	-	-	-
001-399	Other Expenses	592	314	100	100	100
001-413	Depreciation Expense	5,341	6,826	-	6,000	6,000
001-500	Capital Expenses	-	562	-	-	-
<b>Total Operating</b>		<b>24,785</b>	<b>28,857</b>	<b>25,595</b>	<b>21,950</b>	<b>60,320</b>
<b>Total Expenditures and Other Financing Uses</b>		<b>\$ 92,294</b>	<b>\$ 119,997</b>	<b>\$ 108,685</b>	<b>\$ 106,335</b>	<b>\$ 60,320</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 monthly permit sales.

Commuter Parking Fund Expenditures



## 2006 - 2011: Actual Expenditures

The FY 2013 budget includes \$3,500,000 for the construction of the third deck of the parking garage. Funding for the construction is provided from a grant from Metra. The project was originally budgeted in FY 2012, but has not been approved for bidding.

CITY OF GENEVA, ILLINOIS  
Budget Detail By Fund  
Fiscal Year Ending April 30, 2013

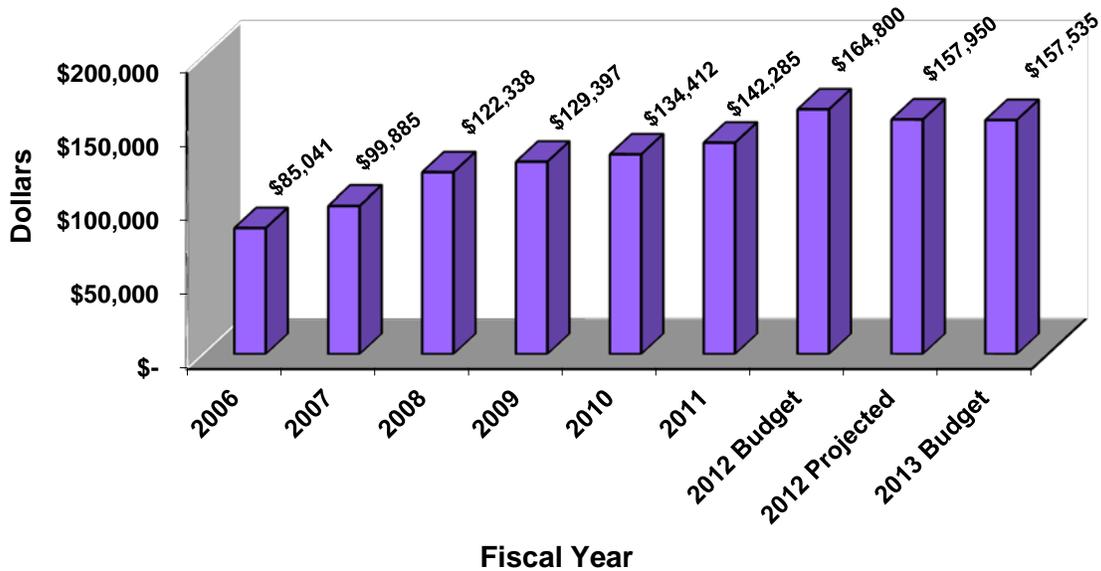
Fund 60 - Commuter Parking Fund

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Revenues and Other Financing Sources</b>						
947-000	Parking Meter Collection	\$ 404,175	\$ 438,441	\$ 360,840	\$ 455,000	\$ 360,840
Total Charges for Services		<u>404,175</u>	<u>438,441</u>	<u>360,840</u>	<u>455,000</u>	<u>360,840</u>
942-000	Interest on Investments	8,417	706	600	600	600
Total Investment Income		<u>8,417</u>	<u>706</u>	<u>600</u>	<u>600</u>	<u>600</u>
975-001	Grant Revenue	-	-	3,500,000	-	3,500,000
992-001	Sale of Capital Assets	-	-	-	32,300	-
999-000	Miscellaneous Revenue	-	7	-	50	50
999-999	Reappropriation	-	-	-	-	78,435
Total Miscellaneous		<u>-</u>	<u>7</u>	<u>3,500,000</u>	<u>32,350</u>	<u>3,578,485</u>
Total Revenues and Other Financing Sources		<u>\$ 412,592</u>	<u>\$ 439,154</u>	<u>\$ 3,861,440</u>	<u>\$ 487,950</u>	<u>\$ 3,939,925</u>
<b>Expenditures and Other Financing Uses</b>						
001-101	Wages - Regular	\$ 55,758	\$ 64,302	\$ 73,015	\$ 73,015	\$ 74,620
001-196	Group Insurance	8,290	11,827	15,105	14,650	15,885
001-197	IMRF	-	392	9,100	9,235	9,055
001-198	FICA	-	238	5,485	5,690	5,595
Total Personal Services		<u>64,048</u>	<u>76,759</u>	<u>102,705</u>	<u>102,590</u>	<u>105,155</u>
001-202	Audit	4,822	3,000	3,200	3,090	305
001-208	Postage	3,431	2,481	3,000	3,000	3,000
001-209	Printing	228	-	3,500	1,200	3,500
001-210	Insurance	8,334	6,864	9,200	9,200	-
001-222	Telephone	-	-	-	-	540
001-224	Purchased Power	16,532	15,339	16,320	16,000	16,500
001-250	M & R Facility	9,344	7,981	9,500	8,000	8,960
001-260	Maintenance of Lots	12,217	585	3,000	3,000	3,000
001-265	Lease Payments	49,462	45,959	45,000	45,000	45,000
001-299	Snow Removal	8,240	24,202	16,000	10,000	16,000
001-300	M & R Parking Lot Maintenance	1,268	-	-	-	-
001-399	Miscellaneous	2,411	1,353	-	-	100
001-413	Depreciation Expense	182,862	182,862	185,330	182,865	182,865
Total Operating		<u>299,151</u>	<u>290,626</u>	<u>294,050</u>	<u>281,355</u>	<u>279,770</u>
001-501	Parking Lot Construction	-	392	3,500,000	-	3,500,000
001-504	Dodson Place Exchange Credit	-	50,700	18,400	-	-
Total Capital Outlay		<u>-</u>	<u>51,092</u>	<u>3,518,400</u>	<u>-</u>	<u>3,500,000</u>
001-414	Transfer to General Fund	133,900	134,000	-	-	-
Total Interfund Transfers		<u>133,900</u>	<u>134,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
009-961	Interest - 2000 Revenue Bonds	50,510	57,634	55,530	55,530	55,000
Total Debt Service		<u>50,510</u>	<u>57,634</u>	<u>55,530</u>	<u>55,530</u>	<u>55,000</u>
Total Expenditures and Other Financing Uses		<u>\$ 547,609</u>	<u>\$ 610,111</u>	<u>\$ 3,970,685</u>	<u>\$ 439,475</u>	<u>\$ 3,939,925</u>

# 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



2006 - 2011: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
Budget Detail by Fund  
Fiscal Year Ending April 30, 2013

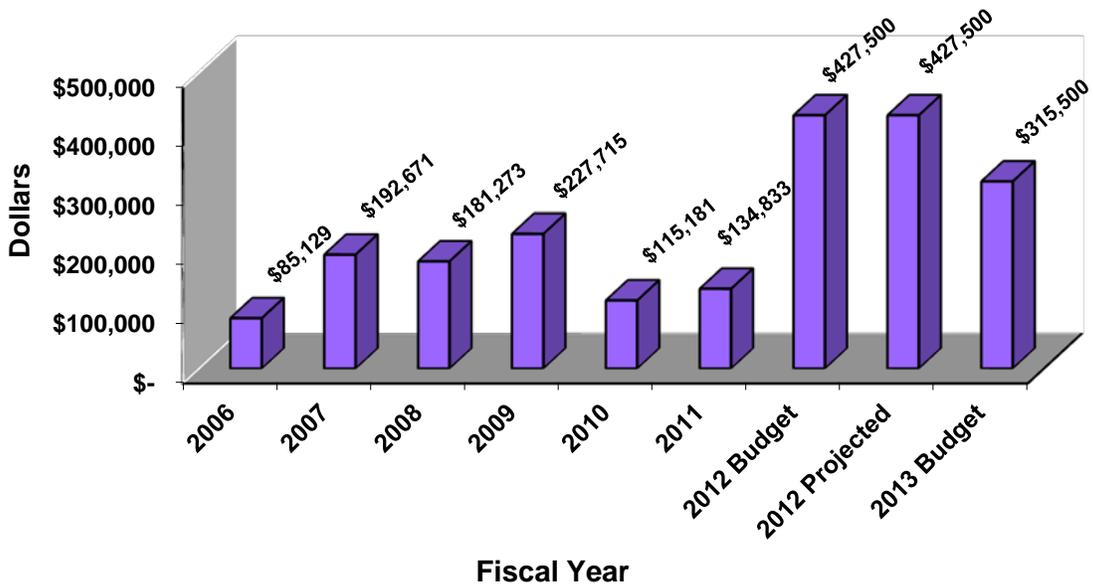
Fund 2 - Group Dental Insurance

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Revenues and Other Financing Sources</b>						
942-000	Interest	\$ 19	\$ 11	\$ 25	\$ 50	\$ 100
<b>Total Investment Income</b>		<b>19</b>	<b>11</b>	<b>25</b>	<b>50</b>	<b>100</b>
997-002	Reserve Deposits	10,000	-	-	-	-
997-009	Employer Deposits	107,973	107,805	115,280	106,775	101,185
997-089	Cobra Contributions	-	-	-	-	1,000
997-099	Retiree Contributions	-	-	-	-	15,600
999-000	Employee Contributions	22,134	34,480	21,520	33,525	39,650
<b>Total Contributions</b>		<b>140,107</b>	<b>142,285</b>	<b>136,800</b>	<b>140,300</b>	<b>157,435</b>
999-999	Reappropriation	-	-	27,975	-	-
<b>Total Other</b>		<b>-</b>	<b>-</b>	<b>27,975</b>	<b>-</b>	<b>-</b>
<b>Total Revenues and Other Financing Sources</b>		<b>\$ 140,126</b>	<b>\$ 142,296</b>	<b>\$ 164,800</b>	<b>\$ 140,350</b>	<b>\$ 157,535</b>
<b>Expenditures and Other Financing Uses</b>						
001-237	Dental Claims Expenditures	\$ 130,107	\$ 142,285	\$ 155,000	\$ 148,445	\$ 147,810
001-238	Administration Expenditures	-	-	9,800	9,505	9,725
001-399	Misc. Expenditures	4,305	-	-	-	-
<b>Total Operating</b>		<b>134,412</b>	<b>142,285</b>	<b>164,800</b>	<b>157,950</b>	<b>157,535</b>
<b>Total Expenditures and Other Financing Uses</b>		<b>\$ 134,412</b>	<b>\$ 142,285</b>	<b>\$ 164,800</b>	<b>\$ 157,950</b>	<b>\$ 157,535</b>

# INSURANCE LOSS FUND

The Insurance Loss Fund accounts for the financing of workers' compensation claims for City employees. The City is self-insured up to \$400,000 and utilizes a third-party administrator to pay claims. Resources are provided by City contributions.

Insurance Loss Fund Expenditures



2006 - 2011: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
 Budget Detail by Fund  
 Fiscal Year Ending April 30, 2013

Fund 3 - Insurance Loss

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Revenues and Other Financing Sources</b>						
942-000	Interest	\$ 362	\$ 136	\$ 300	\$ 300	\$ 300
<b>Total Investment Income</b>		<b>362</b>	<b>136</b>	<b>300</b>	<b>300</b>	<b>300</b>
997-002	Fund Contributions	317,321	220,940	240,000	240,000	290,000
<b>Total Contributions</b>		<b>317,321</b>	<b>220,940</b>	<b>240,000</b>	<b>240,000</b>	<b>290,000</b>
999-999	Reappropriation	-	-	250,000	-	25,200
<b>Total Other</b>		<b>-</b>	<b>-</b>	<b>250,000</b>	<b>-</b>	<b>25,200</b>
<b>Total Revenues and Other Financing Sources</b>		<b>\$ 317,683</b>	<b>\$ 221,076</b>	<b>\$ 490,300</b>	<b>\$ 240,300</b>	<b>\$ 315,500</b>

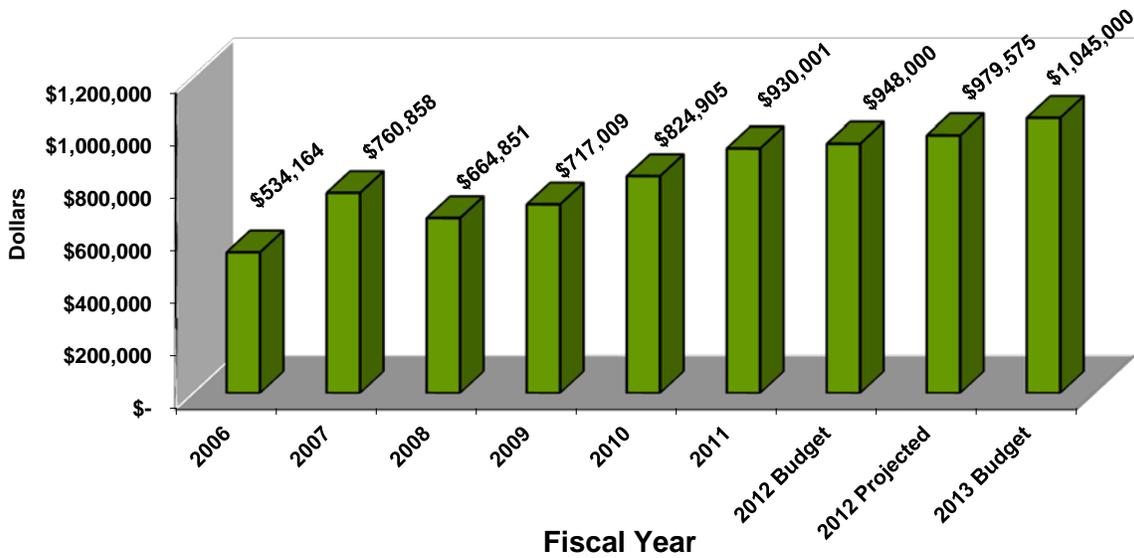
**Expenditures and Other Financing Uses**

001-210	Insurance Claims	\$ 115,171	\$ 134,833	\$ 425,000	\$ 425,000	\$ 313,000
001-212	Employee Safety	-	-	2,500	2,500	2,500
001-451	Other Costs	10	-	-	-	-
<b>Total Operating</b>		<b>115,181</b>	<b>134,833</b>	<b>427,500</b>	<b>427,500</b>	<b>315,500</b>
<b>Total Expenditures and Other Financing Uses</b>		<b>\$ 115,181</b>	<b>\$ 134,833</b>	<b>\$ 427,500</b>	<b>\$ 427,500</b>	<b>\$ 315,500</b>

# POLICE PENSION FUND

The Police Pension Fund is a 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



2006 - 2011: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
Budget Detail By Fund  
Fiscal Year Ending April 30, 2013

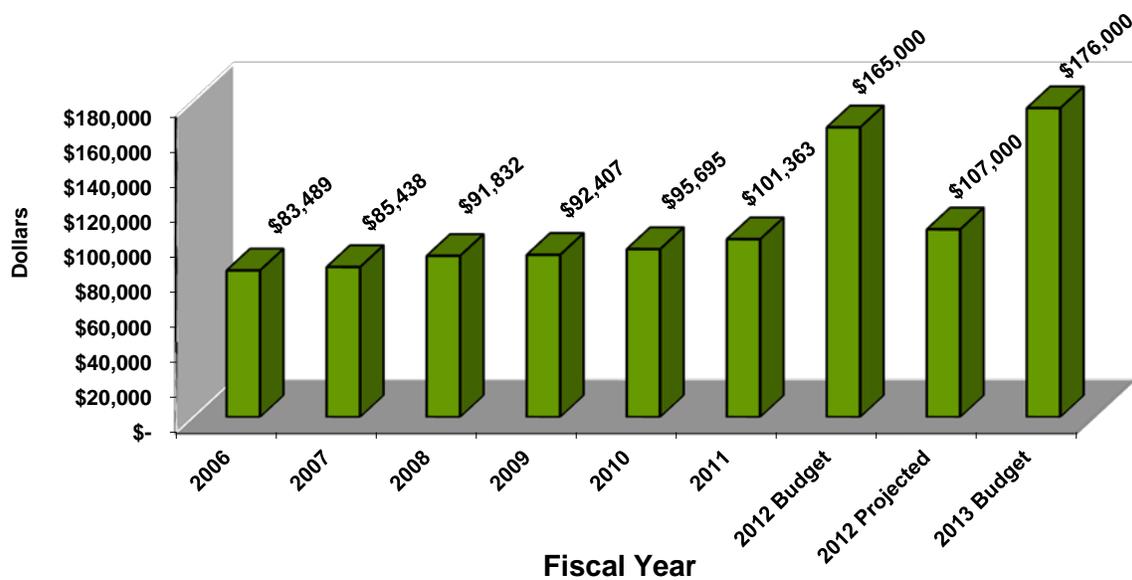
Fund 56 - Police Pension Fund

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Revenues and Other Financing Sources</b>						
901-000	Real Estate Taxes	\$ 410,634	\$ 453,521	\$ -	\$ -	\$ -
902-000	Replacement Tax	19,243	-	-	-	-
<b>Total Investment Income</b>		<u>429,877</u>	<u>453,521</u>	<u>-</u>	<u>-</u>	<u>-</u>
942-000	Interest on Investments	1,492,459	1,517,083	400,000	400,000	400,000
<b>Total Investment Income</b>		<u>1,492,459</u>	<u>1,517,083</u>	<u>400,000</u>	<u>400,000</u>	<u>400,000</u>
990-000	Employer Contributions	-	-	486,730	486,730	597,060
999-000	Employee Contributions	277,995	280,625	288,740	288,740	288,740
<b>Total Contributions</b>		<u>277,995</u>	<u>280,625</u>	<u>775,470</u>	<u>775,470</u>	<u>885,800</u>
<b>Total Revenues and Other Financing Sources</b>		<u>\$ 2,200,331</u>	<u>\$ 2,251,229</u>	<u>\$ 1,175,470</u>	<u>\$ 1,175,470</u>	<u>\$ 1,285,800</u>
<b>Expenditures and Other Financing Uses</b>						
194	Pension Refunds	\$ -	\$ -	\$ -	\$ 14,575	\$ -
195	Pension Payments	792,320	838,829	900,000	875,000	950,000
<b>Total Personal Services</b>		<u>792,320</u>	<u>838,829</u>	<u>900,000</u>	<u>889,575</u>	<u>950,000</u>
451	Other General Expen	32,585	91,172	48,000	90,000	95,000
<b>Total Contractual Services</b>		<u>32,585</u>	<u>91,172</u>	<u>48,000</u>	<u>90,000</u>	<u>95,000</u>
<b>Total Expenditures and Other Financing Uses</b>		<u>\$ 824,905</u>	<u>\$ 930,001</u>	<u>\$ 948,000</u>	<u>\$ 979,575</u>	<u>\$ 1,045,000</u>

# FIREFIGHTERS PENSION FUND

The Firefighters Pension Fund is a 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



2006 - 2011: Actual Expenditures

CITY OF GENEVA, ILLINOIS  
Budget Detail By Fund  
Fiscal Year Ending April 30, 2013

Fund 57 - Firefighters Pension Fund

Account	Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
<b>Revenues and Other Financing Sources</b>						
901-000	Real Estate Taxes	\$ 238,397	\$ 239,367	\$ -	\$ -	\$ -
902-000	Replacement Tax	7,993	-	-	-	-
<b>Total Investment Income</b>		<u>246,390</u>	<u>239,367</u>	<u>-</u>	<u>-</u>	<u>-</u>
942-000	Interest on Investments	932,401	795,922	200,000	200,000	200,000
<b>Total Investment Income</b>		<u>932,401</u>	<u>795,922</u>	<u>200,000</u>	<u>200,000</u>	<u>200,000</u>
990-000	Employer Contributions	-	-	250,350	250,350	270,900
999-000	Employee Contributions	159,354	167,840	161,470	161,470	162,000
<b>Total Contributions</b>		<u>159,354</u>	<u>167,840</u>	<u>411,820</u>	<u>411,820</u>	<u>432,900</u>
<b>Total Revenues and Other Financing Sources</b>		<u>\$ 1,338,145</u>	<u>\$ 1,203,129</u>	<u>\$ 611,820</u>	<u>\$ 611,820</u>	<u>\$ 632,900</u>
<b>Expenditures and Other Financing Uses</b>						
195	Pension Payments	\$ 80,982	\$ 84,024	\$ 150,000	\$ 88,000	\$ 150,000
<b>Total Personal Services</b>		<u>80,982</u>	<u>84,024</u>	<u>150,000</u>	<u>88,000</u>	<u>150,000</u>
451	Other General Expen	14,713	17,339	15,000	19,000	26,000
<b>Total Contractual Services</b>		<u>14,713</u>	<u>17,339</u>	<u>15,000</u>	<u>19,000</u>	<u>26,000</u>
<b>Total Expenditures and Other Financing Uses</b>		<u>\$ 95,695</u>	<u>\$ 101,363</u>	<u>\$ 165,000</u>	<u>\$ 107,000</u>	<u>\$ 176,000</u>

# Capital Improvement Program

## Objectives and Goals of the Capital Improvement Plan

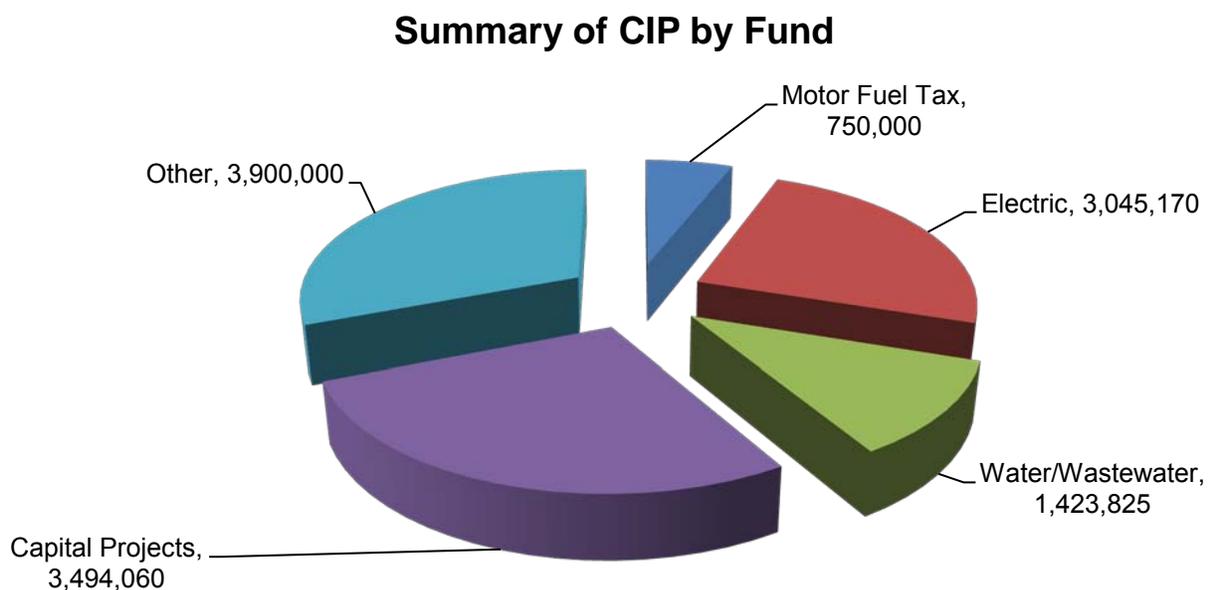
Cities continually face the need to repair and replace worn out and antiquated facilities and infrastructure as well as to build new ones to keep pace with the level of citizen need and community growth. In an effort to look beyond the year to year budgeting to determine what, when and where future improvements 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 (2012-13) 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 \$12,613,055. The following is a breakdown of the \$12.6 million:



## 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:

### **014 - Motor Fuel Tax Fund**

Motor Fuel Tax revenues are provided by the City's share of state motor fuel taxes. These funds are primarily used for the annual street resurfacing program and, in addition, street and storm sewer improvements and maintenance as authorized by the State of Illinois.

### **020 - 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.

### **030 – 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.

### **031 – 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.

### **032 – Infrastructure Capital Projects Fund**

Revenues are provided by the ½% Non-Home Rule Sales Tax that can only be used for infrastructure projects.

### **054 – TIF #2 Fund**

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

### **060 – Commuter Parking Fund**

Revenues are provided by daily and monthly parking permit sales and, in the case of the project budgeted for FY 2012, grant funding.

## 2013 Capital Improvement Program – Detail by Fund

Table I  
City of Geneva  
2013 Capital Improvement Program – Detail by Fund

Table 1 provides detailed information on each capital improvement included in the Fiscal Year 2013 Budget. The table displays the project description, the amount included in the 2013 budget, account, and the justification for the project, and the annual anticipated dollar impact on the operating budget in the fiscal year with a description of the nature of the impact if known. Tables II and III provide summary information on the Fiscal Year 2013 Capital Improvement Program.



**14 MFT**

**\$750,000**

Description	2013 Budget		Account
Street Resurfacing Program	\$750,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The annual resurfacing of various City streets. It is anticipated approximately 22 streets will be resurfaced. The MFT and Infrastructure Capital Projects Fund will share the cost.		Unknown	Reduction in annual maintenance costs for the replaced streets.

**20 Electric Fund**

**\$3,045,170**

Description	2013 Budget		Account
Public Works Team Goals	\$15,000		001-521
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Funding for annual general repairs at the Public Works building. The Electric, Water/Wastewater and General Capital Projects Fund will share the cost.		None	None

Description	2013 Budget		Account
ERP Software	\$43,125		001-522

## 2013 Capital Improvement Program – Detail by Fund

Justification	Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The City has started replacing its old financial software package with an ERP package from New World Systems. The amount budgeted is for data conversion, training and travel and is the remaining amount from the original contract. The cost will be split between the Electric, Water/Wastewater and General Capital Projects Fund.	\$15,000	The annual maintenance fee is higher than our current system.

Description	2013 Budget	Annual \$ Impact on Operating Budget	Account
Green Initiative	\$2,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The City has embraced the use of green technologies/practices wherever possible. The fluorescent lights within the Public Works building are being replaced with “greener” lighting alternatives.		Unknown	Positive. Green Initiatives should hold down energy costs.

Description	2013 Budget	Annual \$ Impact on Operating Budget	Account
Narrowbanding of Radios	\$8,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
An effort is underway to replace old radios with newer radios that are interoperable with other agencies.		None	None

Description	2013 Budget	Annual \$ Impact on Operating Budget	Account
AMR Infrastructure	\$25,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The Electric and Water/Wastewater Funds have been installing AMR meters over the past few years that can be read by “drive-by” meter reading devices. These meters can be powered up to be read by remote collectors. This project would purchase the collectors and other infrastructure to read these meters from a remote location. The Electric and Water/Wastewater Funds will share the cost.		Unknown	Enhanced customer service and future savings when all meters are replaced and all meters are read remotely.

Description	2013 Budget	Annual \$ Impact on Operating Budget	Account
CAD Software	\$5,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact

## 2013 Capital Improvement Program – Detail by Fund

	Budget	Impact
Replacement of the existing CAD software with a system that will better interface with our GIS software. The Electric and Water/Wastewater Fund will share the cost.	None	None

Description	2013 Budget		Account
Upgrade to Windows 7	\$5,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The computers purchased in the past few years have been loaded with Windows 7. This is an effort to upgrade the older computers to be compatible in the network.		None	None

Description	2013 Budget		Account
Community Betterment Projects	\$5,500		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
During the year projects come up to enhance electrical service. This item provides funding to complete these projects during the fiscal year.		None	None

Description	2013 Budget		Account
Miscellaneous Development	\$200,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
There are planned small development projects around the City that require electrical service. This item provides funding to complete the installation of the service.		Unknown	An increase in the operating budget is expected for maintenance costs.

Description	2013 Budget		Account
Meter Replacement	\$40,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Annual meter replacement of older meters and meters that have malfunctioned.		None	None

Description	2013 Budget		Account
Strategic Plan Update	\$10,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The City Administrator will manage the development of a request for proposals to update		None	The new plan will affect the priority of

## 2013 Capital Improvement Program – Detail by Fund

the Strategic Plan for 2017, and with City Council approval, award a contract and lead the process to update the current Strategic Plan. The cost will be split between the Electric, Water/Wastewater and General Capital Projects Fund.		future capital projects.
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Description	2013 Budget		Account
Website Update	\$5,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The City Administrator will work with City staff to develop and conduct a request for proposals to update the City's website. The City website is the primary venue for communicating with the public and has not been updated since 2004. The cost will be split between the Electric, Water/Wastewater and General Capital Projects Fund.		None	None

Description	2013 Budget		Account
Internal Control Audit	\$10,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The City Administrator will oversee an independent auditing firm to conduct an internal control audit to ensure transparency and accountability regarding the use of public funds. The audit will include a review of expenditures, specifically as it relates to credit card expenditures, as well as identifying and mitigating risks by recommending the implementation of additional internal controls. The cost will be shared between the Electric, Water/Wastewater and General Capital Projects Funds.		None	None

Description	2013 Budget		Account
Organizational Staffing Analysis	\$10,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Working with a professional consultant, oversee the execution of an organizational staffing analysis in order to evaluate the City's service demands and its ability to deliver superior public services and programs. This project will address questions and comments relative to outsourcing and appropriate staffing levels. The last study was completed in 2004. The cost will be split between the Electric, Water/Wastewater and General Capital Projects		Unknown	The purpose of the study is to more efficiently and effectively staff an appropriate-sized workforce.

## 2013 Capital Improvement Program – Detail by Fund

Fund.		
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Description	2013 Budget		Account
Computer Replacements	\$18,600		001-531
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This item includes all approved requests for computer hardware.		None	None

Description	2013 Budget		Account
Utility Truck G-114	\$93,000		001-542
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Replaces a 1999 Ford F-450 Utility Truck with ½ ton crane that is scheduled for replacement.		\$5,000	Decrease in maintenance costs

Description	2013 Budget		Account
Van Truck G-3	\$40,000		001-542
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Replaces a 2001 Chevy G-3500 – The cost is for the replacement of the truck chassis only the body of the truck will be reused.		\$4,000	Decrease in maintenance costs

Description	2013 Budget		Account
Wire Trailer G-72	\$30,000		001-542
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Replacement of a 1965 wire trailer with broken springs and a rusted frame.		Unknown	Decrease in maintenance costs

Description	2013 Budget		Account
PW Floor Scrubber	\$10,000		001-542
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The floor scrubber is used to maintain the floors at Public Works and the Commuter Parking garage. The current unit is in need of costly repairs. The cost will be shared with the Electric, Water/Wastewater and General Capital Projects Fund.		\$2,000 +	Reduction in operating and maintenance costs.

Description	2013 Budget		Account
Infrared Camera	\$9,000		001-543

## 2013 Capital Improvement Program – Detail by Fund

Justification	Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Replacement of a camera that was purchased used in 1992 and replacement parts are no longer available.	Unknown	Reduces overtime due to outages and maintenance.

Description	2013 Budget	Account
Small Equipment Replacement	\$12,500	001-543
Justification	Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Funding is provided for the replacement of small equipment that is unanticipated.	None	None

Description	2013 Budget	Account
Email Server	\$10,000	001-543
Justification	Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The existing Microsoft Exchange Server has been in operation since 2006. The server has exceeded its lifespan and limitations caused by lack of storage are beginning to occur. The Electric, Water/Wastewater and General Capital Projects Fund will share the cost.	None	None

Description	2013 Budget	Account
Firewall	\$1,600	001-543
Justification	Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The existing firewall does not allow for easy VPN access for City employees to work from outside the office and is beyond its useful life. The Electric, Water/Wastewater and General Capital Projects Fund will share the cost.	None	None

Description	2013 Budget	Account
Phone System	\$24,500	001-543
Justification	Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The equipment running all of the City's internal phone system has been operating since 2004 and is no longer supported by CISCO and the hardware is well past its life cycle. The Electric, Water/Wastewater and General Capital Projects Fund will share the cost.	None	None

## 2013 Capital Improvement Program – Detail by Fund

Description	2013 Budget		Account
Substation Improvements	\$509,660		001-581
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This item is comprised of three projects to enhance the safety and security of the distributive system. The projects include upgrades to relay controls and protection equipment at Geneva Business Park (GBP) 1 substation. The driveways at East Side Drive and Peyton substations will be crack sealed and seal coated.		Unknown	A decrease in the operating budget is expected due to fewer power outages and maintenance.

Description	2013 Budget		Account
Underground Cable Program	\$1,234,600		001-583
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This large program to bury overhead lines is comprised of three large projects and several smaller projects including Peck Road, Fabyan Parkway (IL 25 to Nagel Blvd.) and Keslinger Feeder.		Unknown	A decrease in the operating budget is expected due to fewer power outages and maintenance.

Description	2013 Budget		Account
Line Supplies	\$341,585		001-585
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The annual purchase of line supplies needed for replacement/repair.		None	None

Description	2013 Budget		Account
Generation Equipment	\$180,000		001-587
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The annual purchase of generation supplies needed for replacement/repair.		Unknown	Maintain availability of the GGF.

Description	2013 Budget		Account
Facility Maintenance Platform	\$146,500		001-587
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Installation of maintenance platforms at the Geneva Generation Facility to maintain the engine pre-ignition purging system located thirty feet above the combined oil/water skids, enhancing employee safety.		Unknown	The enhancement of employee safety will reduce the risk of employee injury.

# 2013 Capital Improvement Program – Detail by Fund

## 30 Water/Wastewater Fund

**\$1,423,825**



Description	2013 Budget		Account
Membranes	\$80,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Replacement of the filtration membranes at the Water Treatment Facility.		None	None

Description	2013 Budget		Account
Water Main Valve Replacement	\$10,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The annual replacement of water main valves throughout the City.		None	None

Description	2013 Budget		Account
Fire Hydrant Replacement	\$17,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The annual replacement of fire hydrants throughout the City.		None	None

Description	2013 Budget		Account
Fire Hydrant Painting	\$10,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The annual painting project to enhance the appearance of the fire hydrants and make them easier to see for firefighters.		None	None

Description	2013 Budget		Account
Water Tower Painting/Cleaning	\$400,000		001-522

## 2013 Capital Improvement Program – Detail by Fund

Justification	Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Recoat the interior and exterior of the Logan Avenue Water Tower and Kirk Road Water Tower. The Logan tower was built in 1997 and the Kirk tower was built in 1994.	None	None

Description	2013 Budget		Account
Engineering	\$20,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Funding for the use of outside engineering firms for large construction projects.		None	None

Description	2013 Budget		Account
Lift Station Improvements	\$52,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The annual improvement of Lift Stations throughout the City. Each year the Water department budgets improvements in one or more lift station.		Unknown	The improvements reduce the need for emergency repair.

Description	2013 Budget		Account
Overhead Sewer Program	\$6,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
An annual program to install overhead sewers in resident's homes. Overhead sewers prevent the backflow of sewage during heavy rains or flooding. The City pays 50% of the improvement cost up to a maximum of \$3,000.		None	None

Description	2013 Budget		Account
ERP Software	\$43,125		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The City has started replacing its old financial software package with an ERP package from New World Systems. The amount budgeted is for data conversion, training and travel and is the remaining amount from the original contract. The cost will be split between the Electric, Water/Wastewater and General Capital Projects Fund.		\$15,000	The annual maintenance fee is higher than our current system.

## 2013 Capital Improvement Program – Detail by Fund

Description	2013 Budget		Account
AMR Infrastructure	\$25,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The Electric and Water/Wastewater Funds have been installing AMR meters over the past few years that can be read by “drive-by” meter reading devices. These meters can be powered up to be read by remote collectors. This project would purchase the collectors and other infrastructure to read these meters from a remote location. The Electric and Water/Wastewater Funds will share the cost.		Unknown	Enhanced customer service and future savings when all meters are replaced and all meters are read remotely.

Description	2013 Budget		Account
CAD Software	\$5,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Replacement of the existing CAD software with a system that will better interface with our GIS software. The Electric and Water/Wastewater Fund will share the cost.		None	None

Description	2013 Budget		Account
Strategic Plan Update	\$10,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The City Administrator will manage the development of a request for proposals to update the Strategic Plan for 2017, and with City Council approval, award a contract and lead the process to update the current Strategic Plan. The Electric, Water/Wastewater and General Capital Projects Fund will share the cost.		None	The new plan will affect the priority of future capital projects.

Description	2013 Budget		Account
Website Update	\$5,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The City Administrator will work with City staff to develop and conduct a request for proposals to update the City’s website. The City website is the primary venue for communicating with the public and has not been updated since 2004. The Electric, Water/Wastewater and General Capital Projects Fund will share the cost.		None	None

## 2013 Capital Improvement Program – Detail by Fund

Description	2013 Budget		Account
Internal Control Audit	\$10,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The City Administrator will oversee an independent auditing firm to conduct an internal control audit to ensure transparency and accountability regarding the use of public funds. The audit will include a review of expenditures, specifically as it relates to credit card expenditures, as well as identifying and mitigating risks by recommending the implementation of additional internal controls. The cost will be shared between the Electric, Water/Wastewater and General Capital Projects Funds.		None	None

Description	2013 Budget		Account
Organizational Staffing Analysis	\$10,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Working with a professional consultant, oversee the execution of an organizational staffing analysis in order to evaluate the City's service demands and its ability to deliver superior public services and programs. This project will address questions and comments relative to outsourcing and appropriate staffing levels. The last study was completed in 2004. The Electric, Water/Wastewater and General Capital Projects Fund will share the cost.		Unknown	The purpose of the study is to more efficiently and effectively staff an appropriate-sized workforce.

Description	2013 Budget		Account
Upgrade to Windows 7	\$5,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The computers purchased in the past few years have been loaded with Windows 7. This is an effort to upgrade the older computers to be compatible in the network.		None	None

Description	2013 Budget		Account
Public Works Team Goals	\$15,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Funding for annual general repairs at the Public Works building. The Electric, Water/Wastewater and General Capital Projects Fund will share the		None	None

## 2013 Capital Improvement Program – Detail by Fund

cost.		
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Description	2013 Budget		Account
Computer Replacements	\$7,100		001-531
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This item includes all approved requests for computer hardware.		None	None

Description	2013 Budget		Account
¾ Ton Truck G-102	\$28,000		001-542
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The replacement of Truck # G-102 that is used for water meter replacements, final readings for Finance and water related service requests. The truck is also used for snow plowing in the winter.		\$2,000	The replacement of an old truck will save on annual maintenance costs.

Description	2013 Budget		Account
RO Spare Motor	\$27,000		001-543
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The purchase of a spare reverse osmosis motor for the water treatment plant.		None	None

Description	2013 Budget		Account
PW Floor Scrubber	\$10,000		001-543
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The floor scrubber is used to maintain the floors at Public Works and the Commute Parking garage. The current unit is in need of costly repairs. The cost will be shared with the Electric, Water/Wastewater and General Capital Projects Fund.		\$2,000 +	Reduction in operating and maintenance costs.

Description	2013 Budget		Account
Email Server	\$10,000		001-543
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The existing Microsoft Exchange Server has been in operation since 2006. The server has exceeded its lifespan and limitations caused by lack of storage are beginning to occur. The Electric, Water/Wastewater and General Capital Projects		None	None

## 2013 Capital Improvement Program – Detail by Fund

Fund will share the cost.		
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Description	2013 Budget		Account
Firewall	\$1,600		001-543
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The existing firewall does not allow for easy VPN access for City employees to work from outside the office and is beyond its useful life. The Electric, Water/Wastewater and General Capital Projects Fund will share the cost.		None	None

Description	2013 Budget		Account
Phone System	\$24,500		001-543
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The equipment running all of the City's internal phone system has been operating since 2004 and is no longer supported by CISCO and the hardware is well past its life cycle. The Electric, Water/Wastewater and General Capital Projects Fund will share the cost.		None	None

Description	2013 Budget		Account
UV Lamps	\$20,000		001-543
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Replacement of the UV lamps at the Water Treatment Facility.		None	None

Description	2013 Budget		Account
Water Meters	\$150,000		001-543
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
An annual program to replace older water meters throughout the City. The newer meters can utilize walk-by, drive-by or a fixed net reading system.		Unknown	The replacement of the meters will reduce the number of meter tests done during the year and reduce the revenue lost due to inaccurate meter readings.

Description	2013 Budget		Account
Wastewater Treatment Facility	\$197,500		001-561

## 2013 Capital Improvement Program – Detail by Fund

Justification	Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Annual improvements to the Wastewater Treatment Facility	None	None

Description	2013 Budget	Account
Sanitary Sewer Lining Project	\$200,000	001-562
Justification	Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The sanitary sewer lining project repairs sewer lines that are found to have cracks. These cracks allow groundwater to enter the sewer lines increasing the amount of wastewater treated at the facility.	Unknown	Reduces the cost of treating wastewater by reducing the amount of wastewater entering the facility.

Description	2013 Budget	Account
Water Mains	\$25,000	001-572
Justification	Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The relocation of the Kautz Rd. & Rt. 38 water main and the extension of the North First Water Main to improve water quality and water pressure.	None	None



### **31 Capital Projects Fund**

**\$545,320**

Description	2013 Budget	Account
Fire Station #2 Sprinkler Replacement	\$18,000	001-521
Justification	Annual \$ Impact on Operating Budget	Description of Operating Budget Impact

## 2013 Capital Improvement Program – Detail by Fund

In 2010 the sprinkler system in Station 2 developed leaks that required the replacement of a section of piping. During the replacement it was determined the main supply needed to be replaced due to severe corrosion that is taking place in the connecting joints.	Unknown	The system has leaked in the past and the replacement will stop future leaks and subsequent clean up.
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Description	2013 Budget		Account
Police Department Booking Room Floor Replacement	\$2,200		001-521
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The existing tile floor in booking room #2 is buckling and beginning to create a trip hazard. The replacement of the floor will reduce the risk and liability.		Unknown	The new floor will reduce the risk of employee injury.

Description	2013 Budget		Account
Police Department Access System	\$18,200		001-521
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The installation of a new card-swipe entry security system will replace the current out dated key pad style that lacks the technology, security and reliability that a police station should have. The system can track who has accessed a door and record the date and time.		Minimal	The plastic keycards are inexpensive and will replace current City IDs.

Description	2013 Budget		Account
City Hall Flooring	\$10,000		001-521
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Replacement of the City Hall foyer and bathroom floors.		\$3,000	Waxing will not be required for the new ceramic tile flooring.

Description	2013 Budget		Account
Public Works Team Goals	\$15,000		001-521
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Funding for annual general repairs at the Public Works building. The Electric, Water/Wastewater and General Capital Projects Fund will share the cost.		None	None

## 2013 Capital Improvement Program – Detail by Fund

Description	2013 Budget		Account
ERP Software	\$35,650		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The City has started replacing its old financial software package with an ERP package from New World Systems. The amount budgeted is for data conversion, training and travel and is the remaining amount from the original contract. The cost will be split between the Electric, Water/Wastewater and General Capital Projects Fund.		\$15,000	The annual maintenance fee is higher than our current system.

Description	2013 Budget		Account
Strategic Plan Update	\$10,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The City Administrator will manage the development of a request for proposals to update the Strategic Plan for 2017, and with City Council approval, award a contract and lead the process to update the current Strategic Plan. The Electric, Water/Wastewater and General Capital Projects Fund will share the cost.		None	The new plan will affect the priority of future capital projects.

Description	2013 Budget		Account
Website Update	\$5,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The City Administrator will work with City staff to develop and conduct a request for proposals to update the City's website. The City website is the primary venue for communicating with the public and has not been updated since 2004.		None	None

Description	2013 Budget		Account
Internal Control Audit	\$10,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The City Administrator will oversee an independent auditing firm to conduct an internal control audit to ensure transparency and accountability regarding the use of public funds. The audit will include a review of expenditures, specifically as it relates to credit card expenditures, as well as identifying and mitigating risks by recommending the implementation of additional internal controls. The		None	None

## 2013 Capital Improvement Program – Detail by Fund

cost will be shared between the Electric, Water/Wastewater and General Capital Projects Funds.		
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Description	2013 Budget		Account
Organizational Staffing Analysis	\$10,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Working with a professional consultant, oversee the execution of an organizational staffing analysis in order to evaluate the City's service demands and its ability to deliver superior public services and programs. This project will address questions and comments relative to outsourcing and appropriate staffing levels. The last study was completed in 2004. The Electric, Water/Wastewater and General Capital Projects Fund will share the cost.		Unknown	The purpose of the study is to more efficiently and effectively staff an appropriate-sized workforce.

Description	2013 Budget		Account
Swift Water Rescue Training	\$180,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The Fire Department has submitted a grant application to DHS to fund the two-step process of providing appropriate training for responders to incidents involving swift water rescues. Rescue operations in the Fox River have been classified as swift water rescues in all but the periods when the river is at its lowest seasonal level.		None	None

Description	2013 Budget		Account
City Hall Conservation	\$1,350		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Implementation of green energy initiatives at City Hall, including the replacement of lighting with energy efficient bulbs.			

Description	2013 Budget		Account
TIF Study	\$20,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The Southeast Master Plan identified needed road grids and utility extensions to bring property within the plan area into the City as an industrial park. A TIF eligibility study will be conducted to see if the		None	None

## 2013 Capital Improvement Program – Detail by Fund

area qualifies as a TIF and develop a Redevelopment Plan.		
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Description	2013 Budget		Account
Business District Study	\$20,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The City's current Downtown Business District will retire in 2013. Re-establishing the District with a sales tax overlay will provide a revenue source to achieve goals identified through a public process in creation of the district. A consultant will be hired to complete the eligibility study and facilitate development of the District.		None	None

Description	2013 Budget		Account
EAB Tree Replacement	\$28,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Staff proposes to include additional funds for replacement of parkway trees removed from the Emerald Ash Borer infestation. The funding will provide an additional 80-100 trees.		None	None

Description	2013 Budget		Account
Computer Replacements	\$21,000		001-531
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This item includes all approved requests for computer hardware.		None	None

Description	2013 Budget		Account
iPads (Community Development)	\$2,800		001-531
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The purchase of iPads for Community Development to conduct inspections and schedule follow-up appointments in the field. The iPads will have the ability to connect directly with New World and Outlook.		None	None

Description	2013 Budget		Account
Squad Car	\$32,000		001-541
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact

## 2013 Capital Improvement Program – Detail by Fund

The replacement of one squad car is consistent with the regular squad car replacement schedule.	Unknown	Reduction in operating costs for the new vehicle.
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Description	2013 Budget		Account
Small Snowplow Truck G-104	\$35,000		001-542
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Truck G-104 is a 2000 GMC utilized by the Street Supervisor and is used for snow plowing during the winter. The current truck needs engine work and the cab and doors are rusting.		\$2,000 +	Reduction in operating and maintenance costs.

Description	2013 Budget		Account
PD Traffic Study Equipment	\$8,020		001-543
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The current traffic study equipment is old, prone to mechanical issues and offers limited usable data. New study equipment would provide more valuable data, is easier and safer to install and has fewer mechanical/operational issues. Addressing traffic safety concern is an important issue for the Police Department to address.		None	None

Description	2013 Budget		Account
Digital Speed Display Unit	\$9,000		001-543
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The speed display unit records a driver's speed and displays it on a board to remind drivers to be mindful of their speed. It is a positive reinforcement tool for those who are driving the speed limit. The unit is compact and mobile and can be easily relocated as traffic concerns arise.		Minimal	Maintenance costs.

Description	2013 Budget		Account
Cardiac Monitor	\$2,500		001-543
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The cardiac monitor used by the Advanced Life Support engine in Station #2 is 12 years old and needs to be replaced.			

Description	2013 Budget		Account
Gas Detectors (2)	\$5,500		001-543

## 2013 Capital Improvement Program – Detail by Fund

Justification	Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
In an average year the Fire Department responds to over 100 incidents for reports of actual or suspected leaks, odors of natural gas or activated CO detectors in homes and businesses. The gas sensors for the current 10-year-old detectors are no longer available and therefore the units must be replaced.	None	None

Description	2013 Budget	Annual \$ Impact on Operating Budget	Account
PW Floor Scrubber	\$10,000		001-543
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The floor scrubber is used to maintain the floors at Public Works and the Commuter Parking garage. The current unit is in need of costly repairs. The cost will be shared with the Electric, Water/Wastewater and General Capital Projects Fund.		\$2,000 +	Reduction in operating and maintenance costs.

Description	2013 Budget	Annual \$ Impact on Operating Budget	Account
Email Server	\$10,000		001-543
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The existing Microsoft Exchange Server has been in operation since 2006. The server has exceeded its lifespan and limitations caused by lack of storage are beginning to occur. The Electric, Water/Wastewater and General Capital Projects Fund will share the cost.		None	None

Description	2013 Budget	Annual \$ Impact on Operating Budget	Account
Firewall	\$1,600		001-543
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The existing firewall does not allow for easy VPN access for City employees to work from outside the office and is beyond its useful life. The Electric, Water/Wastewater and General Capital Projects Fund will share the cost.		None	None

Description	2013 Budget	Annual \$ Impact on Operating Budget	Account
Phone System	\$24,500		001-543
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact

## 2013 Capital Improvement Program – Detail by Fund

	Budget	Impact
The equipment running all of the City's internal phone system has been operating since 2004 and is no longer supported by CISCO and the hardware is well past its life cycle. The Electric, Water/Wastewater and General Capital Projects Fund will share the cost.	None	None



### **32 Infrastructure Capital Projects Fund**

**\$2,948,740**

Description	2013 Budget		Account
Street Resurfacing Program	\$1,702,300		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The annual resurfacing of various City streets. It is anticipated approximately 22 streets will be resurfaced. The MFT and Infrastructure Capital Projects Fund will share the cost.		Unknown	Reduction in annual maintenance costs for the replaced streets

Description	2013 Budget		Account
Block 50 Parking Lot Resurfacing	\$76,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Parking lot resurfacing.		None	None

Description	2013 Budget		Account
Parking Lot Sealcoating	\$13,500		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Sealcoating of various public parking lots.		None	None

## 2013 Capital Improvement Program – Detail by Fund

Description	2013 Budget		Account
Contract Crack Filling	\$100,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Street crack filling projects for those areas that are not in current need of resurfacing, but do need to be maintained.		None	None

Description	2013 Budget		Account
City-Wide Misc. Curb and Sidewalk	\$75,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Repair of sidewalk trip hazards and crumbling curbs throughout the City.		None	None

Description	2013 Budget		Account
Pavement Striping Maintenance	\$38,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Pavement striping replacement		None	None

Description	2013 Budget		Account
Streetscape & Median Maint.	\$50,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Repair of medians and streetscaped areas within the City.		None	None

Description	2013 Budget		Account
Joshel Plaza Fountain Maint.	\$9,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Joshel Plaza is a public space near the downtown train station. Funds are provided to perform annual maintenance on the fountain and surrounding plaza.		None	None

Description	2013 Budget		Account
Viking Drive Recapture	\$150,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Final payment for the City's share of the Viking Drive Improvement project which has yet to be		None	None

## 2013 Capital Improvement Program – Detail by Fund

resolved between the City and School District.		
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Description	2013 Budget		Account
Campbell St. Parking Lot	\$200,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The construction of a public parking lot bounded by James, Campbell, 2 <sup>nd</sup> and 3 <sup>rd</sup> Streets. The project will help address parking needs in the downtown area and improve the area.		\$2,000	Future budgetary funds will be needed for parking lot maintenance

Description	2013 Budget		Account
Prairie Green Reserve Wetland & Prairie Maintenance	\$25,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
A dirt path currently exists along the old Chicago & Northwestern RR right-of-way. Construction of the next phase of the trail (crushed limestone) will bring the City closer to completion of a continuous north-south bike trail connecting to trails in St. Charles and Batavia.		\$1,500	Limited trail restoration and tree trimming

Description	2013 Budget		Account
RiverPark Maintenance	\$10,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Construction and maintenance of landscape beds and prairie beds within RiverPark.		\$7,500	Ongoing maintenance

Description	2013 Budget		Account
Kautz/RT 38/UPRR Intersection	\$50,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
IDOT has developed plans to reconstruct this intersection, which requires the relocation of water and sanitary sewers. This is the City's portion for the relocation costs.		None	None

Description	2013 Budget		Account
Western Ave LAPP	\$125,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This public plaza located along the Fox River between the State Street Bridge and the Herrington		None	None

## 2013 Capital Improvement Program – Detail by Fund

Inn is in need of restoration work.		
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Description	2013 Budget		Account
Anderson Blvd.	\$156,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Anderson Blvd. was resurfaced in 2010 through the use of America Reinvestment and Recover Act funds. This represents the City's cost that must be paid to the State of Illinois upon final closeout of the project.		None	None

Description	2013 Budget		Account
Sign Regulation Compliance	\$10,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The federal government is changing the sign regulations for City street signs. This is an effort to begin the replacement of all City street signs.		None	None

### **54 TIF #2**

**\$400,000**

Description	2013 Budget		Account
East State Street Phase 2 Design	\$400,000		008-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The City has planned to reconstruct East State Street from the Fox River to Kirk Road. On June 24, 2010 the City received IDOT approval of the Phase 1 plan for this project. Design is the next step in the process.		Unknown	When completed, the reconstruction will increase the size of the street and therefore increase maintenance costs.



### **60 Commuter Parking Lot Fund**

**\$3,500,000**

Description	2013 Budget		Account
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## 2013 Capital Improvement Program – Detail by Fund

Parking Deck – Third Level	\$3,500,000		001-522
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The commuter parking deck was originally designed with a third level. During initial construction, the decision was made not to construct this level due to funding limitations. However, there remains a need for additional commuter parking. Metra is providing funding for the complete construction of the third level.		Unknown	Annual maintenance costs, snow plowing and security cameras for the parking garage will increase.

Table II  
City of Geneva  
2013 Capital Improvement Program by Fund

Fund	Account	Description	FY 2013 Cost
14	001-522	Street Resurfacing Program	\$750,000
			<b>\$750,000</b>
			<b>5.95%</b>
20	001-521	Public Works Team Goals	\$15,000
	001-522	ERP Software	43,125
	001-522	Green Initiative	2,000
	001-522	Narrowbanding of Radios	8,000
	001-522	AMR Infrastructure	25,000
	001-522	CAD Software	5,000
	001-522	Upgrade to Windows 7	5,000
	001-522	Community Betterment Projects	5,500
	001-522	Miscellaneous Development	200,000
	001-522	Meter Replacement	40,000
	001-522	Strategic Plan Update	10,000
	001-522	Website Update	5,000
	001-522	Internal Control Audit	10,000
	001-522	Organizational Staffing Analysis	10,000
	001-531	Computer Replacements	18,600
	001-542	Utility Truck G-114	93,000
	001-542	Van Truck G-3	40,000
	001-542	Wire Trailer G-72	30,000
	001-542	PW Floor Scrubber	10,000
	001-543	Infrared Camera	9,000
	001-543	Small Equipment Replacement	12,500
	001-543	Email Server	10,000
	001-543	Firewall	1,600
	001-543	Phone System	24,500
	001-581	Substation Improvements	509,660
	001-583	Underground Cable Program	1,234,600
	001-585	Line Supplies	341,585
	001-587	Generation Equipment	180,000
	001-587	Facility Maintenance Platform	146,500
			<b>\$3,045,170</b>
			<b>24.14%</b>
30	001-522	Membranes	\$80,000
	001-522	Water Main Valve Replacement	10,000
	001-522	Fire Hydrant Replacement	17,000
	001-522	Fire Hydrant Painting	10,000
	001-522	Water Tower Painting/Cleaning	400,000
	001-522	Engineering	20,000
	001-522	Lift Station Improvements	52,000
	001-522	Overhead Sewer Program	6,000
	001-522	ERP Software	43,125
	001-522	AMR Infrastructure	25,000
	001-522	CAD Software	5,000
	001-522	Strategic Plan Update	10,000
	001-522	Website Update	5,000
	001-522	Internal Control Audit	10,000

Table II  
City of Geneva  
2013 Capital Improvement Program by Fund

Fund	Account	Description	FY 2013 Cost
	001-522	Organizational Staffing Analysis	10,000
	001-522	Upgrade to Windows 7	5,000
	001-522	Public Works Team Goals	15,000
	001-531	Computer Replacements	7,100
	001-542	3/4 Ton Truck G-102	28,000
	001-543	RO Spare Motor	27,000
	001-543	PW Floor Scrubber	10,000
	001-543	Email Server	10,000
	001-543	Firewall	1,600
	001-543	Phone System	24,500
	001-543	UV Lamps	20,000
	001-543	Water Meters	150,000
	001-561	Wastewater Treatment Facility Repairs	197,500
	001-562	Sanitary Sewer Lining Project	200,000
	001-572	Water Mains	25,000
			<b>\$1,423,825</b>
			<b>11.29%</b>
<b>031</b>	001-521	Fire Station #2 Sprinkler Replacement	\$18,000
	001-521	Police Department Booking Room Floor	2,200
	001-521	Police Department Access System	18,200
	001-521	City Hall Flooring	10,000
	001-521	Public Works Team Goals	15,000
	001-522	ERP Software	35,650
	001-522	Strategic Plan Update	10,000
	001-522	Website Update	5,000
	001-522	Internal Control Audit	10,000
	001-522	Organizational Staffing Analysis	10,000
	001-522	Swift Water Rescue Training	180,000
	001-522	City Hall Conservation	1,350
	001-522	TIF Study	20,000
	001-522	Business District Study	20,000
	001-522	EAB Tree Replacement	28,000
	001-531	Computer Replacements	21,000
	001-531	iPads (Community Development)	2,800
	001-541	Squad Car	32,000
	001-542	Small Snowplow Truck G-104	35,000
	001-543	PD Traffic Study Equipment	8,020
	001-543	Digital Speed Display Unit	9,000
	001-543	Cardiac Monitor	2,500
	001-543	Gas Detectors (2)	5,500
	001-543	PW Floor Scrubber	10,000
	001-543	Email Server	10,000
	001-543	Firewall	1,600
	001-543	Phone System	24,500
			<b>\$545,320</b>
			<b>4.32%</b>
<b>32</b>	001-522	Street Resurfacing Program	\$1,861,240
	001-522	Block 50 Parking Lot Resurfacing	76,000

Table II  
City of Geneva  
2013 Capital Improvement Program by Fund

Fund	Account	Description	FY 2013 Cost
	001-522	Parking Lot Sealcoating	13,500
	001-522	Contract Crack Filling	100,000
	001-522	City-Wide Misc Curb and Sidewalk Replacement	75,000
	001-522	Pavement Striping Maintenance	38,000
	001-522	Streetscape & Median Maintenance	50,000
	001-522	Joshel Plaza Fountaing Maintenance	9,000
	001-522	Viking Drive Recapture	150,000
	001-522	Campbell Street Parking Lot Improvements	200,000
	001-522	Prairie Green Reserve Wetland & Prairie Maintenance	25,000
	001-522	River Park Maintenance	10,000
	001-522	Kautz/RT 38/UPRR Intersection	50,000
	001-522	Western Ave LAPP	125,000
	001-522	Anderson Blvd	156,000
	001-522	Sign Regulation Compliance	10,000
			<b>\$2,948,740</b>
			<b>23.38%</b>
<b>54</b>	008-522	East State Street Phase 2 Design	\$400,000
			<b>\$400,000</b>
			<b>3.17%</b>
<b>60</b>	001-522	Parking Deck Addition - Third Level	\$3,500,000
			<b>\$3,500,000</b>
			<b>27.75%</b>
<b>Grand Total</b>			<b>\$12,613,055</b>

Table III  
City of Geneva  
2013 Capital Improvement Program by Category

Fund	Account	Description	FY 2013 Cost
<b>Buildings</b>			
20	001-521	Public Works Team Goals	\$15,000
31	001-521	Fire Station #2 Sprinkler Replacement	18,000
31	001-521	Police Department Booking Room Floor	2,200
31	001-521	Police Department Access System	18,200
31	001-521	City Hall Flooring	10,000
31	001-521	Public Works Team Goals	15,000
			<b>\$78,400</b>
			<b>0.62%</b>
<b>Improvements Other Than Buildings</b>			
14	001-522	Street Resurfacing Program	\$750,000
20	001-522	ERP Software	43,125
20	001-522	Green Initiative	2,000
20	001-522	Narrowbanding of Radios	8,000
20	001-522	AMR Infrastructure	25,000
20	001-522	CAD Software	5,000
20	001-522	Upgrade to Windows 7	5,000
20	001-522	Community Betterment Projects	5,500
20	001-522	Miscellaneous Development	200,000
20	001-522	Meter Replacement	40,000
20	001-522	Strategic Plan Update	10,000
20	001-522	Website Update	5,000
20	001-522	Internal Control Audit	10,000
20	001-522	Organizational Staffing Analysis	10,000
30	001-522	Membranes	80,000
30	001-522	Water Main Valve Replacement	10,000
30	001-522	Fire Hydrant Replacement	17,000
30	001-522	Fire Hydrant Painting	10,000
30	001-522	Water Tower Painting/Cleaning	400,000
30	001-522	Engineering	20,000
30	001-522	Lift Station Improvements	52,000
30	001-522	Overhead Sewer Program	6,000
30	001-522	ERP Software	43,125
30	001-522	AMR Infrastructure	25,000
30	001-522	CAD Software	5,000
30	001-522	Strategic Plan Update	10,000
30	001-522	Website Update	5,000
30	001-522	Internal Control Audit	10,000
30	001-522	Organizational Staffing Analysis	10,000
30	001-522	Upgrade to Windows 7	5,000
30	001-522	Public Works Team Goals	15,000
31	001-522	ERP Software	35,650
31	001-522	Strategic Plan Update	10,000
31	001-522	Website Update	5,000
31	001-522	Internal Control Audit	10,000
31	001-522	Organizational Staffing Analysis	10,000
31	001-522	Swift Water Rescue Training	180,000
31	001-522	City Hall Conservation	1,350
31	001-522	TIF Study	20,000
31	001-522	Business District Study	20,000
31	001-522	EAB Tree Replacement	28,000
32	001-522	Street Resurfacing Program	1,861,240
32	001-522	Block 50 Parking Lot Resurfacing	76,000

Table III  
City of Geneva  
2013 Capital Improvement Program by Category

<b>Fund</b>	<b>Account</b>	<b>Description</b>	<b>FY 2013 Cost</b>
32	001-522	Parking Lot Sealcoating	13,500
32	001-522	Contract Crack Filling	100,000
32	001-522	City-Wide Misc Curb and Sidewalk Replacement	75,000
32	001-522	Pavement Striping Maintenance	38,000
32	001-522	Streetscape & Median Maintenance	50,000
32	001-522	Joshel Plaza Fountaing Maintenance	9,000
32	001-522	Viking Drive Recapture	150,000
32	001-522	Campbell Street Parking Lot Improvements	200,000
32	001-522	Prairie Green Reserve Wetland & Prairie Maintenance	25,000
32	001-522	River Park Maintenance	10,000
32	001-522	Kautz/RT 38/UPRR Intersection	50,000
32	001-522	Western Ave LAPP	125,000
32	001-522	Anderson Blvd	156,000
32	001-522	Sign Regulation Compliance	10,000
54	008-522	East State Street Phase 2 Design	400,000
60	001-501	Parking Deck Addition - Third Level	3,500,000
			<b>\$9,010,490</b>
			<b>71.44%</b>
<b>Office Equipment</b>			
20	001-531	Computer Replacements	\$18,600
30	001-531	Computer Replacements	7,100
31	001-531	Computer Replacements	21,000
31	001-531	iPads (Community Development)	2,800
			<b>\$49,500</b>
			<b>0.39%</b>
<b>Automobiles</b>			
31	001-541	Squad Car	\$32,000
			<b>\$32,000</b>
			<b>0.25%</b>
<b>Trucks</b>			
20	001-542	Utility Truck G-114	\$93,000
20	001-542	Van Truck G-3	40,000
20	001-542	Wire Trailer G-72	30,000
20	001-542	PW Floor Scrubber	10,000
30	001-542	3/4 Ton Truck G-102	28,000
31	001-542	Small Snowplow Truck G-104	35,000
			<b>\$236,000</b>
			<b>1.87%</b>
<b>Other Equipment</b>			
20	001-543	Infrared Camera	\$9,000
20	001-543	Small Equipment Replacement	12,500
20	001-543	Email Server	10,000
20	001-543	Firewall	1,600
20	001-543	Phone System	24,500
30	001-543	RO Spare Motor	27,000
30	001-543	PW Floor Scrubber	10,000
30	001-543	Email Server	10,000
30	001-543	Firewall	1,600
30	001-543	Phone System	24,500
30	001-543	UV Lamps	20,000
30	001-543	Water Meters	150,000
31	001-543	PD Traffic Study Equipment	8,020
31	001-543	Digital Speed Display Unit	9,000

Table III  
City of Geneva  
2013 Capital Improvement Program by Category

<b>Fund</b>	<b>Account</b>	<b>Description</b>	<b>FY 2013 Cost</b>
31	001-543	Cardiac Monitor	2,500
31	001-543	Gas Detectors (2)	5,500
31	001-543	PW Floor Scrubber	10,000
31	001-543	Email Server	10,000
31	001-543	Firewall	1,600
31	001-543	Phone System	24,500
			<b>\$371,820</b>
			<b>2.95%</b>
<b>Sewage Treatment Plant</b>			
30	001-561	Wastewater Treatment Facility Repairs	\$197,500
			<b>\$197,500</b>
			<b>1.57%</b>
<b>Sewer Lines</b>			
30	001-562	Sanitary Sewer Lining Project	\$200,000
			<b>\$200,000</b>
			<b>1.59%</b>
<b>Water Mains</b>			
30	001-572	Water Mains	\$25,000
			<b>\$25,000</b>
			<b>0.20%</b>
<b>Substations</b>			
20	001-581	Substation Improvements	\$509,660
			<b>\$509,660</b>
			<b>4.04%</b>
<b>Underground Cable</b>			
20	001-583	Allendale Subdivision	\$5,000
20	001-583	Fabyan Parkway - IL25 to Nagel Blvd	600,000
20	001-583	Kautz Rd & RT 38	88,000
20	001-583	Peck Road	280,300
20	001-583	Keslinger Feeder 3 South	203,300
20	001-583	RT 31 & Peck - Fitzsimmons	45,000
20	001-583	Island Park North Bridge	13,000
			<b>\$1,234,600</b>
			<b>9.79%</b>
<b>Line Supplies</b>			
20	001-585	Wire and Cable	83,870
20	001-585	Line Supplies	88,670
20	001-585	Metering	22,295
20	001-585	Transformers	42,785
20	001-585	Switches	59,615
20	001-585	Street Lights	44,350
			<b>\$341,585</b>
			<b>2.71%</b>
<b>Generation</b>			
20	001-587	Generation Equipment	180,000
20	001-587	Facility Maintenance Platform	146,500
			<b>\$326,500</b>
			<b>2.59%</b>
<b>Grand Total</b>			<b>\$12,613,055</b>

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**RESOLUTION NO. 2012-28**

**A RESOLUTION APPROVING  
THE CITY OF GENEVA  
2012-13 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 2012-13 Annual Budget for Public Hearing to be held on April 16, 2012; and

**WHEREAS**, notice of said Public Hearing was published in the Daily Herald on March 26, 2012 and a copy of said notice is attached as Exhibit "A"; and

**WHEREAS**, the draft FY 2012-13 Budget document has been on file at City Hall, the Geneva Public Library and the City's website for public inspection from April 2, 2012 to the present date; and

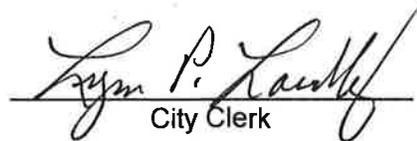
**WHEREAS**, the Public Hearing on the FY 2012-2013 Budget for the City of Geneva was conducted by the corporate authorities at 7:00 p.m. on April 16, 2012.

**NOW, THEREFORE BE IT RESOLVED** that the FY 2012-2013 Budget for the City of Geneva in the form and substance as attached hereto as Exhibit "B" is approved in the total amount of Seventy-Two Million, Six Hundred Eighty-Eight Thousand, Two Hundred Fifteen Dollars (\$72,688,215) in Revenues and Seventy-Three Million, Two Hundred Seventy Five Thousand, Sixty Dollars (\$73,275,060) in Expenses.

**BE IT FURTHER RESOLVED** that the City Administrator is authorized to file a certified copy of this Resolution and the FY 2012-13 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 16th day of April, 2012.

AYES: *10* NAYS: *0* ABSENT: *0* ABSTAINING: *0* HOLDING OFFICE: 10

  
City Clerk

## Authorized Paid Positions

DEPARTMENT	POSITION	ACTUAL 2010-2011	ACTUAL 2011-2012	AUTHORIZED 2012-2013	BUDGETED 2012-2013
<b>Legislative (Non-Employee/Elected)</b>					
	Mayor	1.00	1.00	1.00	1.00
	Alderman	10.00	10.00	10.00	10.00
	City Clerk	1.00	1.00	1.00	1.00
	City Treasurer	1.00	1.00	1.00	1.00
	Total	13.00	13.00	13.00	13.00
<b>City Administrator's Office</b>					
	City Administrator	1.00	1.00	1.00	1.00
	Executive Assistant	1.00	1.00	1.00	1.00
	Administrative Intern	0.50	0.50	0.50	0.50
	Total	2.50	2.50	2.50	2.50
<b>Administrative Services</b>					
	Asst. City Admin. / Dir. Admin. Svcs.	1.00	1.00	1.00	1.00
	Administrative Assistant	1.00	1.00	1.00	1.00
	Human Resources Manager	1.00	1.00	1.00	1.00
	Payroll Specialist	0.30	0.30	0.40	0.40
	Information Technologies Manager	1.00	1.00	1.00	1.00
	Information Technologies Analyst	1.00	1.00	1.00	1.00
	Finance Manager	1.00	1.00	1.00	1.00
	Accounting Supervisor	0.00	1.00	1.00	1.00
	Utility Billing Specialist	1.00	1.00	1.00	1.00
	Accounts Payable Specialist	1.00	1.00	1.00	1.00
	Accounts Receivable Specialist	1.00	1.00	1.00	1.00
	Total	9.30	10.30	10.40	10.40
<b>Economic Development</b>					
	Economic Development Director	1.00	1.00	1.00	1.00
	Business Development Specialist	1.00	1.00	1.00	1.00
	Administrative Assistant	1.00	0.50	0.50	0.50
	Administrative Intern	0.00	0.50	0.50	0.50
	Total	3.00	3.00	3.00	3.00

## Authorized Paid Positions

DEPARTMENT	POSITION	ACTUAL 2010-2011	ACTUAL 2011-2012	AUTHORIZED 2012-2013	BUDGETED 2012-2013
<b>Community Development</b>					
	Community Development Director	1.00	1.00	1.00	1.00
	Building Commissioner	1.00	1.00	1.00	1.00
	Building Inspector	1.00	1.00	1.00	1.00
	Code Enforcement Officer	1.00	1.00	1.00	1.00
	City Planner	1.00	1.00	1.00	1.00
	Historic Planner	1.00	1.00	0.50	0.50
	Administrative Assistant	1.50	1.00	1.00	1.00
	Administrative Intern	0.00	0.50	0.50	0.50
	Total	7.50	7.50	7.00	7.00
<b>Police</b>					
	Chief of Police	1.00	1.00	1.00	1.00
	Police Commander	2.00	2.00	2.00	2.00
	Police Sergeant	7.00	7.00	7.00	7.00
	Police Officer	26.00	26.00	27.00	26.00
	Community Service Officer	2.00	2.00	2.00	2.00
	Traffic Safety Specialist	0.00	0.00	1.00	0.00
	Records Manager	1.00	1.00	1.00	1.00
	Records Specialist	7.60	7.60	7.60	6.60
	Administrative Assistant	1.00	1.00	1.00	1.00
	Crossing Guards	0.80	0.80	0.80	0.80
	Total	48.40	48.40	50.40	47.40
<b>Fire</b>					
	Fire Chief	1.00	1.00	1.00	1.00
	Deputy Fire Chief	2.00	2.00	2.00	2.00
	Fire Lieutenant	6.00	6.00	6.00	6.00
	Firefighter	12.00	11.00	12.00	11.00
	Administrative Assistant	1.00	1.00	1.00	1.00
	Paid On-Call	11.00	11.00	11.00	11.00
	Total	33.00	32.00	33.00	32.00
<b>Public Works</b>					
	Director of Public Works	1.00	1.00	1.00	1.00
	Asst. PW Dir/City Engineer	1.00	1.00	1.00	1.00
	Administrative Assistant	3.00	3.00	3.00	3.00

## Authorized Paid Positions

DEPARTMENT	POSITION	ACTUAL 2010-2011	ACTUAL 2011-2012	AUTHORIZED 2012-2013	BUDGETED 2012-2013
	Civil Engineer	2.00	2.00	2.00	1.00
	Engineering Technician	1.00	1.00	1.00	1.00
	Cemetery Maintenance & Admin. Spec.	1.00	1.00	0.00	0.00
	Fleet Maintenance Supervisor	1.00	1.00	1.00	1.00
	Fleet Maintenance Technician	2.00	2.00	2.00	2.00
	Superintendent Streets & Fleets	1.00	1.00	1.00	1.00
	Street Supervisor	1.00	1.00	1.00	1.00
	Street Maintenance Worker Lead	4.00	4.00	4.00	4.00
	Street Maintenance Worker	9.00	9.00	10.00	9.00
	Superintendent of Electric Operations	1.00	1.00	1.00	1.00
	Manager of Dist., Const., and Maintenance	1.00	1.00	1.00	1.00
	Electric Foreman	3.00	3.00	3.00	3.00
	Lineman	6.00	7.00	8.00	6.00
	Electric Apprentice	2.00	0.00	0.00	0.00
	General Maintenance	1.00	0.00	1.00	0.00
	Purchasing and Inventory Control	1.00	1.00	1.00	1.00
	Project Engineer	1.00	0.00	1.00	0.00
	Superintendent Water/Wastewater	1.00	1.00	1.00	1.00
	Supervisor of Sys. Maint. And Cust. Svc.	1.00	1.00	1.00	1.00
	Supervisor of Water Supply & Treatment	1.00	1.00	1.00	1.00
	Lead Water & Sewer Maintenance Worker	0.00	1.00	1.00	1.00
	Water & Sewer Maintenance Worker	4.00	4.00	4.00	4.00
	Wastewater Treatment Operator	3.00	3.00	3.00	3.00

## Authorized Paid Positions

DEPARTMENT	POSITION	ACTUAL 2010-2011	ACTUAL 2011-2012	AUTHORIZED 2012-2013	BUDGETED 2012-2013
	Wastewater Treatment Supervisor	1.00	1.00	1.00	1.00
	Laboratory Services Coordinator	1.00	0.50	0.00	0.00
	Lead Wastewater Treatment Operator	1.00	1.00	1.00	1.00
	Water Meter Service Technician	2.00	2.00	1.00	0.00
	Utility Locator	1.00	1.00	1.00	1.00
	GIS Technician	2.00	2.00	2.00	2.00
	Meter Reader	0.85	1.30	1.30	1.30
	Summer Help	1.40	1.25	1.25	1.25
	<b>Total</b>	<b>64.25</b>	<b>62.05</b>	<b>63.55</b>	<b>56.55</b>
	<b>City Total</b>	<b>180.95</b>	<b>178.75</b>	<b>182.85</b>	<b>171.85</b>

### Classification by Time

Full-Time (Includes Elected Officials)	165.00	161.00	165.00	154.00
Part-Time (FTE)	14.55	16.50	16.60	16.60
Seasonal (FTE)	1.40	1.25	1.25	1.25
<b>Total</b>	<b>180.95</b>	<b>178.75</b>	<b>182.85</b>	<b>171.85</b>

## Classification and Compensation Plan 2012 – 2013

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 the current fiscal year (2012-2013) non-union employees are eligible for a market adjustment of up to 2% based upon their performance appraisal. Those employees who meet the standards of their respective position will be eligible for a 1% market increase. Those employees who exceed the standards of their respective position will be eligible for a 2% market increase. Employees who fall above the maximum pay rate for any given position are eligible to receive the market increase (based on performance) in a lump sum payment (not added to base).

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.

GRADE	PROFESSIONAL – TECHNICAL – MANAGEMENT	Minimum	Midpoint	Maximum
43	City Administrator	\$123,901 \$59.57	\$149,276 \$71.77	\$174,650 \$83.97
42	Chief of Police Fire Chief Director of Public Works	\$95,875 \$46.09	\$115,521 \$55.54	\$135,146 \$64.97
41	Assistant City Administrator / Dir. of Admin. Services Director of Community Development Director of Economic Development	\$90,932 \$43.72	\$109,559 \$52.67	\$128,166 \$61.62
39	Superintendent of Electrical Services Tri-Com Director Deputy Fire Chief Police Commander	\$84,291 \$40.52	\$101,561 \$48.83	\$118,810 \$57.12
38	City Engineer/Assistant Director of Public Works Finance Manager	\$81,576 \$39.22	\$98,294 \$47.26	\$114,991 \$55.28
37	Human Resources Manager Manager of Electric Operations Manager of Distribution, Construction, and Maintenance Superintendent of Streets & Fleets Superintendent Water/Wastewater	\$77,120 \$37.08	\$92,926 \$44.68	\$108,732 \$52.28

## Classification and Compensation Plan 2012 – 2013

36	Building Commissioner Information Technology Manager Tri-Com Deputy Director	\$71,413 \$34.33	\$86,052 \$41.37	\$100,691 \$48.41
35	Civil Engineer Project Engineer	\$65,451 \$31.47	\$78,860 \$37.91	\$92,268 \$44.36
34	Business Development Specialist City Planner Historic Planner	\$61,866 \$29.74	\$74,532 \$35.83	\$87,198 \$41.92
33	Accounting Supervisor GIS Coordinator Tri-Com Training Coordinator	\$56,095 \$26.97	\$67,594 \$32.50	\$79,072 \$38.02
31	Administrative Analyst Code Enforcement Officer CAD Sys Administrator (TriCom) Computer Technician (TriCom) IT Analyst Records Manager	\$54,377 \$26.14	\$65,515 \$31.50	\$76,653 \$36.85
30	Building Inspector Engineering Technician GIS Technician	\$52,128 \$25.06	\$62,799 \$30.19	\$73,471 \$35.32
29	Executive Assistant Lab Coordinator Traffic Specialist	\$47,481 \$22.83	\$57,220 \$27.51	\$66,936 \$32.18
28	Accounts Payable Specialist Accounts Receivable Specialist Administrative Assistant (All Dept) Payroll Specialist Utility Billing Specialist Police Record Specialist	\$41,796 \$20.09	\$50,346 \$24.20	\$58,917 \$28.33
<b>GRADE</b>	<b>LABOR - TRADES</b>			
133	Wastewater Treatment Supervisor Supervisor of System Maintenance & Customer Service Supervisor of Water Supply & Treatment	\$65,557 \$31.52	\$78,987 \$37.97	\$92,417 \$44.43
131	Fleet Maintenance Supervisor Street Maintenance Supervisor	\$63,351 \$30.46	\$76,335 \$36.70	\$89,319 \$42.94

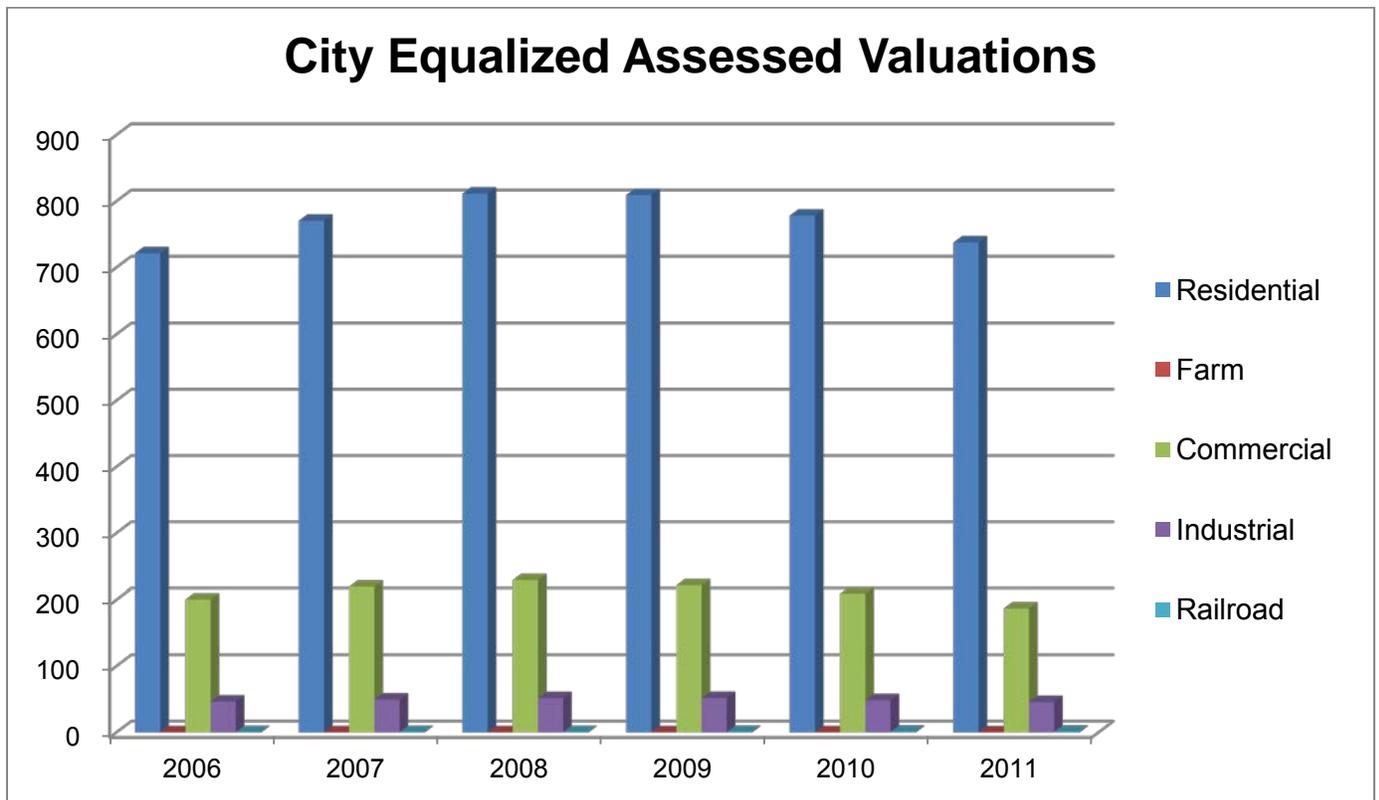
## Classification and Compensation Plan 2012 – 2013

130	Lead Wastewater Treatment Plant Operator	\$53,549 \$25.74	\$64,518 \$31.02	\$75,487 \$36.29
129	Fleet Maintenance Technician Lead Water/Sewer Maintenance Worker	\$52,488 \$25.23	\$63,245 \$30.41	\$74,001 \$35.58
128	Street Maintenance Lead Worker Water Treatment Operator	\$51,003 \$24.52	\$61,442 \$29.54	\$71,880 \$34.56
127	Wastewater Treatment Operator Water Sewer Maintenance Worker Utility Locator	\$45,890 \$22.06	\$55,289 \$26.58	\$64,688 \$31.10
126	Street Maintenance Worker Water Meter Service Technician	\$43,111 \$20.73	\$51,937 \$24.97	\$60,763 \$29.21
<b>GRADE</b>	<b>PUBLIC SAFETY</b>	<b>Minimum</b>	<b>Midpoint</b>	<b>Maximum</b>
236	Police Sergeant	\$83,762 \$40.27	\$92,851 \$44.64	\$101,940 \$49.01
228	CSO / Evidence Technician	\$41,223 \$19.82	\$49,667 \$23.88	\$58,089 \$27.93
226	Community Service Officer	\$38,486 \$18.50	\$46,378 \$22.30	\$54,249 \$26.08

# Property Assessment and Tax Information

## City Equalized Assessed Valuations

Property Class	Levy Years					
	2006	2007	2008	2009	2010	2011
<b>Residential</b>	721,523,877	770,542,588	811,661,726	809,352,036	778,329,312	737,753,764
<b>Farm</b>	227,653	237,165	248,482	135,634	141,754	84,650
<b>Commercial</b>	200,464,817	219,204,914	229,253,879	221,392,825	209,350,259	187,145,172
<b>Industrial</b>	46,678,932	49,797,685	51,927,913	52,037,302	48,648,943	45,898,853
<b>Railroad</b>	474,240	523,886	572,917	690,393	863,636	917,812
<b>Total</b>	888,033,589	969,369,519	1,040,306,238	1,093,664,917	1,083,608,190	971,800,251



# Statement of Direct and Overlapping Bonded Debt

## Detailed Overlapping Bonded Debt (As of January 2, 2012)

	Outstanding Debt	Applicable to City	
		Percent	Amount
<b>Schools:</b>			
School District No. 304	148,984,490	73.62%	\$109,682,382
Community College District No. 516	72,162,893	10.52%	7,591,536
<b>Total Schools</b>			<b>\$117,273,918</b>
<b>Others:</b>			
Kane County	90,265,000	7.12%	\$6,426,868
Kane County Forest Preserve District	233,685,866	7.12%	16,638,434
Geneva Township	0	77.64%	0
Geneva Park District	23,284,255	67.96%	15,823,980
Geneva Library District	0	70.35%	0
Special Service Area No. 1	264,000	100.00%	264,000
Special Service Area No. 12	0	100.00%	0
Special Service Area No. 22	50,000,	100.00%	50,000
<b>Total Others</b>			<b>\$39,203,282</b>
<b>Total Schools and Other Overlapping Bonded Debt</b>			<b>\$156,477,200</b>

Source: Kane County Clerk via SPEER Financial, Inc.

(1) Overlapping debt percentages based on 2010 EAV

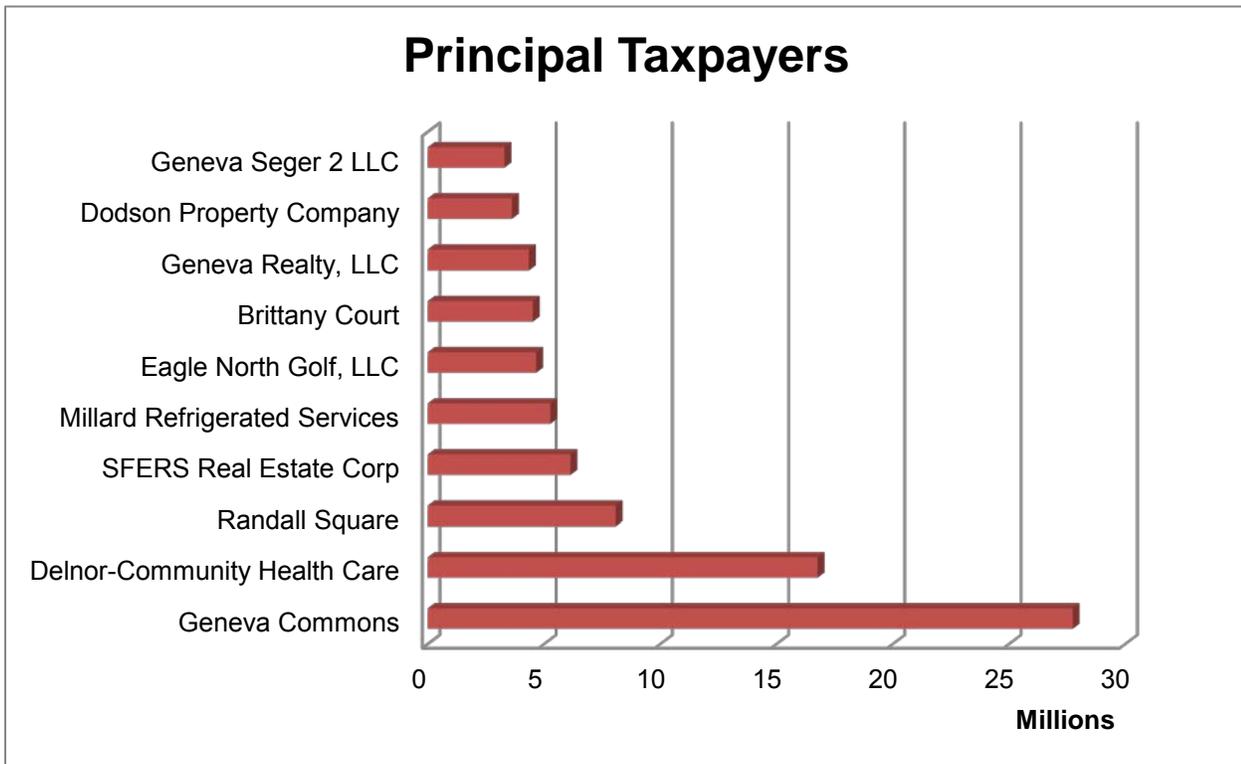
## Statement of Bonded and Certificate Indebtedness

	Amount Applicable	Ratio To		Per Capita (2010 Census Pop 21,495)
		Equalized Assessed	Estimated Actual	
City EAV of Taxable Property, 2010	\$1,037,333,904	100.00%	33.33%	\$48,259.31
Estimated Actual Value, 2010	\$3,112,001,712	300.00%	100.00%	\$144,777.93
Direct Bonded Debt	\$32,755,000	3.16%	1.05%	\$1,523.84
Less: Self Supporting	(18,990,000)	-1.83%	-0.61%	(883.46)
<b>Net Direct Bonded Debt</b>	<b>\$13,765,000</b>	<b>1.33%</b>	<b>0.44%</b>	<b>\$640.38</b>
<b>Overlapping Bonded Debt:</b>				
Schools	\$117,273,918	11.31%	3.77%	\$5,455.87
All Others	39,203,282	3.78%	1.26%	1,823.83
<b>Total Overlapping Bonded Debt</b>	<b>\$156,477,200</b>	<b>15.09%</b>	<b>5.03%</b>	<b>\$7,279.70</b>
<b>Total Net Direct and Overlapping Bonded Debt</b>	<b>\$170,242,200</b>	<b>16.42%</b>	<b>5.47%</b>	<b>\$7,920.08</b>

Source: Kane County Clerk via SPEER Financial, Inc.

# Principal Taxpayers (April 20, 2012)

Company Name	Business	Assessed Valuation	Percent of Total Assessed Valuation
Geneva Commons	Retail Outlet	27,745,846	2.86%
Delnor-Community Health Care	Health Care	16,769,601	1.73%
Randall Square	Real Property	8,084,073	0.83%
SFERS Real Estate Corp	Real Estate	6,141,300	0.63%
Millard Refrigerated Services	Cold Food Storage	5,275,370	0.54%
Eagle North Golf, LLC	Real Property	4,666,200	0.48%
Brittany Court	Real Property	4,522,141	0.47%
Geneva Realty, LLC	Real Property	4,347,601	0.45%
Dodson Property Company	Real Property	3,624,220	0.37%
Geneva Seger 2 LLC	Real Property	3,299,084	0.34%
<b>TOTALS</b>		<b>84,475,436</b>	<b>8.69%</b>



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.

## Glossary of Terms

**Benefits** – Payment to which participants may be entitled under a pension plan, including pension, death and those due on termination of employment.

**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.

## Glossary of Terms

**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).

**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.

## Glossary of Terms

**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.

**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

## Glossary of Terms

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 assessed at a consistent level for purposes of levying taxes. In Illinois, equalized valuation of real property is one-third of fair market value.

**Emergency Services Disaster Agency (ESDA)** – 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.

**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.

## Glossary of Terms

**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.

**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.

**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.

## Glossary of Terms

**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.

**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.

## Glossary of Terms

**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) 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.

## Glossary of Terms

**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.

**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.

## Glossary of Terms

**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 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

**ALS** – Advanced Life Support

**APWA** – American Public Works Association

**BAN** – Bond Anticipation Note

**CAFR** – Comprehensive Annual Financial Report

**CFAI** – Commission on Fire Accreditation

**CIP** – Capital Improvements Program

**COW** – Committee of the Whole

**CPI** – Consumer Price Index

**DVP** – Delivery-versus-payment

**EAP** – Employee Assistance Program

**EAV** – Equalized Assessed Valuation

**EOC** – Emergency Operations Center

**ESDA** – Emergency Services Disaster Agency

**FICA** – Federal Insurance Contributions Act

**FTE** – Full-Time Equivalent

**FY** – Fiscal Year

**GAAP** – Generally Accepted Accounting Principles

**GASB** – Governmental Accounting Standards Board

**GBP** – Geneva Business Park

**GFOA** – Government Finance Officers Association

**HHW** – Household Hazardous Waste

**IDOT** – Illinois Department of Transportation

**IEPA** – Illinois Environmental Protection Agency

**IMRF** – Illinois Municipal Retirement Fund

**J.U.L.I.E.** – Joint Utility Location Information & Excavation System

**KDOT** – Kane County Department of Transportation

## Commonly Used Acronyms

**LOIS** – Location One Information System

**MABAS** – Mutual Aid Box Alarm System

**MFT** – Motor Fuel Tax

**NIMPA** – Northern Illinois Municipal Power Agency

**NPDES** – National Pollutant Discharge Elimination System

**OSHA** – Occupational Safety & Health Administration

**POC** – Paid on Call

**RFP** – Request for Proposal

**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