



CITY OF GENEVA, IL

FY 2013-14 ANNUAL BUDGET



Front Cover Credit:

This community photo was taken at the City Hall Centennial Celebration on May 12, 2012. The daylong celebration included viewing of the 100 year old time capsule, dedicating a new time capsule, and a rededication of City Hall in the memory of Chuck Lencioni (former Building Commissioner).

Photographer – Tom Nicol Photography

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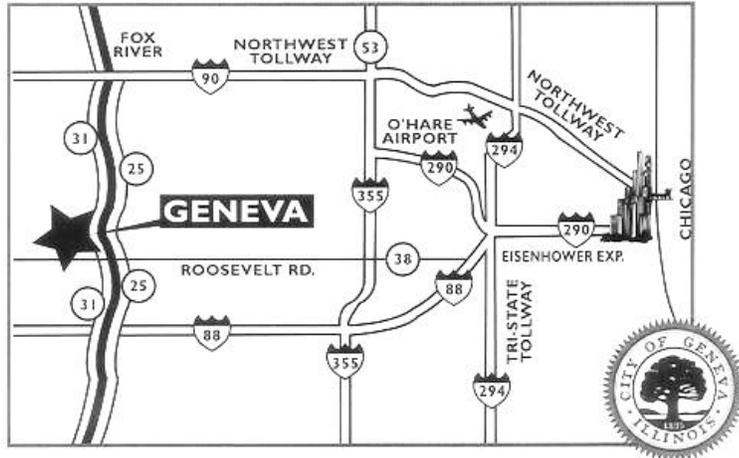
Mission Statement

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 1,000 businesses call Geneva home and enjoy our lower cost municipal electric utility. Our largest employers are Delnor-Community Hospital (Cadence Health), Kane County, Peacock Engineering, Burgess-Norton, Johnson Controls, Houghton Mifflin, Power Packaging, Flavors of North America, Millard Refrigeration, 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) – Patrick McQueeny, Treasurer; Dawn Vogelsberg, Ward 3; Kevin R. Burns, Mayor; Dorothy Flanagan, Ward 4; Lynn Landberg, Clerk.

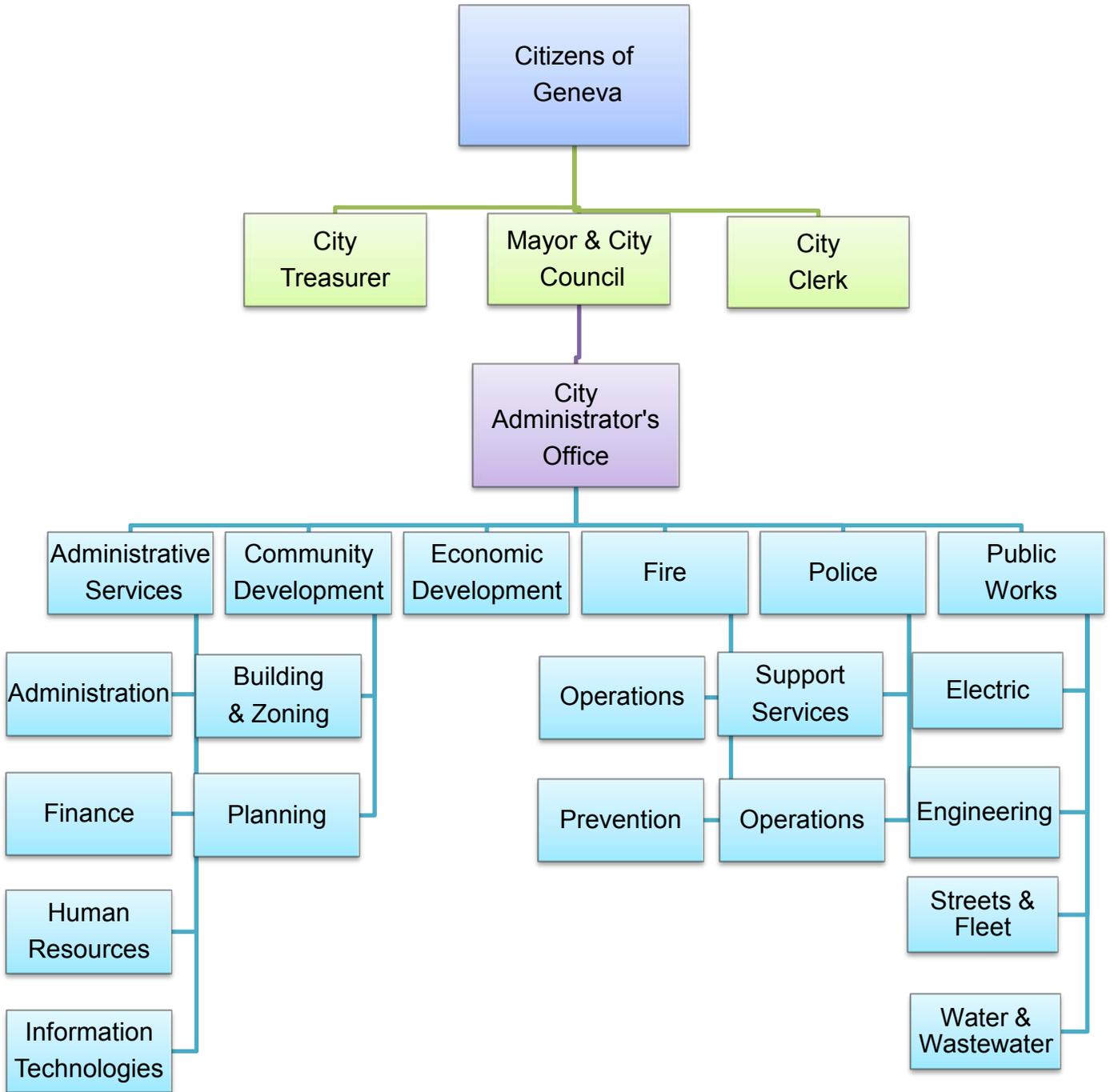
Back Row (Left to Right) – Mike Bruno, Ward 1; Dean Kilburg, Ward 3; Ron Singer, Ward 4; Richard Marks, Ward 2; Donald B. Cummings, Jr., Ward 2; Craig Maladra, Ward 5; Tom Simonian, Ward 5; Chuck Brown, Ward 1.

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, 2012

Christopher P. Morill *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, 2012. 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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Kevin R. Burns, Mayor April 15, 2013

Lynn Landberg, Clerk
Pat McQueeney, Treasurer

Mayor Kevin R. Burns and City Council:

Charles Brown, Ward 1
Sam Hill, Ward 1
Donald B. Cummings, Jr., Ward 2
Richard Marks, Ward 2
Dean Kilburg, Ward 3
Dawn Vogelsberg, Ward 3
Dorothy Flanagan, Ward 4
Ron Singer, Ward 4
Craig Maladra, Ward 5
Ralph Dantino, Ward 5

I am pleased to present to you the Fiscal Year (FY) 2013-2014 Budget for the City of Geneva, Illinois. The total FY 2013-2014 budget equals \$83,698,248. The primary purpose of the City's budget and budgeting process is to develop, adopt, and implement a plan for accomplishing goals for the upcoming year within given resources. The 2014 Budget has been designed to be consistent with the long-term vision of the City and the overriding objectives of maintain a responsive government, a stable financial position, and high quality service levels.

Mary L. McKittrick
City Administrator

Factors Influencing the FY 2013-2014 Budget Development:

Priorities and Values: The City Council conducted a strategic planning workshop in November 2012 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 2013-2014 include:

- Support the development and safety of the Fabyan Reutilization Plan.
- Evaluate existing and explore potential means for creating new funding measures as incentives to economic development in the City's downtown business district.
- Develop a citizens' academy to cultivate awareness of local government functions, ways of participating and understanding of issues.
- Consider higher densities (dwelling units per acre) than typically permitted through traditional zoning or land use regulations.
- Establish a citizen-based Housing Commission.
- Maintain a standard of excellence for city personnel through retention and recruitment policies and practices.
- Provide for additional housing opportunities within the downtown district.
- Collaborate on an analysis of potential shared resources.
- Develop a long-range plan for the City.
- Maintain high-quality public services that serve and protect our residents and businesses.
- Optimize technology's effectiveness at delivering public services.
- Evaluate and expand resources available for reforestation.
- Review and implement City bike plan and pursue funding opportunities.
- Enhance the connections of walkways across State Street.

Budget Challenges: The City faced numerous challenges in creating the FY 2013-2014 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 fuel costs – up a minimum of 10%
- Rising power costs
- Moderately high debt level (\$56,604,918)

Responses to Budget Challenges: In the early phases of the FY 2013-2014 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:

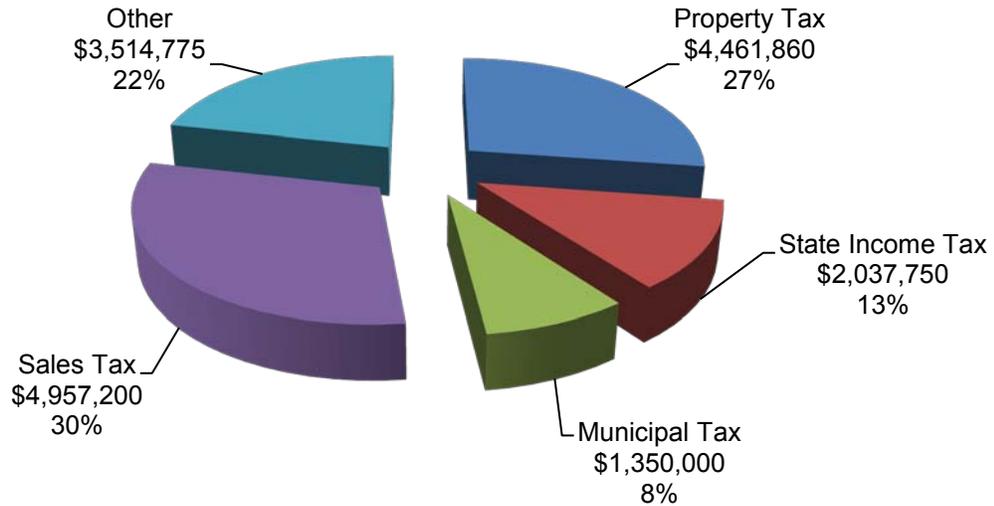
- Operating budgets were held as close to zero expenditure increases as possible, while implementing a rise in expenditures for public safety pension liability, fuel, liability insurance, group health insurance, and employee contractual and non-contractual wage increases
- Increased the General Fund operating reserves from 64 days in FY 2011-2012, to 95 days in FY 2012-2013, to 102 days in FY 2013-2014
- Continue general hiring freeze
- Continue voluntary furlough program
- No education reimbursement
- Limit professional development and overnight travel
- Defer or scale back on some capital items
- Continue to reduce non-emergency overtime

The FY 2013-2014 Budget recognizes the stated priorities of the City Council. The focus of the 2014 budget is to continue providing the high level of service the City has traditionally provided while maintaining the City's strong financial position. Although the Budget reflects staffing levels below 2005 workforce levels, it does include the addition of a full-time Communications Coordinator position. This is the result of recommendations made during a staffing analysis that was conducted by an outside firm during FY 2012-2013. The overall conclusion of the analysis indicated that the City of Geneva offers a high level of city services exceeding those of comparable cities at a cost that is less than comparable cities; however, the City could benefit from the addition of a communications professional.

Revenue estimates are conservative with sales tax revenues remaining relatively flat (2% over FY 2013 projections) and state income tax revenue budgeted below Illinois Municipal League projections.

A summary of revenues and expenditures follows:

General Fund Revenues



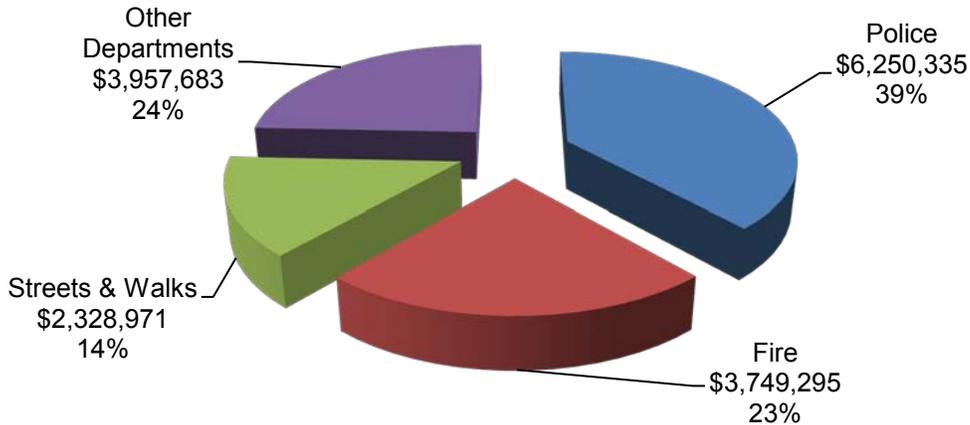
Sales Tax: The largest source of revenue for the City's General Fund is from local sales taxes. The City conducted a successful non-home rule sales tax referendum in 2007, bringing the City's total sales tax rate to 7.5%. Of the total sales tax revenue received, 0.5% is restricted for capital improvement/infrastructure projects. The Budget projects sales tax receipts of ~\$7 million for FY 2013-2014 (\$5 million for the General Fund and \$2 million for the Infrastructure Capital Projects Fund). This figure represents approximately 30% of the revenue in the General Fund. The sales tax projection is conservative, as a result of the volatility of sales tax revenue in the current economic condition.

Property Tax: The final tax levy rate, obtained from the county, is 0.678332; an increase of 5% from the FY 2012-2013 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 \$3.00 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 2013-2014 Budget has a projected increase of nearly 20% over FY 2012-2013 budget. At the time of budget preparation, actual income tax revenues were 12.1% higher than the previous year, so the budget numbers are based on the actual dollars received and not on last year's budget.

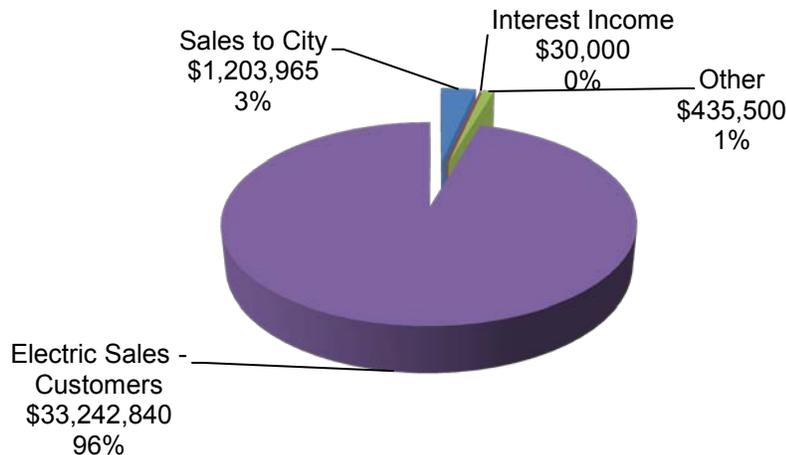
Municipal Tax: The City collects a municipal tax on gas, electric, and water utilities. The Budget projects \$1,350,000 in Municipal Tax for FY 2013-2014.

General Fund Expenditures



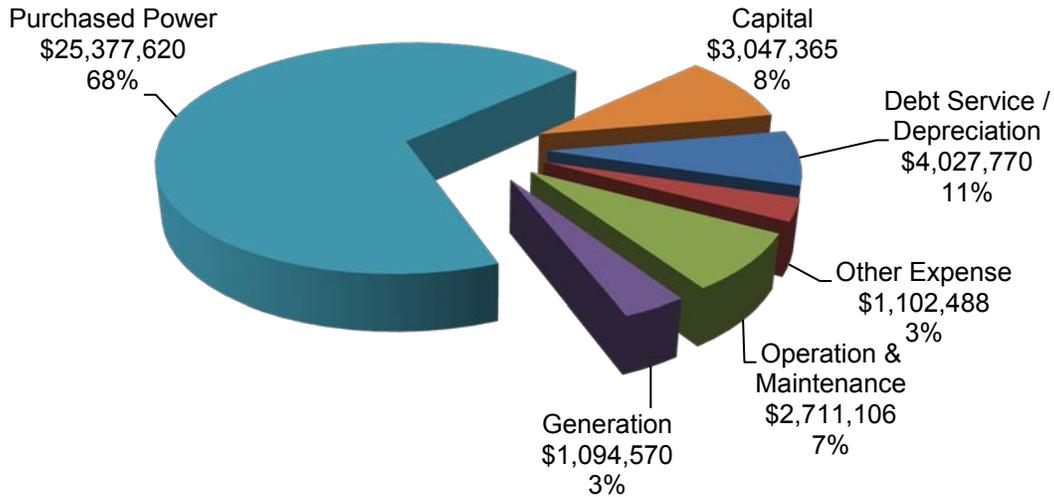
Personnel Services: General Fund personnel services account for a total of \$12,685,659 for salaries and employee benefits in the General Fund. This equates to a 5.5% increase over the FY 2012-2013 Budget. This increase includes projected increases in health benefits for half of the fiscal year, collective bargaining wage increases (2.5% - 3%), up to a 2.5% 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. The majority of the increase is due to a \$351,110 increase in the City’s Police Pension contribution. The moderate increase of 2.6% not including the Police Pension contribution was a result of implementing various workforce planning initiatives including not filling several full-time vacancies in various departments, implementing voluntary furloughs, continuing a general hiring freeze, reclassifying positions as vacancies occur, replacing full time with part time staff, and reducing non-emergency overtime. Additionally, various positions’ wages and related benefits were allocated to other funds based upon actual work responsibilities and time spent on specific functions in an effort to accurately reflect costs in specific funds.

Electric Fund Revenues



Electric Sales: The largest source of revenue for the City’s Electric Fund is from the sale of electricity to customers. The Budget projects sales receipts of \$33,242,840. This represents an increase of 4% from the FY 2012-2013 Budget.

Electric Fund Expenditures

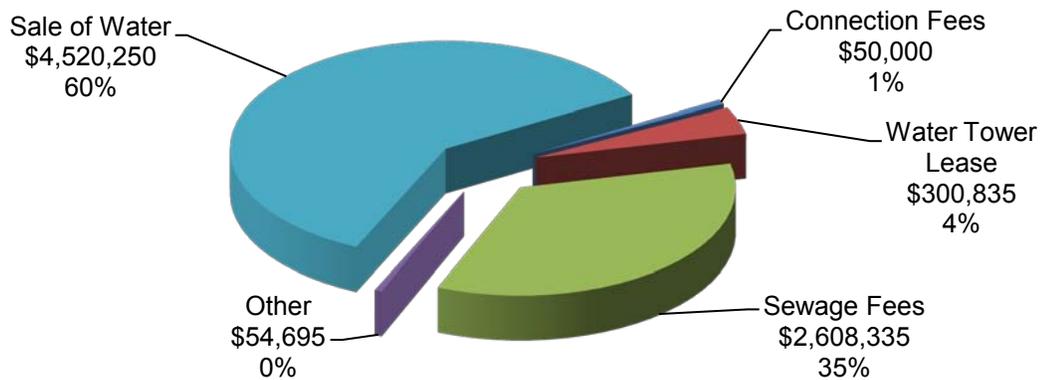


Purchased Power: Purchased power accounts for the largest share of the Electric Fund for a total of \$25,377,620. Purchased power is directly related to customer sales. The FY 2013-2014 Budget reflects an increase of 10% over the FY 2012-2013 Budget.

Debt Service: Total principal and interest payments in FY 2014 are \$2,140,745. In previous budget years only the interest payments were budgeted. Beginning with FY 2014 the budget includes both principal and interest. This change in budgeting philosophy accounts for 5% of the overall increase in the Electric Fund as compared to FY 2013.

Personnel Services: Electric Fund personnel services account for a total of \$2,895,974 for salaries and employee benefits in the Electric Fund. This is a less than 1% increase over the FY 2012-2013 Budget. This slight adjustment includes projected increases in group health benefits for half of the fiscal year, collective bargaining wage increases (2.5%), and up to a 2.5% 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.

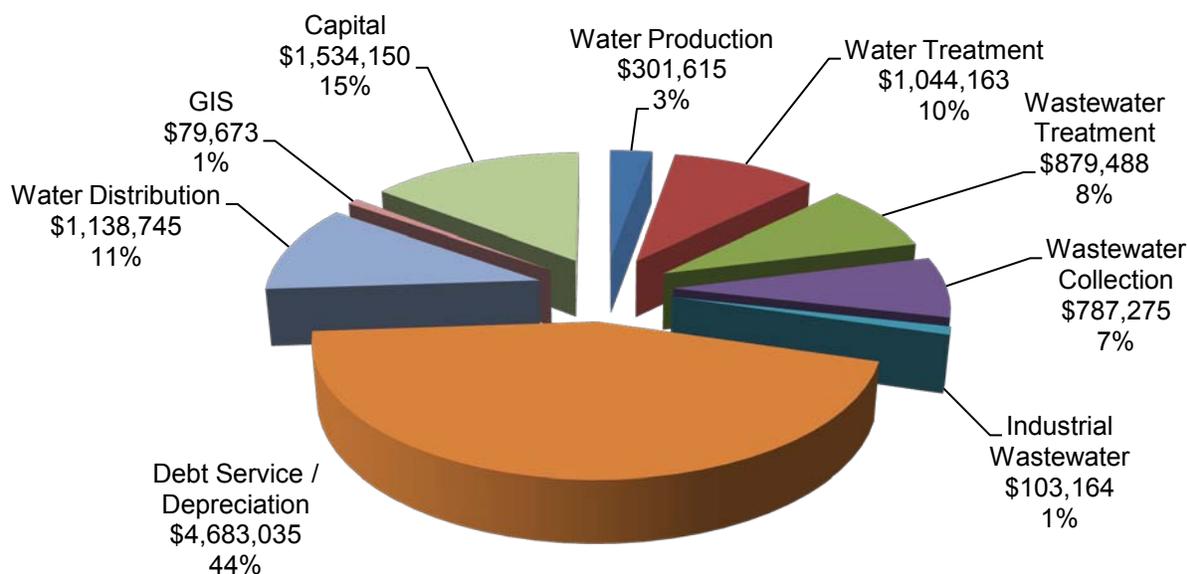
Water/Wastewater Fund Revenues



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 \$4,520,250. This represents an increase of 5% over the FY 2012-2013 Budget, but a 5.3% reduction from FY 2013 projections. Last summer's drought, a new Industrial customer and a new rate structure increased water sales in FY 2013. The budgeted water sales figure comes from a water rate study completed in FY 2013 and takes into account a slight increase in consumption and the new rate structure.

Sewage Fees: The next largest source of revenue for the Water/Wastewater Fund is from sewage fees. The Budget projects sewage fee receipts of \$2,608,335. This represents an increase of 4% compared to the FY 2012-2013 Budget.

Water/Wastewater Expenditures



Water Distribution: Water distribution expenses account for the largest share in this fund with a Budget of \$1,138,745. This represents a decrease of 1% compared to the FY 2012-2013 Budget.

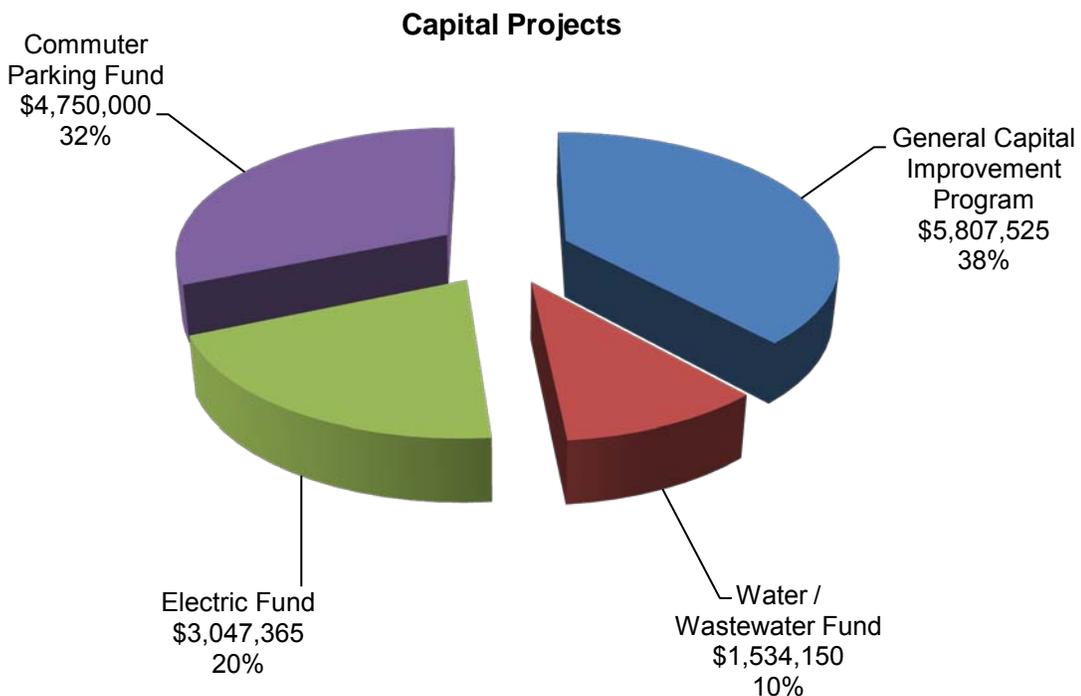
Debt Service: The FY 2013-2014 Budget includes \$2,114,085 for principal and interest expenses for Illinois Environmental Protection Agency (IEPA) loans for capital improvements to the Wastewater Treatment Plant and the Water Treatment Facility. Total principal and interest payments in FY 2014 are \$2,303,015. Beginning with FY 2014 the budget includes both principal and interest. This change in budgeting philosophy accounts for 18% of the overall increase in the Water/Wastewater Fund as compared to FY 2013.

Personnel Services: Water/Wastewater Fund personnel services account for a total of \$2,504,453 for salaries and employee benefits in the Water/Wastewater Fund. This is a 3% increase compared to Budget FY 2012-2013. This increase can be attributed to reallocation of wages, up to a 2.5% increase for unrepresented employees based on merit, and projected increases in medical and dental insurance.

All Funds

Budget Totals: The proposed Budget for FY 2013-2014, including all expenditures and transfers, totals \$83,698,248. This represents a 14.3% increase from the FY 2012-2013 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 2013-2014 **General Capital Improvement Program** includes an enhanced street program of \$2,300,000, and a parking lot maintenance program of \$225,000. A total of \$5,807,525 funds the Capital Improvement Program for FY 2013-2014.

Capital projects in the **Electric Capital Fund** total \$3,047,365, which includes \$746,500 for the underground cable replacement program, GGF (Geneva Generation Facility) improvements and substation improvements.

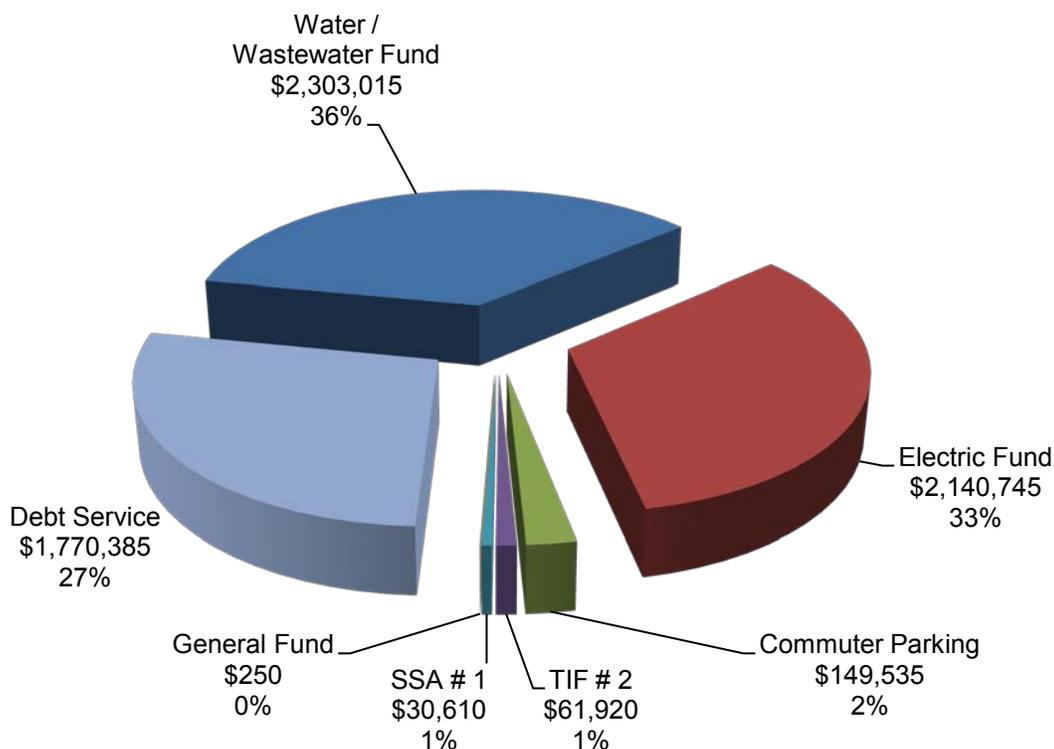
The **Water/Wastewater Capital Fund** totals \$1,534,150 and includes installation of the Amiad system, and continuation of the water main replacement program and the water meter replacement program.

The **Commuter Parking Fund** includes \$4,750,000 in capital expenditures for the construction of the third level of the commuter parking lot. This is a grant funded project.

Miscellaneous Funds: Miscellaneous Budgets expenses include the Beautification Fund in the amount of \$14,000, the Cemetery Fund in the amount of \$59,770, Commuter Parking Fund in the amount of \$5,285,467, Cultural Arts Commission Fund in the amount of \$39,340, Debt

Service Fund in the amount of \$1,770,385, Group Dental Insurance Fund in the amount of \$163,050, Fire Pension Fund in the amount of \$271,100, 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 \$505,735, the Prairie Green Preserve Fund in the amount of \$30,000, the Police Pension fund in the amount of \$1,084,200, the Refuse Fund in the amount of \$379,375, the Strategic Plan Advisory Committee Fund in the amount of \$11,500, various Special Service Area Funds in the amount of \$584,817, Tax Increment Financing District #2 in the amount of \$660,773, the Tourism Fund in the amount of \$210,000, and the Workers' Compensation Fund in the amount of \$412,700.

Debt Payments by Fund



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

The City's overall debt totals \$56,604,918 for both the Governmental Funds and Enterprise Funds and the City has no current plans to issue additional bonds. The total debt service represents an approximate \$2,633 debt per capita. The City Administrator has recommended that bonded and other debt be paid down substantially before incurring additional liability. The FY 2013-2014 Budget includes debt service totaling approximately \$6,456,460.

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 2013-2014 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 dedication to the City and professionalism in reducing their operational expenditures while still providing quality services to our residents. I would also like to express my appreciation to staff in the City Administrator's Office and the Administrative Services Department including Finance Manager Tom Dahl, Executive Assistant Jeanne Fornari, Accounting Supervisor Andrea Fisher and Administrative Assistant Sherri Weitzl who worked diligently to assist in the preparation of the FY 2013-2014 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 2013-2014 Budget and allocation of resources.

Therefore, it is with pride that I submit the Fiscal Year 2013-2014 Budget to the Mayor and City Council and recommend its approval as presented.

Respectfully Submitted,

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

Mary L. McKittrick
City Administrator

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City of Geneva

Strategic Plan for 2017

May 21, 2007

As Amended:

December 3, 2012

December 20, 2011

June 6, 2011

December 20, 2010

December 21, 2009

December 1, 2008

December 3, 2007

Strategic Plan for 2017

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 District places them 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./Gateways to the 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.

Vision 2: The unique character and vibrancy of our Business District places them 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. Interface East State Street redevelopment plans with current and future business and development planning for the central downtown business district.
2. 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.
 - b. Study cost-effectiveness of constructing a centrally located parking deck to serve the local business community's employees and/or visiting clientele.

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 2nd phase of recreational trail construction and the 2nd phase of wetland construction.

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

Objectives:

- 1a. Support the development and safety of the Fabyan Utilization Plan.
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 7th 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.

Goal 2: Plan and implement transportation improvements.

Objectives:

1. Evaluate and improve intersection (e.g., Fisher Dr. & Keslinger Rd.)
3. 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:

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 2nd + 3rd 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 them among the most desirable destinations.

Goal 2: Maintain and enhance the 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:

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. 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.).
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.

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

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

Ongoing 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.

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.

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

Ongoing Objectives:

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.

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.

2. Work with KDOT on long range plans of lane additions to Randall Rd.

Goal 2: Plan and implement transportation improvements.

Ongoing Objectives:

2. Optimize parking and parking signage to ease congestion (see Vision 2, Goal 6).
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.
 - a. Continue to work with KDOT on long range 2040 traffic plan and CRIP priority.
 - b. 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).*

5. Evaluate/discuss nomination of the Northwest Additions neighborhood as a conservation district.

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)*
5. Evaluate/discuss nomination of the Northwest Additions neighborhood as a conservation district.

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 Objective:

8. Provide for additional housing opportunities within the downtown district.
 - c. 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:

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

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

Eliminated Objective:

- 2c. 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.

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.

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

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

Eliminated Objective:

1. Evaluate potential for bus routes on a City wide basis.

Financial Policies and Provisions

General Provisions

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

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

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

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

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

The following financial policies were adopted by Resolution by the Geneva City Council on 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.

Financial Policies and Provisions

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

Budgetary Policies

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

Operating Policies

1. **Pay-As-You-Go:** The City will attempt to pay current operating expenses from current revenues. To ensure this activity, the City will not expand services beyond the City's level of operating revenue.
2. **Maintain Existing Service Levels:** The City provides a high level of service to our citizens and may find it necessary from time to time to adjust the extent of services, but the primary objective is to maintain the high standard currently in place.
3. **Capital Assets:** 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.

Financial Policies and Provisions

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.
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;

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- Money market mutual funds regulated by the Securities and Exchange Commission and whose portfolios consist only of dollar-denominated securities;
 - 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

Financial Policies and Provisions

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 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.

Financial Policies and Provisions

6. We are open-minded and willing to consider all perspectives.
7. We maintain high standards in all that we do.

Additionally, the Strategic Plan sets out 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 them 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 2012, 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 six priorities listed below reflect the issues deemed to be of greatest concern to the Council as of the November 2012 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. Support the development and safety of the Fabyan Reutilization Plan.
2. Evaluate existing and explore potential means for creating new funding measures as incentives to economic development in the City's downtown business district.
3. Develop a citizens' academy to cultivate awareness of local government functions, ways of participating and understanding of issues.
4. Consider higher densities (dwelling units per acre) than typically permitted through traditional zoning or land use regulations.
5. Establish a citizen-based Housing Commission.
6. Maintain a standard of excellence for city personnel through retention and recruitment policies and practices.

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 describes the City's overall vision for the future of downtown, together with detailed recommendations on future development/redevelopment sites, land use, government facilities/sites, parking, vehicle/bicycle/pedestrian access, transit housing, open/civic spaces and urban designs.

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.

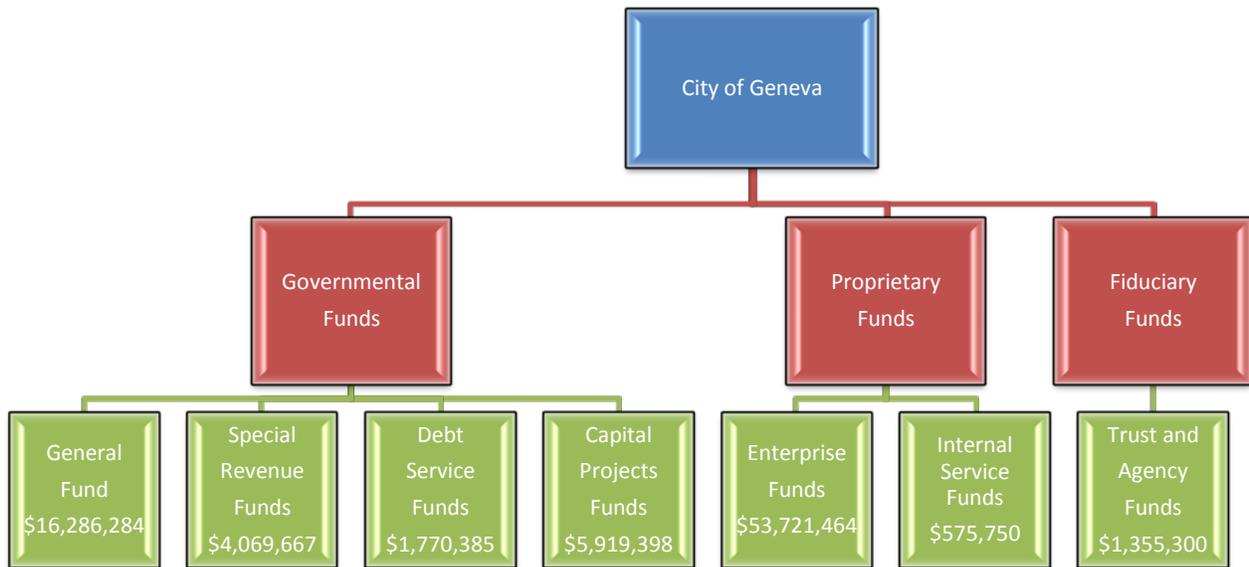
Financial Policies and Provisions

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 3, 2012	City Council, City Administrator, Department Heads	Strategic Planning Workshop
December 3, 2012	City Council	Vote on prioritized list of goals and objectives from the Strategic Plan workshop.
January 7, 2013	City Administrator, Assistant City Administrator, Finance Manager	FY 2013-14 Revenue projections are reviewed and established for all Funds.
Weeks of January 14, 21, and 28, 2013	City Administrator, Finance Manager, Department Heads	CA and Finance Manager meet with Dept. Heads to discuss draft operating budget issues, draft capital and special project budget issues and dept. goals and objectives.
February 1, 2013	City Administrator, Finance Manager	Department Heads submit draft budgets; operating and special/capital projects to City Administrator for review.
Weeks of February 4 and 11, 2013	City Administrator, Department Heads	Budget review and follow up meetings with Department Heads if needed.
March 18, 2013	City Council, City Administrator, Department Heads	City Council meeting to present FY 2013-14 budget to the City Council
March 25, 2013	City Council, City Administrator, Department Heads	COW meeting to discuss and recommend setting public hearing for FY 2013-14 Budget.
April 1, 2013	City Administrator	Publish Budget Notice; draft budgets available for public viewing on City website, at City Hall and at the Public Library.
April 15, 2013	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:
 - Special Service Area #1
 - Special Service Area #4
 - Special Service Area #5
 - Special Service Area #7
 - Special Service Area #9
 - Special Service Area #11
 - Special Service Area #16
 - Special Service Area #18
 - Special Service Area #22 (Unbudgeted)
 - Special Service Area #23
 - Special Service Area #26
 - Motor Fuel Tax
 - Cultural Arts Commission (CAC)
 - Strategic Plan Advisory Committee (SPAC)
 - Beautification
 - Tourism
 - Tri-Com
 - Mental Health
- *Debt Service Funds* are used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs other than capitalized leases and compensated absences which are paid from the governmental funds. The City has only one Debt Service Fund.
- *Capital Project Funds* are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed through proprietary funds or fiduciary funds). Capital Project Funds for the City include:
 - General Capital Projects
 - Infrastructure Capital Projects
 - Prairie Green
 - Tax Increment Financing #2 (TIF #2)
 - Capital Equipment (Unbudgeted)

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

Financial Structure

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 goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. Enterprise Funds for the City include:
 - Electric
 - Water/Wastewater
 - Refuse
 - Cemetery
 - Commuter Parking

- *Internal Service Funds* are used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City on a cost reimbursement basis. Internal Service Funds for the City include:
 - Group Dental Insurance
 - Workers' Compensation
 - Compensated Absences (Unbudgeted)

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

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

Basis of Accounting

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

Financial Structure

The proprietary fund types are budgeted on a basis consistent with GAAP, utilizing the accrual basis of accounting.

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

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

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

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

Internal Controls

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

Budgetary Control

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

Debt Service

Overview and Debt Financing Principles

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

The goal of 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 (EAV). 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 (04/30/13)	Principal Payments FY 2013-14
1999 Bonds	03-01-2015	4,290,000	795,000	465,000
2006B Bonds	12-15-2021	4,905,000	4,870,000	10,000
2006D Bonds	02-01-2015	1,515,000	990,000	480,000
2007 Bonds	02-01-2021	2,450,000	2,125,000	240,000
2008A	03-01-2018	4,580,000	3,855,000	505,000

Debt Service

Refunding Bonds				
2011 Refunding Bonds	11-01-2021	9,935,000	9,840,000	120,000
2012A Refunding Bonds	12-15-2018	2,355,000	2,065,000	320,000
2012B Refunding Bonds	02-01-2030	5,250,000	5,220,000	20,000
Total General Obligation Bonds			29,760,000	2,160,000

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 (04/30/13)	Principal Payments FY 2013-14
2001 Series	08-01-2016	400,000	247,000	18,000
Total SSA Bonds			247,000	18,000

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 (04/30/13)	Principal Payments FY 2013-14
Commuter Parking Fund – 2008 Series	10-01-2021	1,670,000	1,345,000	100,000
Electric Light Fund – 2003 Series	05-01-2021	18,735,000	2,285,000	830,000
Total Revenue Bonds			3,630,000	930,000

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

Description	Maturity Date	Original Amount	Outstanding Amount (04/30/13)	Principal Payments FY 2013-14
2006 Series	11-01-2016	450,000	222,098	51,914
Total Tax Increment Financing			222,098	51,914

Debt Service

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 (04/30/13)	Principal Payments FY 2013-14
IEPA Loan (L17-1986)	08-01-2020	5,400,000	2,364,588	289,204
IEPA Loan (L17-1854)	12-01-2023	5,500,000	3,297,965	277,389
IEPA Loan (L17-2330)	12-09-2026	3,148,969	2,428,188	149,327
IEPA Loan (L17-2104)	07-01-2027	9,931,439	7,672,919	445,067
IEPA Loan (L17-2851)	12-03-2027	8,617,559	6,982,160	388,928
Total Notes Payable			22,745,820	1,549,915

Legal Debt Margin

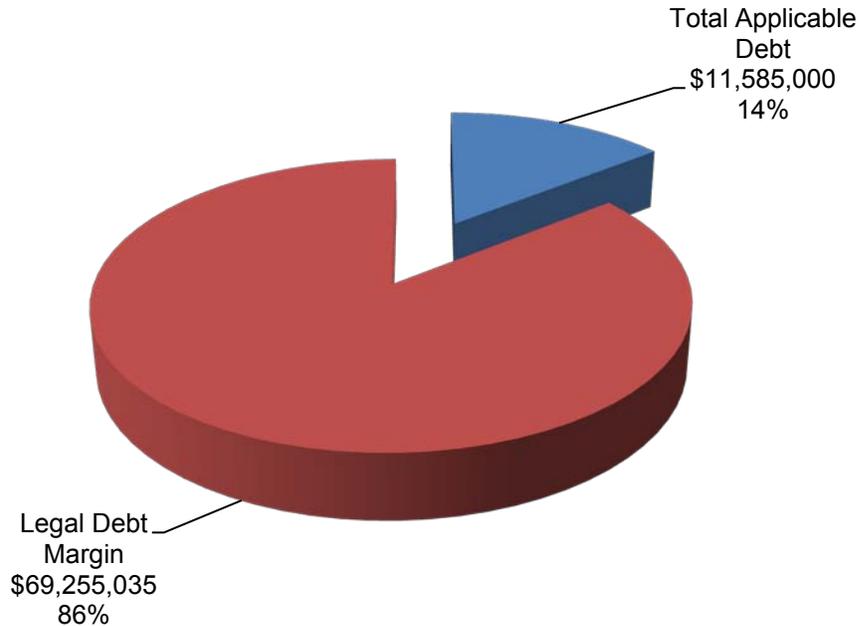
Percentage of legal debt margin used measures the City's ability to issue bonded debt. Direct bonded debt is debt for which the City has pledged its full faith and credit. The debt limit establishes a maximum dollar limitation calculated under existing law. The debt limitations provided by Illinois state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

Legal Debt Margin

2012 Equalized Assessed Valuation	937,275,763
Statutory Debt Limitation (8.625% of EAV)	80,840,035
General Obligation Debt:	
Series 1999	795,000
Series 2006B	4,870,000
Series 2006D (1)	990,000
Series 2007 (1)	2,125,000
Series 2008A	3,855,000
Series 2011 (1)	9,840,000
Series 2012A	2,065,000
Series 2012B (1)	5,220,000
Less: Alternate Revenue Bonds (1)	<u>(18,175,000)</u>
Total Bonds	11,585,000
Total Applicable Debt	<u>11,585,000</u>
Legal Debt Margin	69,255,035

Notes: (1) The 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
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

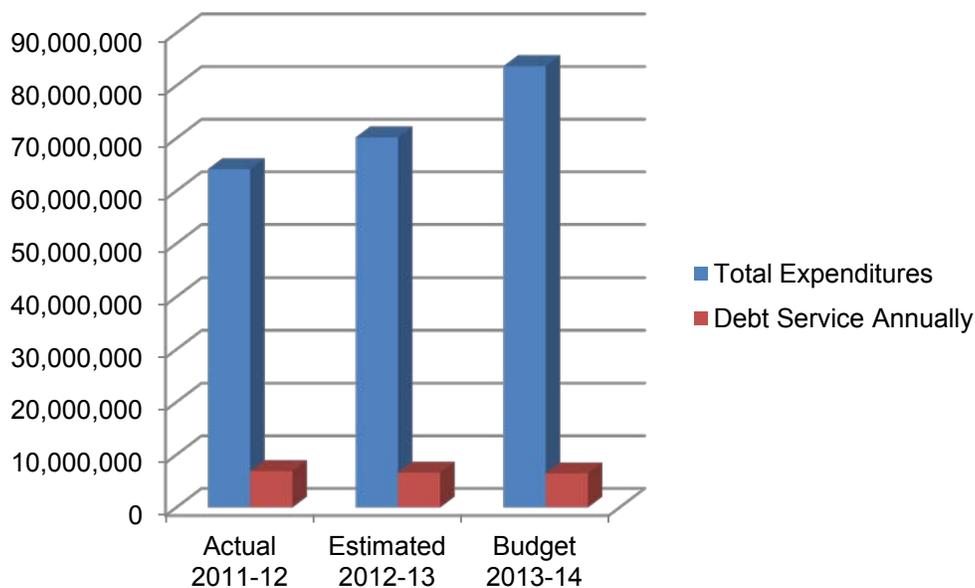
The table below shows a comparison of budgeted debt service expenditures as a percentage of total city expenditures:

Debt Service

Debt Service as a Percentage of Total Expenditures

	Actual 2011-12	Estimated 2012-13	Budget 2013-14
Total Expenditures	64,126,725	70,168,840	83,698,248
Debt Service Annually	6,888,622	6,616,790	6,452,095
Debt Service as a Percentage of Total Expenditures	10.7%	9.4%	7.7%

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.

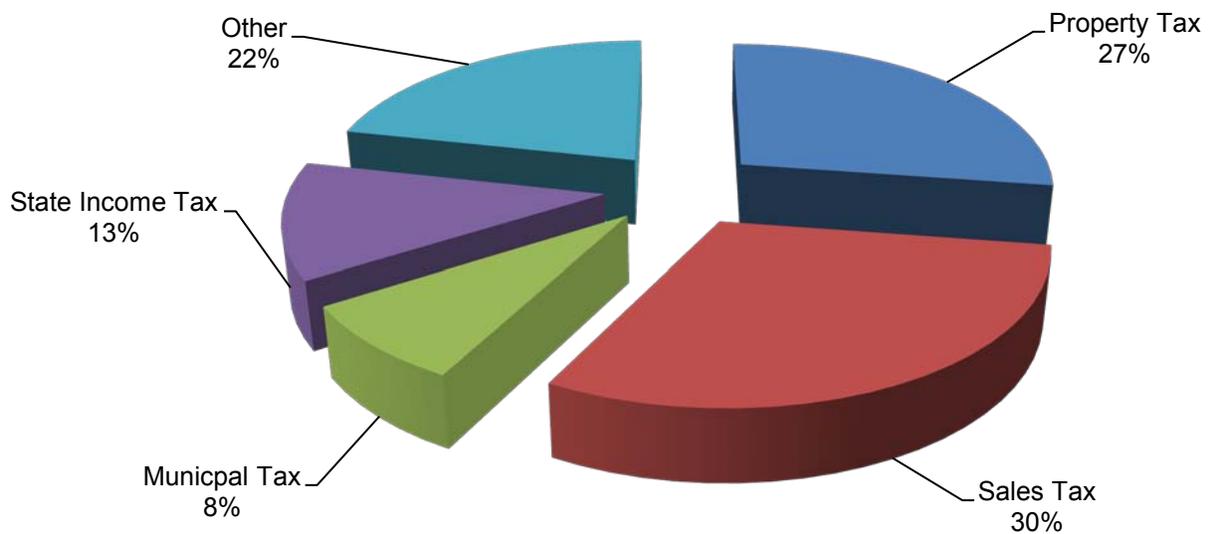
Revenue Sources

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 78.5% of the City's budgeted revenues in the General Fund for FY 2013-14. Each major source of revenue is described on the following pages. Revenues in the FY 2013-14 budget total \$16,321,585. These four major revenue sources and their contribution to overall revenues are summarized in the charts below.

Major Revenue Summary – General Fund		
Major Revenue Source	Budgeted 2013-14 Revenue	Percent of Total Current Revenues
<i>Property Tax</i>	\$4,461,860	27%
<i>Sales Tax</i>	\$4,957,200	30%
<i>Municipal Tax</i>	\$1,350,000	8%
<i>State Income Tax</i>	\$2,037,750	13%
<i>Subtotal Major Revenue Sources</i>	\$12,806,810	78%
Other Revenues	\$3,514,775	22%
Total Current Revenues	\$16,321,585	100%

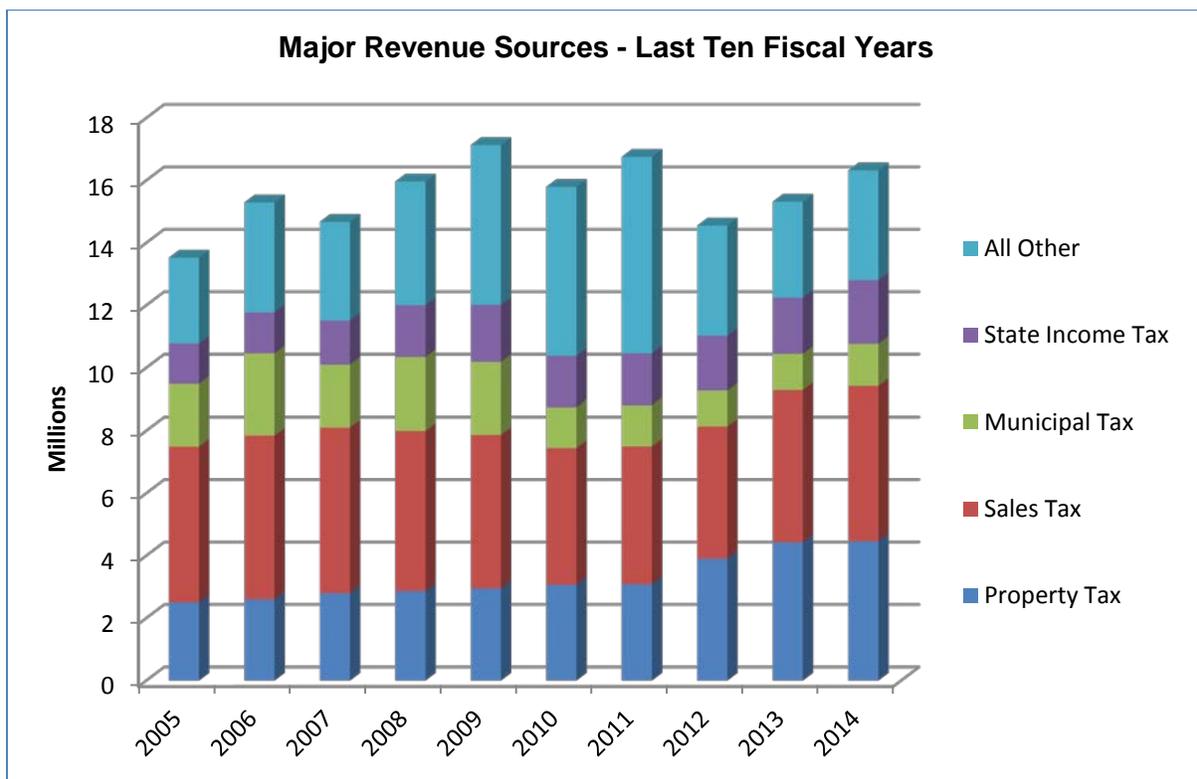
Major Revenue Sources - General Fund



Revenue Sources

Major Revenue Sources – Last Ten Fiscal Years

Year	Property Tax	Sales Tax	Municipal Tax	State Income Tax	All Other	Total Revenues
2005	2,502,681	4,989,434	1,995,401	1,290,663	2,748,711	13,526,890
2006	2,599,861	5,246,534	2,614,766	1,311,294	3,521,739	15,294,194
2007	2,798,315	5,303,859	1,994,980	1,415,434	3,160,601	14,673,189
2008	2,864,060	5,127,859	2,351,424	1,659,834	3,963,594	15,966,771
2009	2,950,241	4,917,076	2,321,021	1,827,127	5,120,111	17,135,576
2010	3,062,871	4,383,719	1,301,537	1,637,623	5,409,004	15,794,755
2011	3,086,722	4,411,592	1,316,989	1,652,801	6,289,650	16,757,754
2012	3,904,829	4,229,673	1,137,863	1,754,844	3,527,764	14,554,973
2013 Proj	4,427,486	4,860,000	1,160,000	1,800,000	3,071,928	15,319,414
2014 Bud	4,461,860	4,957,200	1,350,000	2,037,750	3,514,775	16,321,585



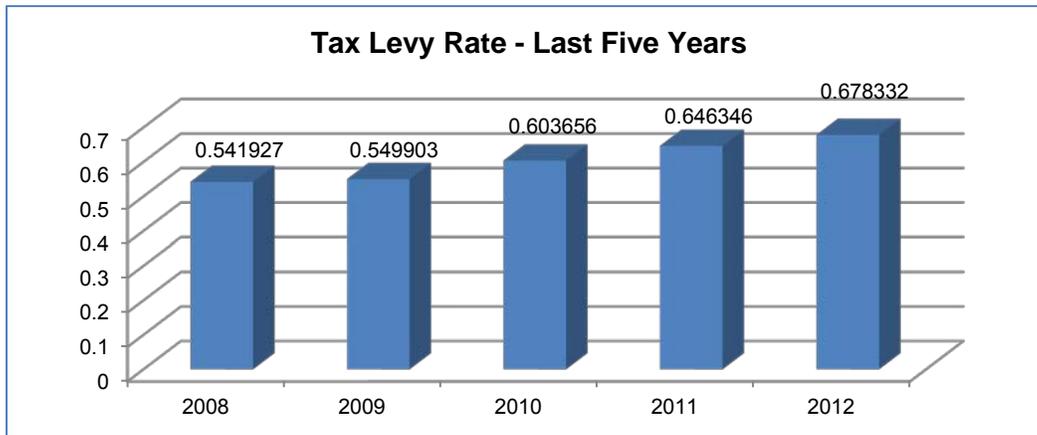
Ad Valorem Property Tax

Budgeted FY 2013-14 ad valorem property taxes total \$4,461,860 or 27% of current revenue in the General Fund. Property taxes are collected on the assessed valuation of taxable real personal property. The County provides the EAV used in the calculation of property taxes necessary to fund the budget.

Revenue Sources

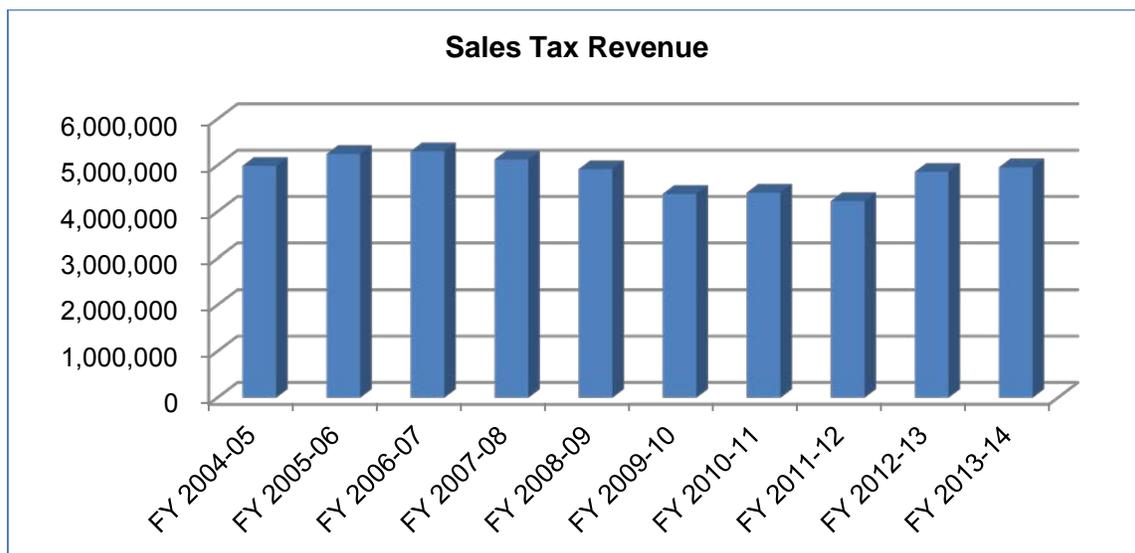
Total assessed valuation in Geneva grew steadily during the early to mid 2000's. However, the 2012 assessed valuation of \$937,273,896 shows a decline of 3.6% over 2011, continuing a trend of decreasing EAV.

The 2012 levy (for FY 2013-14) will require an effective property tax rate of 0.678332, an increase of 0.03199 from the 2012-13 level. The 2012 property taxes are collected in 2013 and provide funding for the 2013-14 budget.



Sales Tax

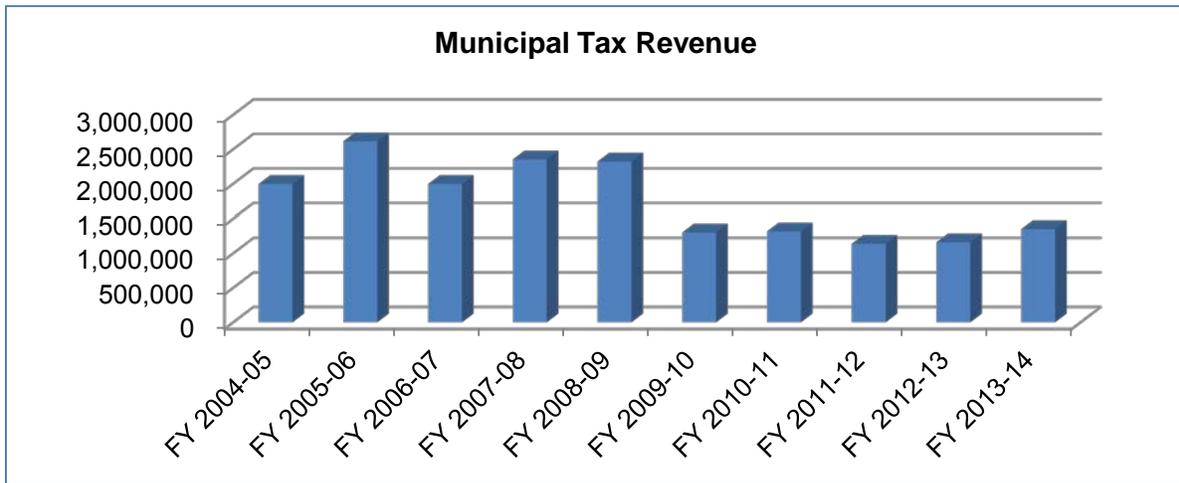
The largest source of revenue for the City's General Fund is from local sales taxes. Retail sales tax of 7.5% is collected by the State. The City receives 1.5% of the revenues collected. Of the total sales tax revenue received 1% is unrestricted and recorded in the General Fund while the remaining 0.5% is restricted to capital improvement/infrastructure projects and is recorded in the Infrastructure Capital Projects Fund. Sales taxes are expected to increase 2% from the FY 2013 estimated amount. This figure represents approximately 30% of the total revenue in the General Fund.



Revenue Sources

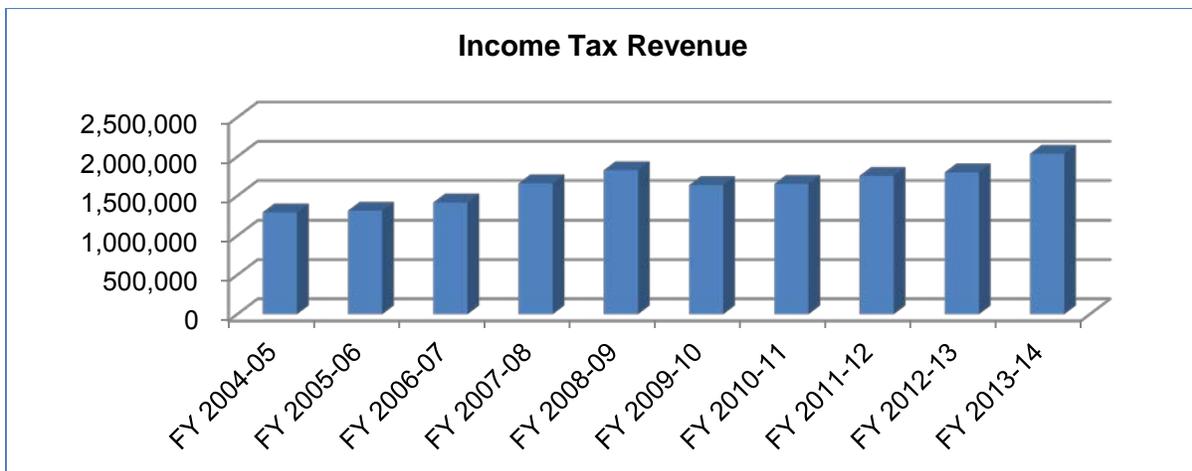
Municipal Tax

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.



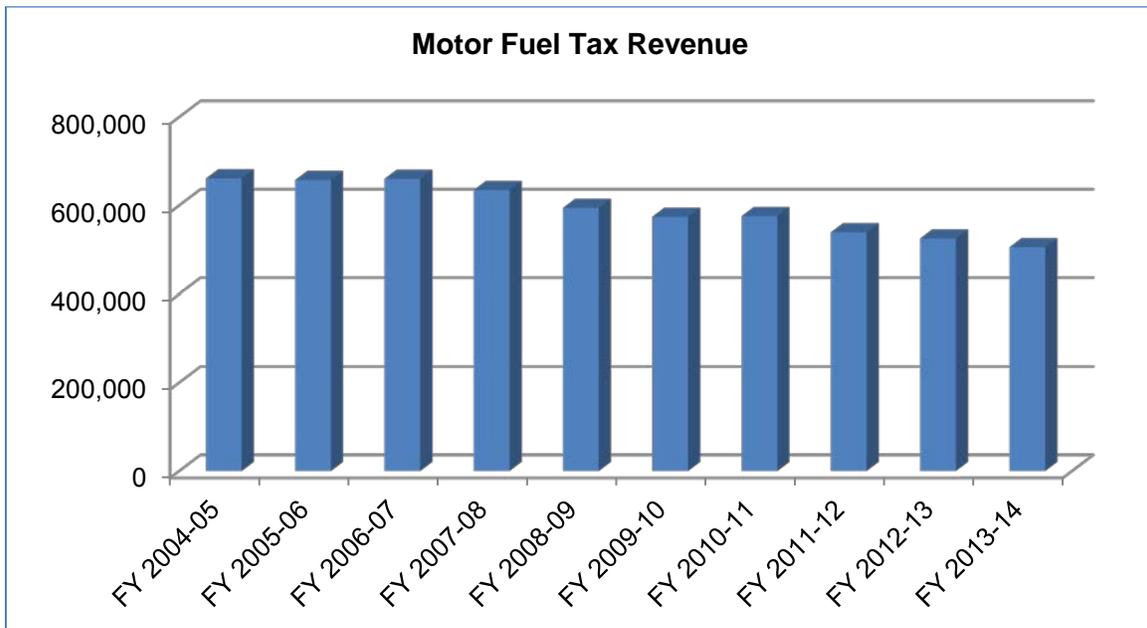
Revenue Sources

Other Revenue Sources

Motor Fuel Tax

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

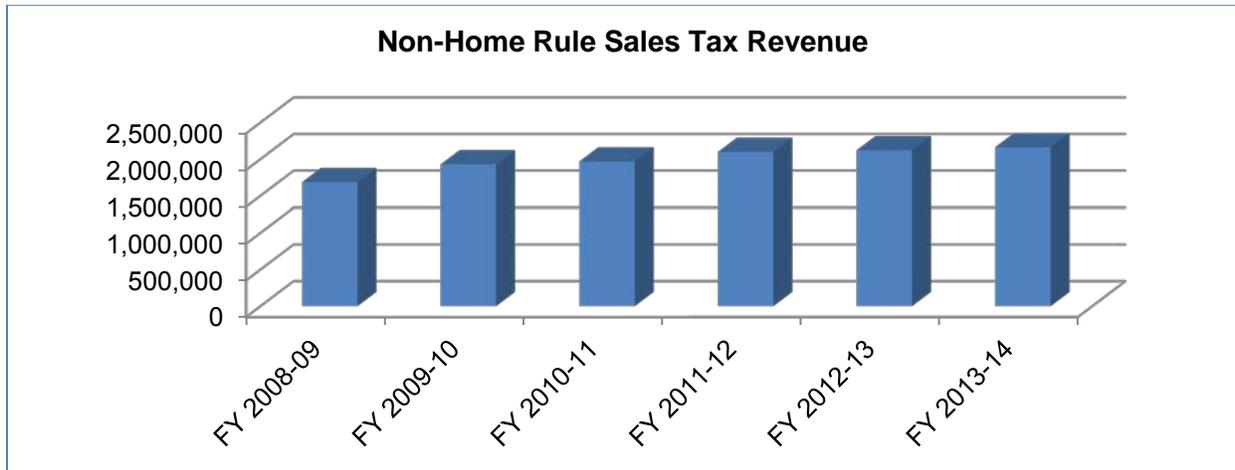
The FY 2013-14 budget estimates \$505,135 in MFT funds. The City will use these funds towards a street improvement program. Collections of MFT funds have decreased over the past couple of years which can be attributed to fuel prices, conservation of fuel and the overall economic environment.



Non-Home Rule Sales Tax

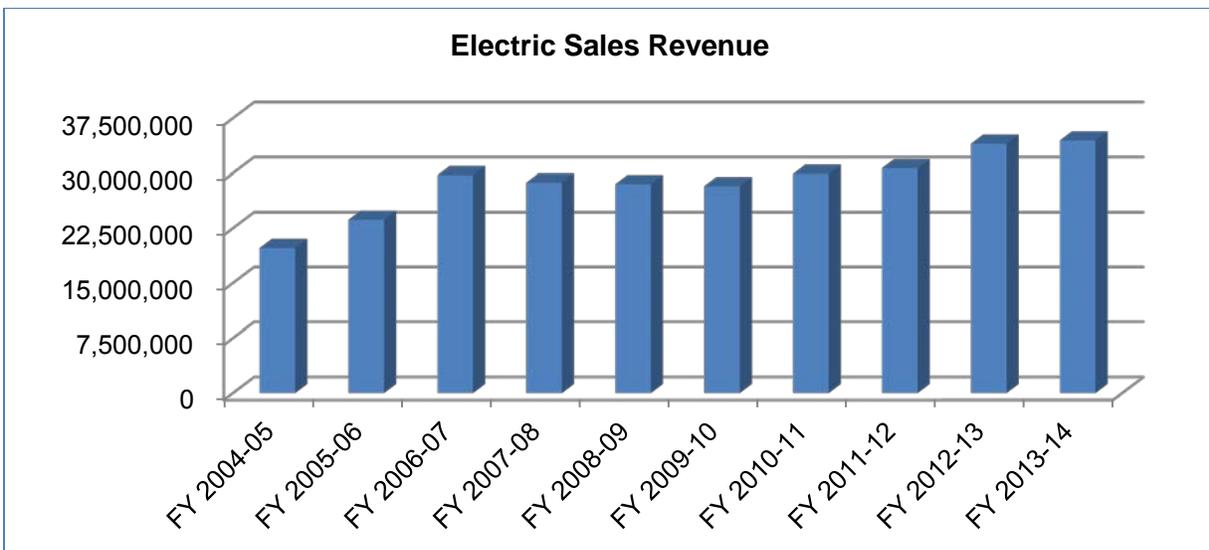
The 1/2% Non-Home Rule Sales Tax was instituted in 2007 and is restricted to “Infrastructure” related capital projects. This tax does not apply to sales of food, drugs, and medical appliances so therefore it is not exactly half of the Sales Tax. Non-Home Rule Sales taxes are expected to increase 2% from the FY 2013 estimated amount due to an upswing in the local economy.

Revenue Sources



Electric Sales

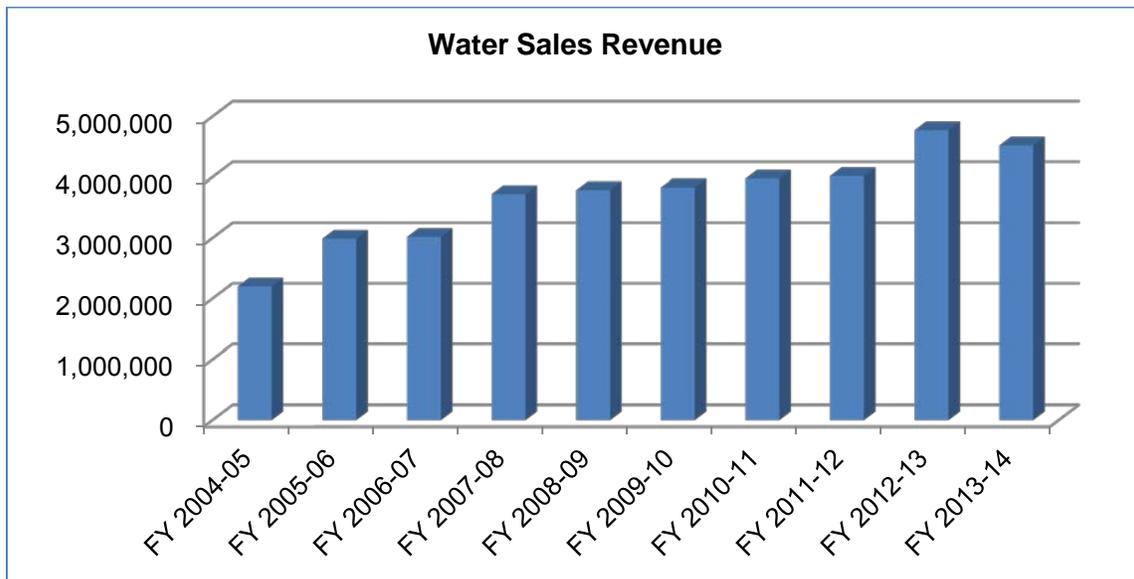
Electric revenues are based on the amount of electricity used by individual homes and businesses. Electric revenues over the past 10 years have been driven mainly by three factors; first, were rate increases in 2006 and again in 2011 due to cost increases in operations and purchased power. The second factor was overall increase in growth. Geneva's demand for energy grew due to community development, peaking in 2007; this was followed by an overall decline due to the recession and has rebounded in 2012. The final factor is weather, 2006 and 2012 had record periods of hot weather, driving the electric system Peak. The City is a partner in NIMPA (Northern Illinois Municipal Power Agency) which recently completed the construction of a coal-fired generating station in southern Illinois. The City can also generate power during peak demand via the Geneva Generating Facility (GGF), a natural gas-fired generating station. The FY 2013-14 budget of \$34,446,805 is based on a slight increase in consumption over the estimated FY 2012-13 usage.



Revenue Sources

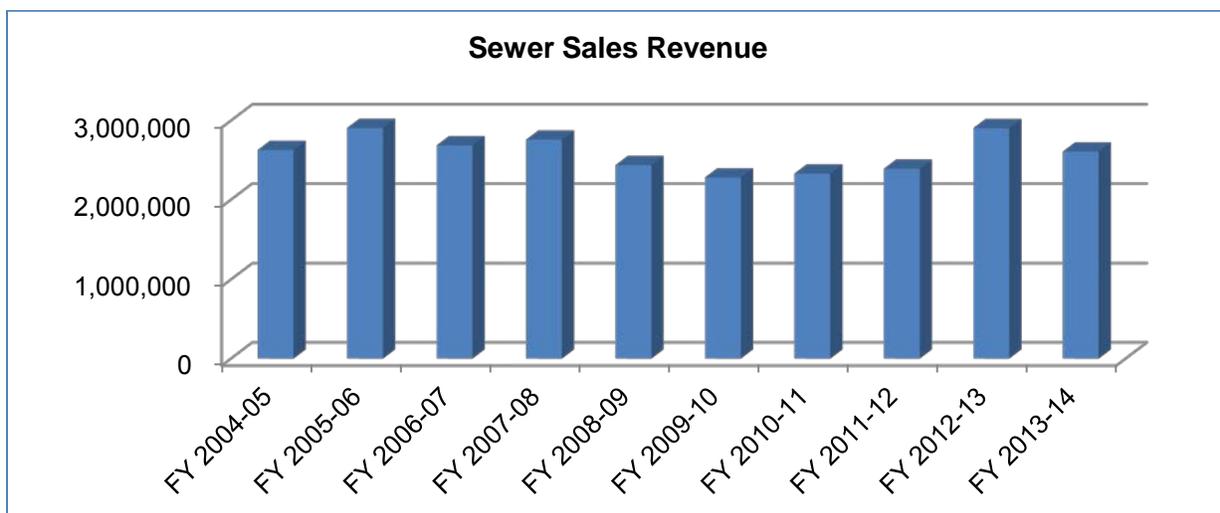
Water Sales

Water revenues are based on the number of cubic feet used by individual homes and businesses. Water rates are developed to recover the cost of providing potable water to the City users. The City pumps water from underground wells and treats it through a reverse osmosis system at the Water Treatment Facility. Water consumption has been steadily increasing over the past several years, but projected FY 2013 revenues were much higher due to the prolonged summer drought in 2012 and the opening of the On-Cor Foods plant. The FY 2014 budget of \$4,520,250 is based on the 2012 rate study projections.



Sewer Sales

Sewer sales are largely based on Water consumption and have generally followed the same trends. The FY 2014 budget of \$2,608,335 is an increase of 4.2% from the FY 2013 budget and is based on the 2012 rate study projections.



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: .678332

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. $116,655 \times .678332 = 79,130.82$; $79,130.82 \div 100 = \$791.31$

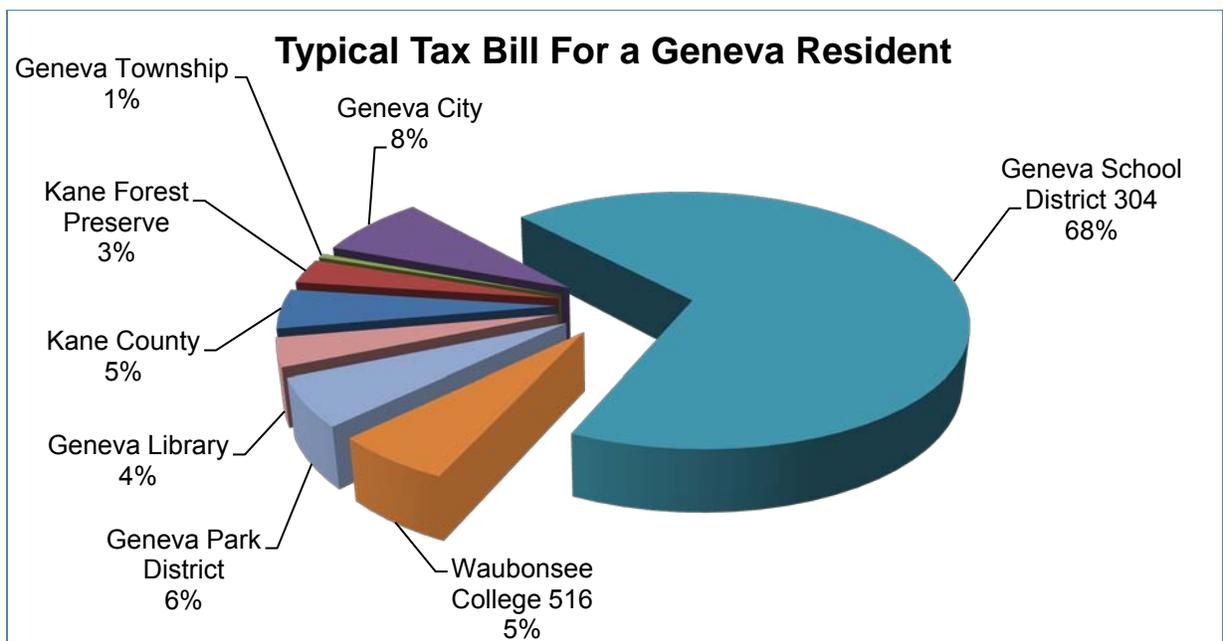
Monthly Expenses for City Services: \$65.94

To determine the monthly tax expenses for City services, divide the tax liability by 12 months:
 $791.31 \div 12 = \$65.94$

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, 2014

Fund	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Revenues and Other Financing Sources					
General	\$ 16,131,649	\$ 14,554,973	\$ 15,224,400	\$ 15,319,414	\$ 16,321,585
Special Revenue Funds					
Motor Fuel Tax	671,178	634,982	750,000	620,709	505,735
Cultural Arts Commission	-	52,964	57,960	53,870	39,340
SPAC	-	17,190	9,000	11,000	11,500
Beautification	-	14,007	14,500	16,225	14,000
Tourism	6,509	204,730	212,930	205,000	210,000
Tri-Com	2,174,192	2,378,323	2,292,435	2,752,925	2,562,275
Mental Health	155,255	153,123	155,300	154,795	155,300
SSA #1	320,781	296,070	321,505	298,815	341,892
SSA #4 (Randall Square)	12,604	11,944	11,950	12,008	12,010
SSA #5 (Williamsburg)	8,071	7,740	7,750	7,749	7,755
SSA #7 (Blackberry)	2,954	2,750	2,750	2,752	2,750
SSA #9 (Geneva Knolls)	3,010	2,991	3,000	3,000	3,005
SSA #11 (Eaglebrook)	-	52,964	53,635	52,279	53,635
SSA #16 (Fisher Farms)	137,094	137,016	136,800	136,722	154,150
SSA #18 (Wildwood)	1,489	1,458	1,460	1,455	1,460
SSA #23 (Sunset Meadows)	1,067	1,056	1,060	1,059	1,060
SSA #26 (Westhaven)	-	7,100	7,100	7,100	7,100
	<u>3,494,203</u>	<u>3,976,410</u>	<u>4,039,135</u>	<u>4,337,463</u>	<u>4,082,967</u>
Debt Service Funds					
Debt Service	1,751,213	4,216,672	1,691,325	1,684,252	1,770,385
	<u>1,751,213</u>	<u>4,216,672</u>	<u>1,691,325</u>	<u>1,684,252</u>	<u>1,770,385</u>
Capital Projects Funds					
General Capital Projects	484,350	687,753	548,120	493,367	589,625
Infrastructure Capital Projects	-	2,568,878	2,948,740	2,149,340	4,639,000
Prairie Green	82,440	92,800	101,530	101,580	101,580
TIF #2	303,471	314,558	528,405	272,197	660,773
	<u>870,261</u>	<u>3,663,989</u>	<u>4,126,795</u>	<u>3,016,484</u>	<u>5,990,978</u>
Enterprise Funds					
Electric	31,488,017	31,386,078	33,583,810	34,638,823	37,360,919
Water/Wastewater	6,728,928	6,938,044	7,188,630	8,211,506	10,551,308
Refuse	405,244	352,904	379,375	384,375	464,000
Cemetery	71,057	65,961	60,320	59,785	59,770
Commuter Parking	439,154	489,653	3,939,925	450,400	5,285,467
	<u>39,132,400</u>	<u>39,232,640</u>	<u>45,152,060</u>	<u>43,744,889</u>	<u>53,721,464</u>
Internal Service Funds					
Group Dental Insurance	142,296	152,270	157,535	156,531	163,050
Workers Compensation	221,076	224,279	315,500	291,000	412,700
	<u>363,372</u>	<u>376,549</u>	<u>473,035</u>	<u>447,531</u>	<u>575,750</u>
Trust and Agency Funds					
Police Pension	2,251,229	888,869	1,285,800	1,287,060	1,848,470
Fire Pension	1,203,129	662,792	632,900	841,400	831,050
	<u>3,454,358</u>	<u>1,551,660</u>	<u>1,918,700</u>	<u>2,128,460</u>	<u>2,679,520</u>
Total Revenues	<u>\$ 65,197,456</u>	<u>\$ 67,572,894</u>	<u>\$ 72,625,450</u>	<u>\$ 70,678,493</u>	<u>\$ 85,142,649</u>

CITY OF GENEVA, ILLINOIS
Budget Summary - Total by Fund
Fiscal Year Ending April 30, 2014

Fund	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Expenditures and Other Financing Uses					
General	\$ 14,894,383	\$ 14,835,417	\$ 15,175,700	\$ 14,766,636	\$ 16,286,284
Special Revenue Funds					
Motor Fuel Tax	500,000	560,000	750,000	740,000	505,735
Cultural Arts Commission	-	39,294	57,960	28,462	39,340
SPAC	-	12,397	9,000	2,455	11,500
Beautification	-	16,244	14,500	13,500	14,000
Tourism	704	197,624	212,930	210,120	210,000
Tri-Com	2,139,027	2,248,227	2,292,435	2,709,190	2,562,275
Mental Health	141,132	142,807	142,000	142,000	142,000
SSA #1	310,355	264,637	321,505	294,887	341,892
SSA #4 (Randall Square)	9,912	9,967	11,950	9,058	12,010
SSA #5 (Williamsburg)	5,216	5,260	7,750	4,872	7,755
SSA #7 (Blackberry)	1,930	1,751	2,750	1,673	2,750
SSA #9 (Geneva Knolls)	944	3,640	3,000	868	3,005
SSA #11 (Eaglebrook)	-	46,130	53,000	40,000	53,635
SSA #16 (Fisher Farms)	108,212	139,462	136,800	132,706	154,150
SSA #18 (Wildwood)	960	966	1,460	882	1,460
SSA #23 (Sunset Meadows)	560	569	1,060	553	1,060
SSA #26 (Westhaven)	466	6,715	7,100	3,619	7,100
	<u>3,219,417</u>	<u>3,695,690</u>	<u>4,025,200</u>	<u>4,334,845</u>	<u>4,069,667</u>
Debt Service Funds					
Debt Service	1,637,497	4,325,541	1,691,325	1,694,090	1,770,385
	<u>1,637,497</u>	<u>4,325,541</u>	<u>1,691,325</u>	<u>1,694,090</u>	<u>1,770,385</u>
Capital Projects Funds					
General Capital Projects	-	1,146,838	548,120	493,367	589,625
Infrastructure Capital Projects	-	1,367,475	2,948,740	2,387,490	4,639,000
Prairie Green	124,409	15,232	40,000	29,760	30,000
TIF #2	195,443	121,260	528,405	429,575	660,773
	<u>319,852</u>	<u>2,650,805</u>	<u>4,065,265</u>	<u>3,340,192</u>	<u>5,919,398</u>
Enterprise Funds					
Electric	29,438,956	28,543,761	33,385,510	34,756,088	37,360,919
Water/Wastewater	7,473,558	7,485,103	8,795,005	8,562,064	10,551,308
Refuse	374,123	382,398	379,375	373,255	464,000
Cemetery	117,664	103,930	60,320	52,296	59,770
Commuter Parking	610,112	433,256	3,939,925	244,900	5,285,467
	<u>38,014,413</u>	<u>36,948,448</u>	<u>46,560,135</u>	<u>43,988,603</u>	<u>53,721,464</u>
Internal Service Funds					
Group Dental Insurance	142,285	162,050	157,535	151,305	163,050
Workers Compensation	134,833	352,262	315,500	408,725	412,700
	<u>277,118</u>	<u>514,312</u>	<u>473,035</u>	<u>560,030</u>	<u>575,750</u>
Trust and Agency Funds					
Police Pension	930,000	1,008,953	1,045,000	1,263,744	1,084,200
Fire Pension	101,363	147,560	176,000	220,700	271,100
	<u>1,031,363</u>	<u>1,156,512</u>	<u>1,221,000</u>	<u>1,484,444</u>	<u>1,355,300</u>
Total Expenditures	<u>\$ 59,394,044</u>	<u>\$ 64,126,725</u>	<u>\$ 73,211,660</u>	<u>\$ 70,168,840</u>	<u>\$ 83,698,248</u>

CITY OF GENEVA, ILLINOIS
 Budget Summary - Total by Category and Fund
 Fiscal Year Ending April 30, 2014

	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									
Taxes	7,089,360	2,813,415	-	-	-	-	-	-	9,902,775
Licenses	140,190	-	-	-	-	-	-	-	140,190
Permits	318,500	-	-	-	-	-	-	-	318,500
Intergovernmental Revenues	7,506,200	4,857,935	-	-	4,750,000	-	-	-	17,114,135
Fines and Forfeits	229,700	-	230,000	-	-	-	-	-	459,700
Service Charges	-	1,471,715	34,506,805	7,184,585	-	426,000	-	-	43,589,105
Service Fees	435,400	56,500	500	28,715	360,840	33,150	574,650	-	1,489,755
Other Revenues	96,500	201,305	175,000	320,835	650	64,620	1,100	2,679,520	3,539,530
Other Financing Sources	505,735	2,443,460	2,448,614	3,017,173	173,977	-	-	-	8,588,959
Total Revenues	9,232,225	9,030,915	37,360,919	10,551,308	5,285,467	523,770	575,750	2,679,520	85,142,649
Expenditures and Other Financing Uses									
Personal Services	12,685,659	2,406,051	2,895,974	2,504,453	109,632	40,843	-	1,250,000	21,892,612
Contractual Services	1,478,155	871,585	27,150,445	1,207,280	93,335	464,470	575,750	105,300	31,946,320
Commodities	675,810	90,510	232,290	584,825	100	7,100	-	-	1,590,635
Debt Service	250	1,862,915	2,140,745	2,303,015	149,535	-	-	-	6,456,460
Capital Outlay	-	5,807,525	3,047,365	1,534,150	4,750,000	-	-	-	15,139,040
Other Expenditures	12,300	144,000	1,894,100	2,417,585	182,865	11,357	-	-	4,662,207
Other Financing Uses	1,434,110	576,864	-	-	-	-	-	-	2,010,974
Total Expenditures/Expenses	16,286,284	11,759,450	37,360,919	10,551,308	5,285,467	523,770	575,750	1,355,300	83,698,248

CITY OF GENEVA, ILLINOIS
 Budget Summary - Total by Department and Fund
 Fiscal Year Ending April 30, 2014

	General	Non Major Funds	Electric Fund	Water/Wastewater Fund	Commuter Parking	Non Major Funds	Internal Service	Pension Trust Funds	Total
Expenditures and Other Financing Uses									
Legislative	145,436	206,840							352,276
City Administrator's Office	235,197								235,197
Administrative Services	2,239,534	1,875,995			149,535		575,750		4,840,814
Community Development	761,988	112,750							874,738
Economic Development	172,899	962,373							1,135,272
Police Department	6,250,335	127,800			72,266		1,084,200		7,534,601
Fire Department	3,749,295	77,500					271,100		4,097,895
Dispatch Services	-	2,562,275							2,562,275
Public Works	2,731,600	5,833,917	37,360,919	10,551,308	5,063,666	523,770			62,065,180
Total Expenditures/Expenses	16,286,284	11,759,450	37,360,919	10,551,308	5,285,467	523,770	575,750	1,355,300	83,698,248

CITY OF GENEVA, ILLINOIS
Estimated Change in Fund Balance
Fiscal Year Ending April 30, 2014

Fund	Beginning Fund Balance	2013-2014 Revenues	2013-2014 Expenditures	Ending Fund Balance
General	\$ 4,135,268	\$ 16,321,585	\$ 16,286,284	\$ 4,170,569
Special Revenue Funds				
Motor Fuel Tax	310,078	505,735	505,735	310,078
Cultural Arts Commission (1)	68,937	22,110	39,340	51,707
SPAC	13,338	11,500	11,500	13,338
Beautification (1)	33,240	6,500	14,000	25,740
Tourism	7,779	210,000	210,000	7,779
Tri-Com	841,036	2,562,275	2,562,275	841,036
Mental Health	117,045	155,300	142,000	130,345
SSA #1 (1)	158,183	298,860	341,892	115,151
SSA #4 (Randall Square)	46,528	12,010	12,010	46,528
SSA #5 (Williamsburg)	18,173	7,755	7,755	18,173
SSA #7 (Blackberry)	8,181	2,750	2,750	8,181
SSA #9 (Geneva Knolls)	13,712	3,005	3,005	13,712
SSA #11 (Eaglebrook)	19,113	53,635	53,635	19,113
SSA #16 (Fisher Farms)	79,487	154,150	154,150	79,487
SSA #18 (Wildwood)	4,434	1,460	1,460	4,434
SSA #23 (Sunset Meadows)	5,637	1,060	1,060	5,637
SSA #26 (Westhaven)	3,400	7,100	7,100	3,400
	<u>1,748,301</u>	<u>4,015,205</u>	<u>4,069,667</u>	<u>1,693,839</u>
Debt Service Funds				
Debt Service (1)	339,280	1,728,735	1,770,385	297,630
	<u>339,280</u>	<u>1,728,735</u>	<u>1,770,385</u>	<u>297,630</u>
Capital Projects Funds				
General Capital Projects	25,265	589,625	589,625	25,265
Infrastructure Capital Projects (1)	963,252	4,122,835	4,639,000	447,087
Prairie Green	137,751	101,580	30,000	209,331
TIF #2 (1)	728,955	277,000	660,773	345,182
	<u>1,855,223</u>	<u>5,091,040</u>	<u>5,919,398</u>	<u>1,026,865</u>
Enterprise Funds				
Electric (2)	6,445,665	34,912,305	35,473,894	5,884,076
Water/Wastewater (2)	2,138,391	7,534,135	8,171,288	1,501,238
Refuse (3)	191,340	464,000	458,943	196,397
Cemetery (3)	338,737	59,770	53,770	344,737
Commuter Parking (2)	222,968	5,111,490	5,102,602	231,856
	<u>9,337,101</u>	<u>48,081,700</u>	<u>49,260,497</u>	<u>8,158,304</u>
Internal Service Funds				
Group Dental Insurance	16,793	163,050	163,050	16,793
Workers Compensation	270,676	412,700	412,700	270,676
	<u>287,469</u>	<u>575,750</u>	<u>575,750</u>	<u>287,469</u>
Trust and Agency Funds				
Police Pension	14,831,467	1,848,470	1,084,200	15,595,737
Fire Pension	11,378,864	831,050	271,100	11,938,814
	<u>26,210,331</u>	<u>2,679,520</u>	<u>1,355,300</u>	<u>27,534,551</u>

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

(2) Cash Balance: Less Reappropriation Revenue (Use of Reserves), Less Depreciation

(3) Cash Balance: Less Depreciation

Estimated Change in Fund Balance

General Fund

The General Fund fund balance is expected to increase \$35,301 or 0.9% to \$4,170,569 at the end of Fiscal Year 2014. The City Council policy requires a General Fund reserve level of 25% of anticipated expenditures. The estimated April 30, 2014 fund balance will be at 25.6% of anticipated 2014 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 Cultural Arts Commission (CAC) Fund has a budgeted decrease in fund balance due to a change in the main fundraiser for the CAC. The last staging of the Dancing with the Geneva Stars event was in February 2013 and the Commission is seeking a new fundraising event. The Beautification Fund is also in the process of changing their major fundraising event and has therefore budgeted a decrease in fund balance.

Debt Service Funds

The Debt Service Fund is expected to remain relatively stable. \$45,000 of the fund balance is being 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 \$516,165 to \$447,087 at the end of Fiscal Year 2014. 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 \$71,580 to \$209,331 at the end of Fiscal Year 2014. The Fund is accumulating fund balance to pay for future improvements to the wetland areas so they can be marketed as wetland bank units.

Enterprise Funds

The Electric Fund is expected to decrease \$561,589 to \$5,884,076 or 8.7%. The Water/Wastewater Fund is expected to decrease \$637,153. The Water Fund experienced increased consumption during FY 2013 but the City is not anticipating this trend to continue.

Internal Service Funds

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

Trust and Agency Funds

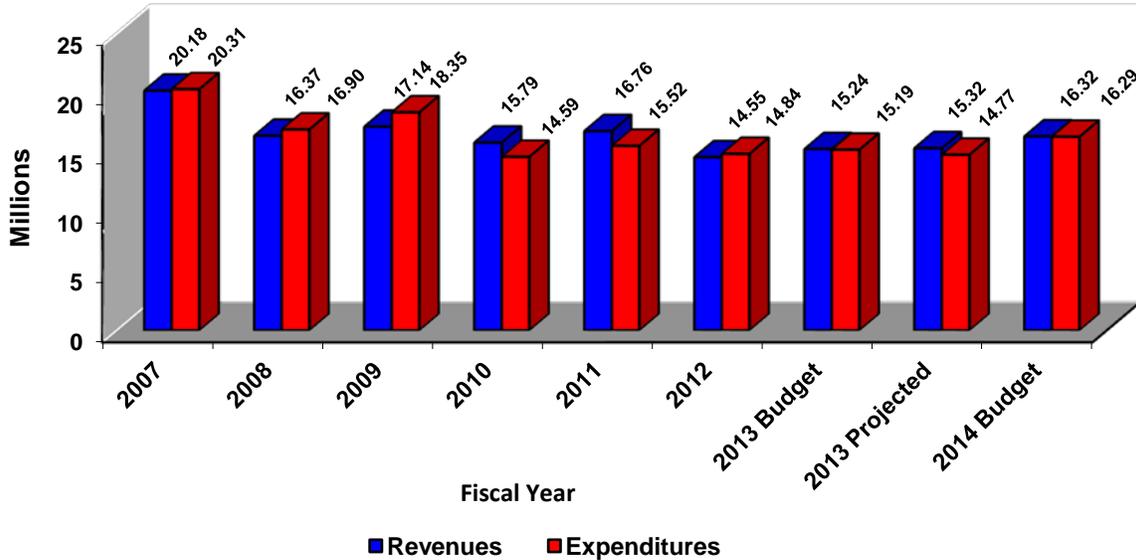
The Police and Fire Pensions seek to increase their fund reserves each year to cover future pension liabilities.

GENERAL FUND

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

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

General Fund Revenues and Expenditures

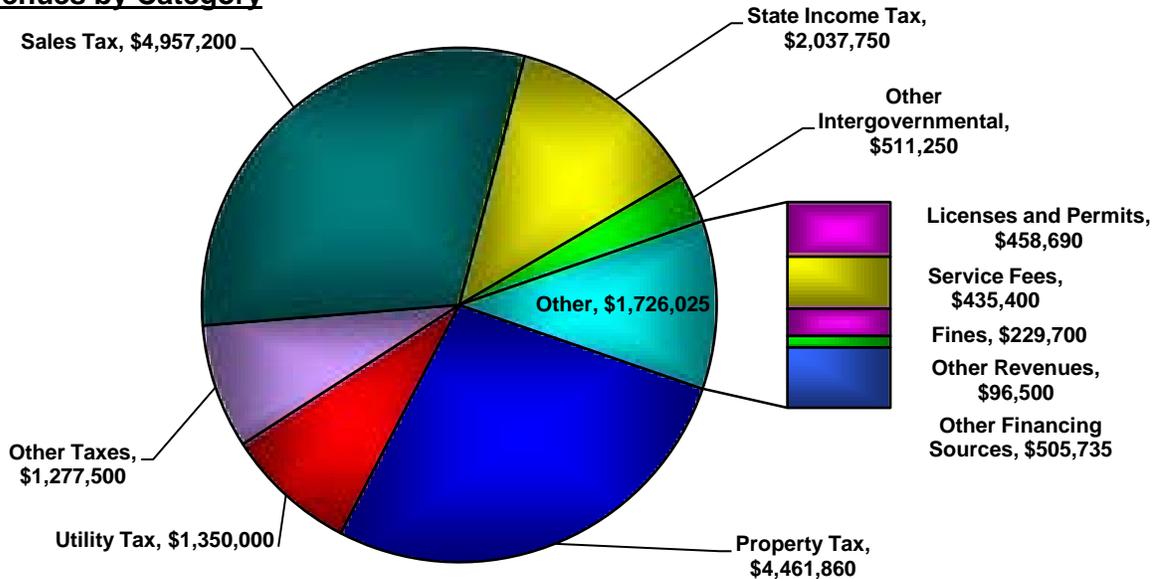


Fiscal Year 2007 – 2012: Actual Revenues and Expenditures

Total General Fund budgeted revenues have increased from Fiscal Year 2013. This is primarily due to increases in Sales Tax and Income Tax and a transfer from MFT. Expenditures have been controlled to ensure that recurring revenues cover operating expenditures.

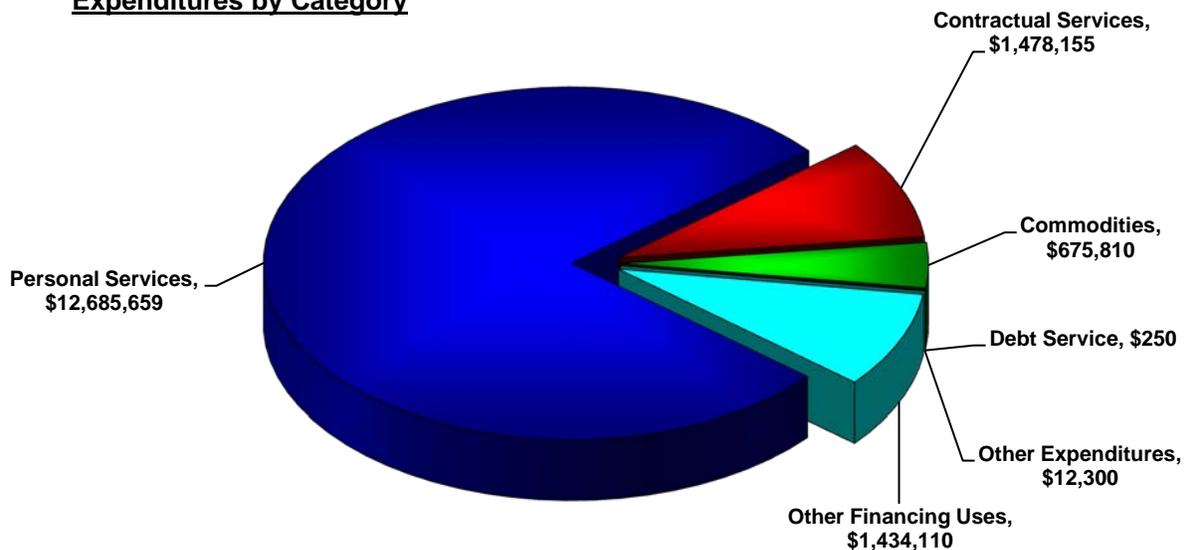
GENERAL FUND Fiscal Year 2014 Budget

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 78% of the General Fund budget. Fiscal Year 2014 budgeted Personal Services expenditures increase 5.5% over the Fiscal Year 2013 due to an increase in the City's Police Pension contribution. Overall the General Fund expenditures decrease by \$1,110,584 or 7.3%.

CITY OF GENEVA, ILLINOIS
Budget Summary by Account
Fiscal Year Ending April 30, 2014

Fund 100 - General Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Revenues and Other Financing Sources						
410	Property Taxes	\$ 3,086,722	\$ 3,904,829	\$ 4,442,065	\$ 4,427,486	\$ 4,461,860
411	Foreign Fire Insurance Tax	36,972	36,591	40,000	36,455	40,000
412	Simplified Telecommunications Tax	1,136,287	1,137,099	1,165,000	1,081,480	1,165,000
413	Municipal Utility Tax	1,316,989	1,137,863	1,350,000	1,160,000	1,350,000
414	Hotel/Motel Tax	70,297	-	-	-	-
415	Township Fire Tax	69,150	72,390	71,000	72,100	72,000
416	Auto Rental Tax	-	-	-	500	500
417	Charitable Games Tax	-	-	-	308	-
Total Taxes		5,716,418	6,288,773	7,068,065	6,778,329	7,089,360
420	Business Licenses	132,071	145,722	145,000	160,000	140,190
Total Licenses		132,071	145,722	145,000	160,000	140,190
430	General Permits	208,514	257,134	200,000	403,100	304,000
431	Sign Permits	8,981	10,671	9,000	10,000	9,000
433	Overweight Permits	5,390	4,300	5,000	4,100	5,000
435	Donation Box Permits	-	-	-	-	500
Total Permits		222,884	272,104	214,000	417,200	318,500
440	Sales Tax	4,411,592	4,229,673	4,705,415	4,860,000	4,957,200
441	Non-Home Rule Sales Tax	1,966,219	-	-	-	-
442	State Income Tax	1,652,801	1,754,844	1,702,800	1,800,000	2,037,750
443	Replacement Tax	94,457	85,211	95,000	85,000	85,000
444	Local Use Tax	315,444	313,593	326,800	330,000	345,000
446	Reimbursements	78,042	77,773	76,500	75,510	78,750
447	Federal Grants	40,831	-	-	1,200	-
448	State/Local Grants	80,638	159,199	-	2,200	2,500
Total Intergovernmental Revenues		8,640,024	6,620,292	6,906,515	7,153,910	7,506,200
450	Circuit Court Fines	436,031	162,925	185,000	93,075	100,000
451	Parking Violations	80,395	73,302	90,000	65,000	65,000
452	Red Light Violations	-	-	-	21,000	-
453	Ordinance Fines	15,490	17,087	16,500	32,000	20,000
454	False Alarm Fines	17,750	13,700	15,000	15,000	15,000
456	Compliance Fines	10,706	(4,009)	6,500	5,000	5,000
457	Restricted Police Fines	352	9,049	15,000	4,000	24,700
Total Fines & Forfeits		560,724	272,054	328,000	235,075	229,700
471.05	Cable Franchise Fees	330,455	325,270	292,000	342,000	292,000
471.07	Cable PEG Fees	-	-	-	7,755	-
471.15	Boat Ramp	215	435	250	250	250
471.20	Engineering Review Fees	10,038	2,259	3,000	-	3,000
472.05	Plan Review Fees	4,040	1,950	2,500	2,500	2,000
472.10	Inspection Fees	2,700	1,025	2,500	2,500	2,000
472.15	Stormwater Review Fees	311	2,466	2,500	-	2,500
472.25	Plumbing Inspector Fees	-	-	-	-	30,500
473	Public Safety Fees	92,536	102,398	97,000	111,375	103,150
Total Service Fees		440,295	435,802	399,750	466,380	435,400
481	Interest on Investments	5,810	5,480	7,500	8,000	7,500
482	Rental Income	13,028	35,259	35,260	37,500	37,500
4-83	Insurance & Property Damage	10,203	31,432	5,810	6,200	6,000
484	Sale of Capital Assets	175,000	9,652	-	10,000	-
485	Reimbursed Expenditures	-	-	-	2,000	-
486	Donations	254	2,066	500	6,000	500

CITY OF GENEVA, ILLINOIS
Budget Summary by Account
Fiscal Year Ending April 30, 2014

Fund 100 - General Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
489	Miscellaneous	112,997	116,232	100,000	25,000	45,000
Total Other Revenues		317,292	200,121	149,070	94,700	96,500
491	Transfers In	376,225	-	-	-	-
491.14	Transfers In MFT	-	-	-	-	505,735
491.15	Transfers In Tree Nursery	-	-	3,000	2,820	-
491.20	Transfers In Electric	217,821	225,106	-	-	-
491.31	Transfers In Debt Service Fund	-	95,000	-	-	-
491.36	Transfers In Tri-Com	(293,950)	-	-	-	-
491.51	Transfers In SSA #1	(132,155)	-	-	-	-
491.60	Transfers In Commuter Lot	134,000	-	-	-	-
491.99	Transfers In IMRF	(200,000)	-	11,000	11,000	-
Total Other Financing Sources		101,941	320,106	14,000	13,820	505,735
Total Revenues and Other Financing Sources		\$ 16,131,649	\$ 14,554,973	\$ 15,224,400	\$ 15,319,414	\$ 16,321,585

Expenditures and Other Financing Uses

501	Wages - Regular	\$ 8,161,364	\$ 7,443,130	\$ 7,739,545	\$ 7,619,060	\$ 7,695,663
502	Wages - Part-Time/Seasonal	115,067	159,049	210,470	203,860	227,906
503	Overtime	12,017	566,682	456,350	540,270	701,605
504	Stand-By	56,269	48,143	77,800	57,675	98,895
506	Wages - Meetings	4,047	6,798	5,230	8,000	5,765
513	POC Holiday	3,845	3,940	3,500	4,400	3,860
514	Overnight Duty	300,982	302,880	310,685	314,810	342,820
515	Still Alarms	30,377	31,240	35,570	30,630	39,445
516	Training	7,402	7,914	19,990	16,915	22,065
517	EMS Incentive/Training	21,000	21,000	21,000	21,000	-
521	Group Insurance	1,213,314	1,244,570	1,595,240	1,463,595	1,701,218
522	Medicare	-	-	-	84,175	107,546
523	Social Security	-	-	330,740	225,535	175,797
524	IMRF	-	-	350,885	349,230	359,469
525	Police/Fire Pension	-	737,080	867,960	867,960	1,203,605
527	Car Allowance	(30)	-	-	-	-
528	Unemployment Compensation	59	-	-	2,820	-
Total Personal Services		9,925,714	10,572,426	12,024,965	11,809,935	12,685,659
531	Maintenance Service	278,833	241,771	325,270	292,784	315,520
541	Accounting & Auditing Service	1,774	6,414	12,000	14,326	12,375
542	Engineering Service	8,946	6,275	10,000	10,150	11,000
543	Legal Service	72,543	56,187	100,000	100,225	101,000
544	Medical Service	6,216	1,104	14,200	11,790	14,505
546	Janitorial Service	-	-	31,490	31,490	31,440
547	Banking Service	4,662	4,142	4,620	4,620	4,620
551	Advertising	93,108	19,253	18,500	18,500	18,500
552	Data Programming Service	1,253	300	1,900	3,000	3,000
559	Other Professional Services	18,453	10,830	32,715	64,150	53,220
561	Postage	6,994	10,295	12,890	9,610	10,015
562	Telephone	48,450	63,797	60,260	58,173	62,740
563	Publishing	7,111	8,114	10,905	14,210	13,875
564	Printing	14,706	19,540	21,935	14,340	22,720
565	Internet	6,740	8,425	5,100	6,750	2,680
566	Recording Fees	134	452	545	945	950
571	Dues	21,117	21,394	30,145	31,183	30,035
572	Travel	3,707	5,059	6,015	8,607	10,015
573	Training	27,935	23,792	40,740	40,130	54,655
575	Publications	-	-	310	624	1,430

CITY OF GENEVA, ILLINOIS
Budget Summary by Account
Fiscal Year Ending April 30, 2014

Fund 100 - General Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
581	Utilities	72,136	83,532	75,190	15,035	7,540
582	Street Lighting	218,347	225,554	200	250	-
584	Landfill Charges	-	-	12,000	12,000	15,000
587	Mosquito Abatement	77,440	70,981	78,000	44,150	60,000
591	Liability Insurance	-	-	-	35	-
592	General Insurance	347,443	409,202	165,995	166,065	175,000
595	Rentals	35,876	26,376	30,515	23,797	24,390
596	Public Transportation	13,633	20,081	35,000	35,000	35,000
597	Tri-City Ambulance	252,335	337,795	270,000	267,895	270,000
598	Program Support	36,972	36,591	40,000	36,455	40,000
599	Other Contractual Services	34,940	38,469	27,650	31,347	76,930
Total Contractual Services		1,711,805	1,755,725	1,474,090	1,367,636	1,478,155
601	Maintenance Supplies	390,569	333,167	236,220	204,311	199,885
621	Office Supplies	14,629	16,072	20,355	22,438	25,920
622	Office Equipment	14,344	11,149	11,440	15,031	11,350
623	Office Furniture	-	-	790	1,390	1,850
624	Operating Supplies	169,390	257,464	156,775	106,056	152,830
625	Small Tools	3,950	4,166	6,700	5,450	4,700
626	Janitorial Supplies	2,884	2,625	4,265	3,945	4,370
627	Motor Fuel & Lubricants	145,249	159,736	180,620	168,730	193,140
630	Ammunition	11,067	9,338	11,030	11,000	10,370
631	Clothing	71,760	38,651	56,750	58,900	57,475
632	Per Copy Charges	5,419	8,596	7,865	7,250	8,160
641	Books	-	-	540	1,758	2,000
642	Periodicals	-	-	170	200	510
662	Film/Video	-	-	1,000	996	1,000
663	Computer Software	-	-	1,405	2,015	2,250
Total Commodities		829,261	840,965	695,925	609,470	675,810
705.17	Principal 2002A Bonds	93,500	96,250	101,750	101,750	-
705.22	Principal 2006C Bonds	52,800	54,400	59,400	57,600	-
705.25	Principal 2006 Capital Loan	85,989	16,059	-	-	-
705.32	Principal 2008 Capital Loan	15,397	84,612	-	-	-
705.33	Principal 2009 Capital Loan	21,699	207,416	-	-	-
710.17	Interest 2002A Bonds	10,096	4,084	2,100	2,100	-
710.22	Interest 2006C Bonds	6,592	4,480	2,380	2,305	-
710.25	Interest 2006 Capital Loan	-	691	-	-	-
710.32	Interest 2008 Capital Loan	1,353	1,807	-	-	-
710.33	Interest 2009 Capital Loan	9,050	8,193	-	-	-
715	Paying Agent Fees	400	-	-	250	250
Total Debt Service		296,876	477,991	165,630	164,005	250
815.10	Improvements Other than Buildings Streets	1,572,784	-	-	-	-
Total Capital Outlay		1,572,784	-	-	-	-
913	Community Relations	8,034	1,925	2,000	1,900	8,380
914	State/Federal Permit Fees	-	-	-	1,000	1,000
917	Employee Awards	559	1,000	2,200	1,800	2,920
Total Other Expenditures		8,594	2,925	4,200	4,700	12,300
951.16	Interfund Transfers Out Cultural Arts Fund	-	-	5,000	5,000	-
951.17	Interfund Transfers Out SPAC	-	11,186	5,000	5,000	5,000
951.18	Interfund Transfers Out Beautification	-	-	5,000	5,000	-
951.36	Interfund Transfers Out Tri-Com	-	336,700	322,620	322,620	324,600
951.41	Interfund Transfers Out General Capital Projects Fund	484,350	547,500	383,270	383,270	508,775
951.44	Interfund Transfers Out Capital Equipment Fund	65,000	-	-	-	-

CITY OF GENEVA, ILLINOIS
 Budget Summary by Account
 Fiscal Year Ending April 30, 2014

Fund 100 - General Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
951.51	Interfund Transfers Out SSA #1	-	90,000	90,000	90,000	90,000
951.99	Interfund Transfers Out IMRF	-	200,000	-	-	-
951.42	Interfund Transfers Out Infrastructure Capital Projects	-	-	-	-	505,735
Total Other Financing Uses		<u>549,350</u>	<u>1,185,386</u>	<u>810,890</u>	<u>810,890</u>	<u>1,434,110</u>
Total Expenditures and Other Financing Uses		<u>\$ 14,894,383</u>	<u>\$ 14,835,417</u>	<u>\$ 15,175,700</u>	<u>\$ 14,766,636</u>	<u>\$ 16,286,284</u>

CITY OF GENEVA, ILLINOIS
Expenditure Budget Summary by Department
Fiscal Year Ending April 30, 2014

Fund 100 - General Fund

Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
10 Legislative	\$ 171,750	\$ 177,375	\$ 135,690	\$ 129,965	\$ 145,436
20 City Administrator's Office	173,453	182,170	217,925	212,790	235,197
40 Administrative Services	1,443,678	2,296,107	1,747,755	1,746,476	2,239,534
50 Community Development	634,877	667,928	721,830	690,854	761,988
60 Economic Development	269,979	148,123	168,560	170,473	172,899
70 Police	4,731,407	5,214,708	5,639,855	5,542,298	6,250,335
80 Fire	3,224,840	3,605,528	3,720,095	3,721,007	3,749,295
91 Streets & Walks	3,569,474	1,844,046	2,077,765	1,832,088	2,003,949
91.50 Fleet Maintenance	246,228	264,100	327,555	333,830	325,022
93 Engineering & Storm Drainage	428,699	435,333	418,670	386,855	402,629
Total General Fund	14,894,383	14,835,417	15,175,700	14,766,636	16,286,284

CITY OF GENEVA, ILLINOIS
Expenditure Budget Summary by Department
Fiscal Year Ending April 30, 2014

Fund 100 - General Fund

Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
10 Legislative					
Personal Services	\$ 63,600	\$ 63,600	\$ 68,465	\$ 68,465	\$ 68,461
Contractual Services	99,480	85,938	35,025	52,800	62,775
Commodities	8,670	27,837	32,200	8,700	9,200
Other Expenditures	-	-	-	-	5,000
Total	<u>171,750</u>	<u>177,375</u>	<u>135,690</u>	<u>129,965</u>	<u>145,436</u>
30 City Administrator					
Personal Services	138,524	139,618	167,825	166,375	184,502
Contractual Services	28,411	38,139	43,750	43,835	44,725
Commodities	6,518	4,414	6,350	2,580	5,970
Total	<u>173,453</u>	<u>182,170</u>	<u>217,925</u>	<u>212,790</u>	<u>235,197</u>
40 Administrative Services					
Personal Services	318,574	334,367	416,510	406,420	438,859
Contractual Services	272,038	284,625	340,325	344,326	354,215
Commodities	6,281	12,738	13,200	20,035	10,900
Other Expenditures	559	1,000	1,200	800	1,200
Other Financing Uses	549,350	1,185,386	810,890	810,890	1,434,110
Debt Service	296,876	477,991	165,630	164,005	250
Total	<u>1,443,678</u>	<u>2,296,107</u>	<u>1,747,755</u>	<u>1,746,476</u>	<u>2,239,534</u>
50 Community Development					
Personal Services	518,942	550,004	627,735	608,470	635,533
Contractual Services	101,043	105,852	75,295	63,574	106,565
Commodities	13,329	11,425	18,600	18,710	18,890
Other Expenditures	1,564	647	200	100	1,000
Total	<u>634,877</u>	<u>667,928</u>	<u>721,830</u>	<u>690,854</u>	<u>761,988</u>
60 Economic Development					
Personal Services	156,941	113,113	135,880	135,855	135,819
Contractual Services	105,005	30,507	28,400	30,138	29,800
Commodities	1,562	3,224	2,480	2,680	4,900
Other Expenditures	6,471	1,278	1,800	1,800	2,380
Total	<u>269,979</u>	<u>148,123</u>	<u>168,560</u>	<u>170,473</u>	<u>172,899</u>
70 Police					
Personal Services	4,319,226	4,830,035	5,302,185	5,265,525	5,930,315
Contractual Services	251,039	220,823	165,430	126,609	150,170
Commodities	161,141	163,850	171,240	149,164	168,130
Other Expenditures	-	-	1,000	1,000	1,720
Total	<u>4,731,407</u>	<u>5,214,708</u>	<u>5,639,855</u>	<u>5,542,298</u>	<u>6,250,335</u>
80 Fire					
Personal Services	2,665,440	2,900,754	3,224,260	3,268,910	3,248,995
Contractual Services	476,606	637,326	425,840	390,522	412,130
Commodities	82,794	67,448	69,995	61,575	88,170
Total	<u>3,224,840</u>	<u>3,605,528</u>	<u>3,720,095</u>	<u>3,721,007</u>	<u>3,749,295</u>
91 Streets & Walks					

CITY OF GENEVA, ILLINOIS
Expenditure Budget Summary by Department
Fiscal Year Ending April 30, 2014

Fund 100 - General Fund

Description	2009-2010 Actual	2010-2011 Actual	2011-2012 Budget	2011-2012 Projected	2012-2013 Request
Personal Services	1,226,913	1,129,753	1,536,830	1,372,780	1,497,599
Contractual Services	304,860	271,113	255,250	216,357	232,230
Commodities	464,918	443,179	285,685	242,951	274,120
Capital Outlay	1,572,784	-	-	-	-
Total	3,569,474	1,844,046	2,077,765	1,832,088	2,003,949
91.50 Fleet Maintenance					
Personal Services	152,481	142,528	197,145	185,750	205,122
Contractual Services	23,704	26,029	54,910	63,280	45,200
Commodities	70,043	95,543	75,500	84,800	74,700
Total	246,228	264,100	327,555	333,830	325,022
93 Engineering & Storm Drainage					
Personal Services	365,073	368,654	348,130	331,385	340,454
Contractual Services	49,619	55,374	49,865	36,195	40,345
Commodities	14,007	11,306	20,675	18,275	20,830
Other Expenditures	-	-	-	1,000	1,000
Total	428,699	435,333	418,670	386,855	402,629
Total General Fund	14,894,383	14,835,417	15,175,700	14,766,636	16,286,284
Total General Fund					
Personal Services	\$ 9,925,714	\$ 10,572,426	\$ 12,024,965	\$ 11,809,935	\$ 12,685,659
Contractual Services	1,711,805	1,755,725	1,474,090	1,367,636	1,478,155
Commodities	829,261	840,965	695,925	609,470	675,810
Other Expenditures	8,594	2,925	4,200	4,700	12,300
Other Financing Uses	549,350	1,185,386	810,890	810,890	1,434,110
Debt Service	296,876	477,991	165,630	164,005	250
Capital Outlay	1,572,784	-	-	-	-
Total	14,894,383	14,835,417	15,175,700	14,766,636	16,286,284

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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.

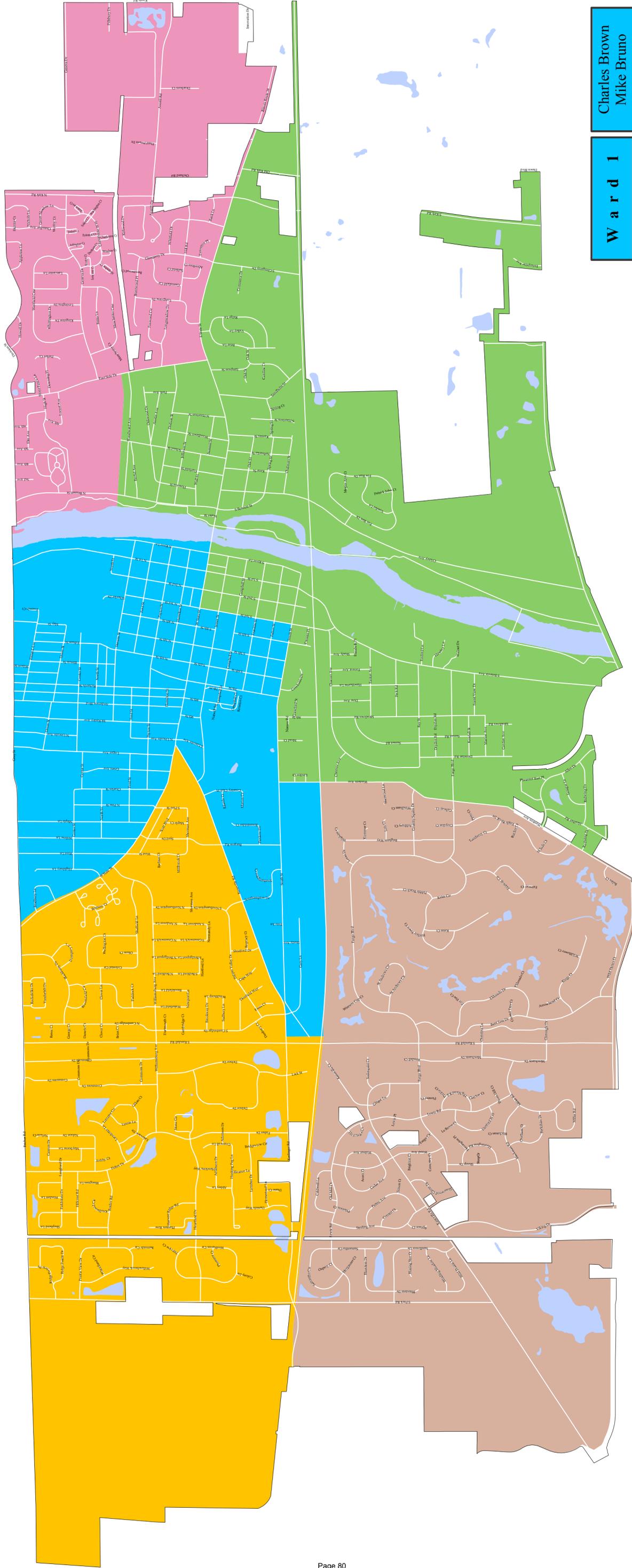
Regular meetings of the City Council are held on the first and third Monday of each month in Council Chambers. Committee of the Whole meetings are held on the second and fourth Monday of each month also in Council Chambers. Special Committee of the Whole meetings are scheduled, as needed, on issues more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

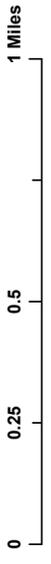
The Mayor and Council members attempt to be responsive to citizen concerns and to enact legislation which reflects the needs, wishes and priorities of all the residents of the City of Geneva. They strive to promote the economic, cultural and governmental well being of the community. They represent the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

CITY OF GENEVA

Ward Boundary Map



Ward 1	Charles Brown Mike Bruno
Ward 2	Donald Cummings Richard Marks
Ward 3	Dean Kilburg Dawn Vogelsberg
Ward 4	Dorothy Flanagan Ron Singer
Ward 5	Craig Maladra Tom Simonian
	Corporate Limit



GENERATED BY:
City of Geneva
Engineering Division
May 2013

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CITY OF GENEVA, ILLINOIS
Budget Detail by Department
Fiscal Year Ending April 30, 2014

Fund 100 - General Fund

Department 10 - Legislative

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Expenditures						
Mayor & Council						
502	Wages - Part-Time/Seasonal	\$ 63,600	\$ 63,600	\$ 63,600	\$ 63,600	\$ 63,600
522	Medicare	-	-	-	520	920
523	Social Security	-	-	4,865	4,345	3,941
Total Personal Services		63,600	63,600	68,465	68,465	68,461
543	Legal Service	32,962	24,717	-	225	-
599	Other Professional Services	-	-	-	10,000	10,000
561	Postage	515	820	1,500	500	1,000
562	Telephone	2,005	2,525	2,000	3,000	1,500
563	Publishing	7,111	8,114	10,000	11,500	11,500
564	Printing	1,897	1,045	1,500	1,000	2,000
566	Recording Fees	134	452	150	50	150
572	Dues	10,256	10,039	14,000	14,000	14,000
573	Travel	1,207	1,662	1,250	2,000	2,500
574	Training	-	1,235	500	2,000	4,000
575	Publications	-	-	-	100	1,000
592	General Insurance	40,397	29,815	-	-	-
595	Rentals	1,062	1,025	-	-	-
Total Contractual Services		97,547	81,449	30,900	44,375	47,650
621	Office Supplies	1,381	1,151	1,500	2,500	2,500
622	Office Equipment	900	146	500	500	500
624	Operating Supplies	2,328	16,611	20,200	2,500	2,500
626	Janitorial Supplies	-	-	-	200	200
632	Per Copy Charges	-	-	-	500	500
641	Books	-	-	-	500	1,000
Total Commodities		4,609	17,908	22,200	6,700	7,200
913	Community Relations	-	-	-	-	5,000
Total Other Expenditures		-	-	-	-	5,000
Total Mayor & Council		165,755	162,958	121,565	119,540	128,311
Fire & Police Commission						
543	Legal Service	825	-	-	-	1,000
559	Other Professional Services	-	-	-	8,000	10,000
561	Postage	-	-	150	-	150
564	Printing	50	3,069	3,000	-	3,000
571	Dues	375	375	425	425	425
572	Travel	-	-	100	-	100

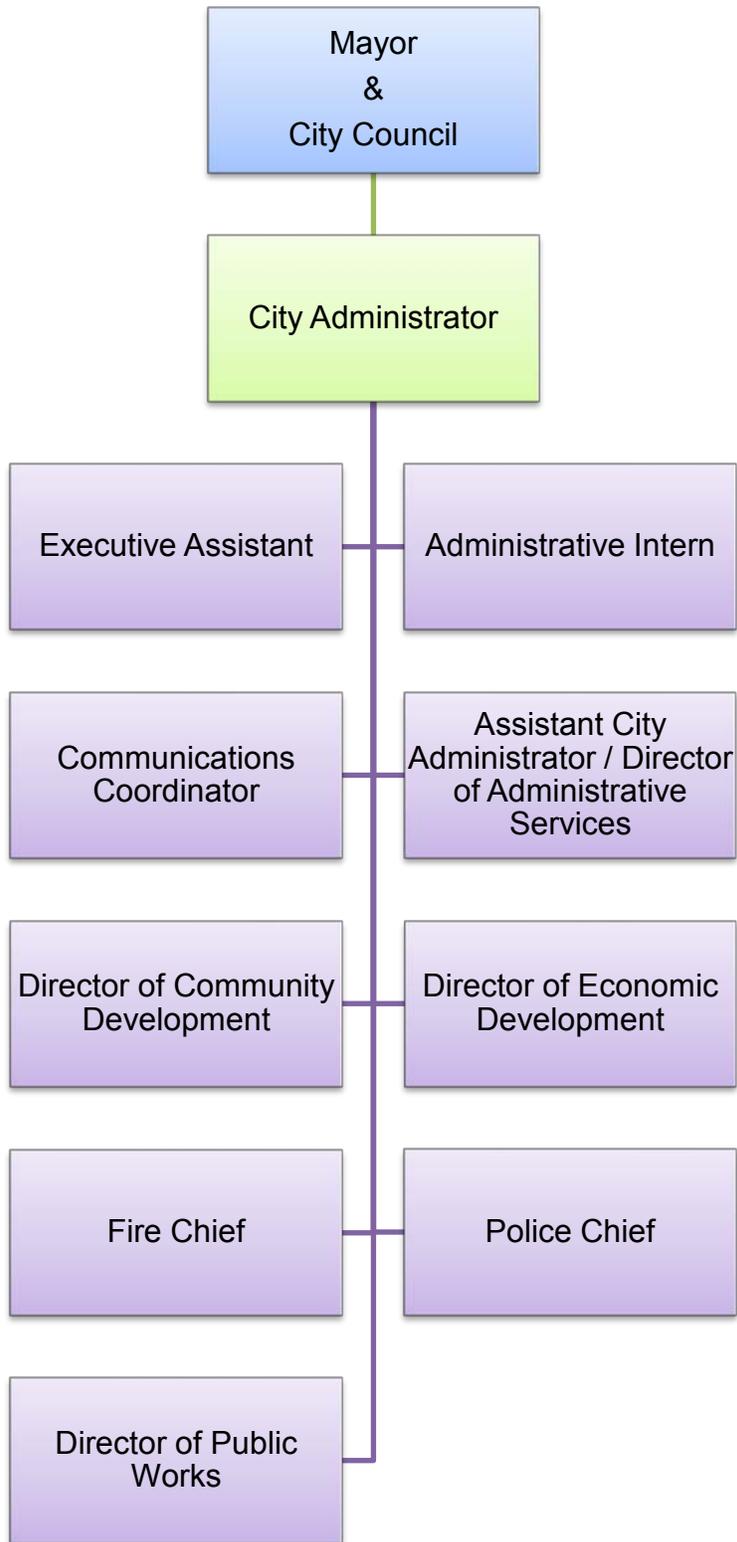
CITY OF GENEVA, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2014

Fund 100 - General Fund

Department 10 - Legislative

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Expenditures						
573 Training		-	-	450	-	450
592 General Insurance		684	1,045	-	-	-
Total Contractual Services		<u>1,934</u>	<u>4,489</u>	<u>4,125</u>	<u>8,425</u>	<u>15,125</u>
624 Operating Supplies		4,061	9,928	10,000	2,000	2,000
Total Commodities		<u>4,061</u>	<u>9,928</u>	<u>10,000</u>	<u>2,000</u>	<u>2,000</u>
Total Fire & Police Commission		<u>5,994</u>	<u>14,417</u>	<u>14,125</u>	<u>10,425</u>	<u>17,125</u>
Total Legislative		<u>\$ 171,750</u>	<u>\$ 177,375</u>	<u>\$ 135,690</u>	<u>\$ 129,965</u>	<u>\$ 145,436</u>

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 2013-2014 GOALS

Goal # 1 Lead City staff in finalizing 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: 04/30/2014

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 staff in the various departments affected, develop a workforce implementation plan and execute as many of the recommendations in the 2013 Staff Analysis Report, provided by Voorhees Associates, as possible. For example, Title 1, Administrative, Chapter 6, Municipal Officers and Employees section of the City Code needs to be updated to reflect current day policy and procedures. In addition to recommendations regarding department positions, discuss other suggestions with department heads and implement those that are determined to be advantageous to the organization in order to meet future demands as efficiently as possible. Implementation will take a multi-year approach and will likely not include every recommendation in the report.

Funding: Staff Time; May potentially affect future budget recommendations

Completion Date: 04/30/2014

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 Working with staff in the various departments, develop a strategy and implement as many of the recommendations in the 2013 Internal Controls Audit as possible. Ensure that the principles of transparency and accountability regarding the use of public funds are emphasized.

Funding: Staff Time

Completion Date: 04/30/2014

Strategic Plan: N/A

Goal # 4 Complete the update of the Strategic Plan for 2017. Publish the final document and provide in various formats to the public. Begin using as an annual budget development tool at the Strategic Planning Workshop.

Funding: Staff Time

Completion Date: 04/30/2014

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 Create a Citizen's Academy Program for the purpose of educating the public regarding the structure, functions, and processes of local government. The goal is to inform citizens how to access and participate in public policy development through local governance. This was a priority goal established by the City Council at the Strategic Planning Workshop November 2012.

Funding: Staff Time; Operating

Completion Date: 04/30/2014

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

Goal # 6 Oversee the completion of the update to the City's website.

Funding: Staff Time

Completion Date: 04/30/2014

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 Continue work on the sale and/or purchase of properties for and by the City relative to redevelopment and economic development objectives in accordance with the Comprehensive Plan, the Downtown Master Plan and the intent of the Tax Increment Financing District.

Funding: Staff Time; Possible General and TIF Operating Legal and Consulting Fees

Completion Date: 04/30/2014

Strategic Plan: N/A

Goal # 8 Continue work on the City Hall gardens. Phase 2 of the plan includes the installation of the second design phase of plantings replacing more of the City Hall lawn.

Funding: Staff Time; Infrastructure Capital \$25,000

Completion Date: 04/30/2014

Strategic Plan: N/A

City Administrator's Office – Personnel Summary

Position Title	FY 09/10	FY 10/11	FY 11/12	FY 12/13	Current Authorized
City Administrator	1.00	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00	1.00
Part-Time Intern	1.00	1.00	1.00	1.00	1.00
Communications Coordinator	0.00	0.00	0.00	0.00	1.00
Total	3.00	3.00	3.00	3.00	4.00

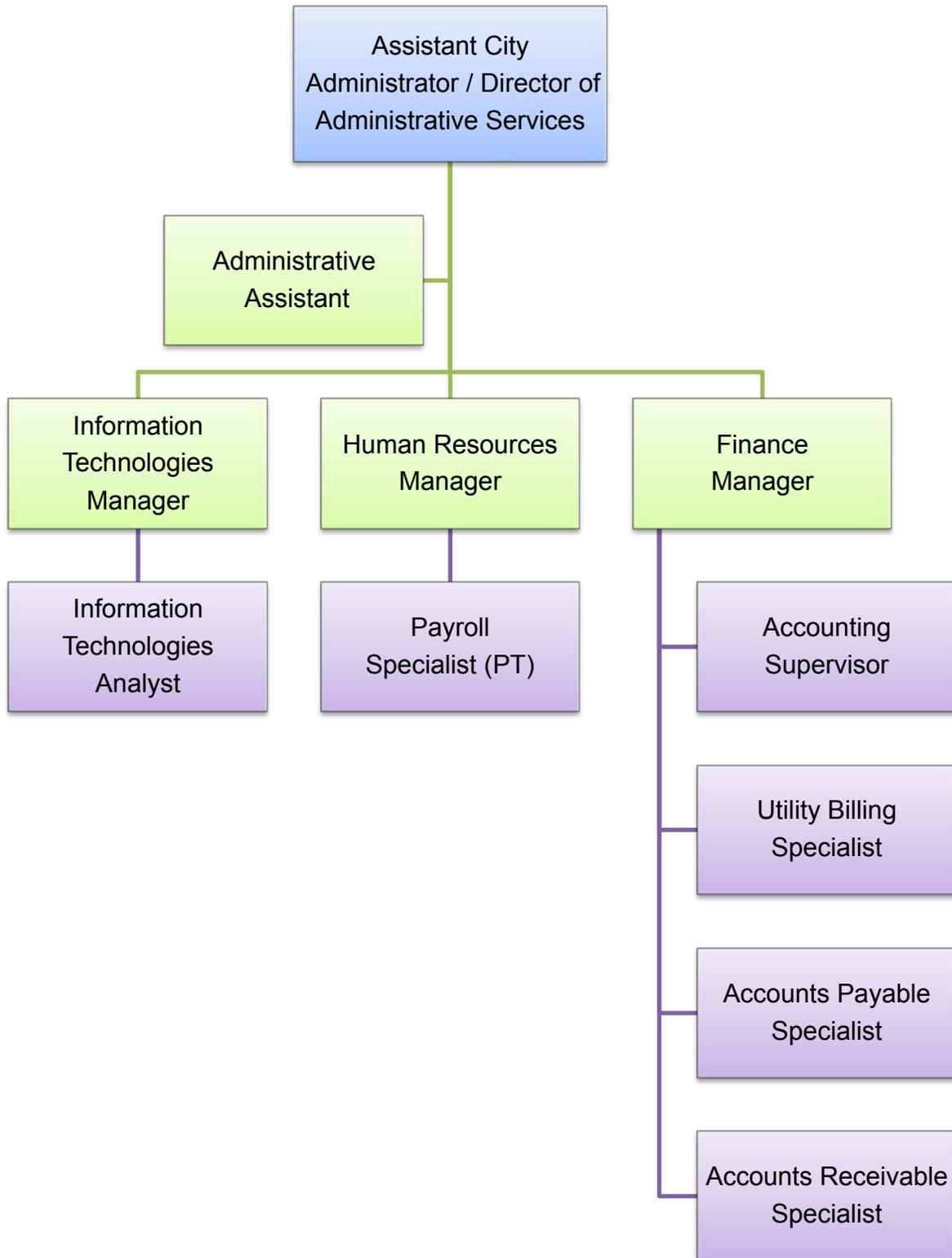
CITY OF GENEVA, ILLINOIS
Budget Detail by Department
Fiscal Year Ending April 30, 2014

Fund 100 - General Fund

Department 30 - City Administrator's Office

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Expenditures						
501	Wages - Regular	\$ 106,195	\$ 102,848	\$ 104,905	\$ 104,905	\$ 110,601
502	Wages - Part-Time/Seasonal	11,190	15,267	16,550	16,550	18,840
521	Group Insurance	21,139	21,502	22,945	21,750	28,763
522	Medicare	-	-	-	980	1,876
523	Social Security	-	-	8,690	7,260	7,515
524	IMRF	-	-	14,735	14,930	16,907
Total Personal Services		138,524	139,618	167,825	166,375	184,502
543	Legal Service	1,723	4,804	-	-	-
544	Medical Service	-	-	-	100	-
559	Other Professional Services	-	-	-	750	750
561	Postage	17	102	1,400	250	300
562	Telephone	1,500	1,419	1,200	850	1,000
563	Publishing	-	-	-	175	175
564	Printing	523	-	1,800	250	1,500
571	Dues	1,339	1,640	1,500	1,500	1,500
572	Travel	538	696	750	1,700	2,000
573	Training	638	4,028	2,100	3,260	2,500
592	General Insurance	7,438	4,345	-	-	-
595	Rentals	1,062	1,025	-	-	-
596	Public Transportation	13,633	20,081	35,000	35,000	35,000
Total Contractual Services		28,411	38,139	43,750	43,835	44,725
621	Office Supplies	677	1,203	1,400	1,400	1,400
622	Office Equipment	2,659	2,019	3,500	-	3,000
623	Office Furniture	-	-	-	250	-
624	Operating Supplies	2,593	334	700	500	700
627	Motor Fuel & Lubricants	99	101	200	100	220
632	Per copy Charges	490	758	550	300	550
641	Books	-	-	-	20	50
663	Computer Software	-	-	-	10	50
Total Commodities		6,518	4,414	6,350	2,580	5,970
Total City Administrator's Office		\$ 173,453	\$ 182,170	\$ 217,925	\$ 212,790	\$ 235,197

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 2013-2014 GOALS

Administration Division

Goal # 1 Continue in role as project manager for the conversion and implementation of the New World Software ensuring that the remaining modules (Utility Billing, Project Planning) are implemented efficiently and according to schedule and contract.

Funding: Staff Time

Completion Date: 04/30/2014

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 Assist Human Resources in researching and creating a plan for implementation of requirements associated with the Affordable Care Act. See Goal # 2 under Human Resources Division.

Funding: Staff Time

Completion Date: 04/30/2014

Strategic Plan: N/A

Information Technology Division

Goal # 1 Continue to grow the content available on the Geneva Broadcast Network (Channel 10) with additional programming.

Funding: Staff Time

Completion Date: 04/30/2014

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 Upgrade video delivery system and capabilities at City Hall (i.e. new cameras).

Funding: General Capital (PEG); \$25,000

Completion Date: 04/30/2014

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 Continue to support the New World rollout, including the implementation of eSuite modules for staff and public.

Funding: Staff Time

Completion Date: 04/30/2014

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 Assist in providing VPN access to City Staff as needed.

Funding: Staff Time

Completion Date: 04/30/2014

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 Develop and expand a recruitment plan for the City with the goal of recruiting, retaining, and striving for excellence in employment practices as it relates to the responsibilities of managers and supervisors.

Funding: Staff Time

Completion Date: 04/30/2014

Administrative Services

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:

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

Goal # 2 Research and create a plan for implementation of requirements associated with the Affordable Care Act.

Funding: Staff Time

Completion Date: 04/30/2014

Strategic Plan: N/A

Goal # 3 Continue with rollout of New World Payroll self service modules, which will include education and training of employees. Work with IT and various departments to determine best way to roll out implementation.

Funding: Staff Time

Completion Date: 04/30/2014

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

Finance Division

Goal # 1 Take the lead in the Utility Billing conversion and implementation of the New World software. See Administration Goal # 1.

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

Funding: Staff Time

Completion Date: 04/30/2014

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:

Administrative Services

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 # 3 Develop and implement a purchasing policy and procedure manual for City staff.

Funding: Staff Time

Completion Date: 04/30/2014

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

Goal # 4 Implement recommendations from the Internal Control Audit conducted in FY 2012-2013.

Funding: Staff Time

Completion Date: 04/30/2014

Strategic Plan: N/A

Administrative Services – Personnel Summary

Position Title	FY 09/10	FY 10/11	FY 11/12	FY 12/13	Current Authorized
Assistant City Administrator/Director of Administrative Services	1.00	1.00	1.00	1.00	1.00
Administrative Assistant Information Technologies Manager	1.00	1.00	1.00	1.00	1.00
Information Technologies Analyst	1.00	1.00	1.00	1.00	1.00
Human Resources Manager	1.00	1.00	1.00	1.00	1.00
Part-Time Payroll Specialist	1.00	1.00	1.00	1.00	1.00
Finance Manager	1.00	1.00	1.00	1.00	1.00
Accounting Supervisor	0.00	0.00	1.00	1.00	1.00
Accounts Payable Specialist	1.00	1.00	1.00	1.00	1.00
Accounts Receivable Specialist	1.00	1.00	1.00	1.00	1.00
Utility Billing Specialist	1.00	1.00	1.00	1.00	1.00
Total	10.00	10.00	11.00	11.00	11.00

CITY OF GENEVA, ILLINOIS
Budget Detail by Department
Fiscal Year Ending April 30, 2014

Fund 100 - General Fund

Department 40 - Administrative Services

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Expenditures						
Administration						
501	Wages - Regular	\$ 122,570	\$ 110,999	\$ 118,325	\$ 118,325	\$ 121,738
521	Group Insurance	16,683	17,094	19,030	17,350	19,167
522	Medicare	-	-	-	955	1,766
523	Social Security	-	-	9,050	7,785	7,550
524	IMRF	-	-	14,355	14,580	15,905
Total Personal Services		<u>139,253</u>	<u>128,093</u>	<u>160,760</u>	<u>158,995</u>	<u>166,126</u>
543	Legal Service	165	-	-	-	-
561	Postage	82	63	100	50	50
562	Telephone	-	244	-	-	-
571	Dues	379	381	200	400	200
572	Travel	-	-	600	650	800
573	Training	415	262	465	705	750
592	General Insurance	2,547	3,108	-	-	-
595	Rentals	1,062	1,025	-	-	-
Total Contractual Services		<u>4,650</u>	<u>5,083</u>	<u>1,365</u>	<u>1,805</u>	<u>1,800</u>
621	Office Supplies	573	306	500	500	500
622	Office Equipment	187	-	250	-	250
624	Operating Supplies	129	244	450	-	275
632	Per Copy Charges	407	631	635	400	400
Total Commodities		<u>1,296</u>	<u>1,181</u>	<u>1,835</u>	<u>900</u>	<u>1,425</u>
Total Administration		<u>145,199</u>	<u>134,357</u>	<u>163,960</u>	<u>161,700</u>	<u>169,351</u>
Information Technology						
501	Wages - Regular	\$ 27,531	\$ 27,206	\$ 27,755	\$ 27,755	\$ 34,802
521	Group Insurance	5,329	5,443	6,705	5,960	7,546
522	Medicare	-	-	-	225	505
523	Social Security	-	-	2,125	1,820	2,160
524	IMRF	-	-	3,365	3,420	4,547
Total Personal Services		<u>32,860</u>	<u>32,649</u>	<u>39,950</u>	<u>39,180</u>	<u>49,560</u>
531	Maintenance Service	17,696	14,162	21,000	21,065	19,875
543	Legal Service	19	-	-	-	-
552	Data Programming Service	1,253	300	-	-	-
561	Postage	26	63	100	75	100
562	Telephone	4,917	5,716	3,320	3,700	5,000
565	Internet	6,740	8,425	5,100	6,750	2,680
573	Training	500	-	910	250	5,000
575	Publications	-	-	90	90	-
581	Utilities	-	-	100	100	180
595	Rentals	-	-	1,500	2,500	2,315
Total Contractual Services		<u>31,152</u>	<u>28,666</u>	<u>32,120</u>	<u>34,530</u>	<u>35,150</u>

CITY OF GENEVA, ILLINOIS
Budget Detail by Department
Fiscal Year Ending April 30, 2014

Fund 100 - General Fund

Department 40 - Administrative Services

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Expenditures						
601	Maintenance Supplies	-	-	800	2,100	500
621	Office Supplies	428	96	350	350	250
622	Office Equipment	880	4,165	500	7,600	500
624	Operating Supplies	28	337	250	25	-
632	Per Copy Charges	4	6	50	-	50
663	Computer Software	-	-	600	1,200	-
Total Commodities		1,339	4,605	2,550	11,275	1,300
Total Information Technology		65,351	65,921	74,620	84,985	86,010
Human Resources						
501	Wages - Regular	\$ 55,618	\$ 55,144	\$ 51,360	\$ 55,260	\$ 56,855
502	Wages - Part-Time/Seasonal	-	4,610	9,505	6,210	10,962
521	Group Insurance	7,966	7,923	10,460	4,200	4,334
522	Medicare	-	-	-	500	983
523	Social Security	-	-	4,655	4,170	4,205
524	IMRF	-	-	6,230	6,735	8,856
Total Personal Services		63,584	67,677	82,210	77,075	86,195
544	Medical Service	-	-	2,000	1,500	2,000
561	Postage	318	278	300	200	300
562	Telephone	599	818	780	700	780
563	Publishing	-	-	-	20	100
564	Printing	1,452	1,718	1,925	1,225	1,475
571	Dues	105	105	125	400	160
572	Travel	-	-	-	-	100
573	Training	3,834	140	1,900	1,825	2,200
Total Contractual Services		6,308	3,058	7,030	5,870	7,115
621	Office Supplies	338	861	700	764	825
624	Operating Supplies	1,551	2,339	2,975	1,566	2,850
632	Per Copy Charges	630	955	800	500	700
Total Commodities		2,518	4,155	4,475	2,830	4,375
917	Employee Awards	559	1,000	1,200	800	1,200
Total Other Expenditures		559	1,000	1,200	800	1,200
Total Human Resources		72,969	75,891	94,915	86,575	98,885
Finance						
501	Wages - Regular	\$ 67,952	\$ 86,901	\$ 93,120	\$ 93,120	\$ 95,810
521	Group Insurance	14,925	19,047	22,045	19,650	21,327
522	Medicare	-	-	-	700	1,389
523	Social Security	-	-	7,125	6,400	5,940
524	IMRF	-	-	11,300	11,300	12,512
Total Personal Services		82,877	105,948	133,590	131,170	136,978

CITY OF GENEVA, ILLINOIS
Budget Detail by Department
Fiscal Year Ending April 30, 2014

Fund 100 - General Fund

Department 40 - Administrative Services

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Expenditures						
531	Maintenance Service	-	-	510	510	-
541	Accounting & Auditing Service	1,774	6,414	12,000	14,326	12,375
547	Banking Service	4,662	4,142	4,620	4,620	4,620
561	Postage	-	2,686	1,625	1,625	1,650
562	Telephone	423	1,209	1,740	720	120
564	Printing	1,137	3,278	2,160	2,160	3,700
571	Dues	665	870	1,015	1,000	1,520
573	Training	275	805	1,000	1,000	1,000
595	Rentals	2,645	2,466	-	-	-
Total Contractual Services		11,581	21,869	24,670	25,961	24,985
621	Office Supplies	861	1,486	2,500	2,500	2,500
622	Office Equipment	226	1,067	1,400	1,740	500
623	Office Furniture	-	-	-	350	500
624	Operating Supplies	41	182	-	-	-
632	Per Copy Charges	-	62	50	50	50
641	Books	-	-	390	390	250
Total Commodities		1,128	2,797	4,340	5,030	3,800
Total Finance		95,586	130,614	162,600	162,161	165,763
City-Wide Services						
543	Legal Service	\$ -	\$ 395	\$ 100,000	\$ 100,000	\$ 100,000
562	Telephone	-	-	4,000	5,020	5,020
582	Street Lighting	218,347	225,554	-	-	-
592	General Insurance	-	-	165,995	165,995	175,000
595	Rentals	-	-	5,145	5,145	5,145
Total Contractual Services		218,347	225,949	275,140	276,160	285,165
951.16	Transfers Out - Cultural Arts	-	-	5,000	5,000	-
951.17	Transfers Out - SPAC	-	11,186	5,000	5,000	5,000
951.18	Transfers Out - Beautification	-	-	5,000	5,000	-
951.36	Transfers Out - Tri-Com	-	336,700	322,620	322,620	324,600
951.41	Transfers Out - General Capital Projects	484,350	547,500	383,270	383,270	508,775
951.42	Transfers Out - Infrastructure Capital Proj.	-	-	-	-	505,735
951.44	Transfers Out - Capital Equipment	65,000	-	-	-	-
951.51	Transfers Out - SSA #1	-	90,000	90,000	90,000	90,000
951.99	Transfers Out - IMRF	-	200,000	-	-	-
Total Other Financing Uses		549,350	1,185,386	810,890	810,890	1,434,110
705.17	Principal - 2002A Bonds	93,500	96,250	101,750	101,750	-
705.22	Principal - 2006C Bonds	52,800	54,400	59,400	57,600	-
705.25	Principal - 2006 Capital Loan	85,989	16,059	-	-	-
705.32	Principal - 2008 Capital Loan	15,397	84,612	-	-	-
705.33	Principal - 2009 Capital Loan	21,699	207,416	-	-	-
710.17	Interest - 2002A Bonds	10,096	4,084	2,100	2,100	-

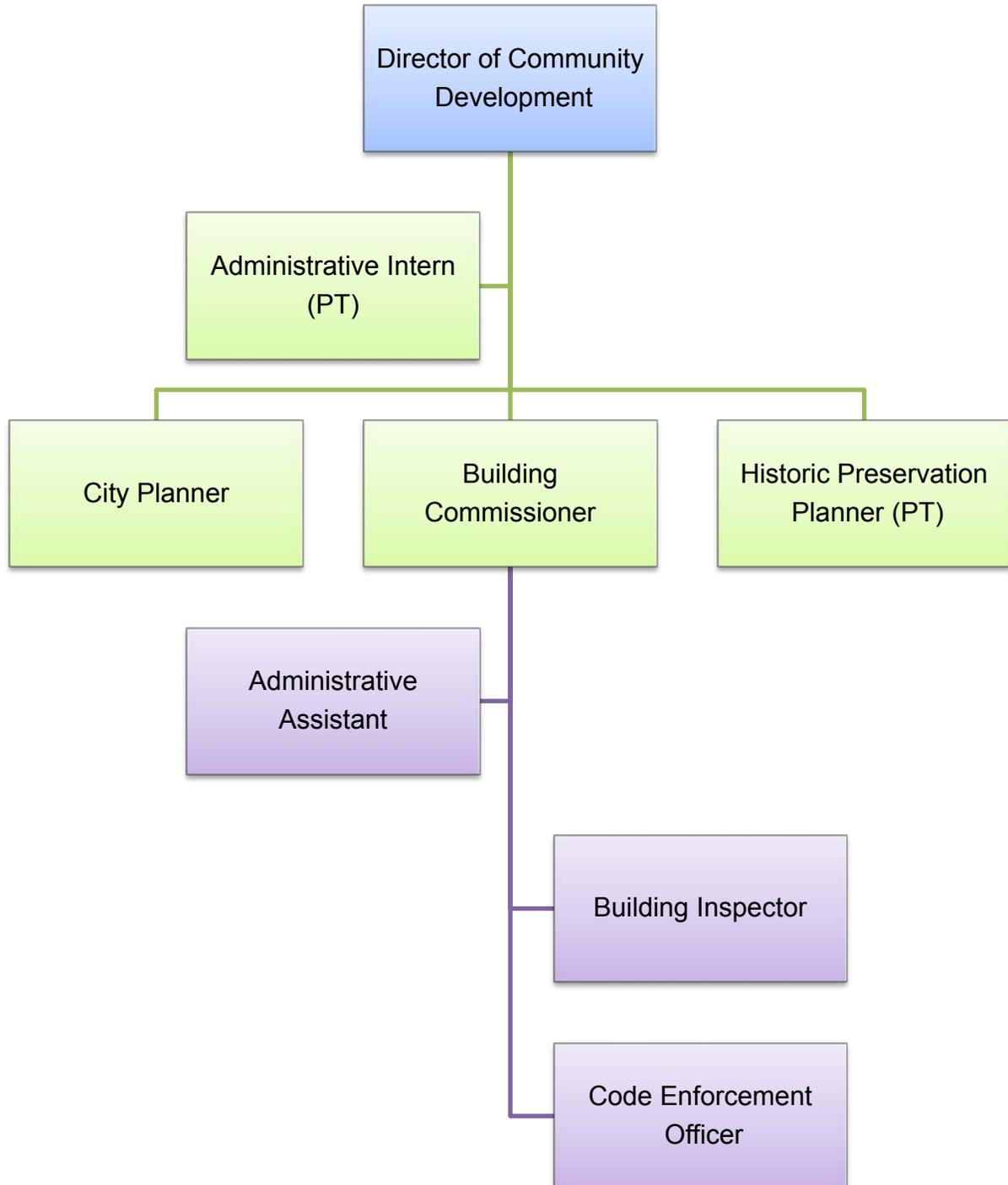
CITY OF GENEVA, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2014

Fund 100 - General Fund

Department 40 - Administrative Services

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Expenditures						
710.22	Interest - 2006C Bonds	6,592	4,480	2,380	2,305	-
710.25	Interest - 2006 Capital Loan	-	691	-	-	-
710.32	Interest - 2008 Capital Loan	1,353	1,807	-	-	-
710.33	Interest - 2009 Capital Loan	9,050	8,193	-	-	-
715	Paying Agent Fees	400	-	-	250	250
Total Debt Service		<u>296,876</u>	<u>477,991</u>	<u>165,630</u>	<u>164,005</u>	<u>250</u>
Total City-Wide Services		<u>1,064,572</u>	<u>1,889,325</u>	<u>1,251,660</u>	<u>1,251,055</u>	<u>1,719,525</u>
Total Administrative Services		<u>\$ 1,443,678</u>	<u>\$ 2,296,107</u>	<u>\$ 1,747,755</u>	<u>\$ 1,746,476</u>	<u>\$ 2,239,534</u>

Community Development Department



PROGRAM DESCRIPTION

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

Building Division

MISSION STATEMENT

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

FY 2013-2014 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

Completion Date: 04/30/2014

Strategic Plan: Vision 1: We honor and preserve our community heritage and character. Goal 2: Heighten awareness and foster implementation of historic/architecturally significant building 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 Permit Module.

Funding: Staff Time (implementation of eSuite software for permitting)

Completion Date: 04/30/2014

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 Initiate electronic scanning of approved Zoning Board of Appeals Cases.

Funding: Staff Time

Completion Date: 04/30/2014

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 health 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 \$1,800

Completion Date: 04/30/2014

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 Evaluate as necessary the process by which inspection results are recorded and issued in the field.

Funding: Staff Time

Completion Date: 04/30/2014

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 and Property Maintenance code to the new 2012 Codes, and conduct a policy discussion with the city council on the differences between the old and new codes. (Note: The

2012 Residential Building Code requires installation of fire sprinkler systems as part of all new residential construction.)

Funding: Staff Time

Completion Date: 04/30/2014

Strategic Plan: N/A

Planning Division

MISSION STATEMENT

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 2013-2014 GOALS

Goal # 1 Evaluate the city's zoning regulations and formulate proposed amendments that implement the adopted City of Geneva Downtown/Station Area Master Plan. Conduct Plan Commission public hearings on the amendments. The scope of work should address, but not be limited to, the following items (Recommended Action Steps from the adopted downtown master plan):

- Adjustments to allowable land uses
- Bulk requirements and form-based coding concepts
- Use of illustrations to explain zoning requirements
- Buffer/screening between residential and non-residential uses
- Higher allowable multiple-family residential density
- Provision for public open space/plazas and public art
- Parking requirements
- Leadership in Energy and Environmental Design (LEED) incentives

Funding: Staff Time and consulting assistance through the RTA TOD Implementation Technical Assistance Program

Completion Date: 04/30/2014

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:

1. Initiate long-range planning efforts with other government agencies for downtown buildings.

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.

Objectives:

Community Development

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.

Vision 2: The unique character and vibrancy of our Business Districts places them 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 Business Districts places them among the most desirable destinations. Goal 6: Increase parking opportunities and ensure that the use of existing downtown parking assets are maximized.

Objectives:

1. Determine present and future parking demand 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 (voluntary participation of property owners).

Funding: Staff Time

Completion Date: 04/30/2014

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 all properties in the Geneva Historic District, and update the National Park Service certification for the district's listing on the National Register of Historic Places.

Funding: Staff Time

Completion: 04/30/2014

Strategic Plan: Vision 2: The unique character and vibrancy of our Business Districts places them among the most desirable destinations. Goal 2: Maintain and enhance Geneva'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 Business Districts places them 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 Update the City's Historic Preservation Ordinance to address such items as demolition permit application review criteria, expansion of definitions of important terms, minimum building maintenance provisions, procedures for de-landmarking, details on the landmark designation process, economic hardship provisions, procedures for review processing of permit applications deemed not to require Historic Preservation Committee (HPC) review (staff review only), expiration date of HPC approved permit plans and required documentation of buildings approved for demolition.

Funding: Staff Time

Completion: 04/30/2014

Strategic Plan: Vision 1: We preserve our community heritage and character. Goal 4: Adopt and implement policies that ensure historic preservation.

Objective:

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

Goal # 5 Coordinate the formulation of a Multi-community Housing Plan (Batavia, Geneva, North Aurora and St. Charles) with direct assistance provided by the Chicago Metropolitan Agency for Planning (CMAP), and guidance provided by the Geneva Housing Task Force.

- Review existing conditions, demographic/economic trends and market forces that affect housing affordability
- Identify the strengths, weaknesses, opportunities and threats that should be considered in preparing the plan
- Analyze the relationship between incomes and housing costs
- Quantify the type and amount of housing (dwelling units) needed now and in the future for all income and age groups
- Evaluate the capacity of each municipality to meet existing and projected housing needs
- Consider alternative housing policies, strategies and programs, and reach consensus on how to address housing needs. Address requirements in the State Affordable Housing Planning and Appeal Act

Funding: Staff time and outside assistance from Chicago Metropolitan Agency for Planning - Local Technical Assistance Program

Completion Date: 04/30/2014

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 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.
 - e. Develop a plan for creating affordable/attainable housing.
2. Evaluate the feasibility of economic and non-economic developer incentives for mixed income housing development and redevelopment.

Goal # 6 Prairie Green Preserve - Perform required 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 (application of herbicide, mowing of invasive plants, and performance of a controlled burn).

Funding: Monitoring wetland hydrology and vegetation (including test plots) – Prairie Green Operating \$13,220; prescribed burn of wetlands and upland prairies (Spring 2013) – Prairie Green Operating \$4,800; Herbicide management of invasive species – Prairie Green Operating \$4,000.

Completion Date: 04/30/2014

Strategic Plan: N/A

Goal # 7 Upon stabilization of Prairie Green Preserve wetland bank hydrology and vegetation, negotiate an intergovernmental agreement with the Forest Preserve District of Kane County and the Geneva Park District transferring long-term ownership and management of the site to the forest preserve district.

Funding: Legal and staff time

Completion Date: 04/30/2014

Strategic Plan: N/A

Goal # 8 Adopt amendments to the City's comprehensive plan incorporating elements of the Settler's Hill Master Plan (Fabyan Site Utilization Study) adopted by the County of Kane in 2012.

Funding: Staff Time

Completion Date: 04/30/2014

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

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

Objective:

1a. Support the development and safety of the Fabyan Reutilization Plan.

Goal # 9 Prepare and adopt modifications to the City of Geneva Comprehensive Plan to make it a cohesive plan document incorporating the recently adopted subarea plans (Downtown Master Plan and Southeast Master Plan), and other necessary modifications. Conduct public stakeholder review process and public hearing.

Funding: Operations – Staff Time

Completion Date: 4/30/2014

Strategic Plan: N/A

Goal # 10 Conduct neighborhood resident meetings and public hearings for the establishment of two back-up Special Service Areas for retention basin maintenance in the On Brentwood Pond and Sunset Prairie subdivisions

Funding: Operations – Staff Time

Completion Date: 12/31/2013

Strategic Plan: N/A

Community Development – Personnel Summary

Position Title	FY 09/10	FY 10/11	FY 11/12	FY 12/13	Current Authorized
Director of Community Development	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.75*	1.50*	1.00	1.00	1.00
City Planner	1.00	1.00	1.00	1.00	1.00
Historic Preservation Planner	1.00	1.00	1.00	0.00	0.00
Part-Time Historic Preservation Planner	0.00	0.00	0.00	1.00	1.00
Part-Time Intern	0.00	0.00	1.00	1.00	1.00
Building Commissioner	1.00	1.00	1.00	1.00	1.00
Building Inspector	1.00	1.00	1.00	1.00	1.00
Code Enforcement Officer	1.00	1.00	1.00	1.00	1.00
Total	7.75	7.5	8.00	8.00	8.00

*Position shared with Economic Development

CITY OF GENEVA, ILLINOIS
Budget Detail by Department
Fiscal Year Ending April 30, 2014

Fund 100 - General Fund

Department 50 - Community Development

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Expenditures						
Building Division						
501	Wages - Regular	\$ 225,304	\$ 246,184	\$ 252,350	\$ 252,350	\$ 258,580
521	Group Insurance	38,347	46,951	53,045	49,900	57,459
522	Medicare	-	-	-	2,000	3,750
523	Social Security	-	-	19,305	16,060	16,032
524	IMRF	-	-	30,620	30,890	33,768
Total Personal Services		<u>263,651</u>	<u>293,135</u>	<u>355,320</u>	<u>351,200</u>	<u>369,589</u>
531	Maintenance Service	17,446	22,532	17,150	16,425	17,225
543	Legal Service	1,838	681	-	-	-
546	Janitorial Service	-	-	10,000	10,000	8,000
559	Other Professional Services	-	-	500	450	500
561	Postage	529	403	550	550	600
562	Telephone	2,316	3,687	3,500	2,500	3,720
563	Publishing	-	-	500	500	400
564	Printing	136	93	550	375	550
571	Dues	125	700	715	355	1,000
572	Travel	743	357	750	650	1,000
573	Training	1,271	1,552	2,800	2,400	3,000
581	Utilities	12,227	12,417	-	-	-
592	General Insurance	5,006	6,815	-	-	-
595	Rentals	3,110	2,661	3,340	2,500	3,000
599	Other Contractual Services	34,940	38,469	23,100	11,000	53,900
Total Contractual Services		<u>79,687</u>	<u>90,368</u>	<u>63,455</u>	<u>47,705</u>	<u>92,895</u>
601	Maintenance Supplies	-	-	9,000	8,100	8,450
621	Office Supplies	1,235	769	1,400	1,300	1,400
622	Office Equipment	-	240	700	1,100	900
624	Operating Supplies	-	-	200	200	200
625	Small Tools	778	778	500	450	500
627	Motor Fuel & Lubricants	1,602	2,951	4,400	4,000	4,400
631	Clothing	618	465	850	800	850
632	Per Copy Charges	-	359	500	450	540
641	Books	-	-	-	700	700
Total Commodities		<u>4,232</u>	<u>5,563</u>	<u>17,550</u>	<u>17,100</u>	<u>17,940</u>
Total Building Division		<u>347,571</u>	<u>389,065</u>	<u>436,325</u>	<u>416,005</u>	<u>480,424</u>
Planning Division						
501	Wages - Regular	\$ 221,807	\$ 210,934	\$ 142,385	\$ 148,495	\$ 146,506
502	Wages - Part-Time/Seasonal	-	11,616	52,525	43,880	52,574
521	Group Insurance	33,483	34,319	39,130	27,760	30,335
522	Medicare	-	-	-	1,400	2,886

CITY OF GENEVA, ILLINOIS
Budget Detail by Department
Fiscal Year Ending April 30, 2014

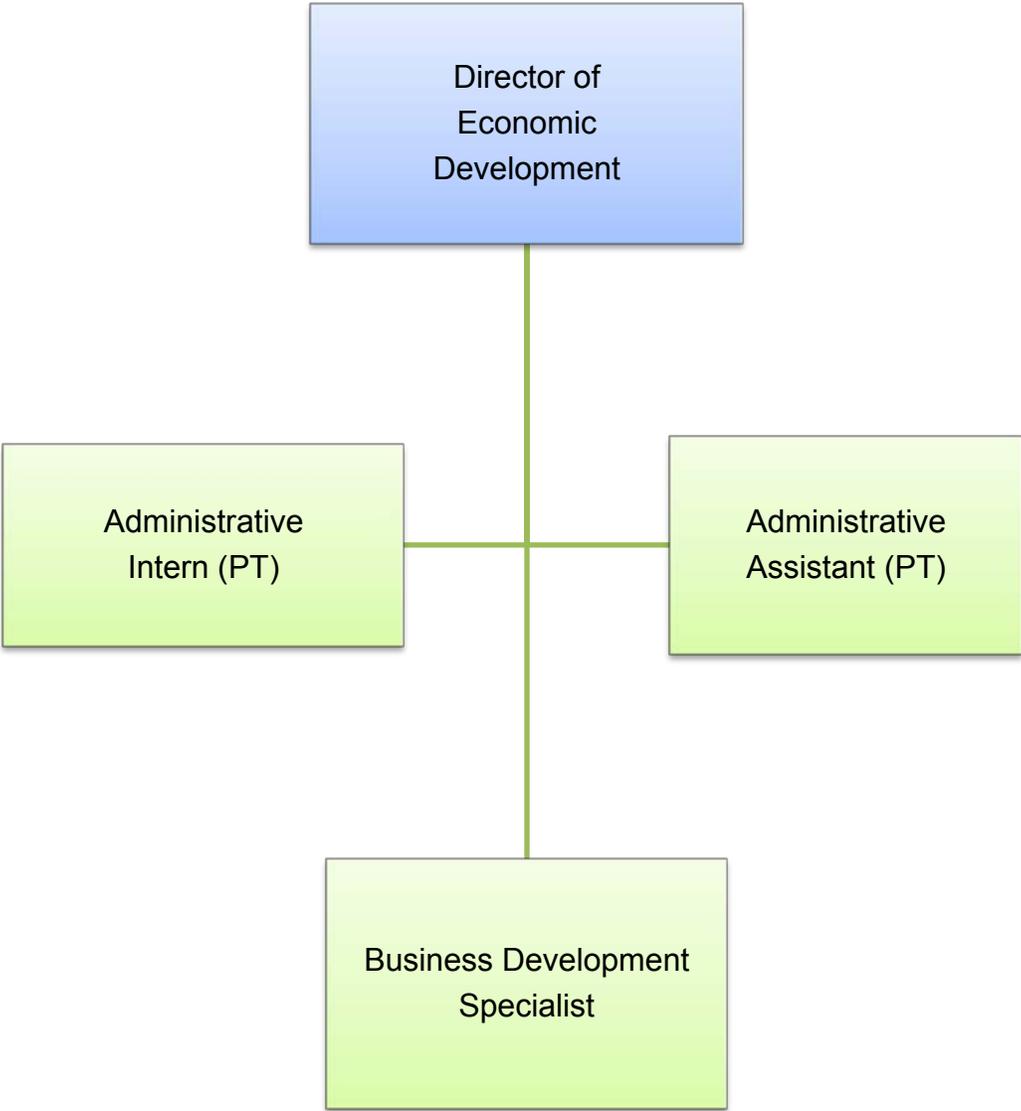
Fund 100 - General Fund

Department 50 - Community Development

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Expenditures						
523	Social Security	-	-	14,725	13,210	12,215
524	IMRF	-	-	23,650	22,525	21,428
Total Personal Services		<u>255,291</u>	<u>256,869</u>	<u>272,415</u>	<u>257,270</u>	<u>265,944</u>
543	Legal Service	13,026	5,613	-	-	-
544	Medical Service	-	-	-	95	-
559	Other Professional Services	-	-	5,490	7,000	6,500
561	Postage	280	238	300	200	300
562	Telephone	1,002	1,351	800	700	700
563	Publishing	-	-	-	1,500	1,000
564	Printing	979	2,444	2,500	3,000	2,000
566	Recording Fees	-	-	-	500	400
571	Dues	2,984	2,156	2,050	2,209	2,070
572	Travel	22	27	200	100	200
573	Training	60	1,299	500	420	500
592	General Insurance	1,940	1,332	-	-	-
595	Rentals	1,062	1,025	-	-	-
599	Other Contractual Services	-	-	-	145	-
Total Contractual Services		<u>21,356</u>	<u>15,484</u>	<u>11,840</u>	<u>15,869</u>	<u>13,670</u>
621	Office Supplies	577	452	300	950	400
624	Operating Supplies	7,607	4,268	10	10	-
632	Per Copy Charges	913	1,143	740	650	550
Total Commodities		<u>9,096</u>	<u>5,862</u>	<u>1,050</u>	<u>1,610</u>	<u>950</u>
913	Community Relations	1,564	647	200	100	1,000
Total Other Expenditures		<u>1,564</u>	<u>647</u>	<u>200</u>	<u>100</u>	<u>1,000</u>
Total Planning Division		<u>287,306</u>	<u>278,863</u>	<u>285,505</u>	<u>274,849</u>	<u>281,564</u>
Total Community Development		<u>\$ 634,877</u>	<u>\$ 667,928</u>	<u>\$ 721,830</u>	<u>\$ 690,854</u>	<u>\$ 761,988</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 retain, expand and attract appropriate commercial, office/research and light industrial developments to and within the City.

MISSION STATEMENT

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

FY 2013-14 GOALS

Goal # 1 Execute Recommendations in Southeast Industrial Park Development:

- Execute a promotion campaign to the real estate / development community highlighting completion and goals of the Southeast Master Plan (SEMP).
- Investigate Tax Increment Finance as an option to finance extension of infrastructure needed to bring additional industrial land to development ready status.
- Work with the Geneva Public Works and Community Development Departments to seek access agreements between the City of Geneva and County of Kane for Fabyan and Kirk Roads.
- Work with Geneva Municipal Electric Utility to identify needed Electric Utility Corridors for development of the SEMP area.

Funding: Staff time; General Operating \$5,000

Completion: 04/30/2014

Strategic Plan: Vision 2, all Goals – The unique character and vibrancy of our Business Districts place them among the most desirable destinations. Goal 2, Vision 7 - Seek additional industrial development in the City's Southeast Master Planning area; Vision 7, Goal 2 – Plan and implement transportation improvements

Goal # 2 Expand Geneva tourism marketing materials designed to reach the meetings and group tour market:

- Update and expand group tourism marketing brochures, promoting Geneva itineraries catering to group tour markets – golf, weddings and motorcoach.
- Develop a "Rapport and Reward" program for tour bus drivers to encourage their cooperation in coordinating their tours with the City and Chamber.

Economic Development

- Develop a “Meet me at the Kiosk” program for tour bus package pick-up and use of the Merchant coupons.
- Expand assisted tours available to groups – such as audio walking tours and step on tour guides.
- Update a series of “rack-cards” and other marketing brochures.

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

Completion: 04/30/2014

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

Goal # 3 Research and develop an economic incentive policy to place downtown Geneva in a competitive advantage during site selection and redevelopment.

Funding: Staff time

Completion Date: 04/30/2014

Strategic Plan: Vision 2: The unique character and vibrancy of our Downtown Business Districts places them 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.

Goal # 4 Complete the Downtown Business District Feasibility Report.

- Establish District Needs and Priorities, if so recommended
- Set priority list for implementation, if a district is established

Funding: Staff time, General Capital \$21,600 (with a 50% matching grant)

Completion Date: 12/31/2013

Strategic Plan: Vision 2: The unique character and vibrancy of our Downtown Business Districts places them 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.

Goal # 5 Integrate Department Business and Sites Database into the City’s Geographic Information System (GIS) for online mapping of businesses and development opportunities.

- Create Shape File for Business Listings
- Create Shape File for Available Sites

Funding: Staff Time

Completion Date: 04/30/2014

Economic Development

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

Goal # 6 Work with Geneva Community Development and Public Works Departments to create a new Downtown Wayfinding Signage.

- Oversee a “Design and Branding” project to create downtown wayfinding signage (pending successful receipt of Kane County Riverboat grant).

Funding: Staff Time; General Capital \$70,000 (grant reimbursement)

Completion Date: 04/30/2014

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

Goal # 7 Seek assistance from IEPA and FEPA Brownfields Grant Program for clean-up of properties within the East State Street Tax Increment Finance District

Funding: Staff Time; TIF Operating \$3,000

Completion Date: 04/30/2014

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

Goal # 8 Continue (with Geneva Public Works and Community Development Departments) to work with Kane County on redevelopment of the Southeast Fabyan Properties (Settlers Hill Landfill and surrounds) owned by the county.

Funding: Staff Time

Completion Date: 04/30/2014

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

Economic Development – Personnel Summary

Position Title	FY 09/10	FY 10/11	FY 11/12	FY 12/13	Current Authorized
Director of Economic Development	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	0.25*	0.50*	0.00	0.00	0.00
Part-Time Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Business Development Specialist	1.00	1.00	1.00	1.00	1.00
Part-Time Intern	0.00	0.00	1.00	1.00	1.00
Total	3.25	3.50	4.00	4.00	4.00

*Position shared with Community Development

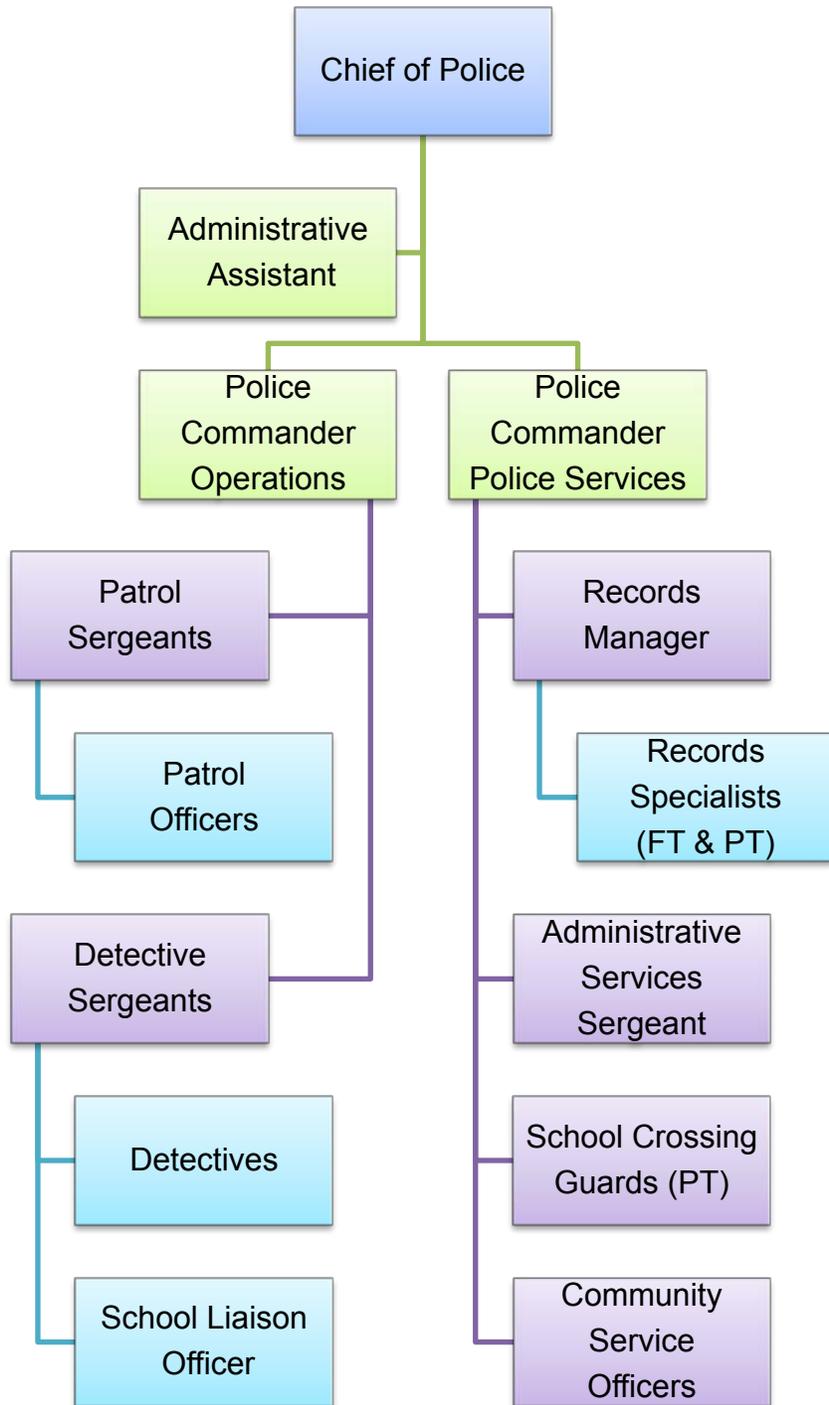
CITY OF GENEVA, ILLINOIS
Budget Detail by Department
Fiscal Year Ending April 30, 2014

Fund 100 - General Fund

Department 60 - Economic Development

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Expenditures						
501	Wages - Regular	\$ 134,954	\$ 82,269	\$ 81,190	\$ 81,190	\$ 76,662
502	Wages - Part-Time/Seasonal	-	12,210	17,475	17,475	18,720
521	Group Insurance	21,987	18,634	17,655	17,655	20,688
522	Medicare	-	-	-	775	1,382
523	Social Security	-	-	7,590	6,460	5,913
524	IMRF	-	-	11,970	12,300	12,454
Total Personal Services		156,941	113,113	135,880	135,855	135,819
543	Legal Service	3,611	895	-	-	-
544	Medical Service	-	-	100	95	100
551	Advertising	93,108	19,253	18,500	18,500	18,500
552	Data Programming Service	-	-	1,900	3,000	3,000
561	Postage	775	719	800	1,200	800
562	Telephone	1,865	2,525	1,900	1,600	1,600
563	Publishing	-	-	90	200	200
564	Printing	-	-	600	520	500
571	Dues	1,930	2,033	2,110	2,310	2,500
572	Travel	182	784	500	500	500
573	Training	2,473	2,067	1,900	2,000	1,900
575	Publications	-	-	-	190	200
592	General Insurance	-	1,207	-	-	-
595	Rentals	1,062	1,025	-	-	-
599	Other Contractual Services	-	-	-	23	-
Total Contractual Services		105,005	30,507	28,400	30,138	29,800
621	Office Supplies	776	838	700	900	900
622	Office Equipment	-	-	140	140	200
623	Office Furniture	-	-	440	440	400
624	Operating Supplies	70	1,302	300	300	2,200
632	Per Copy Charges	715	1,085	900	900	1,200
Total Commodities		1,562	3,224	2,480	2,680	4,900
913	Community Relations	6,471	1,278	1,800	1,800	2,380
Total Other Expenditures		6,471	1,278	1,800	1,800	2,380
Total Economic Development		\$ 269,979	\$ 148,123	\$ 168,560	\$ 170,473	\$ 172,899

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 2013-2014 GOALS

General and Departmental

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

Patrol Division

Goal # 1 Initiate a multi-year, crime prevention site survey program to benefit local businesses.

- This would include only retail businesses.
- Surveys will start with businesses who were victims of crimes in the past 12 months.
- A spread sheet will be created to track progress.
- Businesses will be revisited later in the year to determine if recommendations were implemented.

Funding: Staff time

Completion Date: 04/30/2014

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 Facilitate training and create opportunities for officers to be better prepared to handle situations involving a need to provide first responder related first aid.

Funding: General Operating \$350

Completion Date: 04/30/2014

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 Hire and utilize the services of the Victim's Services branch of the Association for Individual Development.

- Regularly identify those in our community who need, or could benefit from, assistance available through local social services.
- Notify Victim Services of the person, or people, in need of assistance to act as a liaison between the PD and the social service agency that best fits the needs of the individual(s).
- Monitor the effectiveness and track the use of the services.

Funding: General Operating \$7,500

Completion Date: 04/30/2014

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.

Police Services Division

Goal # 1 Deploy speed display trailer and/or the traffic study analyzer on a regular basis to address speeding concerns within our community.

- Use this equipment in response to complaints or concerns raised by citizens.
- Initiate the use of this equipment at locations and times identified by the PD.
- Utilize one or both of these items, on average, twice per month.

Funding: Staff Time

Completion Date: 04/30/2014

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: Commit to leading edge technology.

Objective:

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

Goal # 2 Continue to research the feasibility of transitioning to e-ticketing.

- Determine if it is time to make this transition.
- If it is determined to make the transition, take the necessary steps to implement the change as soon as possible.

Funding: Staff Time

Completion Date: 04/30/2014

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 Obtain, at least, a 90% satisfactory rate on service satisfaction surveys as they relate to our Records Department.

- Create the surveys and solicit feedback from citizens.
- Monitor the survey results.
- Identify areas of strengths and areas in need of improvement.

Funding: Staff Time

Completion Date: 04/30/2014

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 Research and identify which departmental policy maintenance program (Lexipol or Trident Insurance) should be adopted and used by the Police Department.

- If the Trident Insurance Program is selected as the preferred option, the process to adopt and implement the system may begin.
- If Lexipol is the better option, all necessary details will be obtained and steps will be taken to include this program in next fiscal year's budget proposal.

Funding: Staff Time

Completion Date: 04/30/2014

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.

Police – Personnel Summary

Position Title	FY 09/10	FY 10/11	FY 11/12	FY 12/13	Current Authorized
Chief of Police	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Police Commander	2.00	2.00	2.00	2.00	2.00
Police Sergeant	7.00	7.00	7.00	7.00	7.00
Police Officer	26.00	26.00	26.00	26.00	26.00
Community Service Officer/Evidence Technician	1.00	1.00	1.00	1.00	1.00
Community Service Officer	1.00	1.00	1.00	1.00	1.00
Records Manager	1.00	1.00	1.00	1.00	1.00
Records Specialist	6.00	6.00	6.00	5.00	5.00
Part-Time Records Specialist	4.00	4.00	4.00	4.00	4.00
Part-Time Crossing Guard	8.00	8.00	8.00	8.00	8.00
Total	58.00	58.00	58.00	57.00	57.00

CITY OF GENEVA, ILLINOIS
Budget Detail by Department
Fiscal Year Ending April 30, 2014

Fund 100 - General Fund

Department 70 - Police

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Expenditures						
Police Services						
501	Wages - Regular	\$ 3,248,846	\$ 2,890,442	\$ 3,141,750	\$ 3,078,740	\$ 3,139,490
503	Overtime	12,017	385,912	262,300	344,610	479,230
504	Stand-By	-	-	21,765	17,555	29,700
521	Group Insurance	438,006	449,158	526,970	492,095	587,729
522	Medicare	-	-	-	43,730	43,971
523	Social Security	-	-	48,170	-	-
524	IMRF	-	-	-	30	-
525	Police/Fire Pension	-	486,730	597,060	597,060	948,170
528	Unemployment Compensation	-	-	-	2,820	-
Total Personal Services		3,698,869	4,212,243	4,598,015	4,576,640	5,228,290
531	Maintenance Service	33,532	25,781	19,860	19,740	27,410
543	Legal Service	18,085	18,963	-	-	-
546	Janitorial Service	-	-	19,020	19,020	19,440
564	Printing	7,796	7,162	6,050	4,300	6,135
566	Recording Fees	-	-	10	10	-
571	Dues	1,606	1,075	1,690	1,200	1,665
572	Travel	1,015	1,343	1,150	1,180	2,000
573	Training	12,992	5,489	13,500	13,000	14,505
575	Publications	-	-	220	244	230
581	Utilities	28,233	32,353	42,210	5,550	5,550
599	Other Contractual Services	-	-	1,225	1,200	-
Total Contractual Services		103,259	92,166	104,935	65,444	76,935
601	Maintenance Supplies	23,721	11,439	10,130	6,076	9,735
624	Operating Supplies	10,841	24,731	19,760	13,640	6,220
626	Janitorial Supplies	-	-	95	95	-
627	Motor Fuel & Lubricants	53,662	66,688	79,835	72,000	87,820
630	Ammunition	11,067	9,338	11,030	11,000	10,370
631	Clothing	20,354	24,095	25,450	25,430	21,500
641	Books	-	-	150	148	-
642	Periodicals	-	-	170	200	510
663	Computer Software	-	-	25	25	-
Total Commodities		119,646	136,291	146,645	128,614	136,155
Total Police Services		3,921,773	4,440,699	4,849,595	4,770,698	5,441,380
Records						
501	Wages - Regular	\$ 463,777	\$ 454,146	\$ 421,125	\$ 421,125	\$ 423,440
503	Overtime	-	1,478	3,565	3,000	3,775

CITY OF GENEVA, ILLINOIS
Budget Detail by Department
Fiscal Year Ending April 30, 2014

Fund 100 - General Fund

Department 70 - Police

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Expenditures						
504	Stand-By	-	-	-	40	-
521	Group Insurance	73,707	74,950	78,670	82,365	84,081
522	Medicare	-	-	-	3,505	6,139
523	Social Security	-	-	32,485	28,020	26,253
524	IMRF	-	-	51,525	52,945	55,297
528	Unemployment Compensation	59	-	-	-	-
Total Personal Services		537,543	530,573	587,370	591,000	598,985
531	Maintenance Service	17,159	19,644	21,135	25,810	15,740
544	Medical Service	-	-	1,000	1,000	1,105
559	Other Professional Services	-	-	2,375	2,375	1,525
561	Postage	3,480	3,823	4,500	3,400	3,200
562	Telephone	15,033	19,786	18,340	17,000	20,300
572	Travel	-	-	50	50	-
581	Utilities	-	-	80	80	130
591	Liability Insurance	-	-	-	35	-
592	General Insurance	98,461	79,097	-	70	-
595	Rentals	13,646	6,308	9,640	7,970	8,530
599	Other Contractual Services	-	-	1,800	1,800	17,705
Total Contractual Services		147,781	128,657	58,920	59,590	68,235
601	Maintenance Supplies	-	-	40	40	-
621	Office Supplies	6,817	7,199	7,630	7,630	11,695
622	Office Equipment	7,237	705	950	800	2,200
623	Office Furniture	-	-	350	350	950
624	Operating Supplies	23,107	14,600	8,695	5,000	8,930
631	Clothing	2,145	1,905	3,400	3,300	3,100
632	Per Copy Charges	1,662	2,481	2,150	2,150	2,300
663	Computer Software	-	-	780	780	2,200
Total Commodities		40,968	26,890	23,995	20,050	31,375
917	Employee Awards	-	-	1,000	1,000	1,720
Total Other Expenditures		-	-	1,000	1,000	1,720
Total Records		726,292	686,121	671,285	671,640	700,315
Community Service						
501	Wages - Regular	\$ 35,298	\$ 32,924	\$ 35,120	\$ 35,120	\$ 36,135
502	Wages - Part-Time/Seasonal	40,277	42,180	41,145	40,275	45,990
503	Overtime	-	3,630	4,440	2,500	3,010
504	Stand-By	-	-	-	80	-
521	Group Insurance	7,239	8,484	25,000	9,635	10,423

CITY OF GENEVA, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2014

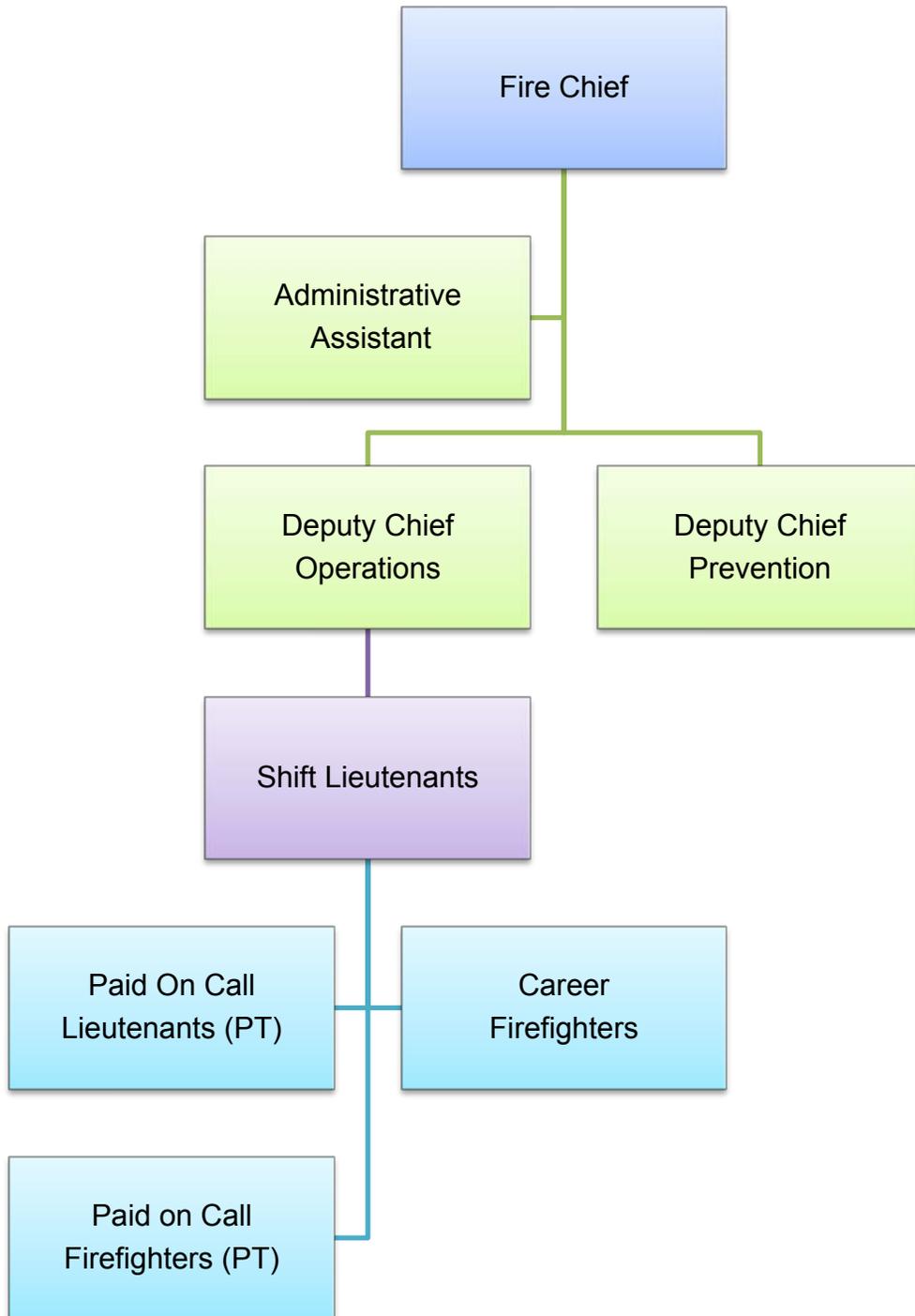
Fund 100 - General Fund

Department 70 - Police

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Expenditures						
522	Medicare	-	-	-	710	524
523	Social Security	-	-	4,800	4,950	2,240
524	IMRF	-	-	6,295	4,615	4,718
Total Personal Services		82,814	87,219	116,800	97,885	103,040
559	Other Professional Services	-	-	375	375	-
599	Other Contractual Services	-	-	1,200	1,200	5,000
Total Contractual Services		-	-	1,575	1,575	5,000
631	Clothing	528	669	600	500	600
Total Commodities		528	669	600	500	600
Total Community Service		83,342	87,888	118,975	99,960	108,640
Total Police		\$ 4,731,407	\$ 5,214,708	\$ 5,639,855	\$ 5,542,298	\$ 6,250,335

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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 2013-2014 GOALS

Goal # 1 The department will send one member to attend and successfully complete the Commission on Fire Accreditation course “Self Assessment and Standard of Cover Workshop” in preparation for the duties of Accreditation Manager.

- The Accreditation Manager position was formerly held by Lt. Bill Williams who retired in 2011. The position is responsible for supervising the data analysis, policy development & implementation and records management associated with maintaining the department’s accredited status. The course is offered once every three years in Chicago during the International Fire Chief’s Conference which makes attendance far more economical than going to a site that requires over night travel, housing and meal expenses.

Funding: Staff Time; General Operating \$650

Completion Date: 09/01/2013

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 residents and businesses.

Accreditation Objective: 2A.3, 2D.1, 3A.1

Goal # 2 The department will participate in the on-line course for Peer Assessor Certification presented by the Commission on Fire Accreditation in preparation for the duties of Accreditation Manager.

- This course prepares the new Accreditation Manager for his new duties by giving him insight into how the Commission’s expectations are carried out during onsite Peer Team evaluations. Once completed the department member will be eligible to be a part of a peer assessment team as it

evaluates a candidate agency and provides an outstanding opportunity for professional development.

Funding: Staff Time; General Operating \$400

Completion Date: 10/31/2013

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.

Accreditation Objective: 2A.3, 2D.1, 3A.1

Goal # 3

Create an 8-hour per week position to support the work in the Fire Prevention Bureau and pave the way for a smooth transition in 2014.

- The head of the Fire Prevention Bureau has indicated his intention to retire in Fall – 2014. That provides an 18-month window to start a planned and deliberate transition in that position to insure service to the business community is not interrupted. Moreover, as the economy has slowly improved there has been a substantial increase in projects submitted to the Bureau for review. Since 2010 projects requiring plan review and site inspections have more than tripled, annual in-service company inspections increased to nearly 1,300 in 2012 with over 900 violations and the life safety education program continues to see increases in the number of students contacted each year.

Funding: Staff Time; General Operating \$12,500

Completion Date: 05/31/2013

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.

Accreditation Objective: 5B.3, 8A.1

Goal # 4

The department shall update the Standard of Cover document which forms the basis of all operational planning and decisions that are made regarding delivery of services to the community.

- The Standard of Cover document is a critical resource for the community as it identifies both the natural and human-induced hazards in the community and matches the resources necessary to effectively manage those situations. Data-driven, this detailed analysis considers population density, response time components, building use, industry best practices, national standards and service demand history to name but a few elements.

Funding: Staff Time

Completion Date: 04/30/2014

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 residents and businesses.

Accreditation Objective: 2B.1 & 2C.1

Goal #5

The Training Division will use the recently created on-line training site to expand the opportunities for members to obtain training hours while on and off-duty.

- The web-based training will allow members easier access to critical educational topics and accumulate the required number of monthly training hours. It will also support the verification and validation component that is a cornerstone of a credible training program. Some of the topics that will be managed on the site are blood borne pathogens, review of department standard operating guidelines, and fire / EMS related topics.

Funding: Staff Time

Completion Date: 04/30/2014

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 residents and businesses.

Accreditation Objective: 8A.1

Goal #6

The Training Division will organize an officer development program that will cover topics that include but are not limited to: roles and responsibilities, report writing, use of the records management system, administration of the performance evaluation system, conflict resolution, incident scene size-up skills and tactical decision making.

- The target audience for this program is newly promoted company officers, firefighters who are filling-in for a lieutenant, or those who desire to be promoted in the future. Internal evaluation of department has revealed that personnel who find themselves charged with the responsibility for managing a shift are not always prepared to the degree expected of a supervisor. This program seeks to fill that void.

Funding: Staff Time

Completion Date: 11/30/2013

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 residents and businesses.

Accreditation Objective: 8A.1

Goal # 7 The department will evaluate and update the procedures used to effect rescues of individuals trapped in elevators.

- The firefighters are responding to a number of incidents involving individuals who cannot exit an elevator due to a malfunction or power outage. The procedures used to effect a rescue from a stalled or malfunctioning elevator car can vary by manufacturer. It has been several years since the procedures used for this type of incident have been reviewed and updated. There are over 40 elevator systems in the community and all are potential rescue situations.

Funding: Staff Time

Completion Date: 11/01/2013

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 residents and businesses.

Accreditation Objective: 5E.4

Goal # 8 In compliance with the recommendations in the final report from the 2011 accreditation of the department, two members will attend the ICS 300 & ICS 400 courses.

- Upon completion of the 2011 site visit a series of recommendations were made by the team to assist this department in the effort to continually improve. The ICS 300 & 400 classes are designed for supervisors who are or could be assigned to the city emergency operations center. The material focuses on the operation within the center and concepts such as a Joint Operations Command (JOC).

Funding: Staff Time

Completion Date: 04/30/2014

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 residents and businesses.

Accreditation Objective: 5H.2

Goal # 9 The staff will establish a selection process for new Paid On Call firefighters that leads to the selection of recruits who will attend the Firefighter – Basic course offered by Elgin Community College.

Funding: Staff Time

Completion Date: 07/31/2013

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 residents and businesses.

Accreditation Objective: 7B.3 & 7B.6

Goal # 10 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 2013.

Funding: Staff Time

Completion Date: 12/31/2013

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 residents and businesses.

Accreditation Objective: 9A.2

Goal # 11 If accepted the department will send one member to the National Fire Academy for the “Fire Service Course Design”.

- The Training Division is taking a more proactive approach to the creation and delivery of educational programs and projects for the department. Over the years staff has relied on purchased programs that are expensive and can

quickly age as techniques and equipment evolve. Recently, members of the staff took the initiative to create an interactive website for on-line course development and delivery. The proposed class is anticipated to provide the knowledge, skills, and abilities that will add value to the product the staff develops for department training.

Funding: Staff Time; General Operating \$250

Completion Date: 04/30/2014

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 residents and businesses.

Accreditation Objective: 8A.1

Goal # 12 If accepted the department will send one member to the “Evaluating Performance-Based Design” offered by the National Fire Academy.

- A part of the transition process for the Fire Prevention Bureau is to provide appropriate educational opportunities for the proposed candidate for the position. To date he has completed the course work and become certified in Fire Cause & Origin Investigation which is a function of the Bureau. He previously attended and passed course work at the National Fire Academy for code interpretation and enforcement. The proposed class focuses on the development of plan review skills which are also a critical factor of the class.

Funding: Staff Time; General Operating \$250

Completion Date: 04/30/2014

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.

Accreditation Objective: 5B.3

Goal # 13 If accepted, the department will send one member to the “Command & Control of Target Hazards” offered by the National Fire Academy.

- This course is designed to prepare the student for the role of Incident Commander during an incident in a medium to large structure that presents significant hazards to responders by virtue of the design, use or occupancy. This course has been taken by all of the supervisory staff with the exception of our newest lieutenants. It provides the tools necessary for developing a

command staff, assessing the situation and insuring the strategy continues to match the conditions of the incident.

Funding: Staff Time; General Operating \$250

Completion Date: 04/30/2014

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.

Accreditation Objective: 8A.1

Goal # 14 Replace Cardiac Monitor Carried On Eng. 208 (Advanced Life Support Engine)

- The cardiac monitor / defibrillator used by the Advanced Life Support (ALS) engine quartered in Station 2, is 13 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 Batavia, Geneva and St. Charles. Tri City Ambulance has replaced all of the cardiac monitors carried on the ambulances with a completely different make and model. It is critical the same monitor / defibrillator be used in the three communities for the continuity of patient care and 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: 05/30/2013

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.

Accreditation Objective: 5G.2

Fire – Personnel Summary

Position Title	FY 09/10	FY 10/11	FY 11/12	FY 12/13	Current Authorized
Fire Chief	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Deputy Fire Chief	2.00	2.00	2.00	2.00	2.00
Fire Lieutenant	6.00	6.00	6.00	6.00	6.00
Firefighter	12.00	12.00	11.00	11.00	11.00
Part-Time Paid-On-Call Firefighter	45.00	45.00	45.00	45.00	45.00
Total	67.00	67.00	66.00	66.00	66.00

CITY OF GENEVA, ILLINOIS
Budget Detail by Department
Fiscal Year Ending April 30, 2014

Fund 100 - General Fund

Department 80 - Fire

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Expenditures						
Command						
501	Wages - Regular	\$ 388,769	\$ 395,494	\$ 400,400	\$ 429,065	\$ 403,174
521	Group Insurance	47,048	49,751	73,675	76,815	87,748
522	Medicare	-	-	-	1,230	2,242
523	Social Security	-	-	5,590	3,900	3,469
524	IMRF	-	-	6,600	6,700	7,306
Total Personal Services		<u>435,817</u>	<u>445,245</u>	<u>486,265</u>	<u>517,710</u>	<u>503,939</u>
531	Maintenance Service	5,278	6,494	5,700	5,587	8,750
543	Legal Service	75	45	-	-	-
559	Other Professional Services	-	-	-	800	-
561	Postage	639	347	565	560	565
562	Telephone	6,022	8,370	8,300	8,400	10,000
563	Publishing	-	-	-	-	-
564	Printing	41	32	350	50	350
571	Dues	635	1,164	2,650	2,774	2,780
572	Travel	-	190	-	403	-
592	General Insurance	98,481	186,721	-	-	-
595	Rentals	2,687	2,321	2,575	1,978	2,500
597	Tri-City Ambulance	252,335	337,795	270,000	267,895	270,000
598	Program Support	36,972	36,591	40,000	36,455	40,000
Total Contractual Services		<u>403,164</u>	<u>580,069</u>	<u>330,140</u>	<u>324,902</u>	<u>334,945</u>
621	Office Supplies	969	1,696	1,300	1,569	1,300
622	Office Equipment	565	1,100	1,000	100	1,000
624	Operating Supplies	1,962	12,344	1,600	1,100	1,600
631	Clothing	3,508	3,771	9,900	9,900	9,900
632	Per Copy Charges	490	1,008	1,200	900	1,000
Total Commodities		<u>7,494</u>	<u>19,919</u>	<u>15,000</u>	<u>13,569</u>	<u>14,800</u>
Total Command		<u>846,476</u>	<u>1,045,234</u>	<u>831,405</u>	<u>856,181</u>	<u>853,684</u>
Fire Services						
501	Wages - Regular	\$ 1,634,876	\$ 1,463,087	\$ 1,533,775	\$ 1,533,775	\$ 1,522,609
503	Overtime	-	138,857	126,480	160,000	142,030
506	Wages - Meetings	4,047	6,798	5,230	8,000	5,765
513	POC Holiday	3,845	3,940	3,500	4,400	3,860
514	Overnight Duty	300,982	302,880	310,685	314,810	342,820
515	Still Alarms	30,377	31,240	35,570	30,630	39,445
516	Training	7,402	7,914	19,990	16,915	22,065
517	EMS Incentive/Training	21,000	21,000	21,000	21,000	-
521	Group Insurance	227,093	229,443	358,125	339,950	390,218
522	Medicare	-	-	-	16,160	20,809
523	Social Security	-	-	52,740	34,560	-
524	IMRF	-	-	-	100	-

CITY OF GENEVA, ILLINOIS
Budget Detail by Department
Fiscal Year Ending April 30, 2014

Fund 100 - General Fund

Department 80 - Fire

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Expenditures						
525	Police/Fire Pension	-	250,350	270,900	270,900	255,435
Total Personal Services		2,229,623	2,455,509	2,737,995	2,751,200	2,745,056
542	Engineering Service	-	-	-	150	1,000
544	Medical Service	6,216	1,104	10,100	7,500	10,100
564	Printing	-	-	-	60	-
571	Dues	-	-	-	465	-
572	Travel	-	-	-	709	-
573	Training	-	-	8,400	7,500	12,400
Total Contractual Services		6,216	1,104	18,500	16,384	23,500
624	Operating Supplies	9,303	11,253	11,850	3,200	20,750
631	Clothing	44,608	7,231	9,500	8,000	14,500
Total Commodities		53,912	18,483	21,350	11,200	35,250
Total Fire Services		2,289,750	2,475,097	2,777,845	2,778,784	2,803,806
Facility Maintenance						
531	Maintenance Service	\$ 25,380	\$ 23,022	\$ 31,260	\$ 20,000	\$ 27,280
562	Telephone	1,670	2,609	1,800	1,500	-
581	Utilities	14,265	15,954	17,935	20	-
595	Rentals	-	-	-	24	-
599	Other Contractual Services	-	-	-	614	-
Total Contractual Services		41,315	41,585	50,995	22,158	27,280
601	Maintenance Supplies	2,237	4,412	4,810	10,000	8,700
624	Operating Supplies	156	-	450	1,105	450
626	Janitorial Supplies	2,884	2,625	3,770	3,250	3,770
627	Motor Fuel & Lubricants	15,842	20,913	22,550	21,000	23,100
Total Commodities		21,119	27,950	31,580	35,355	36,020
Total Facility Maintenance		62,434	69,535	82,575	57,513	63,300
ESDA						
531	Maintenance Service	\$ -	\$ -	\$ -	\$ 3,245	\$ -
559	Other Professional Services	18,453	7,270	18,445	17,800	18,445
562	Telephone	4,825	5,120	6,000	5,983	6,200
564	Printing	-	80	100	50	100
573	Training	31	477	1,000	-	1,000
581	Utilities	-	125	660	-	660
592	General Insurance	2,602	1,495	-	-	-
Total Contractual Services		25,911	14,567	26,205	27,078	26,405
622	Office Equipment	-	-	-	551	-
624	Operating Supplies	109	494	750	-	750

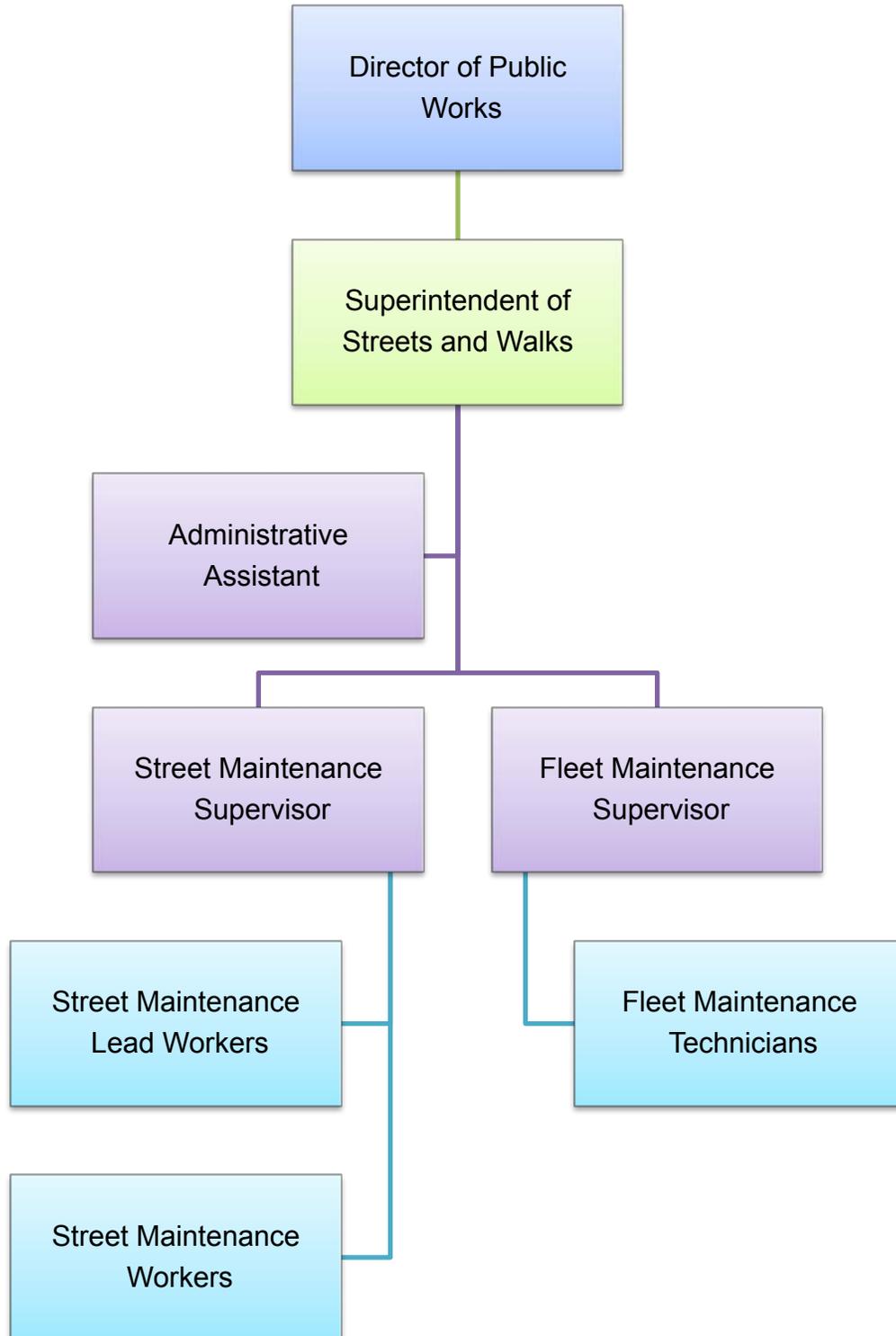
CITY OF GENEVA, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2014

Fund 100 - General Fund

Department 80 - Fire

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Expenditures						
	627 Motor Fuel & Lubricants	160	85	315	380	350
	631 Clothing	-	516	1,000	520	1,000
	Total Commodities	<u>269</u>	<u>1,095</u>	<u>2,065</u>	<u>1,451</u>	<u>2,100</u>
	Total ESDA	<u>26,180</u>	<u>15,663</u>	<u>28,270</u>	<u>28,529</u>	<u>28,505</u>
	Total Fire	<u>\$ 3,224,840</u>	<u>\$ 3,605,528</u>	<u>\$ 3,720,095</u>	<u>\$ 3,721,007</u>	<u>\$ 3,749,295</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 2013-2014 GOALS

Goal # 1 Continue to maintain and enhance the Public Works Facility. The following is a list of items:

- Heaters & exhaust fans
- Energy efficient lighting
- Security - Video Cameras
- Locker Room – partitions, flooring
- Landscaping

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

Completion Date: 04/30/2014

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: Repair and enhance the Prairie Green Pathway

Funding: Prairie Green Capital \$25,000

Completion Date: 04/30/2014

Strategic Plan: Vision 6, Goal 1, 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. Objective 3: Implement the 2nd phase of recreational trail construction and the 2nd phase of wetland construction.

Public Works – Streets & Fleet Maintenance

Goal # 3 Continue the EAB replacement parkway tree planting program. 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 several tree replacement grants that could total \$23,000 to potentially supplement this budget. A spring and fall planting is anticipated.

Funding: General Operating \$80,000

Completion Date: 12/01/13

Strategic Plan: Vision 5, Goal 2 – Maintain cost effective and efficient delivery of City services; Vision 5, Goal 3 – Maintain and enhance high-quality City services.

Goal # 4 Perform necessary repairs on downtown brick pavers.

Funding: Infrastructure Capital Projects \$20,000

Completion Date: 11/01/2013

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

Goal #5 Miscellaneous Streets & Fleet Goals:

- Implement a tool inventory
- Evaluate and possibly sell seldom used equipment or vehicles.
- Investigate possibility of adding hanging baskets and irrigation to the downtown light poles.

Funding: NA

Completion Date: 4/30/2014

Strategic Plan: Vision 5, Goal 2 – Maintain cost effective and efficient delivery of City services; Vision 5, Goal 3 – Maintain and enhance high-quality City services; Vision 2: The unique character and vibrancy of our Business Districts places them among the most desirable destinations. Goal 5: Maintain and enhance the downtown's visually attractive character.

Public Works – Streets & Fleet Maintenance – Personnel Summary

Position Title	FY 09/10	FY 10/11	FY 11/12	FY 12/13	Current Authorized
Superintendent of Streets and Fleet	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Street Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Street Maintenance Lead Worker	4.00	4.00	4.00	4.00	4.00
Street Maintenance Worker	9.00	9.00	9.00	9.00	9.00
Fleet Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Fleet Maintenance Technician	2.00	2.00	2.00	2.00	2.00
Total	19.00	19.00	19.00	19.00	19.00

CITY OF GENEVA, ILLINOIS
Budget Detail by Department
Fiscal Year Ending April 30, 2014

Fund 100 - General Fund

Division 91 - Streets & Walks

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Expenditures						
General Maintenance						
501	Wages - Regular	\$ 983,116	\$ 851,252	\$ 961,150	\$ 865,000	\$ 890,597
502	Wages - Part-Time/Seasonal	-	9,565	9,670	15,870	17,220
503	Overtime	-	36,685	50,795	30,000	62,730
504	Stand-By	56,269	48,143	56,035	40,000	69,195
521	Group Insurance	187,558	184,108	255,940	229,610	273,592
522	Medicare	-	-	-	7,750	12,912
523	Social Security	-	-	79,505	62,100	55,048
524	IMRF	-	-	123,735	122,450	116,305
527	Car Allowance	(30)	-	-	-	-
Total Personal Services		<u>1,226,913</u>	<u>1,129,753</u>	<u>1,536,830</u>	<u>1,372,780</u>	<u>1,497,599</u>
531	Maintenance Service	86,655	84,503	61,815	50,902	59,380
544	Medical Service	-	-	1,000	1,500	1,200
546	Janitorial Service	-	-	1,000	1,000	2,000
559	Other Professional Services	-	-	1,000	350	-
561	Postage	-	7	500	500	500
562	Telephone	3,038	4,018	2,580	3,000	2,800
563	Publishing	-	-	100	100	100
564	Printing	-	-	400	350	400
571	Dues	-	-	1,000	1,500	1,000
572	Travel	-	-	600	600	750
573	Training	2,055	2,038	1,545	2,000	1,500
581	Utilities	4,953	5,487	5,105	2,015	1,020
582	Street Lighting	-	-	200	250	-
584	Landfill Charges	-	-	12,000	12,000	15,000
592	General Insurance	41,224	50,097	-	-	-
595	Rentals	6,953	5,243	5,645	1,010	1,020
599	Other Contractual Services	-	-	200	130	200
Total Contractual Services		<u>144,878</u>	<u>151,393</u>	<u>94,690</u>	<u>77,207</u>	<u>86,870</u>
601	Maintenance Supplies	98,708	75,461	50,190	5,245	1,750
621	Office Supplies	-	14	1,250	1,250	1,250
622	Office Equipment	-	-	500	500	500
624	Operating Supplies	6,520	11,224	24,100	21,960	91,100
625	Small Tools	672	842	2,000	2,000	2,000
626	Janitorial Supplies	-	-	200	200	200
627	Motor Fuel & Lubricants	63,121	54,808	57,340	56,250	62,250
631	Clothing	-	-	600	5,000	5,000
632	Per Copy Charges	108	108	120	200	120
662	Film/Video	-	-	1,000	996	1,000
Total Commodities		<u>169,129</u>	<u>142,457</u>	<u>137,300</u>	<u>93,601</u>	<u>165,170</u>
815	Improvements - Streets	1,572,784	-	-	-	-
Total Capital Outlay		<u>1,572,784</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total General Maintenance		<u>3,113,703</u>	<u>1,423,603</u>	<u>1,768,820</u>	<u>1,543,588</u>	<u>1,749,639</u>

CITY OF GENEVA, ILLINOIS
Budget Detail by Department
Fiscal Year Ending April 30, 2014

Fund 100 - General Fund

Division 91 - Streets & Walks

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Expenditures						
Snow Control						
531	Maintenance Service	\$ 29,067	\$ 4,711	\$ 35,360	\$ 17,500	\$ 35,360
559	Other Professional Services	-	-	500	1,000	1,500
592	General Insurance	6,993	5,364	-	-	-
Total Contractual Services		<u>36,060</u>	<u>10,075</u>	<u>35,860</u>	<u>18,500</u>	<u>36,860</u>
601	Maintenance Supplies	200,591	155,759	104,250	104,250	104,250
624	Operating Supplies	-	-	1,000	1,100	1,000
Total Commodities		<u>200,591</u>	<u>155,759</u>	<u>105,250</u>	<u>105,350</u>	<u>105,250</u>
Total Snow & Ice Control		<u>236,652</u>	<u>165,834</u>	<u>141,110</u>	<u>123,850</u>	<u>142,110</u>
Forestry						
531	Maintenance Service	\$ 22,741	\$ 18,347	\$ 44,200	\$ 46,000	\$ 46,000
559	Other Professional Services	-	-	2,000	15,000	2,000
564	Printing	-	-	500	500	500
587	Mosquito Abatement	77,440	70,981	78,000	44,150	60,000
592	General Insurance	23,741	20,317	-	-	-
599	Other Contractual Services	-	-	-	15,000	-
Total Contractual Services		<u>123,922</u>	<u>109,646</u>	<u>124,700</u>	<u>120,650</u>	<u>108,500</u>
601	Maintenance Supplies	-	-	1,500	1,500	1,500
624	Operating Supplies	94,383	144,174	40,435	41,300	1,000
625	Small Tools	814	789	1,200	1,200	1,200
Total Commodities		<u>95,197</u>	<u>144,963</u>	<u>43,135</u>	<u>44,000</u>	<u>3,700</u>
Total Forestry		<u>219,119</u>	<u>254,609</u>	<u>167,835</u>	<u>164,650</u>	<u>112,200</u>
Total Streets & Walks		<u>\$ 3,569,474</u>	<u>\$ 1,844,046</u>	<u>\$ 2,077,765</u>	<u>\$ 1,832,088</u>	<u>\$ 2,003,949</u>

CITY OF GENEVA, ILLINOIS
Budget Detail by Department
Fiscal Year Ending April 30, 2014

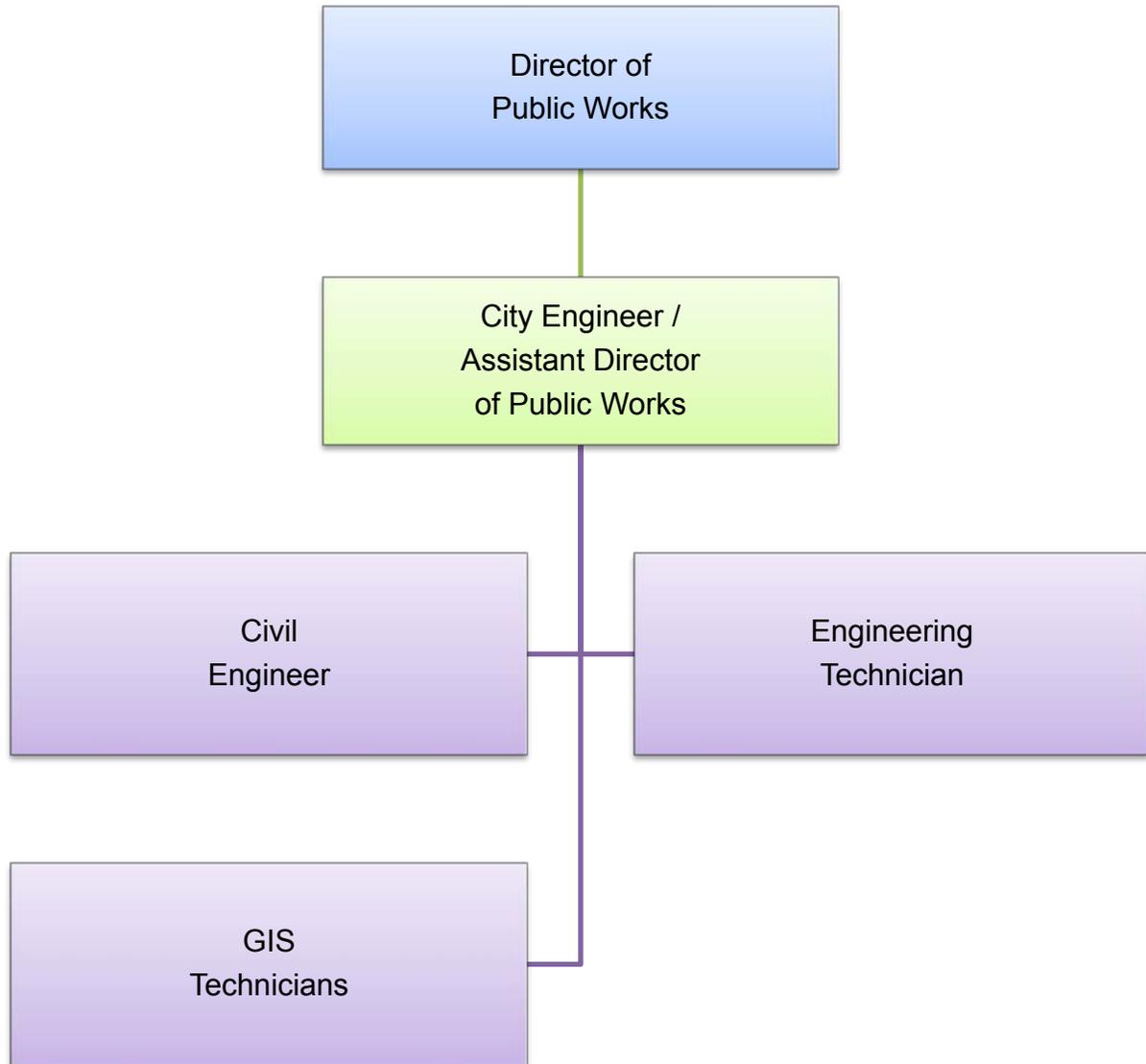
Fund 100 - General Fund

Division 91.50 - Fleet Maintenance

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Expenditures						
Fleet Maintenance						
501	Wages - Regular	\$ 136,443	\$ 126,409	\$ 138,815	\$ 138,815	\$ 142,307
503	Overtime	-	120	8,770	150	10,830
521	Group Insurance	16,037	15,999	20,365	19,355	22,499
522	Medicare	-	-	-	1,130	2,064
523	Social Security	-	-	11,290	9,225	8,828
524	IMRF	-	-	17,905	17,075	18,594
Total Personal Services		<u>152,481</u>	<u>142,528</u>	<u>197,145</u>	<u>185,750</u>	<u>205,122</u>
531	Maintenance Service	8,435	7,090	49,780	60,000	43,000
571	Dues	-	-	1,600	1,580	500
573	Training	30	55	450	450	450
581	Utilities	6,825	11,180	1,830	-	-
592	General Insurance	7,497	6,157	-	-	-
595	Rentals	917	1,547	1,250	1,250	1,250
Total Contractual Services		<u>23,704</u>	<u>26,029</u>	<u>54,910</u>	<u>63,280</u>	<u>45,200</u>
601	Maintenance Supplies	59,817	82,125	46,500	59,500	55,500
624	Operating Supplies	385	391	9,500	7,000	7,000
625	Small Tools	1,687	1,757	3,000	1,800	1,000
626	Janitorial Supplies	-	-	200	200	200
627	Motor Fuel & Lubricants	8,155	11,271	11,000	11,000	11,000
631	Clothing	-	-	5,300	5,300	-
Total Commodities		<u>70,043</u>	<u>95,543</u>	<u>75,500</u>	<u>84,800</u>	<u>74,700</u>
Total Fleet Maintenance		<u>\$ 246,228</u>	<u>\$ 264,100</u>	<u>\$ 327,555</u>	<u>\$ 333,830</u>	<u>\$ 325,022</u>

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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 2013–2014 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, staff began researching the implementation of a pedestrian enhancement project along IL Rte. 38. This project involves several alternative options including installation of pedestrian warning devices at intersections and the extension of diagonal parking west of 5th Street. During this fiscal year, staff will continue dialogue with the Illinois Department of Transportation (IDOT) to explore opportunities to implement these improvements.

Funding: Planning – Staff time; Design – Staff time; Construction – Infrastructure Capital Projects \$50,000

Completion Date: 04/30/2014

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 Business Districts places them among the most desirable destinations. Goal 6: Where necessary, increase parking opportunities and ensure that the use of existing downtown parking assets is maximized.

- *Campbell Block Alley Way*

In 2013, the city acquired a 15-foot-wide piece of property in the downtown that has functioned as an alley for many years. This property is located more specifically in the block between James and Campbell streets and 2nd and 3rd streets and lies directly south of the History Center. Staff will design, bid out, and construct a project to enhance this property and create a pedestrian walkway and streetscape enhancement.

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

Completion Date: 10/31/2013

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 Business Districts places them among the most desirable destinations.

- *Block 52 Parking Lot Reconstruction*

The city currently has a lease for the use of the parking lot lying directly north of city hall. This fiscal year, staff will bid out and provide construction management for reconstruction of this lot.

Funding: Design – Staff Time; Construction – Infrastructure Capital Projects \$75,000

Completion Date: 10/31/2013

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 Business Districts places them 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, bid out the project, and started construction. This fiscal year staff will complete construction of this facility.

Funding: Construction – Commuter Parking Capital \$4,7500,000 (Metra Grant)

Completion Date: 04/30/2014

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 Business Districts places them 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.

- *Western Avenue Local Agency Functional Overlay (LAFO) Project*

Last fiscal year, the city received approval from Kane Kendall Council of Mayors (KKCOM) for the Western Avenue LAFO project. Staff obtained design approval from IDOT and in April, IDOT awarded the project. This fiscal year, staff will provide construction inspection services and project management.

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

Completion Date: 11/15/2013

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

- *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: 04/30/2014

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 engineering work. Bollinger, Lach, and Associates (BLA) was

selected and approved by the City Council as the Phase 2 Engineering Consultant on Jan. 21, 2013. Soon after this approval, BLA began Phase 2 engineering. This fiscal year and into the next, staff will continue to oversee and manage this consultant's work and contract.

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

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.

- *Western Avenue Bike Path Reconstruction*

The bike path along the west side of Western Avenue between Fabyan and Fargo is at the point where it needs to be reconstructed. This project involves removal and replacement of the existing path.

Funding: Design – Staff Time; Construction – Infrastructure Capital Projects \$50,000

Completion Date: 04/30/2014

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 four separate projects within the City of Geneva corporate limits:

- 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: 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.

- *Participate in the Community Rating System*

The National Flood Insurance Program offers a Community Rating System (CRS) for local governments. Entry into the CRS is accomplished through an application process. Once Geneva becomes part of the program, properties in Geneva paying for flood insurance can take advantage of a discount on premiums ranging from 10% to 15%.

Funding: Staff Time

Completion Date: On-going

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

- Goal # 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: Design – Staff time; Construction – Water Capital

Completion Date: 11/30/2013

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.

- 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:

- *In cooperation with the police department, using GIS, assess the city's existing signs and related ordinances and recommend any changes necessary to ensure agreement between the city code and existing sign placement.*

The city's municipal code establishes the location of specific signs. Over the years, some signs have been placed that do not reflect the location indicated in the code. GIS will work with the police department to analyze the existing signage, compare it to existing ordinances, and offer a recommendation to ensure agreement between the two.

Funding: Staff Time

Completion Date: On-going

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

Public Works – Engineering – Personnel Summary

Position Title	FY 09/10	FY 10/11	FY 11/12	FY 12/13	Current Authorized
Director of Public Works	1.00	1.00	1.00	1.00	1.00
City Engineer / Assistant Director of Public Works	1.00	1.00	1.00	1.00	1.00
Civil Engineer	2.00	2.00	2.00	1.00	1.00
Engineering Technician	1.00	1.00	1.00	1.00	1.00
GIS Technicians	2.00	2.00	2.00	2.00	2.00
Total	7.00	7.00	7.00	6.00	6.00

CITY OF GENEVA, ILLINOIS
Budget Detail by Department
Fiscal Year Ending April 30, 2014

Fund 100 - General Fund

Division 93 - Engineering/Division 94 - Storm Drainage

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Expenditures						
Engineering						
501	Wages - Regular	\$ 283,335	\$ 281,797	\$ 209,590	\$ 209,590	\$ 196,696
521	Group Insurance	51,790	56,563	59,385	43,735	46,299
522	Medicare	-	-	-	1,690	2,852
523	Social Security	-	-	16,010	13,570	12,028
524	IMRF	-	-	25,395	25,445	25,691
Total Personal Services		<u>335,126</u>	<u>338,359</u>	<u>310,380</u>	<u>294,030</u>	<u>283,566</u>
531	Maintenance Service	-	-	5,000	5,000	5,000
542	Engineering Service	8,946	6,275	10,000	10,000	10,000
543	Legal Service	214	75	-	-	-
546	Janitorial Service	-	-	1,470	1,470	2,000
559	Other Professional Services	-	3,560	2,030	250	2,000
561	Postage	332	747	500	500	500
562	Telephone	3,235	4,400	4,000	3,500	4,000
563	Publishing	-	-	215	215	400
564	Printing	695	619	500	500	510
566	Recording Fees	-	-	385	385	400
571	Dues	718	857	1,065	1,065	715
572	Travel	-	-	65	65	65
573	Training	3,363	4,346	3,320	3,320	3,500
581	Utilities	5,632	6,015	7,270	7,270	-
592	General Insurance	7,756	10,258	-	-	-
595	Rentals	607	708	1,420	1,420	630
599	Other Contractual Services	-	-	125	235	125
Total Contractual Services		<u>31,498</u>	<u>37,860</u>	<u>37,365</u>	<u>35,195</u>	<u>29,845</u>
601	Maintenance Supplies	5,494	3,970	6,500	6,500	5,000
621	Office Supplies	-	-	825	825	1,000
622	Office Equipment	1,690	1,707	2,000	2,000	1,800
624	Operating Supplies	4,215	2,708	3,550	3,550	3,305
627	Motor Fuel & Lubricants	2,608	2,921	4,980	4,000	4,000
631	Clothing	-	-	150	150	1,025
632	Per Copy Charge	-	-	170	250	200
Total Commodities		<u>14,007</u>	<u>11,306</u>	<u>18,175</u>	<u>17,275</u>	<u>16,330</u>
Total Engineering		<u>380,631</u>	<u>387,525</u>	<u>365,920</u>	<u>346,500</u>	<u>329,741</u>
GIS						
501	Wages - Regular	\$ -	\$ -	\$ -	\$ -	\$ 12,702
521	Group Insurance	-	-	-	-	2,299
522	Medicare	-	-	-	-	185
523	Social Security	-	-	-	-	788
524	IMRF	-	-	-	-	1,659

CITY OF GENEVA, ILLINOIS
Budget Detail by Department
Fiscal Year Ending April 30, 2014

Fund 100 - General Fund

Division 93 - Engineering/Division 94 - Storm Drainage

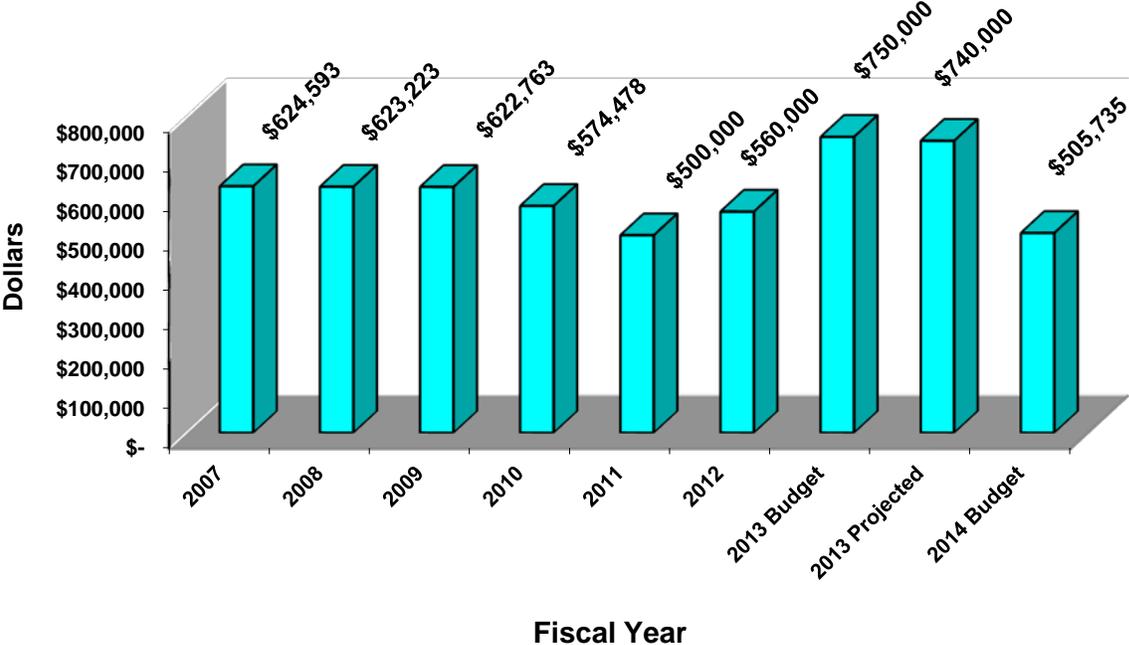
Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Expenditures						
Total Personal Services		-	-	-	-	17,633
Total GIS		-	-	-	-	17,633
Storm Drainage						
501	Wages - Regular	\$ 24,971	\$ 25,093	\$ 26,430	\$ 26,430	\$ 26,959
503	Overtime	-	-	-	10	-
521	Group Insurance	4,976	5,201	6,095	5,810	6,711
522	Medicare	-	-	-	215	391
523	Social Security	-	-	2,020	1,700	1,672
524	IMRF	-	-	3,205	3,190	3,522
Total Personal Services		29,947	30,295	37,750	37,355	39,255
531	Maintenance Service	15,445	15,484	12,500	1,000	10,500
592	General Insurance	2,676	2,030	-	-	-
Total Contractual Services		18,121	17,514	12,500	1,000	10,500
601	Maintenance Supplies	-	-	2,500	1,000	4,500
Total Commodities		-	-	2,500	1,000	4,500
914	State/Federal Permit Fees	-	-	-	1,000	1,000
Total Other Expenditures		-	-	-	1,000	1,000
Total Storm Drainage		48,068	47,809	52,750	40,355	55,255
Total Engineering & Storm Drainage		\$ 428,699	\$ 435,333	\$ 418,670	\$ 386,855	\$ 402,629

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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



2007 - 2012: Actual Expenditures

CITY OF GENEVA, ILLINOIS
 Budget Detail By Fund
 Fiscal Year Ending April 30, 2014

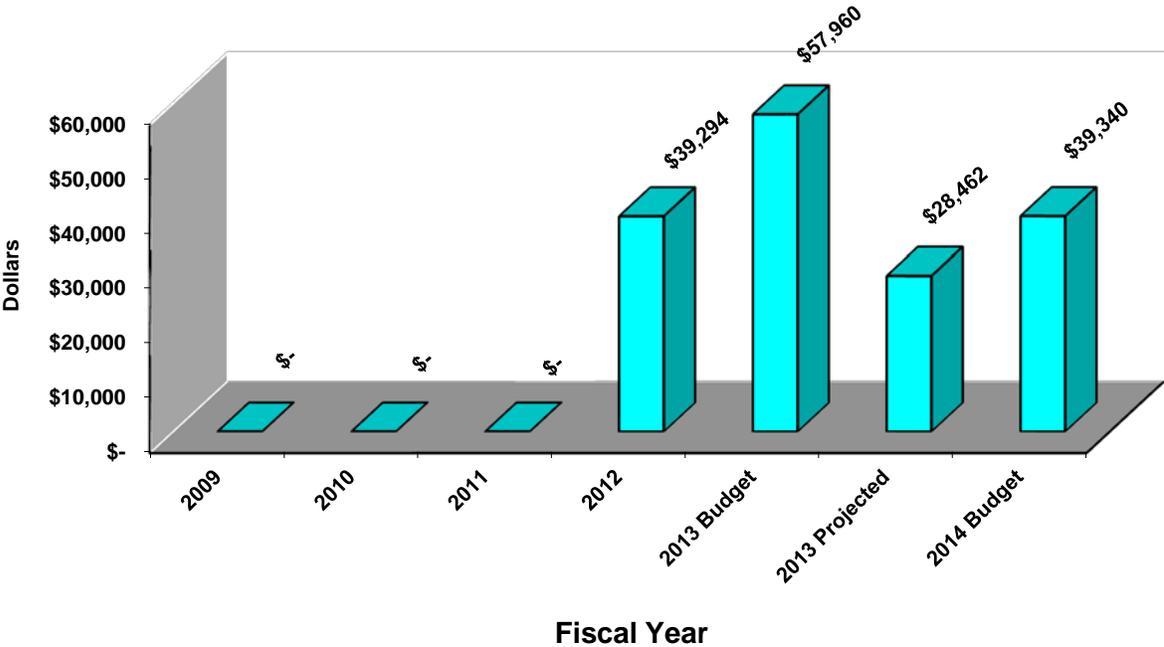
Fund 214 - Motor Fuel Tax Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Revenues and Other Financing Sources						
445	Motor Fuel Tax	\$ 670,633	\$ 634,057	\$ 630,350	\$ 525,000	\$ 505,135
Total Intergovernmental Revenues		670,633	634,057	630,350	525,000	505,135
481	Interest on Investments	545	205	500	600	600
485	Reimbursed Expenditures	-	720	-	-	-
489	Miscellaneous	-	-	-	95,109	-
Total Other Revenues		545	925	500	95,709	600
499	Reappropriation	-	-	119,150	-	-
Total Other Financing Sources		-	-	119,150	-	-
Total Revenues and Other Financing Sources		\$ 671,178	\$ 634,982	\$ 750,000	\$ 620,709	\$ 505,735
Expenditures and Other Financing Uses						
815.10	Improvements - Streets	500,000	560,000	750,000	740,000	-
Total Capital Outlay		500,000	560,000	750,000	740,000	-
951.10	Transfers Out General Fund	-	-	-	-	505,735
Total Other Financing Sources		-	-	-	-	505,735
Total Expenditures and Other Financing Uses		\$ 500,000	\$ 560,000	\$ 750,000	\$ 740,000	\$ 505,735

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 - 2012: Actual Expenditures

CITY OF GENEVA, ILLINOIS
Budget Detail By Fund
Fiscal Year Ending April 30, 2014

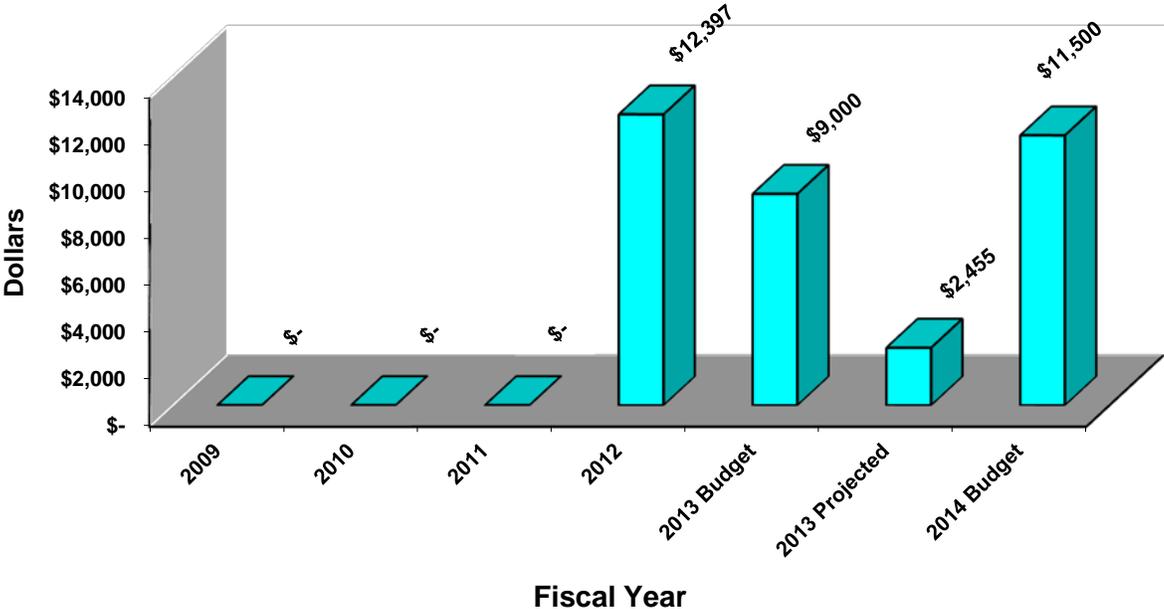
Fund 216 - Cultural Arts Commission Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Revenues and Other Financing Sources						
481	Interest on Investments	\$ -	\$ 1	\$ 10	\$ -	\$ 10
486	Donations	-	12,236	26,550	10,050	12,150
487	Special Event Fees	-	39,813	22,800	35,305	6,600
489	Miscellaneous	-	915	1,000	3,515	3,350
Total Other Revenue		-	52,964	50,360	48,870	22,110
491.10	Transfers In - General Fund	-	-	5,000	5,000	-
499	Reappropriation	-	-	2,600	-	17,230
Total Other Financing Sources		-	-	7,600	5,000	17,230
Total Revenues and Other Financing Sources		\$ -	\$ 52,964	\$ 57,960	\$ 53,870	\$ 39,340
Expenditures and Other Financing Uses						
547	Banking Service	\$ -	\$ -	\$ 300	\$ 275	\$ 275
551	Advertising	-	-	1,600	1,044	-
559	Other Professional Services	-	-	4,000	2,000	-
561	Postage	-	646	1,110	1,425	1,400
564	Printing	-	3,538	4,340	6,240	4,915
571	Dues	-	-	-	100	100
595	Rentals	-	193	2,025	1,025	2,000
598	Program Support	-	6,859	7,500	3,500	8,600
599	Other Contractual Services	-	12,841	14,650	10,000	12,350
Total Contractual Services		-	24,076	35,525	25,609	29,640
621	Office Supplies	-	484	500	600	425
624	Operating Supplies	-	14,734	21,680	2,000	9,275
663	Computer Software	-	-	140	138	-
Total Commodities		-	15,217	22,320	2,738	9,700
913	Community Relations	-	-	115	115	-
Total Other Expenditures		-	-	115	115	-
Total Expenditures and Other Financing Uses		\$ -	\$ 39,294	\$ 57,960	\$ 28,462	\$ 39,340

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 - 2012: Actual Expenditures

CITY OF GENEVA, ILLINOIS
Budget Detail By Fund
Fiscal Year Ending April 30, 2014

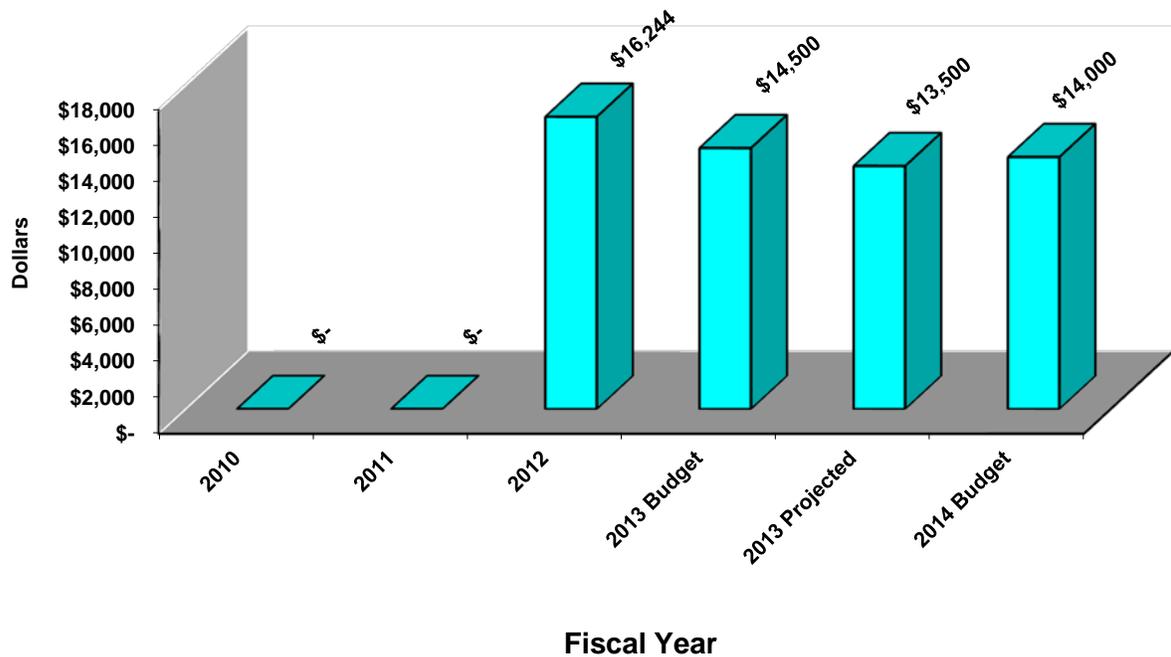
Fund 217 - SPAC Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Revenues and Other Financing Sources						
469	Sale of Materials	\$ -	\$ 2,514	\$ 3,500	\$ 2,500	\$ 3,500
Total Service Charges		-	2,514	3,500	2,500	3,500
486	Donations	-	3,490	500	2,500	500
487	Special Event Fees	-	-	-	1,000	2,500
Total Other Revenues		-	3,490	500	3,500	3,000
491.10	Transfers In - General Fund	-	11,186	5,000	5,000	5,000
499	Reappropriation	-	-	-	-	-
Total Other Financing Sources		-	11,186	5,000	5,000	5,000
Total Revenues and Other Financing Sources		\$ -	\$ 17,190	\$ 9,000	\$ 11,000	\$ 11,500
Expenditures and Other Financing Uses						
531	Maintenance Service	\$ -	\$ 207	\$ 150	\$ 150	\$ 150
547	Banking Service	-	-	-	25	-
561	Postage	-	27	25	25	25
595	Rentals	-	-	-	300	-
599	Other Contractual Services	-	-	-	300	500
Total Contractual Services		-	234	175	800	675
601	Maintenance Supplies	-	-	-	50	50
621	Office Supplies	-	-	-	25	25
624	Operating Supplies	-	12,153	8,775	1,580	10,700
632	Per Copy Charges	-	11	50	-	50
Total Commodities		-	12,163	8,825	1,655	10,825
Total Expenditures and Other Financing Uses		\$ -	\$ 12,397	\$ 9,000	\$ 2,455	\$ 11,500

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 - 2012: Actual Expenditures

CITY OF GENEVA, ILLINOIS
Budget Detail By Fund
Fiscal Year Ending April 30, 2014

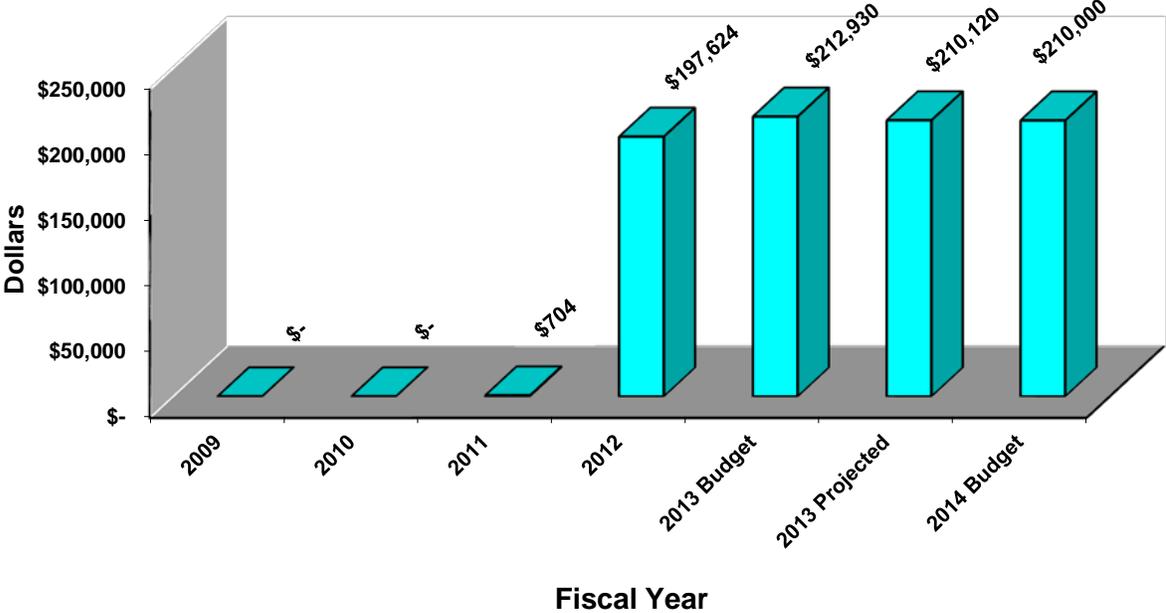
Fund 218 - Beautification Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Revenues and Other Financing Sources						
469	Sale of Materials	\$ -	\$ 5,160	\$ 3,500	\$ 4,000	\$ 3,500
Total Service Charges		-	5,160	3,500	4,000	3,500
486	Donations	-	5,140	3,000	7,225	3,000
487	Special Event Fees	-	3,707	3,000	-	-
Total Other Revenues		-	8,847	6,000	7,225	3,000
491.10	Transfers In - General Fund	-	-	5,000	5,000	-
499	Reappropriation	-	-	-	-	7,500
Total Other Financing Sources		-	-	5,000	5,000	7,500
Total Revenues and Other Financing Sources		\$ -	\$ 14,007	\$ 14,500	\$ 16,225	\$ 14,000
Expenditures and Other Financing Uses						
564	Printing	\$ -	\$ 1,064	\$ 500	\$ -	\$ 500
599	Other Contractual Services	-	-	-	1,500	1,500
Total Contractual Services		-	1,064	500	1,500	2,000
624	Operating Supplies	-	15,180	14,000	12,000	12,000
Total Commodities		-	15,180	14,000	12,000	12,000
Total Expenditures and Other Financing Uses		\$ -	\$ 16,244	\$ 14,500	\$ 13,500	\$ 14,000

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 - 2012: Actual Expenditures

CITY OF GENEVA, ILLINOIS
Budget Detail By Fund
Fiscal Year Ending April 30, 2014

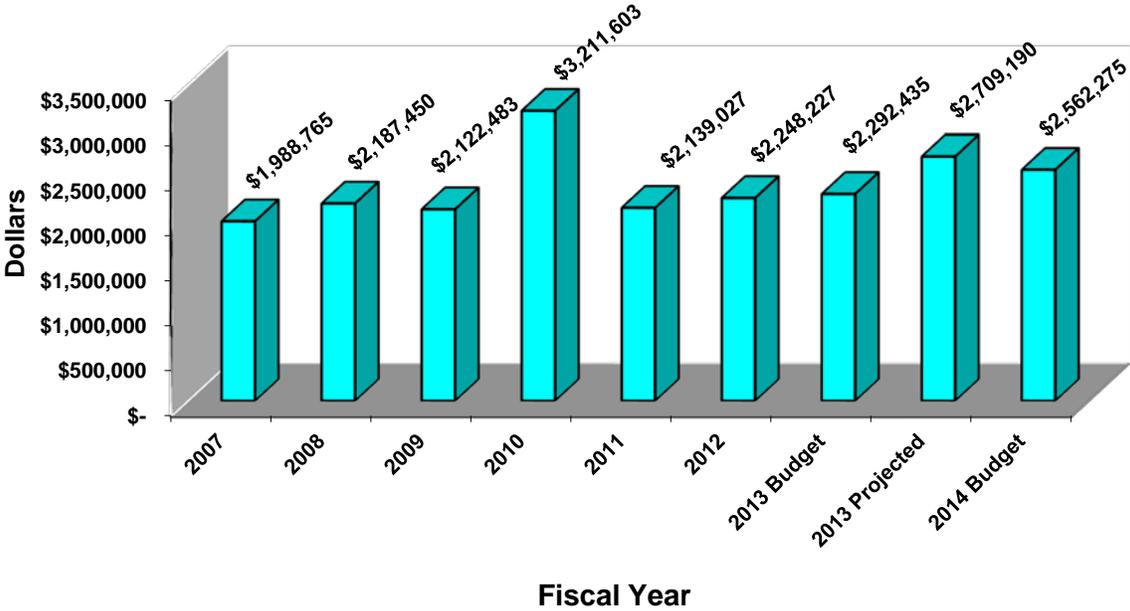
Fund 219 - Tourism Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Revenues and Other Financing Sources						
414	Hotel/Motel Tax	\$ 6,509	\$ 201,730	\$ 210,000	\$ 205,000	\$ 210,000
Total Taxes		6,509	201,730	210,000	205,000	210,000
489	Miscellaneous	-	3,000	-	-	-
Total Other Revenues		-	3,000	-	-	-
499	Reappropriation	-	-	2,930	-	-
Total Other Financing Sources		-	-	2,930	-	-
Total Revenues and Other Financing Sources		\$ 6,509	\$ 204,730	\$ 212,930	\$ 205,000	\$ 210,000
Expenditures and Other Financing Uses						
502	Wages - Part-Time/Seasonal	\$ 654	\$ 21,551	\$ 22,415	\$ 22,415	\$ 25,548
521	Group Insurance	-	-	25	20	33
522	Medicare	-	-	-	175	370
523	Social Security	50	1,649	1,715	1,500	1,584
Total Personal Services		704	23,199	24,155	24,110	27,535
551	Advertising	-	32,571	38,630	38,630	32,500
552	Data Programming Service	-	-	660	660	-
559	Other Professional Services	-	-	460	460	-
561	Postage	-	1,058	1,400	300	1,400
564	Printing	-	-	8,000	8,000	-
565	Internet	-	-	50	50	-
571	Dues	-	4,048	5,165	5,000	5,165
572	Travel	-	418	700	700	700
573	Training	-	700	700	500	900
592	General Insurance	-	19	-	-	-
595	Rentals	-	-	200	200	-
598	Program Support	-	128,823	128,000	126,600	131,000
599	Other Contractual Services	-	6,258	4,010	4,000	10,000
Total Contractual Services		-	173,895	187,975	185,100	181,665
621	Office Supplies	-	405	300	300	300
624	Operating Supplies	-	-	-	200	-
632	Per Copy Charges	-	124	500	400	500
642	Periodicals	-	-	-	-	-
663	Computer Software	-	-	-	10	-
Total Commodities		-	529	800	910	800
Total Expenditures and Other Financing Uses		\$ 704	\$ 197,624	\$ 212,930	\$ 210,120	\$ 210,000

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



2007 - 2012: Actual Expenditures

CITY OF GENEVA, ILLINOIS
Budget Detail By Fund
Fiscal Year Ending April 30, 2014

Fund 236 - Tri-Com

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Revenues and Other Financing Sources						
449	Wireless 911	\$ 715,685	\$ 749,995	\$ 684,000	\$ 834,000	\$ 710,000
Total Intergovernmental Revenues		715,685	749,995	684,000	834,000	710,000
467	Dispatch Services	1,138,359	1,228,200	1,227,745	1,227,745	1,464,715
Total Service Charges		1,138,359	1,228,200	1,227,745	1,227,745	1,464,715
473	Public Safety Fees	2,257	-	6,500	6,500	6,500
Total Service Fees		2,257	-	6,500	6,500	6,500
481	Interest Income	1,154	576	1,200	1,200	1,200
482	Rental Income	11,784	8,259	8,610	8,500	8,760
485	Reimbursed Expenditures	320	50,428	40,260	352,260	46,500
489	Miscellaneous	10,683	4,164	1,500	100	-
Total Other Revenues		23,941	63,428	51,570	362,060	56,460
491	Interfund Transfers In	293,950	336,700	322,620	322,620	324,600
Total Other Financing Sources		293,950	336,700	322,620	322,620	324,600
Total Revenues and Other Financing Sources		\$ 2,174,192	\$ 2,378,323	\$ 2,292,435	\$ 2,752,925	\$ 2,562,275
Expenditures and Other Financing Uses						
501	Wages - Regular	\$ 261,844	\$ 222,314	\$ 202,570	\$ 202,570	\$ 208,639
502	Wages - Part-Time/Seasonal	2,416	60,181	67,040	67,040	69,305
521	Group Insurance	28,421	24,774	34,395	32,285	35,419
522	Medicare	-	-	-	2,115	4,033
523	Social Security	16,506	16,373	20,560	17,440	17,236
524	IMRF	25,417	26,427	32,445	32,445	36,305
Total Personal Services		334,604	350,070	357,010	353,895	370,937
531	Maintenance Service	343	26	1,300	50	300
541	Accounting & Auditing Service	2,200	2,124	1,220	1,205	1,260
543	Legal Service	54,894	51,977	50,000	35,000	50,000
547	Banking Service	-	-	-	100	100
561	Postage	843	245	500	250	300
562	Telephone	927	936	-	415	720
564	Printing	58	457	300	300	300
571	Dues	631	1,050	1,000	1,000	1,000
572	Travel	700	1,019	2,000	2,000	1,000
573	Training	175	1,078	3,500	2,000	2,000
591	Liability Insurance	30,006	10,144	20,600	21,000	21,500
592	General Insurance	-	-	-	-	-
595	Rentals	2,711	3,600	4,000	4,000	4,000
Total Contractual Services		93,488	72,657	84,420	67,320	82,480
621	Office Supplies	(2,409)	-	-	-	-
623	Office Furniture	2,880	105	500	500	500
627	Motor Fuel & Lubricants	1,046	1,981	2,000	2,000	2,300
631	Clothing	119	612	900	900	900

CITY OF GENEVA, ILLINOIS
Budget Detail By Fund
Fiscal Year Ending April 30, 2014

Fund 236 - Tri-Com

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Total Commodities		1,635	2,698	3,400	3,400	3,700
Total Administration		\$ 429,726	\$ 425,425	\$ 444,830	\$ 424,615	\$ 457,117
501	Wages - Regular	\$ 1,019,483	\$ 1,064,687	\$ 1,086,805	\$ 1,066,805	\$ 1,188,660
503	Overtime	600	17,800	30,000	40,000	43,060
518	Training Premium Pay	-	1,632	2,000	3,900	4,825
519	TIC Premium Pay	284	7,347	9,000	7,000	9,640
521	Group Insurance	179,586	198,983	196,015	176,000	223,478
522	Medicare	-	-	-	7,000	17,238
523	Social Security	75,123	80,224	87,550	70,000	73,695
524	IMRF	119,217	131,946	138,865	130,865	155,228
528	Unemployment Compensation	4,201	-	-	4,400	-
Total Personal Services		1,398,493	1,502,620	1,550,235	1,505,970	1,715,824
531	Maintenance Service	109,433	103,608	104,390	93,880	99,945
542	Engineering Service	-	-	-	1,725	-
546	Janitorial Service	-	-	-	5,100	5,400
559	Other Professional Services	-	-	9,500	10,500	10,500
562	Telephone	70,581	75,575	78,000	83,500	95,000
563	Publishing	-	-	-	250	300
565	Internet	-	-	-	300	300
571	Dues	-	222	500	350	700
572	Travel	1,537	1,450	1,200	2,500	1,200
573	Training	10,658	7,540	8,000	8,000	8,000
581	Utilities	28,979	30,115	31,530	22,500	31,560
583	Garbage Disposal	-	-	-	500	300
595	Rentals	11,406	9,651	10,600	10,600	10,600
599	Other Contractual Services	-	-	-	42,000	-
Total Contractual Services		232,592	228,161	243,720	281,705	263,805
601	Maintenance Supplies	-	-	-	500	500
621	Office Supplies	5,727	2,866	4,000	4,000	4,000
622	Office Equipment	5,850	3,882	-	150	-
623	Office Furniture	-	-	-	500	500
624	Operating Supplies	3,575	2,791	2,400	4,600	2,500
626	Janitorial Supplies	-	-	-	150	-
627	Motor Fuel & Lubricants	79	-	-	-	-
631	Clothing	3,999	4,551	4,250	4,250	4,900
662	Film/Video	-	-	-	250	-
663	Computer Software	-	-	6,000	6,000	5,000
Total Commodities		19,229	14,090	16,650	20,400	17,400
815.05	Improvements Other than Buildings Improvemen	14,646	5,913	-	-	-
820	Machinery & Equipment	11,070	17,214	23,000	466,000	23,000
830	Office Furniture	1,817	-	500	500	4,000
835	Computer Equipment	29,953	53,185	10,000	10,000	10,000
Total Capital Outlay		57,486	76,312	33,500	476,500	37,000
914	State/Federal Permit Fees	1,500	1,620	3,500	-	-
999	Source of Reserves	-	-	-	-	71,129

CITY OF GENEVA, ILLINOIS
 Budget Detail By Fund
 Fiscal Year Ending April 30, 2014

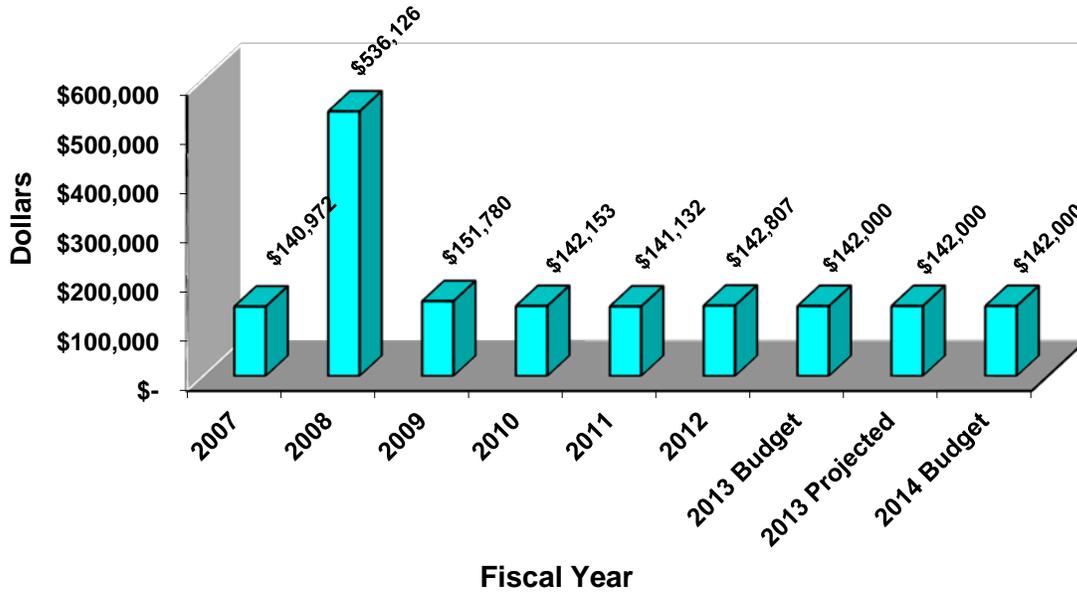
Fund 236 - Tri-Com

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Total Other Expenditures		1,500	1,620	3,500	-	71,129
Total Operations		\$ 1,709,300	\$ 1,822,802	\$ 1,847,605	\$ 2,284,575	\$ 2,105,158
Total Expenditures and Other Financing Uses		\$ 2,139,027	\$ 2,248,227	\$ 2,292,435	\$ 2,709,190	\$ 2,562,275

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



2007 - 2012: 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, 2014

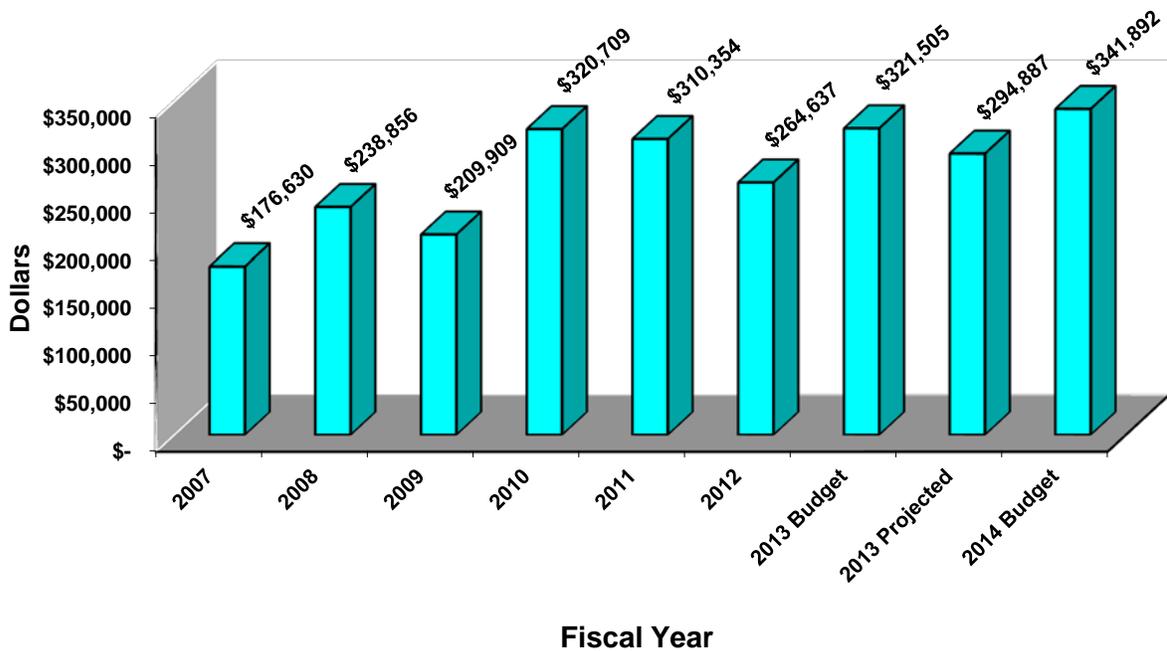
Fund 242 - Mental Health

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Revenues and Other Financing Sources						
410	Property Tax	\$ 154,879	\$ 152,848	\$ 155,000	\$ 154,495	\$ 155,000
Total Taxes		154,879	152,848	155,000	154,495	155,000
481	Interest Income	376	275	300	300	300
Total Other Revenues		376	275	300	300	300
Total Revenues and Other Financing Sources		\$ 155,255	\$ 153,123	\$ 155,300	\$ 154,795	\$ 155,300
Expenditures and Other Financing Uses						
559	Other Professional Services	\$ 2,132	\$ 2,057	\$ 2,445	\$ 2,445	\$ 2,400
571	Dues	-	-	555	555	600
Total Contractual Services		2,132	2,057	3,000	3,000	3,000
915	Charitable Donations	139,000	140,750	139,000	139,000	139,000
Total Other Expenditures		139,000	140,750	139,000	139,000	139,000
Total Expenditures and Other Financing Uses		\$ 141,132	\$ 142,807	\$ 142,000	\$ 142,000	\$ 142,000

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



2007 - 2012: Actual Expenditures

CITY OF GENEVA, ILLINOIS
Budget Detail By Fund
Fiscal Year Ending April 30, 2014

Fund 251 - SSA #1

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Revenues and Other Financing Sources						
410	Property Tax	\$ 187,175	\$ 204,896	\$ 170,000	\$ 207,590	\$ 207,610
Total Taxes		187,175	204,896	170,000	207,590	207,610
481	Interest Income	451	174	150	225	250
482	Rental Income	1,000	1,000	1,000	1,000	1,000
Total Other Revenues		1,451	1,174	1,150	1,225	1,250
491.10	Transfers In General Fund	132,155	90,000	90,000	90,000	90,000
499	Reappropriation	-	-	60,355	-	43,032
Total Other Financing Sources		132,155	90,000	150,355	90,000	133,032
Total Revenues and Other Financing Sources		\$ 320,781	\$ 296,070	\$ 321,505	\$ 298,815	\$ 341,892
Expenditures and Other Financing Uses						
501	Wages - Regular	\$ 5,095	\$ 141,451	\$ 145,025	\$ 73,820	\$ 20,648
503	Overtime	-	37	-	500	-
521	Group Insurance	995	22,972	23,870	12,990	5,549
522	Medicare	-	-	-	215	300
523	Social Security	374	9,230	10,515	5,175	1,281
524	IMRF	616	15,270	17,335	9,070	2,697
Total Personal Services		7,080	188,961	196,745	101,770	30,475
543	Legal Service	-	2,204	500	500	-
552	Data Programming Service	-	-	150	150	-
561	Postage	-	-	-	2,000	2,000
564	Printing	2,918	3,054	2,350	4,500	4,500
Total Contractual Services		2,918	5,258	3,000	7,150	6,500
631	Clothing	-	-	150	150	150
Total Commodities		-	-	150	150	150
825	Vehicles	-	-	-	-	6,900
Total Capital Outlay		-	-	-	-	6,900
Total Community Service		\$ 9,998	\$ 194,219	\$ 199,895	\$ 109,070	\$ 44,025
501	Wages - Regular	\$ 134,234	\$ -	\$ -	\$ 59,935	\$ 127,124
503	Overtime	-	-	-	725	-
521	Group Insurance	22,049	-	-	12,400	30,456
522	Medicare	-	-	-	765	1,843
523	Social Security	-	-	-	3,270	7,779
524	IMRF	-	-	-	6,840	16,600
Total Personal Services		156,283	-	-	83,935	183,802

CITY OF GENEVA, ILLINOIS
Budget Detail By Fund
Fiscal Year Ending April 30, 2014

Fund 251 - SSA #1

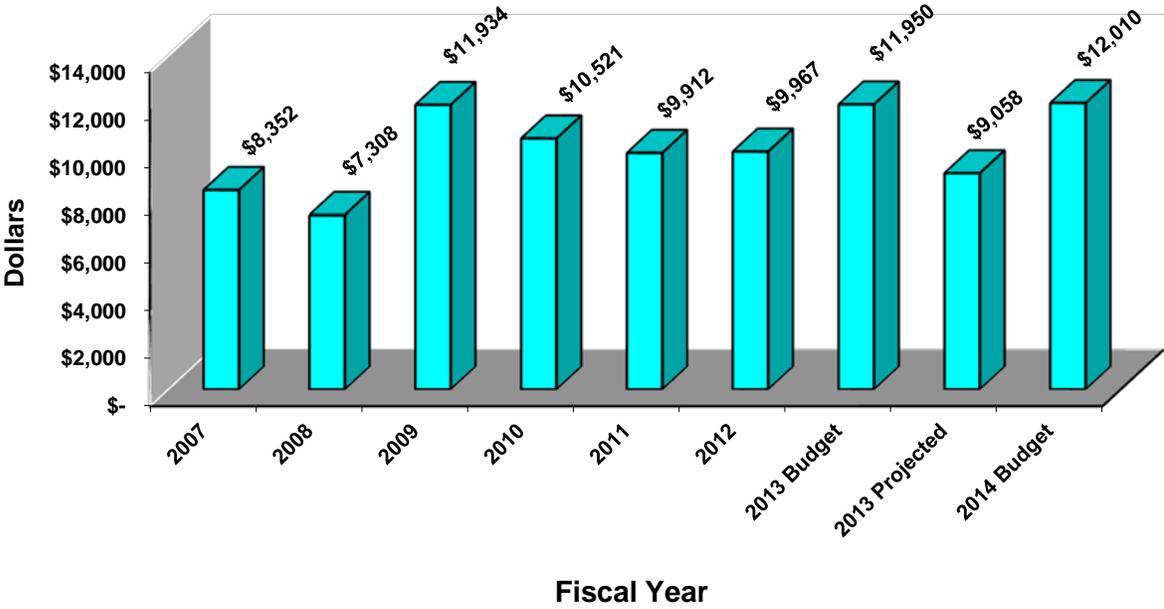
Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
531	Maintenance Service	37,178	15,738	41,860	24,500	37,000
543	Legal Service	8,739	-	-	-	500
564	Printing	-	-	4,500	-	-
592	General Insurance	4,306	7,633	-	-	-
595	Rentals	15,166	7,734	16,110	16,600	17,400
Total Contractual Services		<u>65,390</u>	<u>31,104</u>	<u>62,470</u>	<u>41,100</u>	<u>54,900</u>
601	Maintenance Supplies	14,993	9,155	25,000	25,160	9,155
624	Operating Supplies	-	-	3,020	5,000	19,200
625	Small Tools	-	-	100	106	100
627	Motor Fuel & Lubricants	-	-	20	100	100
Total Commodities		<u>14,993</u>	<u>9,155</u>	<u>28,140</u>	<u>30,366</u>	<u>28,555</u>
815.40	Parking Lots	32,804	-	-	-	-
Total Capital Outlay		<u>32,804</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Streets		<u>\$ 269,469</u>	<u>\$ 40,259</u>	<u>\$ 90,610</u>	<u>\$ 155,401</u>	<u>\$ 267,257</u>
705.14	Principal - 2001 SSA Bonds	16,000	16,000	17,000	17,000	18,000
710.14	Interest - 2001 SSA Bonds	14,888	14,160	14,000	13,416	12,610
Total Debt Service		<u>30,888</u>	<u>30,160</u>	<u>31,000</u>	<u>30,416</u>	<u>30,610</u>
Total Expenditures and Other Financing Uses		<u>\$ 310,355</u>	<u>\$ 264,637</u>	<u>\$ 321,505</u>	<u>\$ 294,887</u>	<u>\$ 341,892</u>

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SPECIAL SERVICE AREA #4 FUND

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

Special Service Area #4 Fund Expenditures



2007 - 2012: Actual Expenditures

CITY OF GENEVA, ILLINOIS
 Budget Summary By Account
 Fiscal Year Ending April 30, 2014

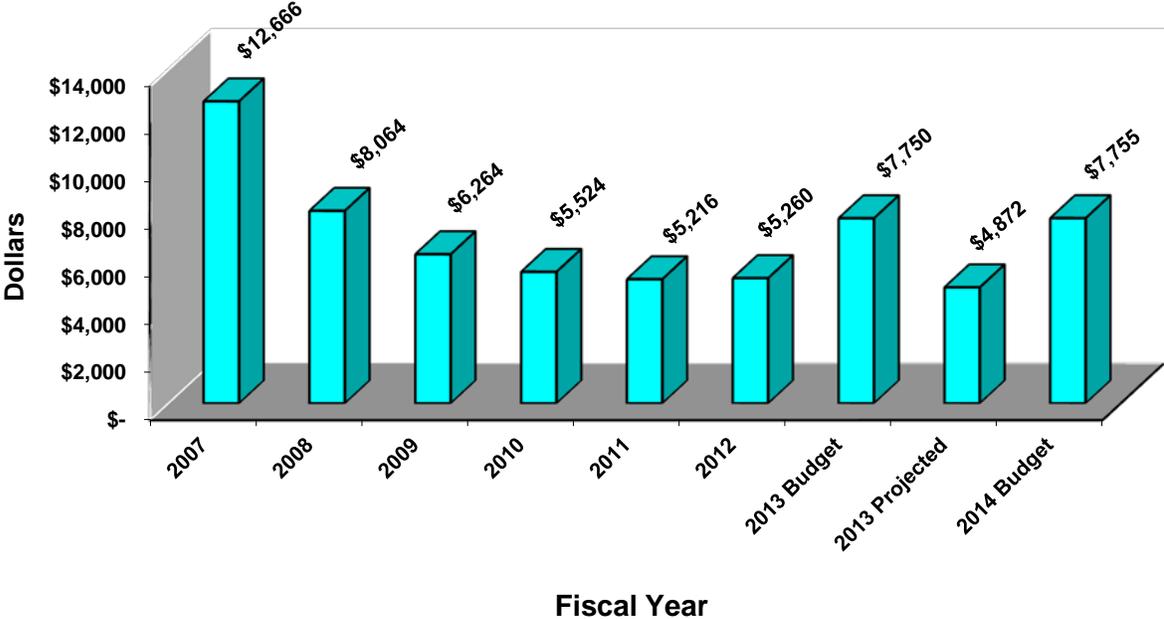
Fund 254 - SSA #4 (Randall Square)

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Revenues and Other Financing Sources						
410	Property Tax	\$ 12,604	\$ 11,944	\$ 11,950	\$ 11,948	\$ 11,950
Total Taxes		12,604	11,944	11,950	11,948	11,950
481	Interest Income	-	-	-	60	60
Total Other Revenues		-	-	-	60	60
Total Revenues and Other Financing Sources		\$ 12,604	\$ 11,944	\$ 11,950	\$ 12,008	\$ 12,010
Expenditures and Other Financing Uses						
531	Maintenance Services	\$ 9,912	\$ 9,967	\$ 11,950	\$ 9,058	\$ 12,010
Total Contractual Services		9,912	9,967	11,950	9,058	12,010
Total Expenditures and Other Financing Uses		\$ 9,912	\$ 9,967	\$ 11,950	\$ 9,058	\$ 12,010

SPECIAL SERVICE AREA #5 FUND

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

Special Service Area #5 Fund Expenditures



2007 - 2012: Actual Expenditures

CITY OF GENEVA, ILLINOIS
 Budget Summary By Account
 Fiscal Year Ending April 30, 2014

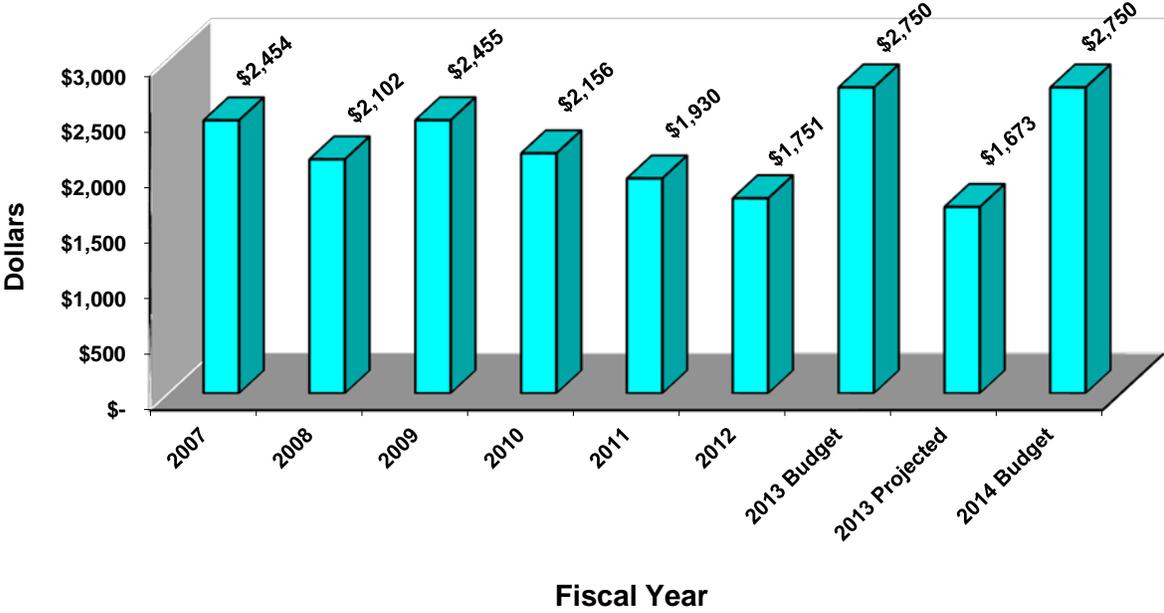
Fund 255 - SSA #5 (Williamsburg)

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Revenues and Other Financing Sources						
410	Property Tax	\$ 8,071	\$ 7,740	\$ 7,750	\$ 7,744	\$ 7,750
Total Taxes		<u>8,071</u>	<u>7,740</u>	<u>7,750</u>	<u>7,744</u>	<u>7,750</u>
481	Interest Income	-	-	-	5	5
Total Other Revenues		<u>-</u>	<u>-</u>	<u>-</u>	<u>5</u>	<u>5</u>
Total Revenues and Other Financing Sources		<u>\$ 8,071</u>	<u>\$ 7,740</u>	<u>\$ 7,750</u>	<u>\$ 7,749</u>	<u>\$ 7,755</u>
Expenditures and Other Financing Uses						
531	Maintenance Services	\$ 5,216	\$ 5,260	\$ 7,750	\$ 4,872	\$ 7,755
Total Contractual Services		<u>5,216</u>	<u>5,260</u>	<u>7,750</u>	<u>4,872</u>	<u>7,755</u>
Total Expenditures and Other Financing Uses		<u>\$ 5,216</u>	<u>\$ 5,260</u>	<u>\$ 7,750</u>	<u>\$ 4,872</u>	<u>\$ 7,755</u>

SPECIAL SERVICE AREA #7 FUND

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

Special Service Area #7 Fund Expenditures



2007 - 2012: Actual Expenditures

CITY OF GENEVA, ILLINOIS
 Budget Summary By Account
 Fiscal Year Ending April 30, 2014

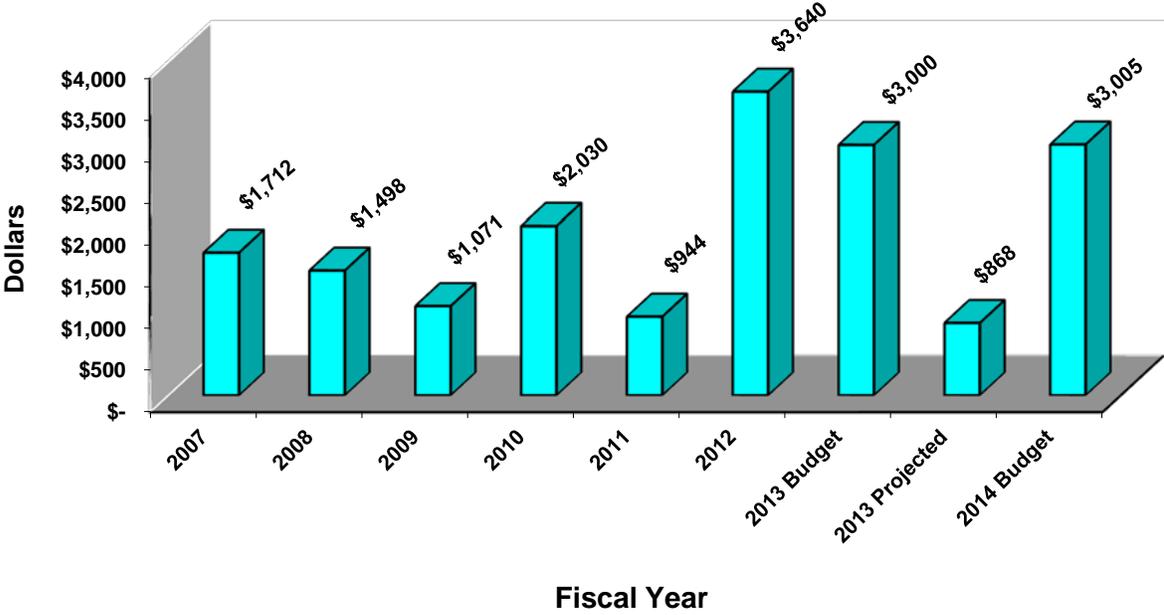
Fund 257 - SSA #7 (Blackberry)

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Revenues and Other Financing Sources						
410	Property Tax	\$ 2,954	\$ 2,750	\$ 2,750	\$ 2,750	\$ 2,750
Total Taxes		<u>2,954</u>	<u>2,750</u>	<u>2,750</u>	<u>2,750</u>	<u>2,750</u>
481	Interest Income	-	-	-	2	-
Total Other Revenues		<u>-</u>	<u>-</u>	<u>-</u>	<u>2</u>	<u>-</u>
Total Revenues and Other Financing Sources		<u>\$ 2,954</u>	<u>\$ 2,750</u>	<u>\$ 2,750</u>	<u>\$ 2,752</u>	<u>\$ 2,750</u>
Expenditures and Other Financing Uses						
531	Maintenance Services	\$ 1,930	\$ 1,751	\$ 2,750	\$ 1,673	\$ 2,750
Total Contractual Services		<u>1,930</u>	<u>1,751</u>	<u>2,750</u>	<u>1,673</u>	<u>2,750</u>
Total Expenditures and Other Financing Uses		<u>\$ 1,930</u>	<u>\$ 1,751</u>	<u>\$ 2,750</u>	<u>\$ 1,673</u>	<u>\$ 2,750</u>

SPECIAL SERVICE AREA #9 FUND

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

Special Service Area #9 Fund Expenditures



2007 - 2012: Actual Expenditures

CITY OF GENEVA, ILLINOIS
 Budget Summary By Account
 Fiscal Year Ending April 30, 2014

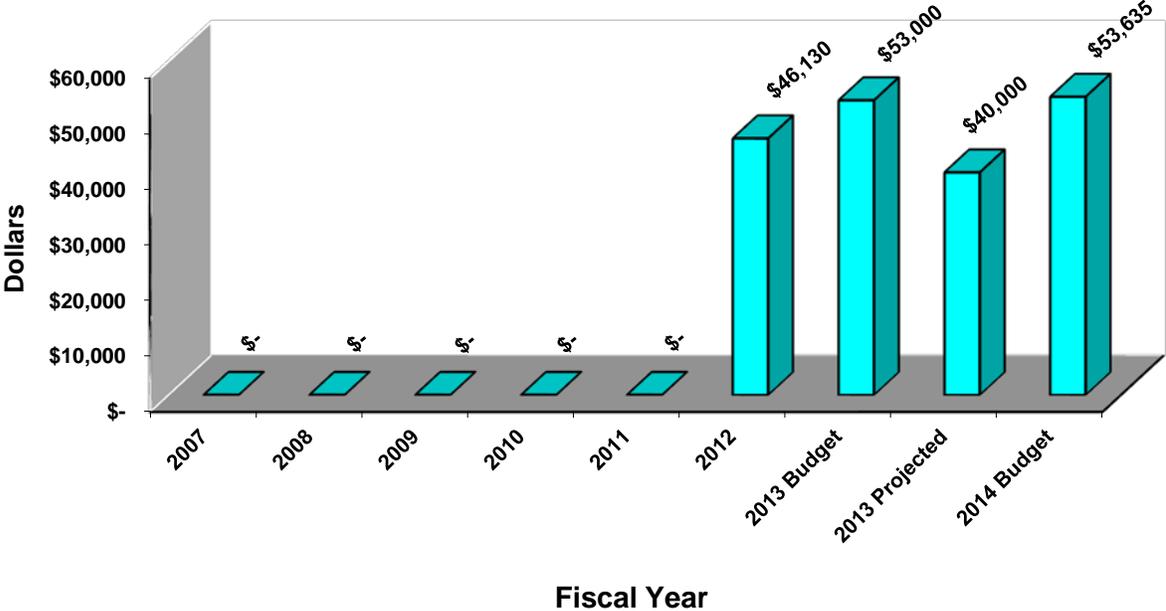
Fund 259 - SSA #9 (Geneva Knolls)

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Revenues and Other Financing Sources						
410	Property Tax	\$ 3,010	\$ 2,991	\$ 3,000	\$ 2,995	\$ 3,000
Total Taxes		<u>3,010</u>	<u>2,991</u>	<u>3,000</u>	<u>2,995</u>	<u>3,000</u>
481	Interest Income	-	-	-	5	5
Total Other Revenues		<u>-</u>	<u>-</u>	<u>-</u>	<u>5</u>	<u>5</u>
Total Revenues and Other Financing Sources		<u>\$ 3,010</u>	<u>\$ 2,991</u>	<u>\$ 3,000</u>	<u>\$ 3,000</u>	<u>\$ 3,005</u>
Expenditures and Other Financing Uses						
531	Maintenance Services	\$ 944	\$ 3,640	\$ 3,000	\$ 868	\$ 3,005
Total Contractual Services		<u>944</u>	<u>3,640</u>	<u>3,000</u>	<u>868</u>	<u>3,005</u>
Total Expenditures and Other Financing Uses		<u>\$ 944</u>	<u>\$ 3,640</u>	<u>\$ 3,000</u>	<u>\$ 868</u>	<u>\$ 3,005</u>

SPECIAL SERVICE AREA #11 FUND

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

Special Service Area #11 Fund Expenditures



2007 - 2012: Actual Expenditures

CITY OF GENEVA, ILLINOIS
 Budget Summary By Account
 Fiscal Year Ending April 30, 2014

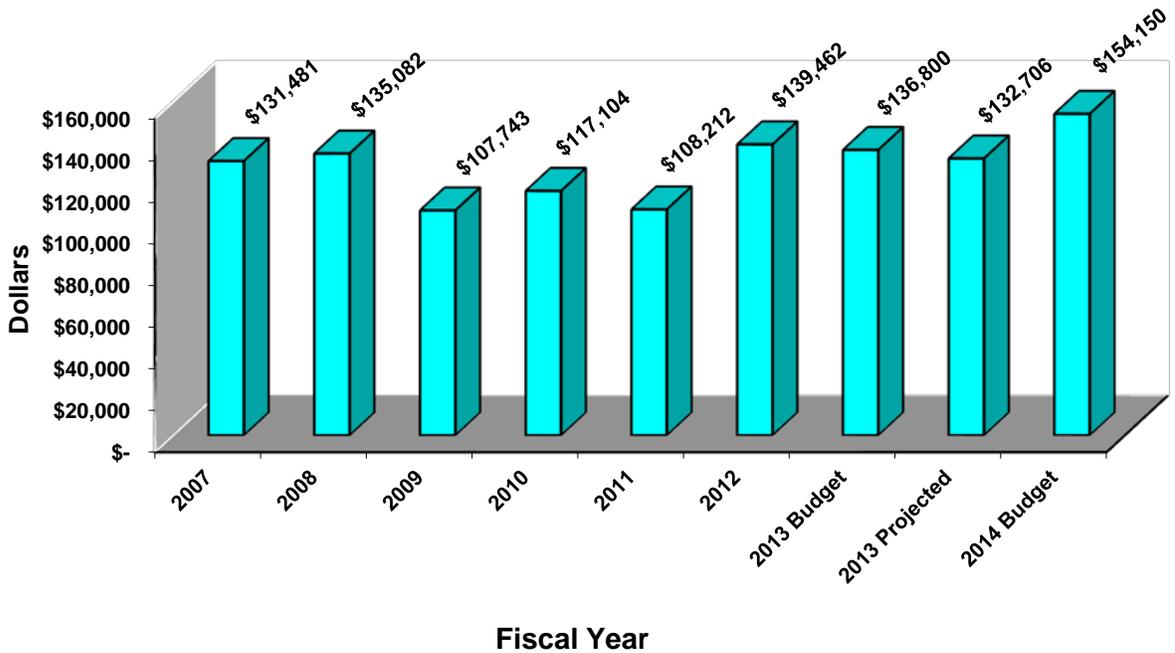
Fund 261 - SSA #11 (Eaglebrook)

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Revenues and Other Financing Sources						
410	Property Tax	\$ -	\$ 52,964	\$ 53,000	\$ 52,279	\$ 53,000
Total Taxes		<u>-</u>	<u>52,964</u>	<u>53,000</u>	<u>52,279</u>	<u>53,000</u>
481	Interest Income	-	-	635	-	635
Total Other Revenues		<u>-</u>	<u>-</u>	<u>635</u>	<u>-</u>	<u>635</u>
Total Revenues and Other Financing Sources		<u>\$ -</u>	<u>\$ 52,964</u>	<u>\$ 53,635</u>	<u>\$ 52,279</u>	<u>\$ 53,635</u>
Expenditures and Other Financing Uses						
531	Maintenance Services	\$ -	\$ 46,130	\$ 53,000	\$ 40,000	\$ 53,635
Total Contractual Services		<u>-</u>	<u>46,130</u>	<u>53,000</u>	<u>40,000</u>	<u>53,635</u>
Total Expenditures and Other Financing Uses		<u>\$ -</u>	<u>\$ 46,130</u>	<u>\$ 53,000</u>	<u>\$ 40,000</u>	<u>\$ 53,635</u>

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



2007 - 2012: Actual Expenditures

CITY OF GENEVA, ILLINOIS
 Budget Summary By Account
 Fiscal Year Ending April 30, 2014

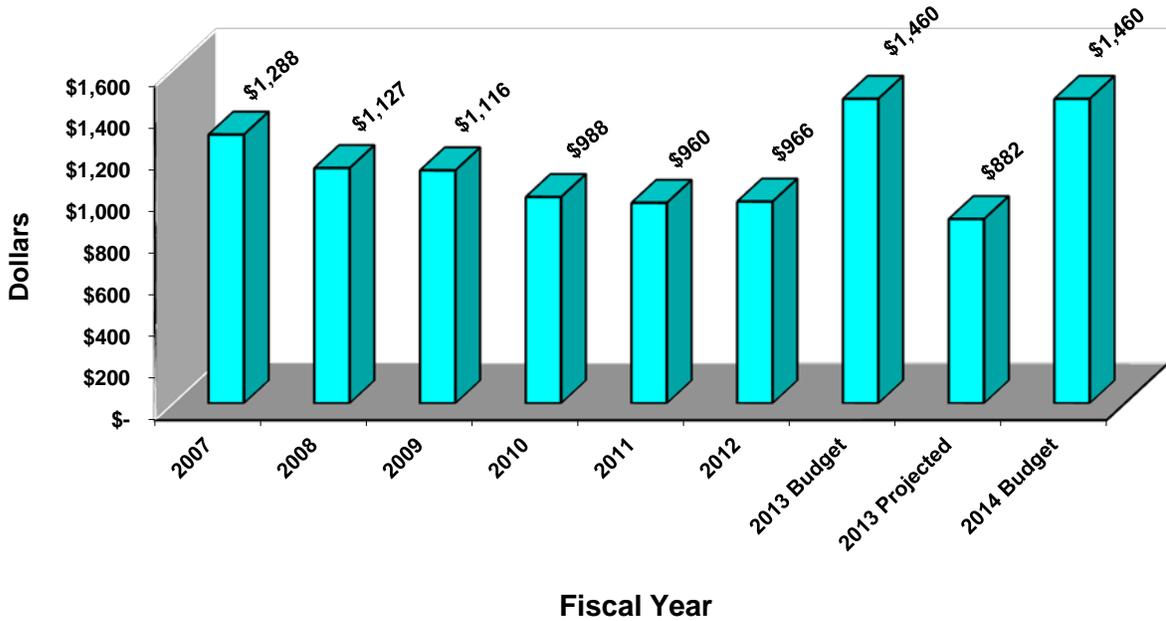
Fund 266 - SSA #16 (Fisher Farms)

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Revenues and Other Financing Sources						
410	Property Tax	\$ 136,796	\$ 136,698	\$ 136,800	\$ 136,572	\$ 154,000
Total Taxes		136,796	136,698	136,800	136,572	154,000
481	Interest Income	298	317	-	150	150
Total Other Revenues		298	317	-	150	150
Total Revenues and Other Financing Sources		\$ 137,094	\$ 137,016	\$ 136,800	\$ 136,722	\$ 154,150
Expenditures and Other Financing Uses						
531	Maintenance Services	\$ 87,011	\$ 122,067	\$ 96,000	\$ 103,290	\$ 111,770
559	Other Professional Services	11,917	8,249	11,000	8,500	11,000
581	Utilities	9,284	9,147	14,000	10,000	14,000
587	Mosquito Abatement	-	-	10,000	10,000	10,000
Total Contractual Services		108,212	139,462	131,000	131,790	146,770
601	Maintenance Supplies	-	-	5,800	916	7,380
Total Contractual Services		-	-	5,800	916	7,380
Total Expenditures and Other Financing Uses		\$ 108,212	\$ 139,462	\$ 136,800	\$ 132,706	\$ 154,150

SPECIAL SERVICE AREA #18 FUND

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

Special Service Area #18 Fund Expenditures



2007 - 2012: Actual Expenditures

CITY OF GENEVA, ILLINOIS
 Budget Summary By Account
 Fiscal Year Ending April 30, 2014

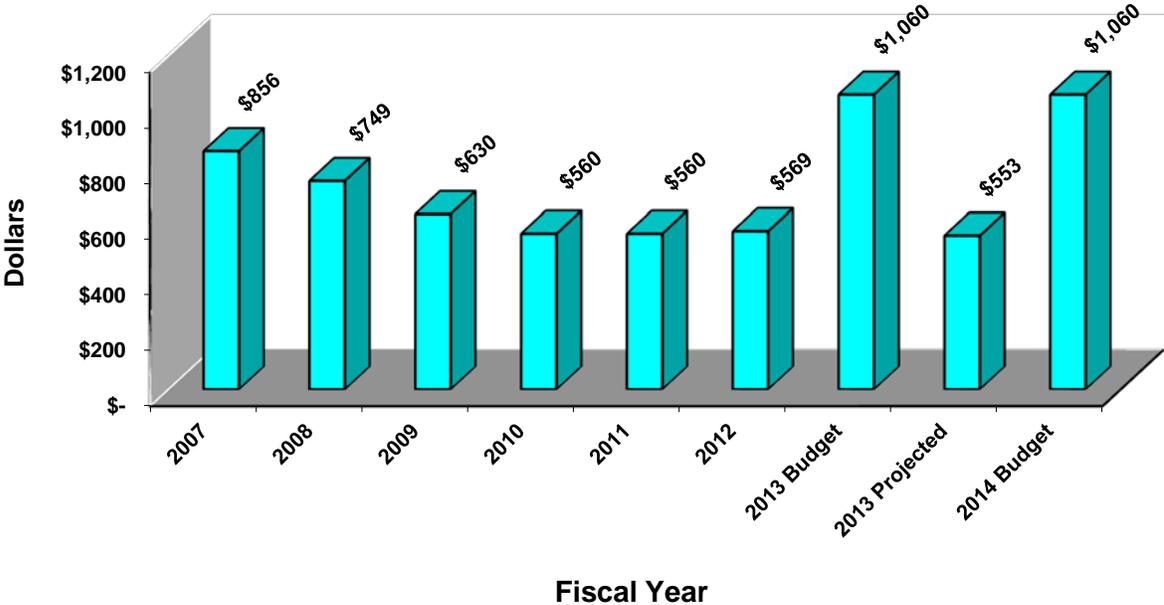
Fund 268 - SSA #18 (Wildwood)

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Revenues and Other Financing Sources						
410	Property Tax	\$ 1,489	\$ 1,458	\$ 1,460	\$ 1,454	\$ 1,460
Total Taxes		1,489	1,458	1,460	1,454	1,460
481	Interest Income	-	-	-	1	-
Total Other Revenues		-	-	-	1	-
Total Revenues and Other Financing Sources		\$ 1,489	\$ 1,458	\$ 1,460	\$ 1,455	\$ 1,460
Expenditures and Other Financing Uses						
531	Maintenance Services	\$ 960	\$ 966	\$ 1,460	\$ 882	\$ 1,460
Total Contractual Services		960	966	1,460	882	1,460
Total Expenditures and Other Financing Uses		\$ 960	\$ 966	\$ 1,460	\$ 882	\$ 1,460

SPECIAL SERVICE AREA #23 FUND

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

Special Service Area #23 Fund Expenditures



2007 - 2012: Actual Expenditures

CITY OF GENEVA, ILLINOIS
 Budget Summary By Account
 Fiscal Year Ending April 30, 2014

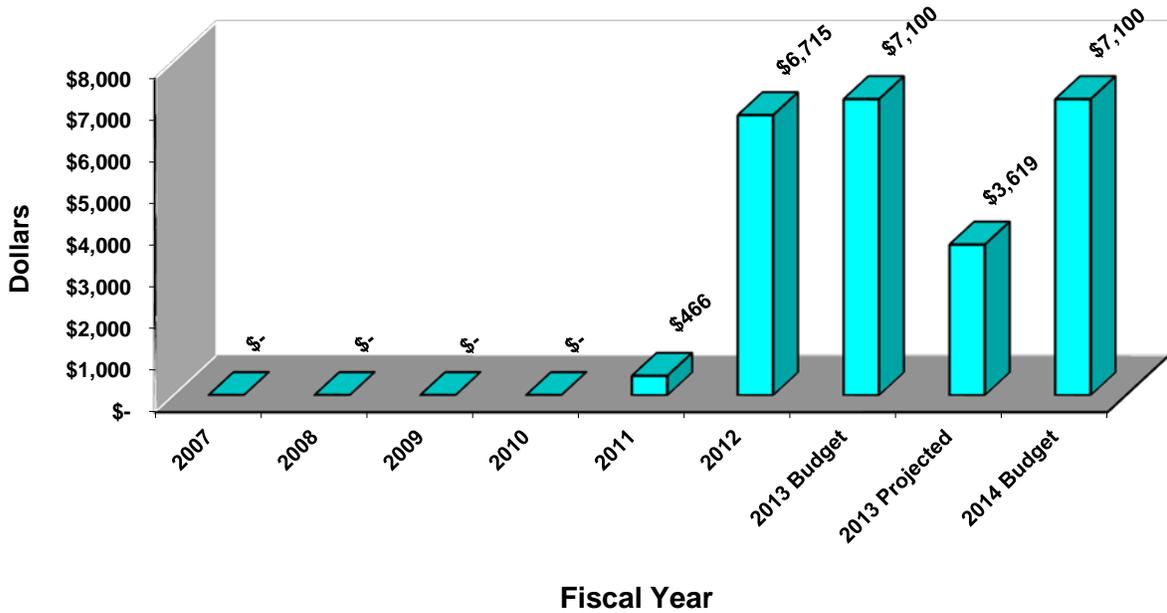
Fund 273 - SSA #23 (Sunset Meadows)

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Revenues and Other Financing Sources						
410	Property Tax	\$ 1,067	\$ 1,056	\$ 1,060	\$ 1,058	\$ 1,060
Total Taxes		<u>1,067</u>	<u>1,056</u>	<u>1,060</u>	<u>1,058</u>	<u>1,060</u>
481	Interest Income	-	-	-	1	-
Total Other Revenues		<u>-</u>	<u>-</u>	<u>-</u>	<u>1</u>	<u>-</u>
Total Revenues and Other Financing Sources		<u>\$ 1,067</u>	<u>\$ 1,056</u>	<u>\$ 1,060</u>	<u>\$ 1,059</u>	<u>\$ 1,060</u>
Expenditures and Other Financing Uses						
531	Maintenance Services	\$ 560	\$ 569	\$ 1,060	\$ 553	\$ 1,060
Total Contractual Services		<u>560</u>	<u>569</u>	<u>1,060</u>	<u>553</u>	<u>1,060</u>
Total Expenditures and Other Financing Uses		<u>\$ 560</u>	<u>\$ 569</u>	<u>\$ 1,060</u>	<u>\$ 553</u>	<u>\$ 1,060</u>

SPECIAL SERVICE AREA #26 FUND

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

Special Service Area #26 Fund Expenditures



2007 - 2012: Actual Expenditures

CITY OF GENEVA, ILLINOIS
 Budget Summary By Account
 Fiscal Year Ending April 30, 2014

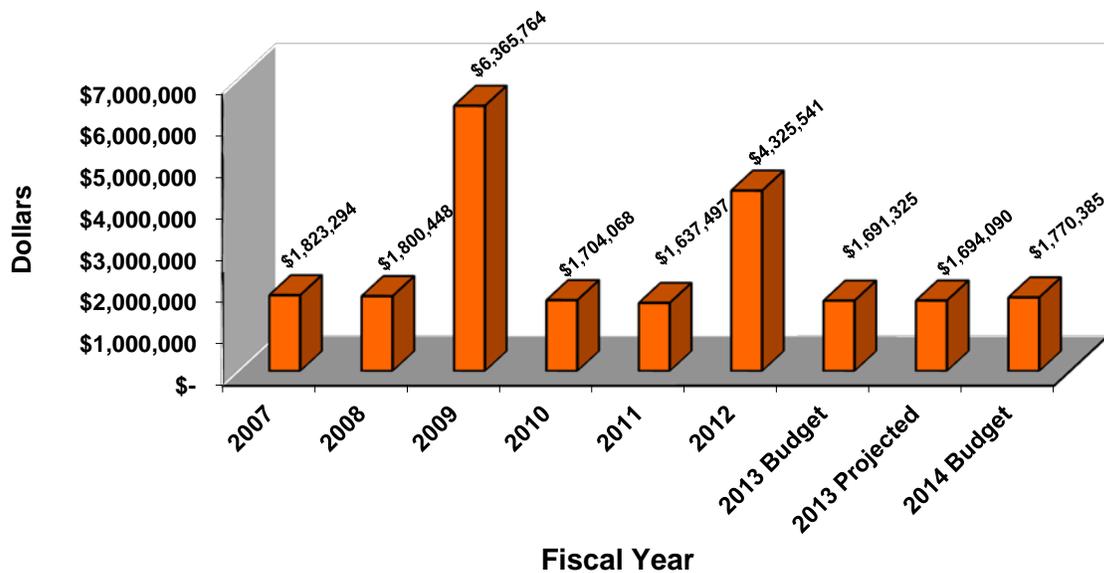
Fund 276 - SSA #26 (Westhaven)

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Revenues and Other Financing Sources						
410	Property Tax	\$ -	\$ 7,100	\$ 7,100	\$ 7,100	\$ 7,100
Total Taxes		<u>-</u>	<u>7,100</u>	<u>7,100</u>	<u>7,100</u>	<u>7,100</u>
Total Revenues and Other Financing Sources		<u>\$ -</u>	<u>\$ 7,100</u>	<u>\$ 7,100</u>	<u>\$ 7,100</u>	<u>\$ 7,100</u>
Expenditures and Other Financing Uses						
531	Maintenance Services	\$ 466	\$ 6,715	\$ 7,100	\$ 3,619	\$ 7,100
Total Contractual Services		<u>466</u>	<u>6,715</u>	<u>7,100</u>	<u>3,619</u>	<u>7,100</u>
Total Expenditures and Other Financing Uses		<u>\$ 466</u>	<u>\$ 6,715</u>	<u>\$ 7,100</u>	<u>\$ 3,619</u>	<u>\$ 7,100</u>

DEBT SERVICE FUND

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

Debt Service Fund Expenditures



2007 - 2012: Actual Expenditures

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

CITY OF GENEVA, ILLINOIS
Budget Detail by Fund
Fiscal Year Ending April 30, 2014

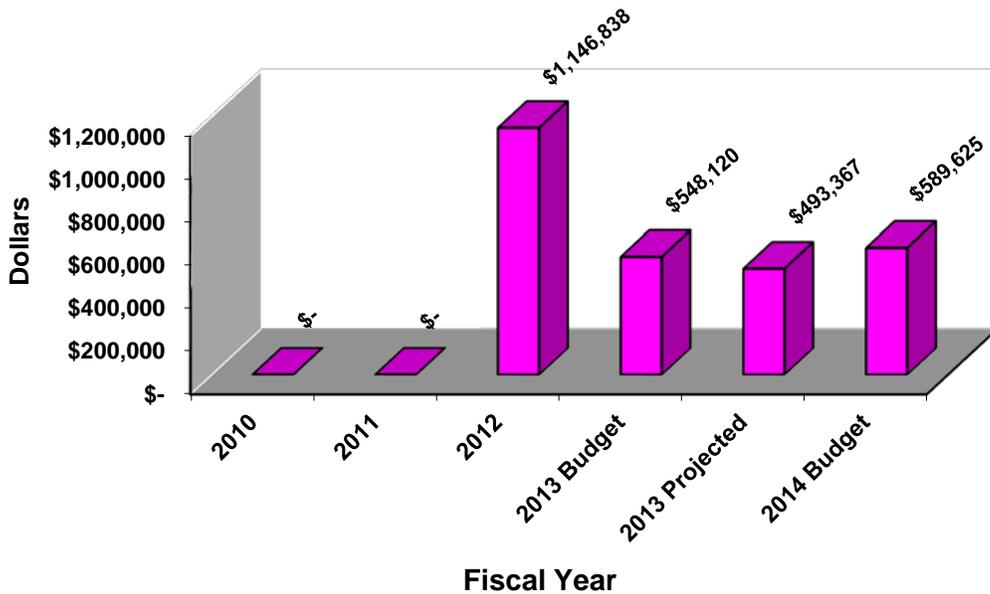
Fund 301 - Debt Service Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Revenues and Other Financing Sources						
410	Property Tax	\$ 1,523,718	\$ 1,681,976	\$ 1,667,435	\$ 1,678,567	\$ 1,723,735
Total Taxes		<u>1,523,718</u>	<u>1,681,976</u>	<u>1,667,435</u>	<u>1,678,567</u>	<u>1,723,735</u>
481	Interest Income	2,626	3,191	5,000	5,000	5,000
489	Miscellaneous	-	1,370	-	685	-
Total Other Revenues		<u>2,626</u>	<u>4,561</u>	<u>5,000</u>	<u>5,685</u>	<u>5,000</u>
491	Transfers In	224,869	-	-	-	-
493.25	Refunding Bonds Issued	-	2,355,000	-	-	-
493.30	Premiums on Bonds Sold	-	175,136	-	-	-
499	Reappropriation	-	-	18,890	-	41,650
Total Other Financing Sources		<u>224,869</u>	<u>2,530,136</u>	<u>18,890</u>	<u>-</u>	<u>41,650</u>
Total Revenues and Other Financing Sources		<u>\$ 1,751,213</u>	<u>\$ 4,216,672</u>	<u>\$ 1,691,325</u>	<u>\$ 1,684,252</u>	<u>\$ 1,770,385</u>
Expenditures and Other Financing Uses						
705.12	Principal 1999 GO Bonds	530,000	560,000	635,000	635,000	465,000
705.16	Principal 2002 GO Bonds	210,000	250,000	-	-	-
705.21	Principal 2006B Bonds	5,000	5,000	5,000	5,000	10,000
705.30	Principal 2008A GO Bonds	210,000	255,000	250,000	250,000	505,000
705.35	Principal 2012A Bonds	-	-	290,000	290,000	320,000
710.12	Interest 1999 GO Bonds	239,325	165,050	88,825	88,825	47,550
710.16	Interest 2002 GO Bonds	53,594	43,938	-	-	-
710.21	Interest 2006B Bonds	215,025	214,825	220,000	214,625	214,425
710.30	Interest 2008A GO Bonds	171,981	165,681	160,000	157,400	148,960
710.35	Interest 2012A Bonds	-	-	40,000	51,590	57,800
715	Paying Agent Fees	2,572	44,873	2,500	1,650	1,650
Total Debt Service		<u>1,637,497</u>	<u>1,704,367</u>	<u>1,691,325</u>	<u>1,694,090</u>	<u>1,770,385</u>
951	Transfers Out	-	95,000	-	-	-
952	Payments to Refunded Bond Escrow	-	2,526,174	-	-	-
Total Other Financing Uses		<u>-</u>	<u>2,621,174</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Other Financing Uses		<u>\$ 1,637,497</u>	<u>\$ 4,325,541</u>	<u>\$ 1,691,325</u>	<u>\$ 1,694,090</u>	<u>\$ 1,770,385</u>

GENERAL CAPITAL PROJECTS FUND

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

General Capital Projects Fund Expenditures



2010 - 2012: Actual Expenditures

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

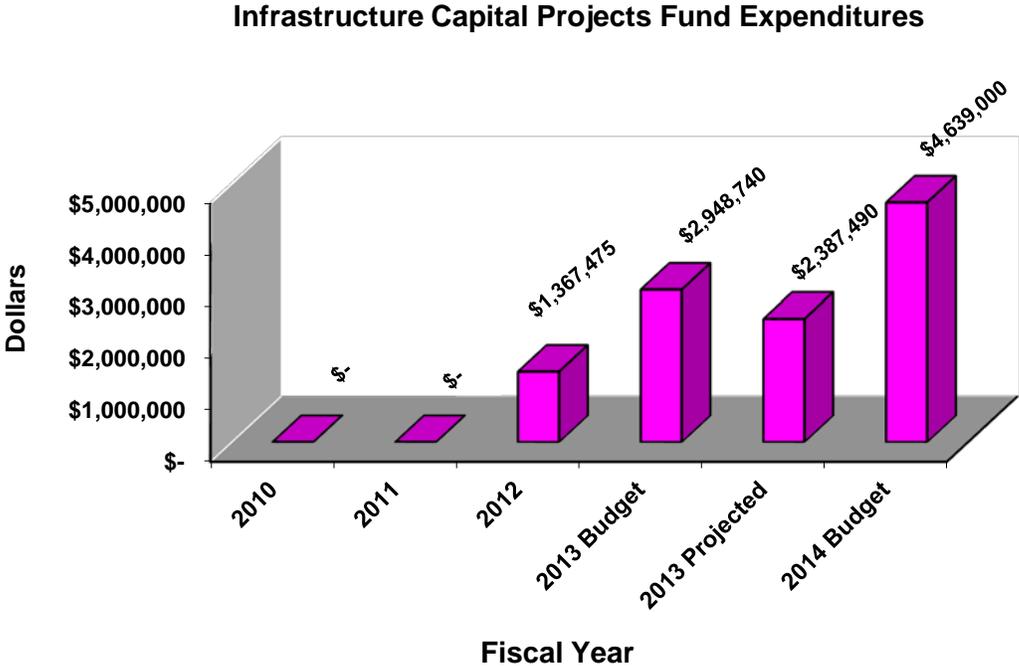
CITY OF GENEVA, ILLINOIS
Budget Summary By Account
Fiscal Year Ending April 30, 2014

Fund 410 - General Capital Projects

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Revenues and Other Financing Sources						
447	Federal Grants	\$ -	\$ 85,050	\$ 162,000	\$ -	\$ -
448	State/Local Grants	-	55,157	-	157,174	55,800
Total Intergovernmental Revenues		-	140,207	162,000	157,174	55,800
471.07	Cable PEG Fees	-	-	-	-	25,000
Total Service Fees		-	-	-	-	25,000
481	Interest Income	-	46	50	-	50
483	Insurance & Property Damage	-	-	-	14,006	-
Total Other Revenues		-	46	50	14,006	50
491	Transfers In	484,350	547,500	383,270	322,187	508,775
499	Reappropriation	-	-	2,800	-	-
Total Other Financing Sources		484,350	547,500	386,070	322,187	508,775
Total Revenues and Other Financing Sources		\$ 484,350	\$ 687,753	\$ 548,120	\$ 493,367	\$ 589,625
Expenditures and Other Financing Uses						
810	Buildings & Improvements	\$ -	\$ 75,684	\$ 66,200	\$ 52,464	\$ 69,750
815.05	Impr Other Than Buildings	-	180,479	284,350	69,957	97,600
820	Machinery & Equipment	-	99,450	106,770	315,146	190,150
825	Vehicles	-	769,889	67,000	32,000	157,125
830	Office Furniture	-	1,690	-	-	-
835	Computer Equipment	-	19,646	23,800	23,800	75,000
Total Capital Outlay		-	1,146,838	548,120	493,367	589,625
Total Expenditures and Other Financing Uses		\$ -	\$ 1,146,838	\$ 548,120	\$ 493,367	\$ 589,625

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 and Federal and State Grants.



2010 - 2012: 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.

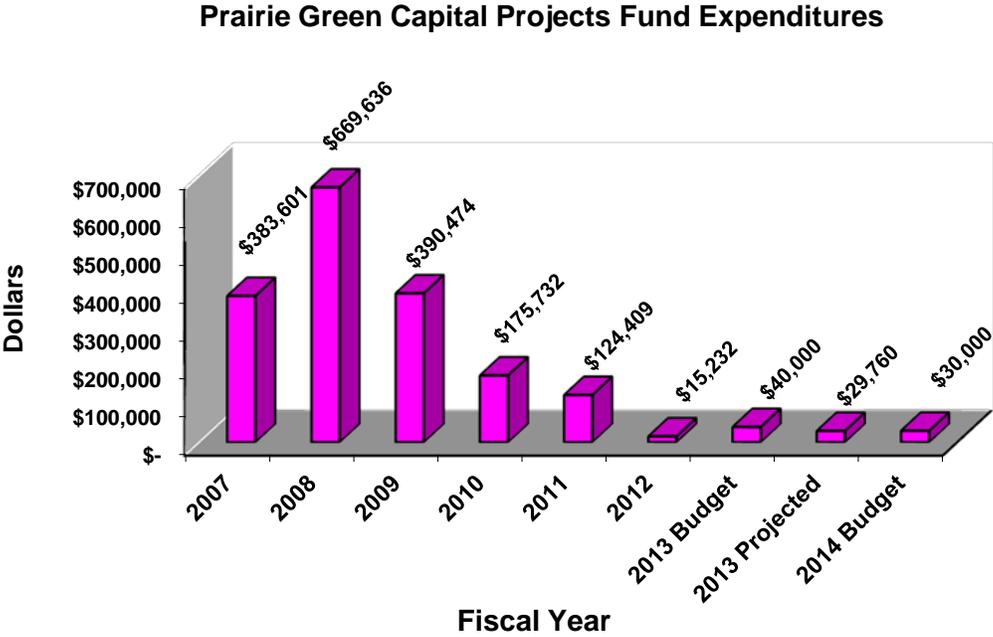
CITY OF GENEVA, ILLINOIS
Budget Summary By Account
Fiscal Year Ending April 30, 2014

Fund 415 - Infrastructure Capital Projects Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Revenues and Other Financing Sources						
441	Non-HR Sales Tax	\$ -	\$ 2,536,167	\$ 2,040,000	\$ 2,120,000	\$ 2,162,000
447	Federal Grants	-	-	200,000	-	-
448	State/Local Grants	-	-	-	-	1,425,000
Total Intergovernmental Revenues		-	2,536,167	2,240,000	2,120,000	3,587,000
471.10	50/50 Tree Program	-	27,150	-	25,000	25,000
Total Service Fees		-	27,150	-	25,000	25,000
481	Interest Income	-	119	50	100	100
485	Reimbursed Expenditures	-	5,141	5,000	4,240	5,000
489	Miscellaneous	-	300	-	-	-
Total Other Revenues		-	5,561	5,050	4,340	5,100
491.10	Transfer In - General Fund	-	-	-	-	505,735
499	Reappropriation	-	-	703,690	-	516,165
Total Other Financing Sources		-	-	703,690	-	1,021,900
Total Revenues and Other Financing Sources		\$ -	\$ 2,568,878	\$ 2,948,740	\$ 2,149,340	\$ 4,639,000
Expenditures and Other Financing Uses						
815.05	Impr Other Than Buildings	\$ -	\$ -	\$ -	\$ 48,418	\$ 519,000
815.10	Improvements - Streets	-	1,367,475	2,948,740	2,061,511	4,045,000
815.40	Improvements - Parking Lots	-	-	-	277,561	75,000
Total Capital Outlay		-	1,367,475	2,948,740	2,387,490	4,639,000
Total Expenditures and Other Financing Uses		\$ -	\$ 1,367,475	\$ 2,948,740	\$ 2,387,490	\$ 4,639,000

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.



2007 - 2012: Actual Expenditures

CITY OF GENEVA, ILLINOIS
 Budget Summary By Account
 Fiscal Year Ending April 30, 2014

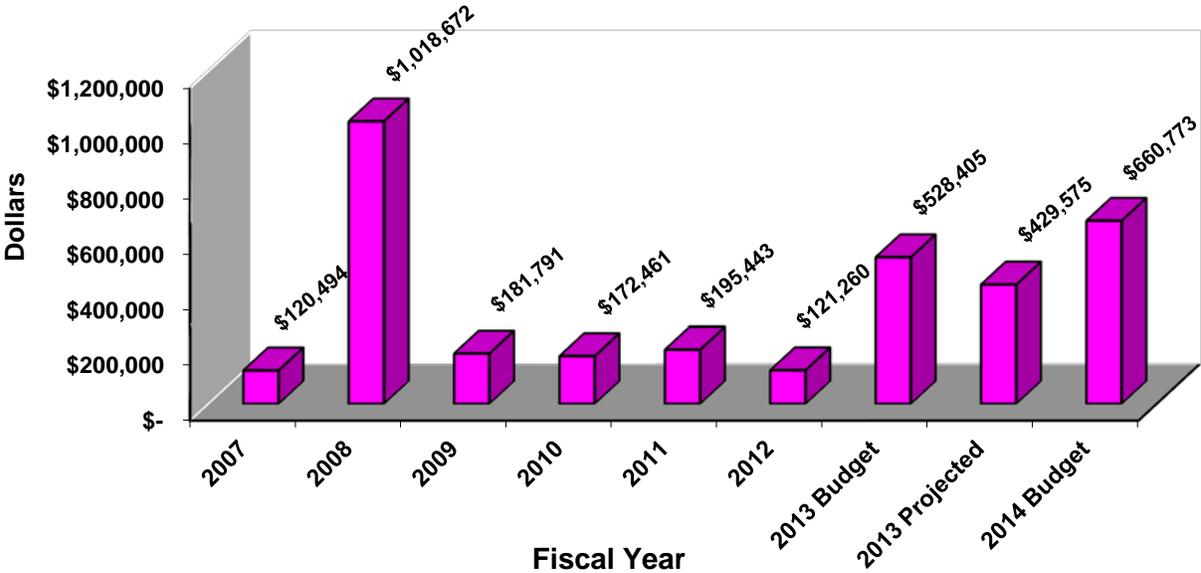
Fund 420 - Prairie Green

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Revenues and Other Financing Sources						
481	Interest Income	\$ -	\$ -	\$ -	\$ 50	\$ 50
482	Rental Income	82,440	92,800	101,530	101,530	101,530
Total Other Revenues		<u>82,440</u>	<u>92,800</u>	<u>101,530</u>	<u>101,580</u>	<u>101,580</u>
Total Revenues and Other Financing Sources		<u>\$ 82,440</u>	<u>\$ 92,800</u>	<u>\$ 101,530</u>	<u>\$ 101,580</u>	<u>\$ 101,580</u>
Expenditures and Other Financing Uses						
916	Property Taxes	\$ -	\$ -	\$ -	\$ 4,760	\$ 5,000
Total Other Expenditures		<u>-</u>	<u>-</u>	<u>-</u>	<u>4,760</u>	<u>5,000</u>
951	Transfers Out	100,000	-	-	-	-
Total Other Financing Uses		<u>100,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
815.05	Impr Other Than Buildings	24,409	15,232	40,000	25,000	25,000
Total Capital Outlay		<u>24,409</u>	<u>15,232</u>	<u>40,000</u>	<u>25,000</u>	<u>25,000</u>
Total Expenditures and Other Financing Uses		<u>\$ 124,409</u>	<u>\$ 15,232</u>	<u>\$ 40,000</u>	<u>\$ 29,760</u>	<u>\$ 30,000</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



2007 - 2012: Actual Expenditures

CITY OF GENEVA, ILLINOIS
Budget Detail By Fund
Fiscal Year Ending April 30, 2014

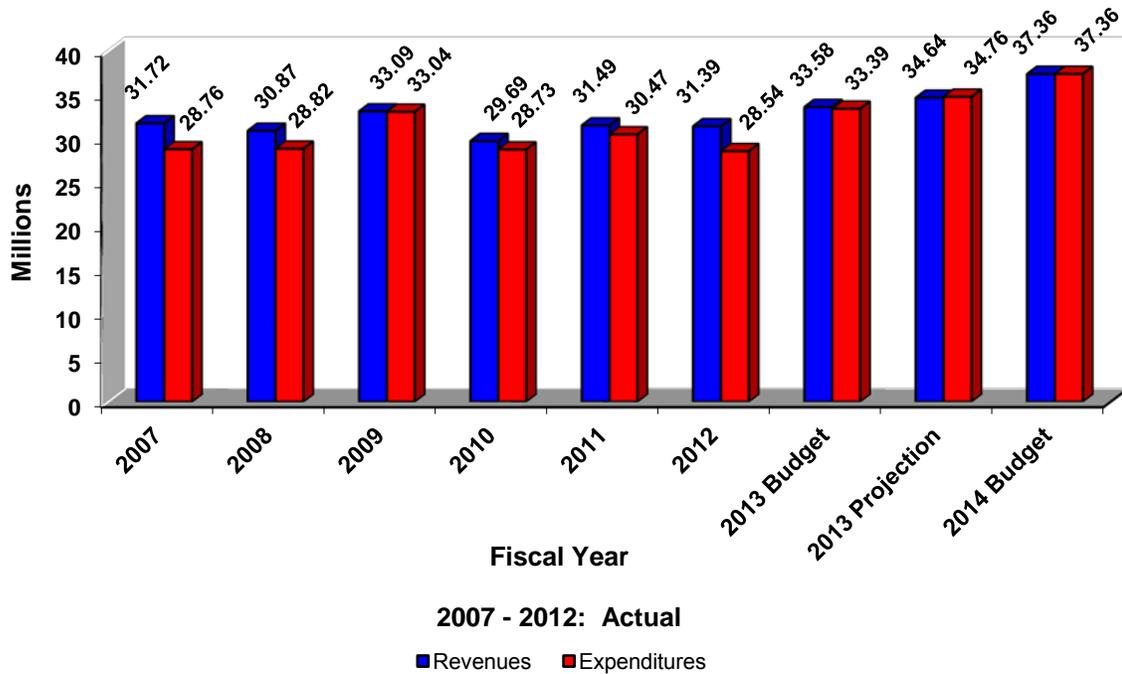
Fund 425 - TIF #2

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Revenues and Other Financing Sources						
410	Property Tax	\$ 301,046	\$ 313,898	\$ 313,900	\$ 269,552	\$ 275,000
Total Taxes		301,046	313,898	313,900	269,552	275,000
481	Interest Income	2,426	661	500	2,645	2,000
Total Other Revenues		2,426	661	500	2,645	2,000
499	Reappropriation	-	-	214,005	-	383,773
Total Other Financing Sources		-	-	214,005	-	383,773
Total Revenues and Other Financing Sources		\$ 303,471	\$ 314,558	\$ 528,405	\$ 272,197	\$ 660,773
Expenditures and Other Financing Uses						
501	Wages - Regular	\$ 68,239	\$ 44,019	\$ 41,955	\$ 41,955	\$ 56,989
521	Group Insurance	8,817	6,101	6,995	6,220	8,867
522	Medicare	-	-	-	340	830
523	Social Security	110	3,121	3,180	2,760	3,322
524	IMRF	182	4,940	5,090	5,170	7,470
Total Personal Services		77,348	58,181	57,220	56,445	77,478
543	Legal Service	994	750	5,000	5,000	5,000
559	Other Professional Services	-	-	3,500	5,000	5,000
563	Publishing	-	-	-	100	200
571	Dues	-	-	775	775	775
573	Training	-	-	-	350	400
592	General Insurance	-	420	-	-	-
Total Contractual Services		994	1,170	9,275	11,225	11,375
705.24	Principal - 2006 TIF Bonds	99,948	47,539	47,540	49,680	51,920
710.24	Interest - 2006 TIF Bonds	17,152	14,369	14,370	12,225	10,000
Total Debt Service		117,101	61,909	61,910	61,905	61,920
805	Land	-	-	100,000	100,000	35,000
815.05	Impr Other Than Buildings	-	-	300,000	-	20,000
815.10	Improvements - Streets	-	-	-	200,000	455,000
Total Capital Outlay		-	-	400,000	300,000	510,000
Total Expenditures and Other Financing Uses		\$ 195,443	\$ 121,260	\$ 528,405	\$ 429,575	\$ 660,773

ELECTRIC FUND

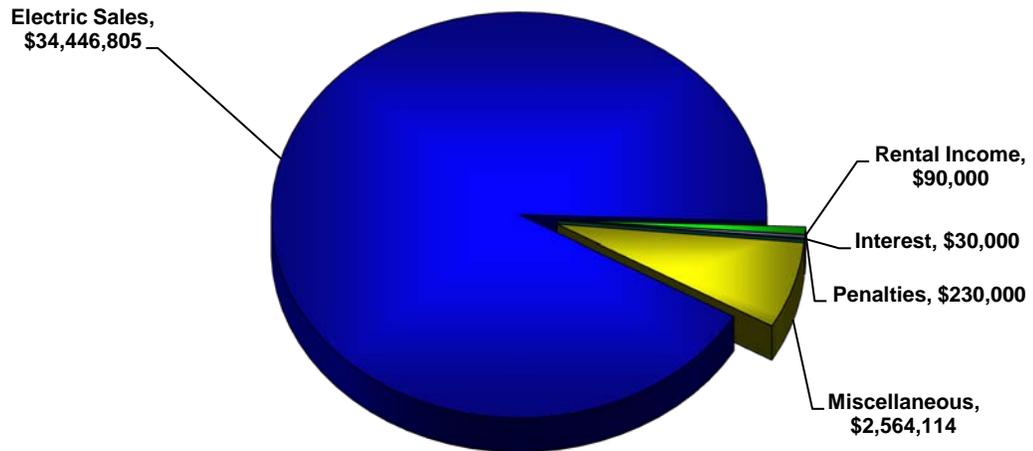
The Electric Fund accounts for the provision of electric service to the residents of the City. All activities necessary to provide such services are accounted for in this fund including, but not limited to: administration, operations, maintenance, financing and related debt service, billing and collection.

Electric Fund Revenues and Expenditures



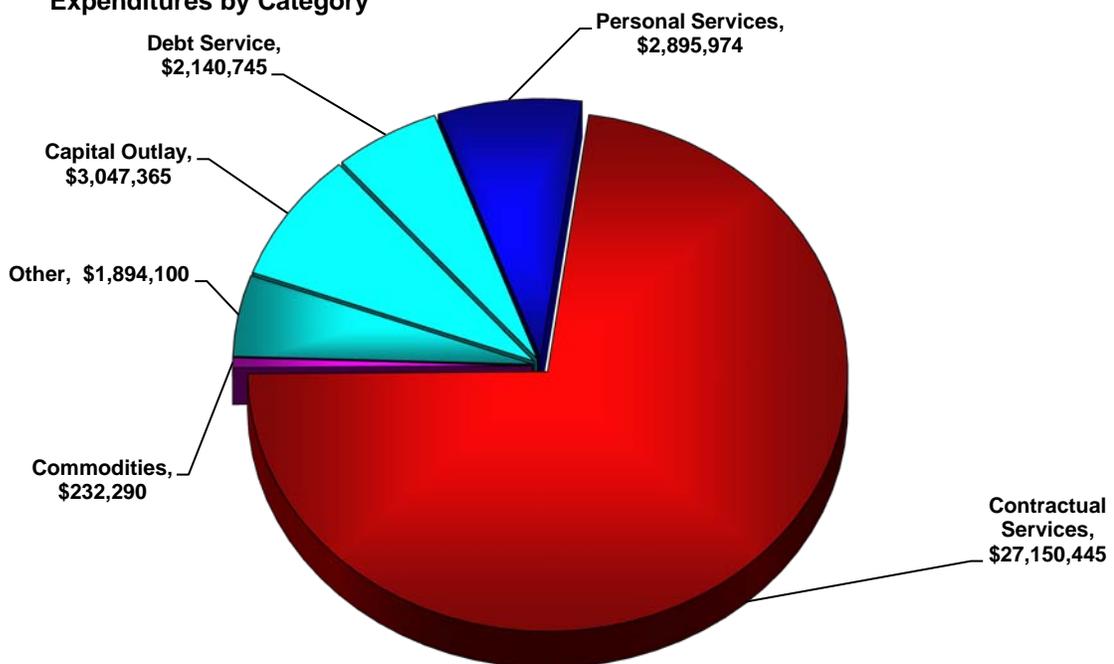
ELECTRIC FUND

Revenues by Category



Electric sales account for 92% of the revenues in the Electric Fund.

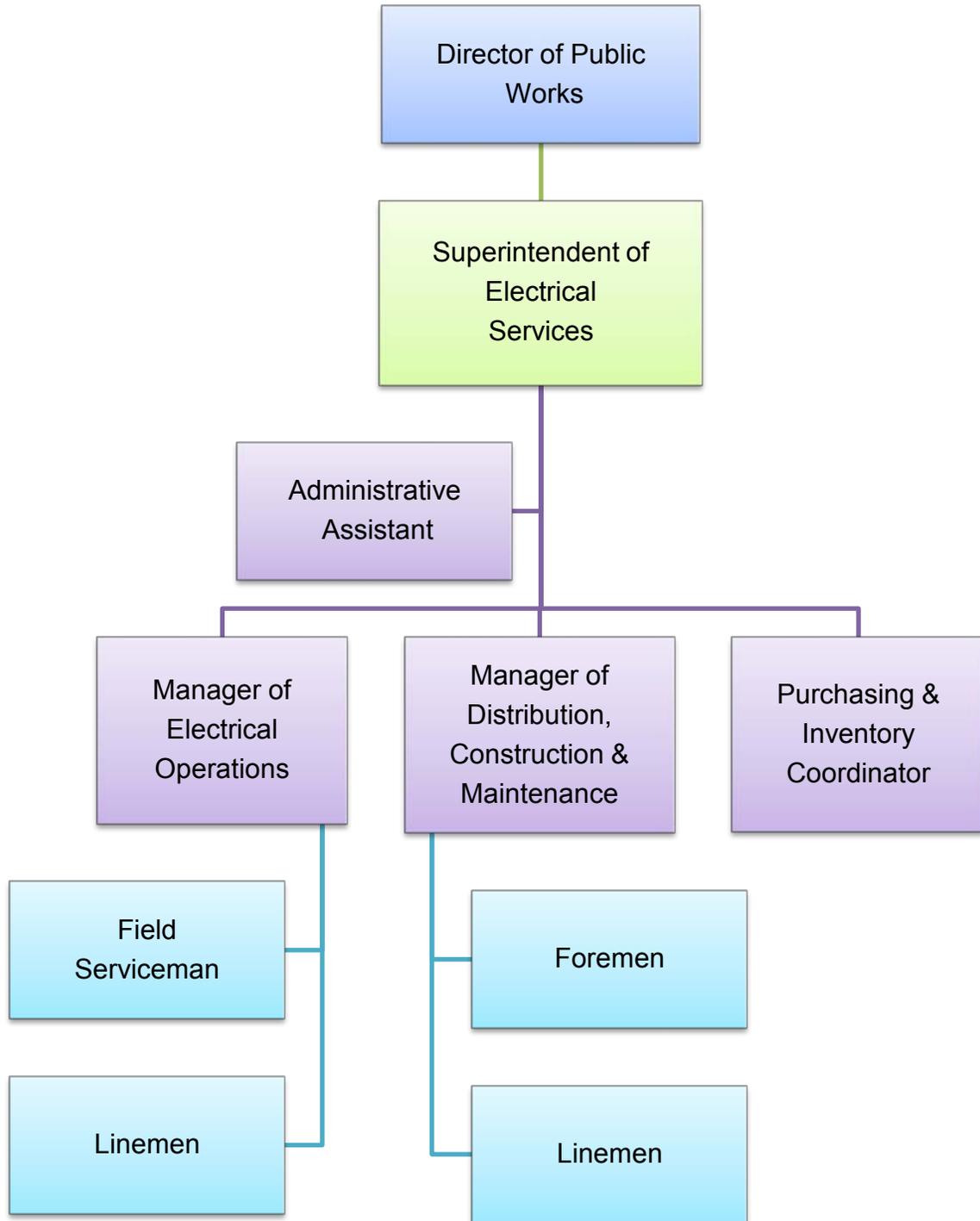
Expenditures by Category



Contractual Services, the largest expenditure category includes purchased power which accounts for \$25,377,620 of the total. Personal Services account for 7.8% 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 2013-2014 GOALS

Goal # 1 Implement year nine of Cable Replacement Program. Year nine will consist of several projects. The Simpson Street apartments and the surrounding area's underground will be replaced. Sunset Road from Ray Street to Fargo will be replaced. The underground feed to 705 E. State Street will be replaced as well as relocating the transformers from a hazardous location. A section of overhead that has seen multiple outages and is difficult to access will be buried along the west side of Burgess Field from Center Street to the north. A much needed painting project of the traffic signals and controllers along Rt. 38 will be completed with monies from this fund. Intersections include Anderson Blvd, 7th St, 3rd St, 2nd St lighting controller, Rt. 25 controller, East Side Dr and Glengarry Dr. A portion of the funds will be used to replace aging street lights. We have had a few lights this year that have needed to be replaced due to rusting. Staff anticipates increased quantities to be replaced this year. The Wastewater Treatment Facility will be receiving an upgrade to insure increased reliability and remote switching capabilities to keep the power on during outages. Finally, two overhead wire replacement jobs will be completed: the remaining two phases across the Fox River at Ford Street as well as the overhead along Hamilton St from Rt. 31 west to 6th St, north to Peyton St and west to the alley.

Funding: Simpson St Apartments – Electric Capital \$354,000

Completion Date: 12/01/2013

Funding: 705 E. State St – Electric Capital \$83,000

Completion Date: 12/01/2013

Funding: Sunset from Fargo to Ray – Electric Capital \$103,000

Completion Date: 12/01/2013

Funding: Overhead to underground conversion at Football Field – Electric Capital \$108,000

Completion Date: 12/01/2013

Funding: River Crossing – Electric Capital \$35,000

Completion Date: 03/31/2014

Funding: Traffic Signal Painting: Various intersections on Rt. 38 – Electric Capital \$38,500

Completion Date: 03/31/2014

Funding: Street light replacements due to age – Electric Capital \$25,000

Completion Date: 04/30/2014

Funding: Wastewater Treatment Plant Backup – Electric Capital \$113,000

Completion Date: 03/31/2014

Funding: Hamilton Street Overhead Upgrade – Electric Capital \$90,000

Completion Date: 03/31/2014

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 Two - Substation Relays and RTU, to enhance the safety and reliability of the distribution system.

Funding: Electric Capital \$530,824

Completion Date: 03/31/2014

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 following is a list of items:

- Heaters & exhaust fans
- Energy efficient lighting
- Security - Video Cameras
- Locker Room – partitions, flooring
- Landscaping

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

Completion Date: 04/30/2014

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.

The Electric Fund is divided into 9 divisions:

Public Works – Electric

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

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

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

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

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

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

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

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

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

Public Works – Electric – Personnel Summary

Position Title	FY 09/10	FY 10/11	FY 11/12	FY 12/13	Current Authorized
Superintendent of Electrical Services	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Project Engineer	1.00	1.00	1.00	0.00	0.00
Manager of Electrical Operations	1.00	1.00	1.00	1.00	1.00
Manager of Distribution, Construction & Maintenance	1.00	1.00	1.00	1.00	1.00
Field Serviceman	1.00	1.00	1.00	1.00	1.00
Foreman	2.00	2.00	2.00	2.00	2.00
Lineman	8.00	8.00	7.00	7.00	6.00
General Maintenance Worker	1.00	0.00	0.00	0.00	0.00
Total	17.00	16.00	15.00	14.00	14.00

CITY OF GENEVA, ILLINOIS
Budget Detail By Fund
Fiscal Year Ending April 30, 2014

Fund 620 - Electric Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Revenues and Other Financing Sources						
455	Penalties	\$ 232,977	\$ 211,977	\$ 230,000	\$ 230,000	\$ 230,000
Total Fines & Forefeits		232,977	211,977	230,000	230,000	230,000
461	Electric Sales	29,896,463	30,672,593	33,183,010	33,999,015	34,446,805
465	Connection Fees	33,640	168,200	-	-	-
466	Meter Sales	-	402	-	-	-
468	New Service Installation	81,715	60,477	60,000	200,000	60,000
Total Service Charges		30,011,818	30,901,673	33,243,010	34,199,015	34,506,805
479	Disconnection/Reconnection Fees	-	-	-	505	500
Total Service Fees		-	-	-	505	500
481	Interest Income	15,420	23,929	30,000	30,000	30,000
482	Rental Income	25,802	27,708	25,800	90,000	90,000
483	Insurance & Property Damage	-	22,748	-	150	-
484	Sale of Capital Assets	-	155,702	-	11,053	10,000
485	Reimbursed Expenditures	248	7,333	-	71,000	10,000
489	Miscellaneous	1,201,752	35,008	55,000	7,100	35,000
Total Other Revenues		1,243,222	272,428	110,800	209,303	175,000
499	Reappropriation	-	-	-	-	2,448,614
Total Other Financing Sources		-	-	-	-	2,448,614
Total Revenues and Other Financing Sources		\$ 31,488,017	\$ 31,386,078	\$ 33,583,810	\$ 34,638,823	\$ 37,360,919
Expenditures and Other Financing Uses						
501	Wages - Regular	\$ 1,858,470	\$ 1,846,069	\$ 1,789,590	\$ 1,704,875	\$ 1,774,727
502	Wages - Part-Time/Seasonal	44,190	94,374	93,355	80,295	94,890
503	Overtime	718	39,271	163,185	43,610	196,605
504	Stand-By	86,317	90,671	90,035	94,270	108,470
521	Group Insurance	272,568	277,900	330,335	291,265	342,137
522	Medicare	-	-	-	15,550	26,506
523	Social Security	178,703	147,264	163,550	125,935	112,409
524	IMRF	273,608	230,727	248,730	231,030	233,246
527	Car Allowance	5,643	5,907	6,035	6,300	6,984
528	Unemployment Compensation	69	-	-	-	-
Total Personal Services		2,720,285	2,732,183	2,884,815	2,593,130	2,895,974
531	Maintenance Service	341,090	309,779	428,760	426,610	458,735
541	Accounting & Auditing Service	9,000	9,124	17,385	17,385	18,470
542	Engineering Service	13,116	32,911	3,375	3,100	3,375
543	Legal Service	3,611	8,976	30,875	11,510	30,875
544	Medical Service	-	-	300	403	1,100
546	Janitorial Service	-	-	3,200	2,550	4,000
547	Banking Service	-	-	-	39,650	39,650
550	Collection Service	71	1,196	2,500	1,750	2,500
559	Other Professional Services	-	27	37,800	33,230	38,100
561	Postage	3,686	2,431	13,605	17,880	27,705

CITY OF GENEVA, ILLINOIS
Budget Detail By Fund
Fiscal Year Ending April 30, 2014

Fund 620 - Electric Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
562	Telephone	16,370	20,737	24,040	22,230	26,045
563	Publishing	-	-	1,000	835	1,000
564	Printing	31,422	33,991	24,850	18,665	14,830
565	Internet	-	-	-	-	2,320
566	Recording Fees	-	-	400	320	400
571	Dues	22,831	24,037	26,155	26,215	27,095
572	Travel	-	-	5,455	5,075	5,455
573	Training	3,595	2,558	7,735	8,139	7,735
581	Utilities	726,283	452,180	669,920	568,115	669,915
584	Landfill Charges	-	-	2,500	1,550	2,500
585	Electric Purchases	22,138,663	21,712,865	23,040,950	25,021,960	25,377,620
592	General Insurance	177,746	177,504	236,445	236,445	248,265
595	Rentals	144	1,680	15,545	15,055	24,775
599	Other Contractual Services	24,280	12,731	121,500	112,870	117,980
Total Contractual Services		23,511,908	22,802,726	24,714,295	26,591,542	27,150,445
601	Maintenance Supplies	153,537	186,083	78,820	93,210	103,445
621	Office Supplies	2,980	4,853	6,925	5,850	6,480
622	Office Equipment	-	-	1,000	640	1,000
624	Operating Supplies	75,487	54,185	65,880	26,870	27,845
625	Small Tools	2,110	4,229	4,180	4,100	4,180
626	Janitorial Supplies	-	-	-	-	-
627	Motor Fuel & Lubricants	22,440	26,787	71,570	55,355	72,370
631	Clothing	8,841	8,153	14,055	14,055	14,055
632	Per Copy Charges	-	745	120	400	400
641	Books	-	-	275	350	275
642	Periodicals	-	-	-	86	-
662	Film/Video	-	-	1,000	995	1,000
663	Computer Software	-	-	6,420	6,370	1,240
Total Commodities		265,395	285,035	250,245	208,281	232,290
705.18	Principal - 2003 Bonds	-	-	-	-	830,000
705.23	Principal - 2006D Bonds	-	-	-	-	480,000
705.26	Principal - 2007 Bonds	-	-	-	-	240,000
705.34	Principal - 2011 Bonds	-	-	-	-	120,000
710.13	Interest - 2000 Revenue Bonds	39,687	17,481	-	-	-
710.17	Interest - 2002A Bonds	7,081	5,943	1,720	1,720	-
710.18	Interest - 2003 Bonds	666,987	162,345	150,000	143,095	103,095
710.22	Interest - 2006C Bonds	6,272	4,078	2,500	2,380	-
710.23	Interest - 2006D Bonds	64,051	63,803	65,000	63,500	44,700
710.26	Interest - 2007 Bonds	89,565	87,813	90,000	86,600	85,000
710.34	Interest - 2011 Bonds	-	141,738	265,000	261,000	235,940
715	Paying Agent Fees	2,068	2,331	3,000	3,000	2,010
720	Bond Issue Costs	26,537	14,681	26,540	-	-
Total Debt Service		902,249	500,213	603,760	561,295	2,140,745
810	Buildings & Improvements	7,086	14,427	15,000	14,700	15,000
815.05	Improvement Other than Buildings	-	18,066	368,625	328,455	207,500
815.25	Electric System	55,463	73,426	2,412,345	2,321,250	2,295,160
820	Machinery & Equipment	-	4,702	57,600	57,600	91,250
825	Vehicles	-	-	173,000	168,025	426,255

CITY OF GENEVA, ILLINOIS
 Budget Detail By Fund
 Fiscal Year Ending April 30, 2014

Fund 620 - Electric Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
830	Office Furniture	-	-	-	-	-
835	Computer Equipment	-	3,935	18,600	17,500	12,200
Total Capital Outlay		<u>62,549</u>	<u>114,556</u>	<u>3,045,170</u>	<u>2,907,530</u>	<u>3,047,365</u>
911	Depreciation	1,756,509	1,883,941	1,887,025	1,887,025	1,887,025
914	State/Federal Permits	-	-	-	7,120	6,875
918	Easements	-	-	200	165	200
Total Other Expenditures		<u>1,756,509</u>	<u>1,883,941</u>	<u>1,887,225</u>	<u>1,894,310</u>	<u>1,894,100</u>
951.10	Transfers Out - General Fund	220,061	225,106	-	-	-
Total Other Financing Uses		<u>220,061</u>	<u>225,106</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Other Financing Uses		<u>\$ 29,438,956</u>	<u>\$ 28,543,761</u>	<u>\$ 33,385,510</u>	<u>\$ 34,756,088</u>	<u>\$ 37,360,919</u>

CITY OF GENEVA, ILLINOIS
Expenditure Budget Summary by Division
Fiscal Year Ending April 30, 2014

620 - Electric Fund

Division	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
20	Administration	\$ 23,216,316	\$ 22,422,729	\$ 23,852,745	\$ 25,821,751	\$ 26,225,596
25	Operation & Maintenance	2,098,309	2,413,447	2,601,140	2,391,387	2,711,106
27	Substations	-	-	-	15,045	17,415
30	Customer Accounting	84,702	95,233	121,670	116,330	137,530
35	Electric Generation	1,083,228	834,815	1,169,555	1,025,435	1,094,570
40	New Service	-	40,189	62,495	10,455	-
45	Fiber Optics	15,033	13,532	41,950	19,835	20,550
73	GIS	-	-	-	-	79,017
90	Debt Service & Depreciation	2,878,819	2,609,261	2,490,785	2,448,320	4,027,770
95	Capital Outlay	62,549	114,556	3,045,170	2,907,530	3,047,365
Total Electric Fund		\$ 29,438,956	\$ 28,543,761	\$ 33,385,510	\$ 34,756,088	\$ 37,360,919

CITY OF GENEVA, ILLINOIS
Budget Detail by Department
Fiscal Year Ending April 30, 2014

Fund 620 - Electric Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Expenditures						
Division 20 - Administration						
501	Wages - Regular	\$ 458,892	\$ 394,293	\$ 415,415	\$ 395,890	\$ 400,316
521	Group Insurance	55,427	52,303	58,795	57,450	65,525
522	Medicare	-	-	-	3,240	5,906
523	Social Security	174,254	28,910	32,240	25,905	24,837
524	IMRF	266,739	48,415	51,135	53,655	53,188
527	Car Allowance	5,643	5,907	6,035	6,300	6,984
528	Unemployment Compensation	69	-	-	-	-
Total Personal Services		961,023	529,828	563,620	542,440	556,756
531	Maintenance Service	-	-	-	-	2,375
541	Accounting & Auditing Service	9,000	9,124	17,385	17,385	18,470
542	Engineering Service	13,116	32,911	3,375	3,100	3,375
543	Legal Service	3,611	8,976	30,875	11,510	30,875
547	Banking Service	-	-	-	39,650	39,650
559	Other Professional Services	-	27	32,700	28,720	32,700
561	Postage	3,614	2,431	3,105	2,880	3,105
562	Telephone	16,370	20,737	21,940	20,720	21,940
563	Publishing	-	-	1,000	835	1,000
564	Printing	1,063	923	630	630	630
565	Internet	-	-	-	-	2,320
566	Recording Fees	-	-	400	320	400
571	Dues	22,831	24,037	26,155	26,155	26,595
572	Travel	-	-	4,955	4,955	4,955
573	Training	1,050	526	4,000	4,000	4,000
585	Electric Purchases	22,138,663	21,712,865	23,040,950	25,021,960	25,377,620
592	General Insurance	14,438	14,678	18,585	18,585	19,515
595	Rentals	144	1,680	3,035	2,955	2,965
599	Other Contractual Services	-	-	71,100	67,120	67,600
Total Contractual Services		22,223,901	21,828,914	23,280,190	25,271,480	25,660,090
601	Maintenance Supplies	28,411	58,388	20	20	-
621	Office Supplies	2,980	4,853	6,925	5,850	6,480
622	Office Equipment	-	-	1,000	640	1,000
627	Motor Fuel & Lubricants	-	-	50	50	50
632	Per Copy Charges	-	745	120	400	400
642	Periodicals	-	-	-	86	-
663	Computer Software	-	-	620	620	620
Total Commodities		31,392	63,986	8,735	7,666	8,550
918	Easements	-	-	200	165	200
Total Other Expenditures		-	-	200	165	200
Total Administration		\$ 23,216,316	\$ 22,422,729	\$ 23,852,745	\$ 25,821,751	\$ 26,225,596
Division 25 - Operation & Maintenance						
501	Wages - Regular	\$ 1,337,321	\$ 1,354,180	\$ 1,246,295	\$ 1,254,515	\$ 1,317,149

CITY OF GENEVA, ILLINOIS
Budget Detail by Department
Fiscal Year Ending April 30, 2014

Fund 620 - Electric Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Expenditures						
502	Wages - Part-Time/Seasonal	1,660	47,101	43,640	38,170	46,450
503	Overtime	718	37,964	157,510	43,385	189,770
504	Stand-By	86,317	90,671	90,035	94,270	108,470
521	Group Insurance	216,566	211,735	249,360	229,555	266,715
522	Medicare	-	-	-	11,555	19,770
523	Social Security	4,106	107,444	117,260	93,775	84,022
524	IMRF	6,525	170,370	181,390	171,005	172,580
Total Personal Services		1,653,213	2,019,464	2,085,490	1,936,230	2,204,926
531	Maintenance Service	182,637	169,733	201,730	197,500	221,580
544	Medical Service	-	-	300	403	1,100
546	Janitorial Service	-	-	3,200	2,550	4,000
559	Other Professional Services	-	-	5,100	4,510	5,400
561	Postage	71	-	-	-	-
564	Printing	-	-	40	40	-
571	Dues	-	-	-	60	500
572	Travel	-	-	500	120	500
573	Training	2,545	2,032	3,735	4,139	3,735
581	Utilities	4,468	5,744	4,575	2,505	4,575
584	Landfill Charges	-	-	2,500	1,550	2,500
592	General Insurance	68,031	57,928	87,095	87,095	91,450
595	Rentals	-	-	2,950	2,600	2,950
599	Other Contractual Services	24,280	12,731	19,300	18,750	19,300
Total Contractual Services		282,033	248,168	331,025	321,822	357,590
601	Maintenance Supplies	70,669	61,537	57,860	58,575	64,860
624	Operating Supplies	59,003	45,108	59,935	22,010	21,900
625	Small Tools	2,110	4,229	4,180	4,100	4,180
627	Motor Fuel & Lubricants	22,440	26,787	41,520	27,500	42,320
631	Clothing	8,841	8,153	14,055	14,055	14,055
641	Books	-	-	275	350	275
662	Film/Video	-	-	1,000	995	1,000
663	Computer Software	-	-	5,800	5,750	-
Total Commodities		163,063	145,815	184,625	133,335	148,590
Total Operation & Maintenance		\$ 2,098,309	\$ 2,413,447	\$ 2,601,140	\$ 2,391,387	\$ 2,711,106
Division 27 - Substations						
601	Maintenance Supplies	\$ -	\$ -	\$ -	\$ 15,045	\$ 17,415
Total Commodities		-	-	-	15,045	17,415
Total Substations		\$ -	\$ -	\$ -	\$ 15,045	\$ 17,415
Division 30 - Customer Accounting						
502	Wages - Part-Time/Seasonal	\$ 42,530	\$ 47,273	\$ 49,715	\$ 42,125	\$ 48,440
521	Group Insurance	-	-	645	550	-
522	Medicare	-	-	-	325	-

CITY OF GENEVA, ILLINOIS
Budget Detail by Department
Fiscal Year Ending April 30, 2014

Fund 620 - Electric Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Expenditures						
523	Social Security	134	3,619	3,805	2,900	-
Total Personal Services		42,663	50,892	54,165	45,900	48,440
531	Maintenance Service	5,144	5,649	18,500	23,890	26,250
550	Collection Service	71	1,196	2,500	1,750	2,500
561	Postage	-	-	10,500	15,000	24,600
564	Printing	30,359	33,068	24,180	17,995	14,200
592	General Insurance	6,466	4,429	8,325	8,325	8,740
595	Rentals	-	-	3,500	3,470	12,800
Total Contractual Services		42,039	44,341	67,505	70,430	89,090
Total Customer Accounting		\$ 84,702	\$ 95,233	\$ 121,670	\$ 116,330	\$ 137,530
Division 35 - Electric Generation						
501	Wages - Regular	\$ 49,209	\$ 65,860	\$ 65,870	\$ 46,370	\$ -
502	Wages - Part-Time/Seasonal	-	-	-	-	-
503	Overtime	-	1,166	5,675	200	6,835
521	Group Insurance	575	10,394	11,095	3,110	-
522	Medicare	-	-	-	330	-
523	Social Security	209	4,944	5,475	2,825	-
524	IMRF	345	8,109	8,680	5,270	-
Total Personal Services		50,338	90,473	96,795	58,105	6,835
531	Maintenance Service	153,309	134,397	193,660	190,350	193,660
562	Telephone	-	-	2,100	1,510	4,105
581	Utilities	721,815	446,436	665,345	565,610	665,340
592	General Insurance	88,811	100,470	122,440	122,440	128,560
595	Rentals	-	-	1,500	1,470	1,500
599	Other Contractual Services	-	-	31,100	27,000	31,080
Total Contractual Services		963,935	681,303	1,016,145	908,380	1,024,245
6-01	Maintenance Supplies	52,471	53,963	20,670	19,165	20,670
6-24	Operating Supplies	16,484	9,076	5,945	4,860	5,945
6-27	Motor Fuel & Lubricants	-	-	30,000	27,805	30,000
Total Commodities		68,955	63,039	56,615	51,830	56,615
9-14	State/Federal Permit Fees	-	-	-	7,120	6,875
Total Other Expenditures		-	-	-	7,120	6,875
Total Electric Generation		\$ 1,083,228	\$ 834,815	\$ 1,169,555	\$ 1,025,435	\$ 1,094,570
Division 40 - New Service						
501	Wages - Regular	\$ -	\$ 30,611	\$ 45,745	\$ 8,100	\$ -
503	Overtime	-	141	-	25	-
521	Group Insurance	-	3,468	7,700	600	-
522	Medicare	-	-	-	100	-
523	Social Security	-	2,269	3,500	530	-

CITY OF GENEVA, ILLINOIS
Budget Detail by Department
Fiscal Year Ending April 30, 2014

Fund 620 - Electric Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Expenditures						
524	IMRF	-	3,701	5,550	1,100	-
Total Personal Services		-	40,189	62,495	10,455	-
Total New Service		\$ -	\$ 40,189	\$ 62,495	\$ 10,455	\$ -
Division 45 - Fiber Optics						
501	Wages - Regular	\$ 13,048	\$ 1,125	\$ 16,265	\$ -	\$ -
521	Group Insurance	-	-	2,740	-	-
523	Social Security	-	79	1,270	-	-
524	IMRF	-	133	1,975	-	-
Total Personal Services		13,048	1,337	22,250	-	-
531	Maintenance Service	-	-	14,870	14,870	14,870
595	Rentals	-	-	4,560	4,560	4,560
Total Contractual Services		-	-	19,430	19,430	19,430
6-01	Maintenance Supplies	1,985	12,195	270	405	500
6-63	Computer Software	-	-	-	-	620
Total Commodities		1,985	12,195	270	405	1,120
Total Fiber Optics		\$ 15,033	\$ 13,532	\$ 41,950	\$ 19,835	\$ 20,550
Division 73 - GIS						
501	Wages - Regular	\$ -	\$ -	\$ -	\$ -	\$ 57,262
521	Group Insurance	-	-	-	-	9,897
522	Medicare	-	-	-	-	830
523	Social Security	-	-	-	-	3,550
524	IMRF	-	-	-	-	7,478
Total Personal Services		-	-	-	-	79,017
Total GIS		\$ -	\$ -	\$ -	\$ -	\$ 79,017
Division 90 - Debt Service & Depreciation						
705.18	Principal - 2003 Bonds	\$ -	\$ -	\$ -	\$ -	\$ 830,000
705.23	Principal - 2006D Bonds	-	-	-	-	480,000
705.26	Principal - 2007 Bonds	-	-	-	-	240,000
705.34	Principal - 2011 Bonds	-	-	-	-	120,000
710.13	Interest - 2000 Revenue Bonds	39,687	17,481	-	-	-
710.17	Interest - 2002A Bonds	7,081	5,943	1,720	1,720	-
710.18	Interest - 2003 Bonds	666,987	162,345	150,000	143,095	103,095
710.22	Interest - 2006C Bonds	6,272	4,078	2,500	2,380	-
710.23	Interest - 2006D Bonds	64,051	63,803	65,000	63,500	44,700
710.26	Interest - 2007 Bonds	89,565	87,813	90,000	86,600	85,000
710.34	Interest - 2011 Bonds	-	141,738	265,000	261,000	235,940
715	Paying Agent Fees	2,068	2,331	3,000	3,000	2,010
720	Bond Issue Costs	26,537	14,681	26,540	-	-

CITY OF GENEVA, ILLINOIS
Budget Detail by Department
Fiscal Year Ending April 30, 2014

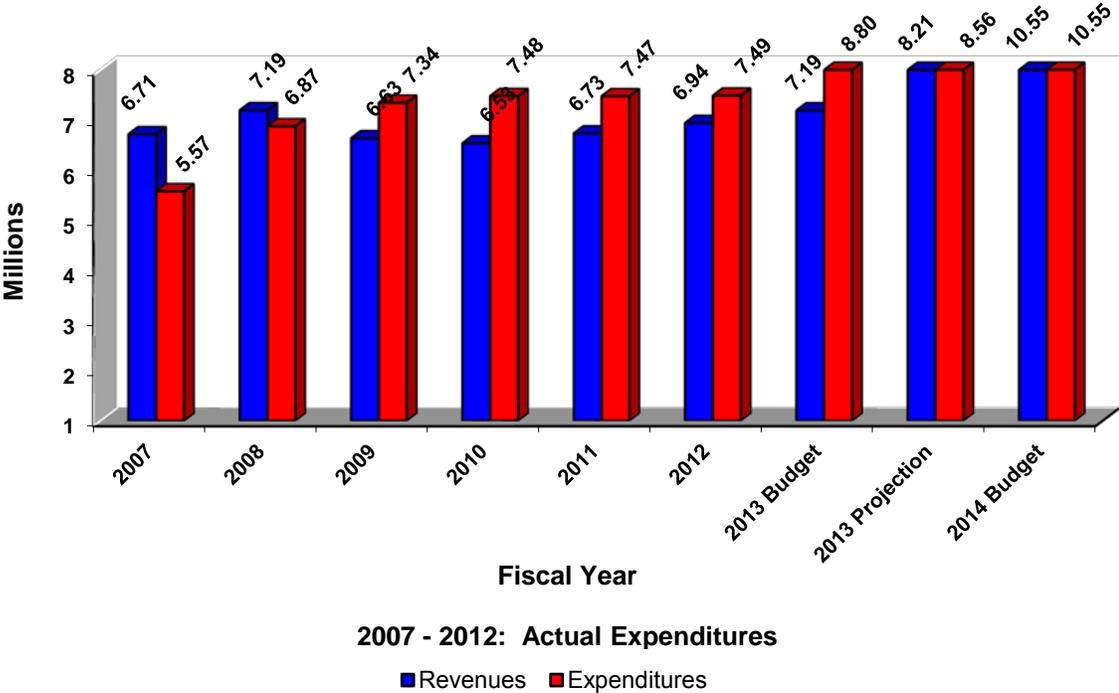
Fund 620 - Electric Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Expenditures						
Total Debt Service		902,249	500,213	603,760	561,295	2,140,745
911 Depreciation		1,756,509	1,883,941	1,887,025	1,887,025	1,887,025
Total Other Expenditures		1,756,509	1,883,941	1,887,025	1,887,025	1,887,025
951 Interfund Transfers Out		220,061	225,106	-	-	-
Total Other Financing Uses		220,061	225,106	-	-	-
Total Debt Service & Depreciation		\$ 2,878,819	\$ 2,609,261	\$ 2,490,785	\$ 2,448,320	\$ 4,027,770
Division 95 - Capital Outlay						
810	Buildings & Improvements	\$ 7,086	\$ 14,427	\$ 15,000	\$ 14,700	\$ 15,000
815.05	Improvements Other than Buildings	-	18,066	368,625	328,455	207,500
815.25	Improvements - Electric System	55,463	73,426	2,412,345	2,321,250	2,295,160
820	Machinery & Equipment	-	4,702	57,600	57,600	91,250
825	Vehicles	-	-	173,000	168,025	426,255
835	Computer Equipment	-	3,935	18,600	17,500	12,200
Total Capital Outlay		62,549	114,556	3,045,170	2,907,530	3,047,365
Total Capital Outlay		\$ 62,549	\$ 114,556	\$ 3,045,170	\$ 2,907,530	\$ 3,047,365
Total Electric Fund		\$ 29,438,956	\$ 28,543,761	\$ 33,385,510	\$ 34,756,088	\$ 37,360,919

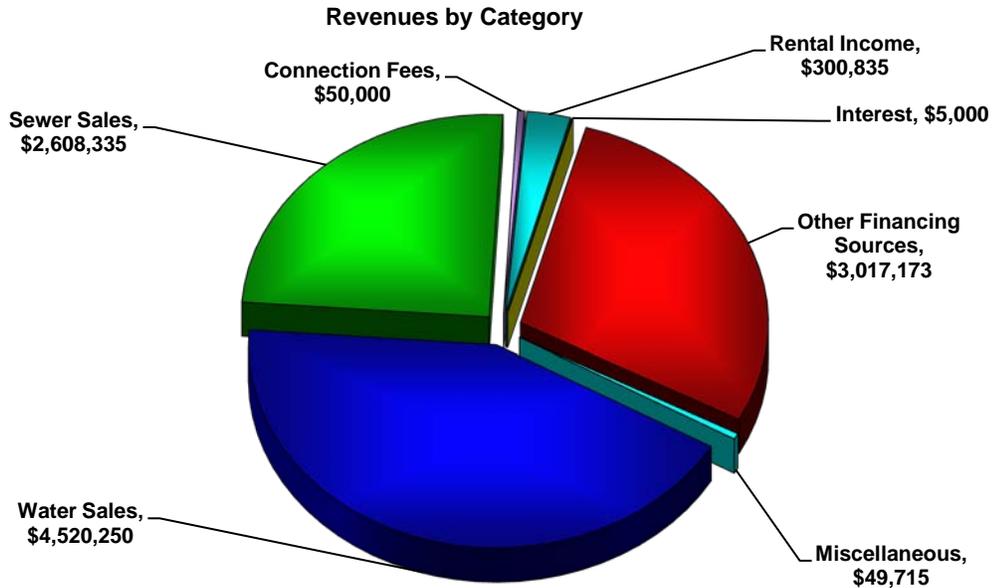
WATER/WASTEWATER FUND

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.

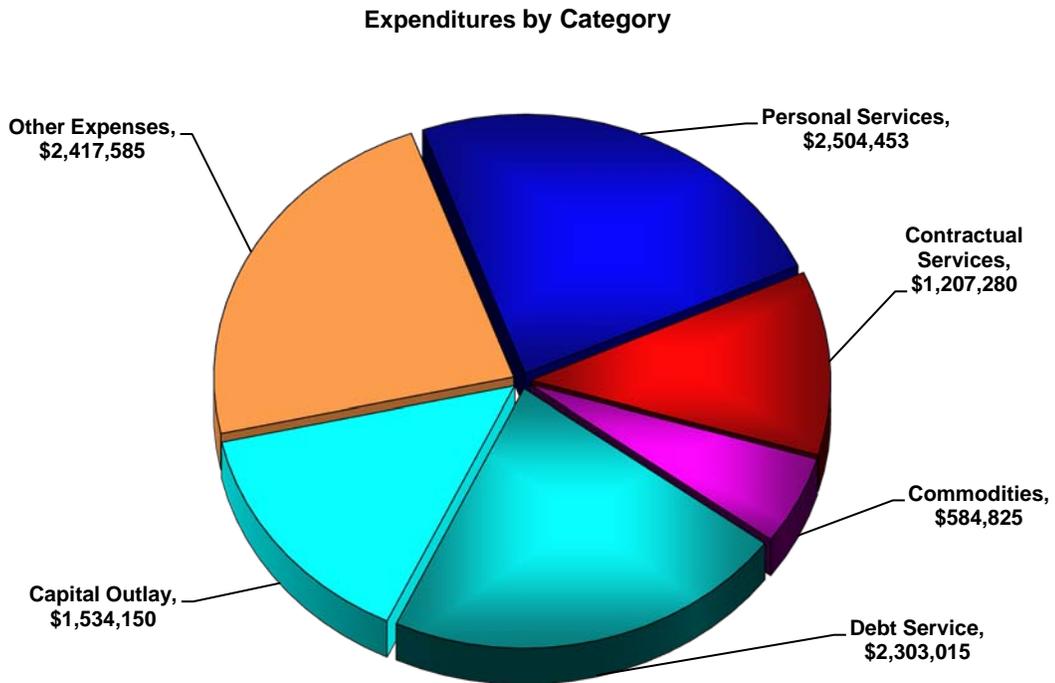
Water and Sewer Fund Revenues and Expenditures



WATER/WASTEWATER FUND

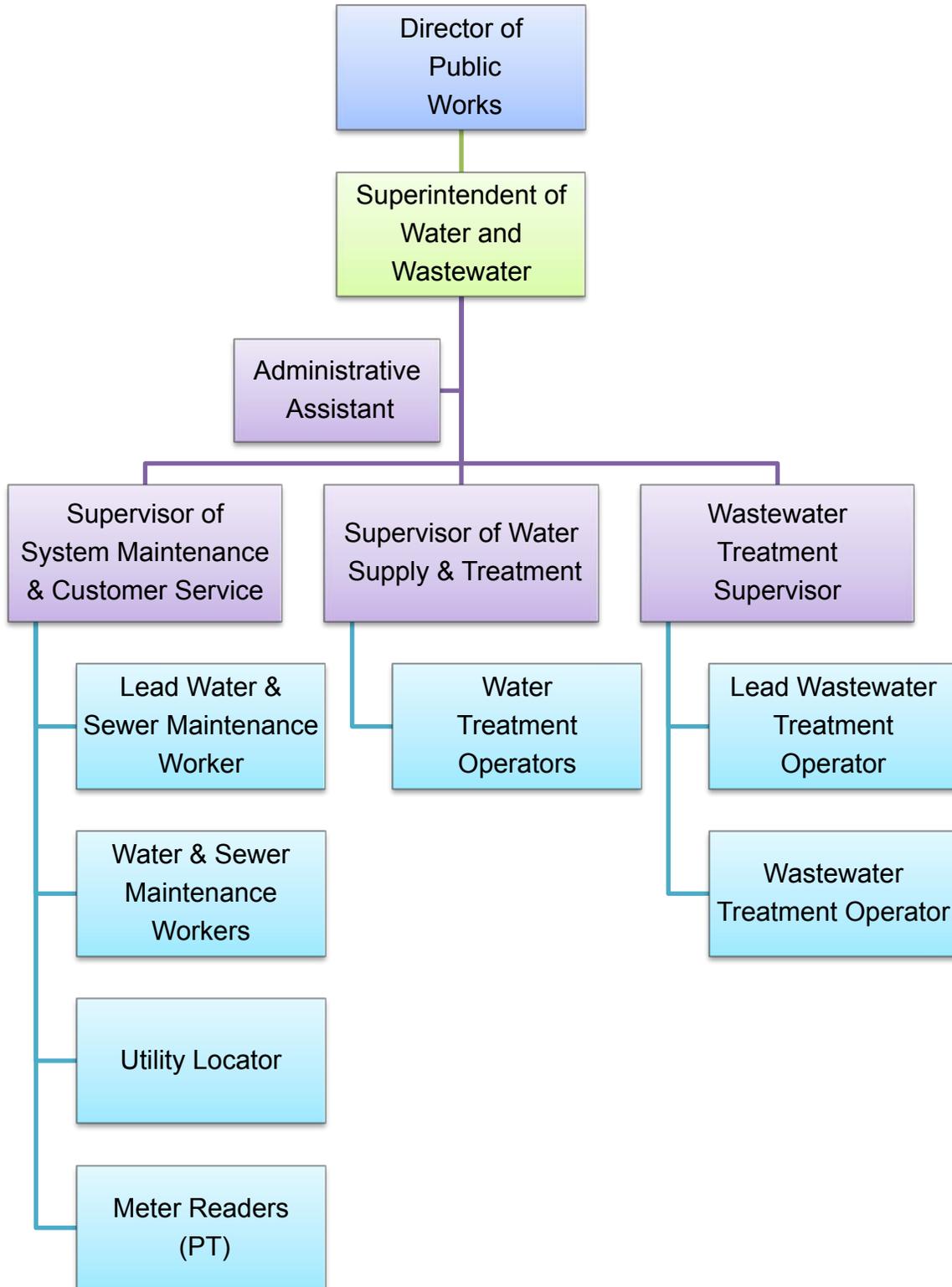


Water and sewer sales account for 68% of the revenues in the Water/Wastewater Fund.



Personal Services accounts for 23% of expenditures. Debt Service/Depreciation accounts for 22% 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 2013-2014 GOALS

Goal # 1 Water Main Replacement. Staff proposes to coordinate with the MFT street resurfacing program to install a 10-inch water main on Stevens Street from 6th Street to 1st Street. The new water main will improve fire flow to the area as recommended by Fire Protection Engineer Richard Solomon. In addition to Stevens Street, water main will be replaced due to age and reliability on Chalmers Street & Kane Street.

Funding: Water Capital \$450,000

Completion Date: 04/30/2014

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 Staff proposes to install one Amiad Filtration Unit at the Water Treatment Facility. This unit will reclaim water from the washwater basin currently sent to the wastewater facility. The water from the Amiad Filtration Unit will be processed through the Reverse Osmosis Units.

Funding: Water Capital \$275,000

Completion Date: 04/30/2014

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: Water Capital \$175,000

Completion Date: 04/30/2014

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 Implement year two of the meter replacement program with radio ERT's to allow for fixed base meter reading.

Funding: Water Capital \$150,000

Completion Date: 04/30/2014

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 # 5 Continue to maintain and enhance the Public Works Facility. The following is a list of items:

- Heaters & exhaust fans
- Energy efficient lighting
- Security - Video Cameras
- Locker Room – partitions & flooring
- Landscaping

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

Completion Date: 03/31/2014

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.

Public Works – Water/Wastewater

The Water/Wastewater Fund is divided into 9 divisions:

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

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

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

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

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

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

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

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

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

Public Works – Water/Wastewater – Personnel Summary

Position Title	FY 09/10	FY 10/11	FY 11/12	FY 12/13	Current Authorized
Superintendent of Water/Wastewater	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Supervisor of System Maintenance & Customer Service	1.00	1.00	1.00	1.00	1.00
Supervisor of Water Supply & Treatment	1.00	1.00	1.00	1.00	1.00
Wastewater Treatment Supervisor	1.00	1.00	1.00	1.00	1.00
Lead Water & Sewer Maintenance Worker	0.00	0.00	1.00	1.00	1.00
Water & Sewer Maintenance Worker	5.00	4.00	4.00	4.00	4.00
Water Treatment Operator	2.00	2.00	2.00	2.00	2.00
Water Meter Technician	1.00	1.00	0.00	0.00	0.00
Lead Wastewater Treatment Operator	0.00	1.00	1.00	1.00	1.00
Lab Coordinator	1.00	0.00	0.00	0.00	0.00
Wastewater Treatment Operator	3.00	3.00	3.00	3.00	3.00
Utility Locator	1.00	1.00	1.00	1.00	1.00
Meter Reader					
Total	18.00	17.00	17.00	17.00	17.00

CITY OF GENEVA, ILLINOIS
Budget Detail By Fund
Fiscal Year Ending April 30, 2014

Fund 630 - Water/Wastewater Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Revenues and Other Financing Sources						
462	Water Sales	\$ 3,975,504	\$ 4,018,455	\$ 4,305,000	\$ 4,773,828	\$ 4,520,250
463	Sewer Sales	2,330,112	2,391,804	2,502,000	2,904,998	2,608,335
465	Connection Fees	79,403	168,849	50,000	182,000	50,000
466	Meter Sales	129	1,355	-	15,000	6,000
Total Service Charges		6,385,147	6,580,463	6,857,000	7,875,826	7,184,585
475	Private Fire Service	17,910	18,000	18,500	18,360	28,115
476	Lawn Permit Fees	600	675	600	525	600
Total Service Fees		18,510	18,675	19,100	18,885	28,715
481	Interest Income	3,258	3,050	5,000	2,800	5,000
482	Rental Income	292,422	293,440	292,530	292,530	300,835
483	Insurance & Property Damage	1,594	6,208	-	47	-
484	Sale of Capital Assets	-	-	-	5,950	-
485	Reimbursed Expenditures	-	494	-	468	-
489	Miscellaneous	27,998	35,715	15,000	15,000	15,000
Total Other Revenues		325,271	338,906	312,530	316,795	320,835
499	Reappropriation	-	-	-	-	3,017,173
Total Other Financing Sources		-	-	-	-	3,017,173
Total Revenues and Other Financing Sources		\$ 6,728,928	\$ 6,938,044	\$ 7,188,630	\$ 8,211,506	\$ 10,551,308
Expenditures and Other Financing Uses						
501	Wages - Regular	\$ 1,478,518	\$ 1,538,646	\$ 1,517,875	\$ 1,506,220	\$ 1,517,778
502	Wages - Part-Time/Seasonal	41,173	93,883	88,385	94,235	94,676
503	Overtime	53,501	53,652	58,500	70,060	72,250
504	Stand-By	91,651	92,454	92,050	93,685	151,245
521	Group Insurance	258,112	282,639	327,785	309,295	343,665
522	Medicare	-	-	-	14,375	22,767
523	Social Security	129,808	127,849	134,400	115,510	96,423
524	IMRF	196,646	197,739	203,145	207,170	199,553
527	Car Allowance	5,690	5,822	5,950	5,945	6,096
528	Unemployment Compensation	69	-	-	-	-
Total Personal Services		2,255,168	2,392,685	2,428,090	2,416,495	2,504,453
531	Maintenance Service	198,885	228,408	132,817	127,457	141,950
541	Accounting & Auditing Service	8,300	8,448	3,660	3,660	3,950
542	Engineering Service	788	805	885	885	885
543	Legal Service	1,955	1,365	1,910	1,910	1,910
544	Medical Service	-	-	1,600	1,685	1,700
546	Janitorial Service	-	-	2,925	2,820	3,470
547	Banking Service	-	-	-	8,970	8,970
550	Collection Service	9	80	2,400	1,000	2,400
552	Data Programming Service	-	-	800	740	500
559	Other Professional Services	17,568	25,272	28,750	29,456	23,535
561	Postage	4,354	3,036	18,225	19,256	24,820
562	Telephone	7,527	9,410	12,895	12,860	12,945

CITY OF GENEVA, ILLINOIS
Budget Detail By Fund
Fiscal Year Ending April 30, 2014

Fund 630 - Water/Wastewater Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
563	Publishing	-	-	160	200	160
564	Printing	34,391	34,033	20,875	21,428	15,020
565	Internet	-	-	-	-	2,320
571	Dues	535	500	825	900	1,025
572	Travel	1,348	1,423	1,800	1,800	3,000
573	Training	3,526	3,970	5,900	5,900	12,180
575	Publications	-	-	90	86	200
581	Utilities	643,956	684,588	740,305	715,264	749,235
584	Landfill Charges	47,255	45,344	36,500	36,500	38,000
586	Sewer Charges	17,381	18,158	16,320	16,320	16,320
592	General Insurance	88,013	82,051	110,000	110,000	115,500
595	Rentals	7,954	7,985	9,240	9,188	18,445
599	Other Contractual Services	11,300	7,700	8,545	8,540	8,840
Total Contractual Services		1,095,044	1,162,575	1,157,427	1,136,825	1,207,280
601	Maintenance Supplies	70,904	18,093	99,285	95,250	97,340
621	Office Supplies	1,471	3,637	4,890	4,740	5,390
622	Office Equipment	-	-	850	850	850
624	Operating Supplies	374,769	416,109	428,608	427,076	422,210
625	Small Tools	3,141	3,151	2,785	2,785	2,785
626	Janitorial Supplies	-	-	1,150	1,200	1,150
627	Motor Fuel & Lubricants	36,495	28,720	33,400	32,700	35,570
631	Clothing	-	-	6,600	6,595	6,595
632	Per Copy Charges	29	745	750	750	900
662	Film/Video	-	-	1,085	996	1,085
663	Computer Software	-	-	10,950	10,950	10,950
Total Commodities		486,809	470,454	590,353	583,892	584,825
705.15	Principal - 2001 IEPA Loan	-	-	-	-	289,210
705.19	Principal - 2004 IEPA Loan	-	-	-	-	277,390
705.27	Principal - 2007 IEPA Loan	-	-	-	-	149,330
705.28	Principal - 2008A IEPA Loan	-	-	-	-	388,930
705.29	Principal - 2008B IEPA Loan	-	-	-	-	445,070
705.36	Principal - 2012B Bonds	-	-	-	-	20,000
710.15	Interest - 2001 IEPA Loan	80,252	73,141	70,000	67,630	60,185
710.19	Interest - 2004 IEPA Loan	91,754	93,988	93,000	89,985	82,990
710.20	Interest - 2005 Bonds	212,913	161,439	-	-	-
710.22	Interest - 2006C Bonds	6,652	4,325	2,600	2,520	-
710.27	Interest - 2007 IEPA Loan	69,151	65,630	66,000	63,445	59,780
710.28	Interest - 2008A IEPA Loan	196,697	187,205	185,000	181,685	172,140
710.29	Interest - 2008B IEPA Loan	217,331	207,172	205,000	199,985	189,060
710.36	Interest - 2012B Bonds	-	31,083	159,000	159,000	168,530
715	Paying Agent Fees	400	905	400	1,000	400
720	Bond Issue Costs	4,225	-	4,225	-	-
Total Debt Service		879,374	824,887	785,225	765,250	2,303,015
810	Buildings & Improvements	-	13,878	-	15,000	15,000
815.05	Improvement Other than Buildings	20,999	108,949	723,125	500,000	-
815.30	Water System	269,956	-	25,000	200,000	1,150,000
815.35	Sewer System	117,998	30,398	390,000	300,000	140,000
820	Machinery & Equipment	20,398	135,439	243,100	200,000	203,750

CITY OF GENEVA, ILLINOIS
 Budget Detail By Fund
 Fiscal Year Ending April 30, 2014

Fund 630 - Water/Wastewater Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
825	Vehicles	-	-	28,000	24,132	12,000
835	Computer Equipment	-	3,726	7,100	7,100	13,400
Total Capital Outlay		<u>429,351</u>	<u>292,391</u>	<u>1,416,325</u>	<u>1,246,232</u>	<u>1,534,150</u>
911	Depreciation	2,292,811	2,308,110	2,380,020	2,380,020	2,380,020
912	Bad Debt	-	-	3,565	-	3,565
914	State/Federal Permits	35,000	34,000	34,000	33,350	34,000
Total Other Expenditures		<u>2,327,811</u>	<u>2,342,110</u>	<u>2,417,585</u>	<u>2,413,370</u>	<u>2,417,585</u>
Total Expenditures and Other Financing Uses		<u>\$ 7,473,558</u>	<u>\$ 7,485,103</u>	<u>\$ 8,795,005</u>	<u>\$ 8,562,064</u>	<u>\$ 10,551,308</u>

CITY OF GENEVA, ILLINOIS
Expenditure Budget Summary by Division
Fiscal Year Ending April 30, 2014

630 - Water/Wastewater Fund

Division	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
60	Water Production	\$ 322,065	\$ 297,606	\$ 313,585	\$ 291,721	\$ 301,615
65	Water Distribution	1,127,860	1,090,276	1,153,353	1,158,404	1,138,745
70	Water Treatment	925,879	1,010,920	1,011,770	1,005,100	1,044,163
73	GIS	-	-	-	-	79,673
75	Wastewater Treatment	690,318	805,806	830,470	822,340	879,488
80	Wastewater Collection	739,419	752,898	800,962	791,012	787,275
85	Industrial Wastewater	66,480	102,208	103,295	101,985	103,164
90	Debt Service & Depreciation	3,172,186	3,132,998	3,165,245	3,145,270	4,683,035
95	Capital Outlay	429,351	292,391	1,416,325	1,246,232	1,534,150
Total Water/Wastewater Fund		\$ 7,473,558	\$ 7,485,103	\$ 8,795,005	\$ 8,562,064	\$ 10,551,308

CITY OF GENEVA, ILLINOIS
Budget Detail by Department
Fiscal Year Ending April 30, 2014

Fund 630 - Water/Wastewater Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Expenditures						
Division 60 - Water Production						
531	Maintenance Service	\$ 18,197	\$ 12,846	\$ 10,690	\$ 10,690	\$ 12,390
544	Medical Service	-	-	-	85	-
552	Data Programming Service	-	-	300	240	-
561	Postage	-	-	-	1,086	-
564	Printing	16,069	16,334	720	1,208	-
573	Training	-	-	-	100	-
581	Utilities	287,799	268,426	299,200	275,787	286,700
Total Contractual Services		<u>322,065</u>	<u>297,606</u>	<u>310,910</u>	<u>289,196</u>	<u>299,090</u>
601	Maintenance Supplies	-	-	2,575	2,425	2,425
624	Operating Supplies	-	-	100	100	100
Total Commodities		<u>-</u>	<u>-</u>	<u>2,675</u>	<u>2,525</u>	<u>2,525</u>
Total Water Production		<u>\$ 322,065</u>	<u>\$ 297,606</u>	<u>\$ 313,585</u>	<u>\$ 291,721</u>	<u>\$ 301,615</u>
Division 65 - Water Distribution						
501	Wages - Regular	\$ 529,520	\$ 587,906	\$ 549,070	\$ 545,160	\$ 515,118
502	Wages - Part-Time/Seasonal	20,238	47,304	44,560	51,985	47,338
503	Overtime	21,328	16,772	22,000	31,210	27,170
504	Stand-By	17,669	19,443	22,160	20,160	27,370
521	Group Insurance	99,026	106,987	120,665	113,740	120,908
522	Medicare	-	-	-	5,260	7,849
523	Social Security	75,542	45,821	48,795	42,480	33,099
524	IMRF	114,029	69,631	72,335	73,965	67,942
527	Car Allowance	2,843	2,911	2,975	2,975	3,048
528	Unemployment Compensation	69	-	-	-	-
Total Personal Services		<u>880,262</u>	<u>896,775</u>	<u>882,560</u>	<u>886,935</u>	<u>849,842</u>
531	Maintenance Service	94,792	107,138	25,340	24,995	27,100
541	Accounting & Auditing Service	4,450	4,538	1,830	1,830	1,975
542	Engineering Service	320	320	320	320	320
543	Legal Service	895	825	850	850	850
544	Medical Service	-	-	800	800	800
546	Janitorial Service	-	-	1,500	1,410	1,735
547	Banking Service	-	-	-	5,805	5,805
550	Collection Service	4	53	1,200	500	1,200
559	Other Professional Services	-	-	4,350	5,000	4,350
561	Postage	3,176	2,160	8,700	8,700	12,560
562	Telephone	4,044	5,167	8,320	8,320	8,320
563	Publishing	-	-	160	200	160
564	Printing	1,175	1,000	11,320	11,220	8,020
565	Internet	-	-	-	-	1,160
571	Dues	375	375	500	500	375
572	Travel	451	423	800	800	1,000
573	Training	1,228	1,500	900	800	4,680

CITY OF GENEVA, ILLINOIS
Budget Detail by Department
Fiscal Year Ending April 30, 2014

Fund 630 - Water/Wastewater Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Expenditures						
575	Publications	-	-	90	86	200
581	Utilities	419	1,328	3,025	3,025	3,035
584	Landfill Charges	-	-	1,500	1,500	3,000
592	General Insurance	49,949	34,294	62,260	62,260	65,373
595	Rentals	2,908	2,896	5,610	5,585	10,630
599	Other Contractual Services	-	-	120	120	120
Total Contractual Services		164,186	162,018	139,495	144,626	162,768
601	Maintenance Supplies	64,490	12,184	59,455	59,400	59,400
621	Office Supplies	630	1,876	2,700	2,700	2,700
622	Office Equipment	-	-	500	500	500
624	Operating Supplies	4,376	4,568	44,123	43,841	38,415
625	Small Tools	1,336	1,326	1,000	1,000	1,000
626	Janitorial Supplies	-	-	100	150	100
627	Motor Fuel & Lubricants	12,550	11,157	11,450	10,850	12,050
631	Clothing	-	-	1,870	1,870	1,870
632	Per Copy Charges	29	373	450	450	450
662	Film/Video	-	-	335	332	335
663	Computer Software	-	-	5,750	5,750	5,750
Total Commodities		83,411	31,483	127,733	126,843	122,570
912	Bad Debt	-	-	3,565	-	3,565
Total Other Expenditures		-	-	3,565	-	3,565
Total Water Distribution		\$ 1,127,860	\$ 1,090,276	\$ 1,153,353	\$ 1,158,404	\$ 1,138,745
Division 70 - Water Treatment						
501	Wages - Regular	\$ 234,362	\$ 237,319	\$ 243,150	\$ 243,150	\$ 249,421
503	Overtime	11,097	15,608	13,000	15,190	16,055
504	Stand-By	36,271	36,108	36,805	37,710	45,455
521	Group Insurance	39,155	41,667	50,140	47,165	54,536
522	Medicare	-	-	-	2,375	3,616
523	Social Security	21,485	21,441	22,410	19,460	15,463
524	IMRF	32,994	34,936	35,545	36,255	32,572
Total Personal Services		375,363	387,079	401,050	401,305	417,118
531	Maintenance Service	21,472	23,124	46,425	42,425	47,500
544	Medical Service	-	-	300	300	300
559	Other Professional Services	7,200	8,566	7,200	7,200	7,200
562	Telephone	-	-	475	475	475
564	Printing	-	-	300	300	300
571	Dues	-	-	-	-	450
572	Travel	692	500	500	500	1,500
573	Training	500	500	1,200	1,200	2,500
581	Utilities	198,267	231,103	247,220	245,600	261,000
592	General Insurance	-	4,705	-	-	-
595	Rentals	1,176	1,230	-	-	-

CITY OF GENEVA, ILLINOIS
Budget Detail by Department
Fiscal Year Ending April 30, 2014

Fund 630 - Water/Wastewater Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Expenditures						
599	Other Contractual Services	-	-	725	720	720
Total Contractual Services		229,306	269,728	304,345	298,720	321,945
601	Maintenance Supplies	-	-	6,650	6,550	6,550
621	Office Supplies	344	339	700	500	500
624	Operating Supplies	316,260	349,579	289,000	288,000	288,000
625	Small Tools	998	1,000	1,000	1,000	1,000
626	Janitorial Supplies	-	-	300	300	300
627	Motor Fuel & Lubricants	3,607	3,196	6,250	6,250	6,275
631	Clothing	-	-	1,275	1,275	1,275
663	Computer Software	-	-	1,200	1,200	1,200
Total Commodities		321,210	354,113	306,375	305,075	305,100
Total Water Treatment		\$ 925,879	\$ 1,010,920	\$ 1,011,770	\$ 1,005,100	\$ 1,044,163
Division 73 - GIS						
501	Wages - Regular	\$ -	\$ -	\$ -	\$ -	\$ 57,058
521	Group Insurance	-	-	-	-	10,799
522	Medicare	-	-	-	-	827
523	Social Security	-	-	-	-	3,537
524	IMRF	-	-	-	-	7,452
Total Personal Services		-	-	-	-	79,673
Total GIS		\$ -	\$ -	\$ -	\$ -	\$ 79,673
Division 75 - Wastewater Treatment						
501	Wages - Regular	\$ 239,800	\$ 243,200	\$ 235,380	\$ 235,380	\$ 241,169
502	Wages - Part-Time/Seasonal	-	-	4,500	-	-
503	Overtime	21,076	21,251	23,500	23,660	29,025
504	Stand-By	29,349	28,936	26,960	29,675	70,855
521	Group Insurance	43,750	48,643	57,380	55,675	60,434
522	Medicare	-	-	-	2,360	3,495
523	Social Security	814	21,757	22,210	18,900	14,949
524	IMRF	1,331	35,075	34,680	36,440	31,491
Total Personal Services		336,121	398,861	404,610	402,090	451,418
531	Maintenance Service	35,135	55,374	27,000	26,000	27,700
544	Medical Service	-	-	500	500	500
552	Data Programming Service	-	-	500	500	500
559	Other Professional Services	-	-	3,100	3,056	500
562	Telephone	-	-	2,250	2,215	2,300
564	Printing	-	-	200	200	200
571	Dues	-	-	75	150	75
573	Training	1,186	1,510	1,500	1,500	1,500
581	Utilities	157,471	183,731	190,860	190,852	198,500
584	Landfill Charges	47,255	45,344	35,000	35,000	35,000

CITY OF GENEVA, ILLINOIS
Budget Detail by Department
Fiscal Year Ending April 30, 2014

Fund 630 - Water/Wastewater Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Expenditures						
586 Sewer Charges		17,381	18,158	16,320	16,320	16,320
592 General Insurance		-	3,772	-	-	-
595 Rentals		1,950	2,125	1,600	1,600	1,600
599 Other Contractual Services		11,300	7,700	7,700	7,700	8,000
Total Contractual Services		271,678	317,713	286,605	285,593	292,695
601 Maintenance Supplies		-	-	16,630	12,900	12,900
621 Office Supplies		243	318	750	800	850
622 Office Equipment		-	-	250	250	250
624 Operating Supplies		46,800	54,393	79,750	79,500	79,500
625 Small Tools		477	521	500	500	500
626 Janitorial Supplies		-	-	750	750	750
627 Motor Fuel & Lubricants		-	-	50	50	50
631 Clothing		-	-	2,225	2,225	2,225
662 Film/Video		-	-	350	332	350
663 Computer Software		-	-	4,000	4,000	4,000
Total Commodities		47,519	55,232	105,255	101,307	101,375
914 State/Federal Permits		35,000	34,000	34,000	33,350	34,000
Total Other Expenditures		35,000	34,000	34,000	33,350	34,000
Total Wastewater Treatment		\$ 690,318	\$ 805,806	\$ 830,470	\$ 822,340	\$ 879,488
Division 80 - Wastewater Collection						
501 Wages - Regular		\$ 424,017	\$ 412,117	\$ 434,315	\$ 426,570	\$ 397,684
502 Wages - Part-Time/Seasonal		20,935	46,579	39,325	42,250	47,338
503 Overtime		-	22	-	-	-
504 Stand-By		8,363	7,967	6,125	6,140	7,565
521 Group Insurance		75,941	75,237	86,050	80,355	82,885
522 Medicare		-	-	-	3,930	6,147
523 Social Security		31,801	34,531	36,705	31,020	25,819
524 IMRF		48,021	51,170	53,795	53,655	52,607
5-27 Car Allowance		2,846	2,911	2,975	2,970	3,048
Total Personal Services		611,925	630,535	659,290	646,890	623,093
531 Maintenance Service		27,799	28,284	22,922	22,907	26,820
541 Accounting & Auditing Service		3,850	3,910	1,830	1,830	1,975
542 Engineering Service		468	485	485	485	485
543 Legal Service		560	150	560	560	560
544 Medical Service		-	-	-	-	100
546 Janitorial Service		-	-	1,425	1,410	1,735
547 Banking Service		-	-	-	3,165	3,165
550 Collection Service		5	27	1,200	500	1,200
559 Other Professional Services		3,760	3,821	1,200	1,300	1,485
561 Postage		1,177	875	9,525	9,470	12,260
562 Telephone		3,483	4,243	1,850	1,850	1,850
564 Printing		17,147	16,699	8,335	8,500	6,500

CITY OF GENEVA, ILLINOIS
Budget Detail by Department
Fiscal Year Ending April 30, 2014

Fund 630 - Water/Wastewater Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Expenditures						
565	Internet	-	-	-	-	1,160
571	Dues	160	125	250	250	125
572	Travel	205	500	500	500	500
573	Training	491	280	2,000	2,000	3,200
592	General Insurance	38,064	38,383	47,740	47,740	50,127
595	Rentals	1,920	1,735	2,030	2,003	6,215
Total Contractual Services		99,089	99,518	101,852	104,470	119,462
601	Maintenance Supplies ³	6,414	5,909	13,600	13,600	15,690
621	Office Supplies	200	977	500	500	1,100
622	Office Equipment	-	-	100	100	100
624	Operating Supplies	1,573	1,369	8,435	8,435	8,995
625	Small Tools	330	305	285	285	285
627	Motor Fuel & Lubricants	19,887	13,913	15,200	15,100	16,700
631	Clothing	-	-	1,000	1,000	1,000
632	Per Copy Charges	-	373	300	300	450
662	Film/Video	-	-	400	332	400
Total Commodities		28,405	22,846	39,820	39,652	44,720
Total Wastewater Collection		\$ 739,419	\$ 752,898	\$ 800,962	\$ 791,012	\$ 787,275
Division 85 - Industrial Wastewater						
501	Wages - Regular	\$ 50,819	\$ 58,104	\$ 55,960	\$ 55,960	\$ 57,328
521	Group Insurance	241	10,105	13,550	12,360	14,103
522	Medicare	-	-	-	450	833
523	Social Security	166	4,299	4,280	3,650	3,556
524	IMRF	271	6,927	6,790	6,855	7,489
Total Personal Services		51,496	79,435	80,580	79,275	83,309
531	Maintenance Service	1,490	1,641	440	440	440
542	Engineering Service	-	-	80	80	80
543	Legal Service	500	390	500	500	500
559	Other Professional Services	6,608	12,884	12,900	12,900	10,000
573	Training	122	180	300	300	300
592	General Insurance	-	897	-	-	-
Total Contractual Services		8,720	15,992	14,220	14,220	11,320
601	Maintenance Supplies	-	-	375	375	375
621	Office Supplies	53	126	240	240	240
624	Operating Supplies	5,760	6,200	7,200	7,200	7,200
627	Motor Fuel & Lubricants	451	454	450	450	495
631	Clothing	-	-	230	225	225
Total Commodities		6,264	6,781	8,495	8,490	8,535
Total Industrial Wastewater		\$ 66,480	\$ 102,208	\$ 103,295	\$ 101,985	\$ 103,164

CITY OF GENEVA, ILLINOIS
Budget Detail by Department
Fiscal Year Ending April 30, 2014

Fund 630 - Water/Wastewater Fund

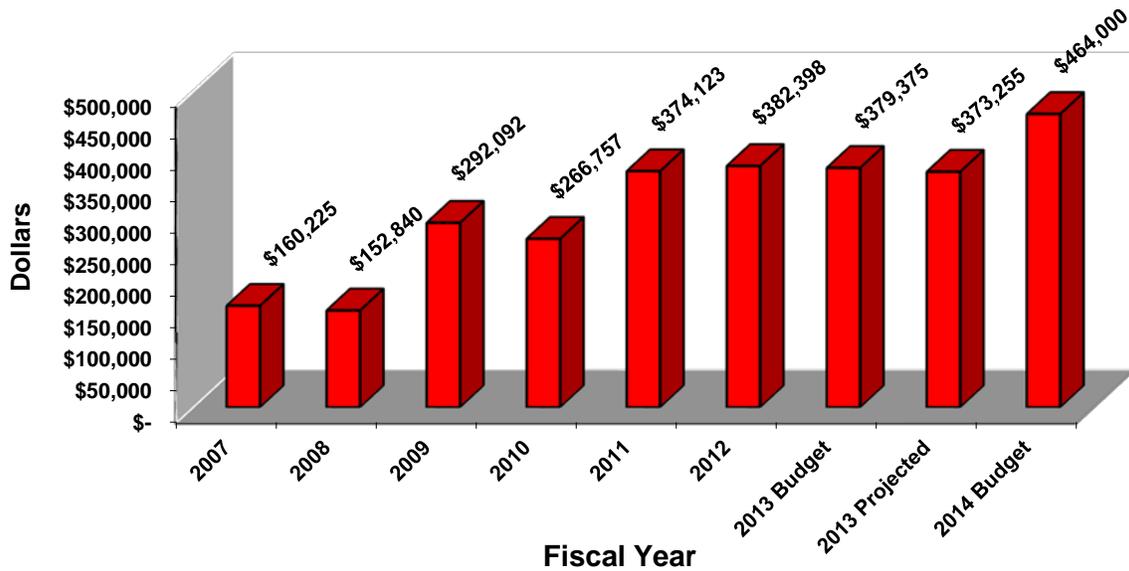
Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Expenditures						
705.15	Principal - 2001 IEPA Loan	\$ -	\$ -	\$ -	\$ -	\$ 289,210
705.19	Principal - 2004 IEPA Loan	-	-	-	-	277,390
705.27	Principal - 2007 IEPA Loan	-	-	-	-	149,330
705.28	Principal - 2008A IEPA Loan	-	-	-	-	388,930
705.29	Principal - 2008B IEPA Loan	-	-	-	-	445,070
705.36	Principal - 2012B Bonds	-	-	-	-	20,000
710.15	Interest - 2001 IEPA Loan	80,252	73,141	70,000	67,630	60,185
710.19	Interest - 2004 IEPA Loan	91,754	93,988	93,000	89,985	82,990
710.20	Interest - 2005 Bonds	212,913	161,439	-	-	-
710.22	Interest - 2006C Bonds	6,652	4,325	2,600	2,520	-
710.27	Interest - 2007 IEPA Loan	69,151	65,630	66,000	63,445	59,780
710.28	Interest - 2008A IEPA Loan	196,697	187,205	185,000	181,685	172,140
710.29	Interest - 2008B IEPA Loan	217,331	207,172	205,000	199,985	189,060
710.36	Interest - 2012B Bonds	-	31,083	159,000	159,000	168,530
715	Paying Agent Fees	400	905	400	1,000	400
720	Bond Issue Costs	4,225	-	4,225	-	-
Total Debt Service		879,374	824,887	785,225	765,250	2,303,015
911 Depreciation		2,292,811	2,308,110	2,380,020	2,380,020	2,380,020
Total Other Expenditures		2,292,811	2,308,110	2,380,020	2,380,020	2,380,020
Total Debt Service & Depreciation		\$ 3,172,186	\$ 3,132,998	\$ 3,165,245	\$ 3,145,270	\$ 4,683,035
Division 95 - Capital Outlay						
810	Buildings & Improvements	\$ -	\$ 13,878	\$ -	\$ 15,000	\$ 15,000
815.05	Improvements - Other than Buildings	20,999	108,949	723,125	500,000	-
815.30	Improvements - Water System	269,956	-	25,000	200,000	1,150,000
815.35	Improvements - Sewer System	117,998	30,398	390,000	300,000	140,000
820	Machinery & Equipment	20,398	135,439	243,100	200,000	203,750
825	Vehicles	-	-	28,000	24,132	12,000
835	Computer Equipment	-	3,726	7,100	7,100	13,400
Total Capital Outlay		429,351	292,391	1,416,325	1,246,232	1,534,150
Total Capital Outlay		\$ 429,351	\$ 292,391	\$ 1,416,325	\$ 1,246,232	\$ 1,534,150
Total Water/Wastewater Fund		\$ 7,473,558	\$ 7,485,103	\$ 8,795,005	\$ 8,562,064	\$ 10,551,308

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REFUSE FUND

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

Refuse Fund Expenditures



2007 - 2012: Actual Expenditures

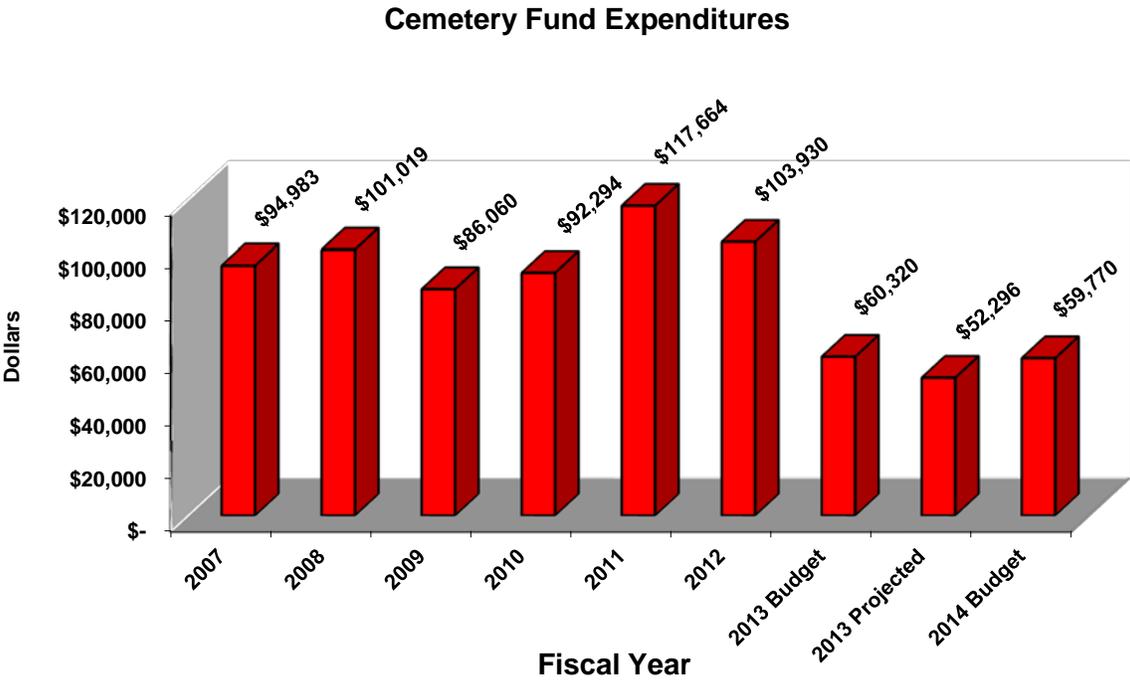
CITY OF GENEVA, ILLINOIS
Budget Detail By Fund
Fiscal Year Ending April 30, 2014

Fund 643 - Refuse Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Revenues and Other Financing Sources						
464	Refuse Charges	\$ 366,548	\$ 349,954	\$ 359,375	\$ 359,375	\$ 426,000
Total Service Charges		366,548	349,954	359,375	359,375	426,000
484	Sale of Capital Assets	-	-	-	5,000	-
489	Miscellaneous	38,696	2,951	20,000	20,000	38,000
Total Other Revenues		38,696	2,951	20,000	25,000	38,000
Total Revenues and Other Financing Sources		\$ 405,244	\$ 352,904	\$ 379,375	\$ 384,375	\$ 464,000
Expenditures and Other Financing Uses						
501	Wages - Regular	\$ 20,451	\$ 33,256	\$ 27,785	\$ 27,785	\$ 28,591
521	Group Insurance	4,587	5,829	6,225	5,950	6,442
522	Medicare	65	1,844	2,040	1,045	413
523	Social Security	-	-	-	860	1,668
524	IMRF	110	3,217	3,370	3,395	3,729
Total Personal Services		25,213	44,146	39,420	39,035	40,843
550	Collection Service	2	53	100	50	100
552	Data Programming Service	-	-	-	20	-
561	Postage	-	44	250	750	1,260
564	Printing	2,683	2,896	3,205	2,000	2,240
583	Garbage Disposal	337,460	325,100	331,400	331,400	409,500
592	General Insurance	330	215	-	-	-
Total Contractual Services		340,476	328,309	334,955	334,220	413,100
624	Operating Supplies	4,085	4,336	5,000	-	5,000
Total Commodities		4,085	4,336	5,000	-	5,000
911	Depreciation	4,349	5,607	-	-	5,057
Total Other Expenditures		4,349	5,607	-	-	5,057
Total Expenditures and Other Financing Uses		\$ 374,123	\$ 382,398	\$ 379,375	\$ 373,255	\$ 464,000

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.



2007 - 2012: Actual Expenditures

CITY OF GENEVA, ILLINOIS
Budget Detail By Fund
Fiscal Year Ending April 30, 2014

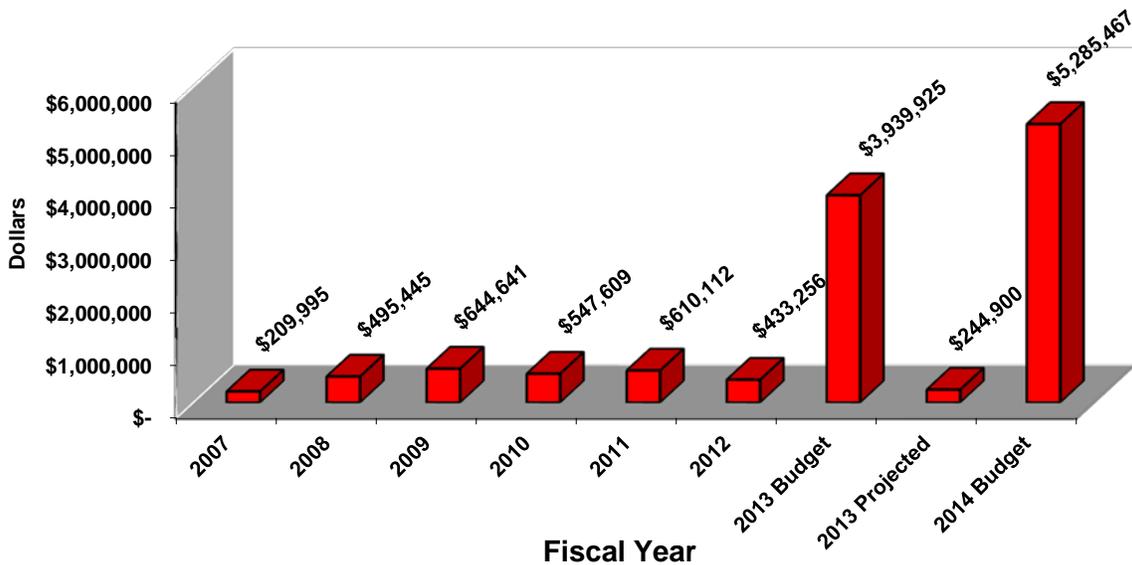
Fund 659 - Cemetery Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Revenues and Other Financing Sources						
474	Grave Opening Fees	\$ 44,950	\$ 26,200	\$ 33,150	\$ 33,150	\$ 33,150
Total Service Fees		44,950	26,200	33,150	33,150	33,150
481	Interest Income	3,257	3,146	3,050	2,500	2,500
488	Cemetery Lot Sales	22,400	36,600	23,600	23,600	23,600
489	Miscellaneous	450	15	520	535	520
Total Other Revenues		26,107	39,761	27,170	26,635	26,620
Total Revenues and Other Financing Sources		\$ 71,057	\$ 65,961	\$ 60,320	\$ 59,785	\$ 59,770
Expenditures and Other Financing Uses						
501	Wages - Regular	\$ 77,760	\$ 43,897	\$ -	\$ -	\$ -
502	Wages - Part-Time/Seasonal	-	9,496	-	-	-
503	Overtime	218	963	-	-	-
521	Group Insurance	10,410	11,110	-	-	-
523	Social Security	158	5,630	-	-	-
524	IMRF	260	8,073	-	-	-
Total Personal Services		88,807	79,170	-	-	-
531	Maintenance Service	-	-	26,000	22,540	26,000
547	Banking Service	-	-	-	120	120
559	Other Professional Services	-	-	24,000	20,000	24,000
562	Telephone	81	758	1,020	187	200
581	Utilities	2,130	1,502	1,200	1,050	1,050
592	General Insurance	14,567	9,661	-	-	-
599	Other Contractual Services	-	-	-	520	-
Total Contractual Services		16,778	11,921	52,220	44,417	51,370
601	Maintenance Supplies	4,377	4,412	2,000	1,549	2,000
624	Operating Supplies	876	2,434	100	-	100
626	Janitorial Supplies	-	-	-	30	-
Total Commodities		5,254	6,846	2,100	1,579	2,100
911	Depreciation	6,826	5,993	6,000	6,000	6,000
914	State/Federal Permits	-	-	-	300	300
Total Other Expenditures		6,826	5,993	6,000	6,300	6,300
Total Expenditures and Other Financing Uses		\$ 117,664	\$ 103,930	\$ 60,320	\$ 52,296	\$ 59,770

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



2007 - 2012: Actual Expenditures

The FY 2014 budget includes \$4,750,000 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 and FY 2013, but has not been started yet.

CITY OF GENEVA, ILLINOIS
Budget Detail By Fund
Fiscal Year Ending April 30, 2014

Fund 660 - Commuter Parking Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Revenues and Other Financing Sources						
448	State/Local Grants	\$ -	\$ -	\$ 3,500,000	\$ -	\$ 4,750,000
Total Intergovernmental Revenues		-	-	3,500,000	-	4,750,000
477	Parking Lot Fees	438,441	456,736	360,840	450,000	360,840
Total Service Fees		438,441	456,736	360,840	450,000	360,840
481	Interest Income	706	585	600	350	600
484	Sale of Capital Assets	-	32,300	-	-	-
489	Miscellaneous	7	32	50	50	50
Total Other Revenues		713	32,917	650	400	650
499	Reappropriation	-	-	78,435	-	173,977
Total Other Financing Uses		-	-	78,435	-	173,977
Total Revenues and Other Financing Sources		\$ 439,154	\$ 489,653	\$ 3,939,925	\$ 450,400	\$ 5,285,467
Expenditures and Other Financing Uses						
501	Wages - Regular	\$ 41,595	\$ -	\$ -	\$ 27,790	\$ 46,460
503	Overtime	-	-	-	165	-
521	Group Insurance	-	-	-	7,170	12,486
522	Medicare	-	-	-	360	673
523	Social Security	-	-	-	1,670	2,880
524	IMRF	-	-	-	3,500	6,067
Total Personal Services		41,595	-	-	40,655	68,566
552	Data Programming Service	-	-	-	150	-
561	Postage	2,481	1,861	-	100	100
562	Telephone	-	-	-	100	100
564	Printing	-	1,193	3,500	3,500	3,500
Total Contractual Services		2,481	3,054	3,500	3,850	3,700
Total Community Service		\$ 44,076	\$ 3,054	\$ 3,500	\$ 44,505	\$ 72,266
501	Wages - Regular	\$ 22,707	\$ 77,648	\$ 74,620	\$ 46,835	\$ 30,316
503	Overtime	-	-	-	-	-
521	Group Insurance	11,827	14,226	15,885	8,140	4,601
522	Medicare	-	-	-	240	439
523	Social Security	238	5,116	5,595	3,140	1,756
524	IMRF	392	8,533	9,055	5,750	3,954
Total Personal Services		35,164	105,523	105,155	64,105	41,066
531	Maintenance Service	32,769	6,610	27,960	17,600	25,600
541	Accounting & Auditing Service	3,000	3,090	305	305	245
561	Postage	-	-	3,000	-	-
562	Telephone	-	-	540	540	540

CITY OF GENEVA, ILLINOIS
Budget Detail By Fund
Fiscal Year Ending April 30, 2014

Fund 660 - Commuter Parking Fund

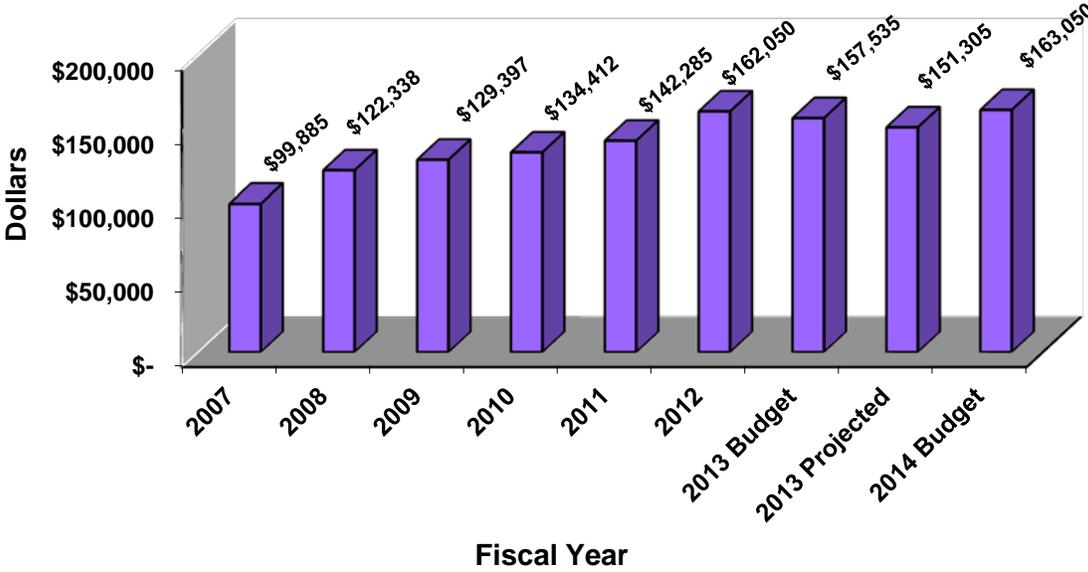
Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
563	Publishing	-	-	-	1,000	1,000
581	Utilities	15,339	16,846	16,500	16,750	16,750
592	General Insurance	6,864	4,298	-	-	-
595	Rentals	45,959	54,781	45,000	45,000	45,000
599	Other Contractual Services	-	-	-	270	500
Total Contractual Services		<u>103,931</u>	<u>85,624</u>	<u>93,305</u>	<u>81,465</u>	<u>89,635</u>
624	Operating Supplies	1,353	1,445	100	100	100
Total Commodities		<u>1,353</u>	<u>1,445</u>	<u>100</u>	<u>100</u>	<u>100</u>
Total Public Works		<u>\$ 140,447</u>	<u>\$ 192,593</u>	<u>\$ 198,560</u>	<u>\$ 145,670</u>	<u>\$ 130,801</u>
705.31	Principal - 2008 Refunding Bonds	\$ -	\$ -	\$ -	\$ -	\$ 100,000
710.31	Interest - 2008 Refunding Bonds	57,634	55,345	55,000	52,815	49,535
Total Debt Service		<u>57,634</u>	<u>55,345</u>	<u>55,000</u>	<u>52,815</u>	<u>149,535</u>
815.40	Parking Lots	51,092	-	3,500,000	1,910	4,750,000
Total Capital Outlay		<u>51,092</u>	<u>-</u>	<u>3,500,000</u>	<u>1,910</u>	<u>4,750,000</u>
911	Depreciation	182,862	182,265	182,865	-	182,865
951	Transfers Out	134,000	-	-	-	-
Total Other Expenditures		<u>316,862</u>	<u>182,265</u>	<u>182,865</u>	<u>-</u>	<u>182,865</u>
Total Debt Service/Capital Outlay		<u>\$ 425,589</u>	<u>\$ 237,609</u>	<u>\$ 3,737,865</u>	<u>\$ 54,725</u>	<u>\$ 5,082,400</u>
Total Expenditures and Other Financing Uses		<u>\$ 610,112</u>	<u>\$ 433,256</u>	<u>\$ 3,939,925</u>	<u>\$ 244,900</u>	<u>\$ 5,285,467</u>

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GROUP DENTAL INSURANCE FUND

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

Group Dental Insurance Fund Expenditures



2007 - 2012: Actual Expenditures

CITY OF GENEVA, ILLINOIS
 Budget Detail by Fund
 Fiscal Year Ending April 30, 2014

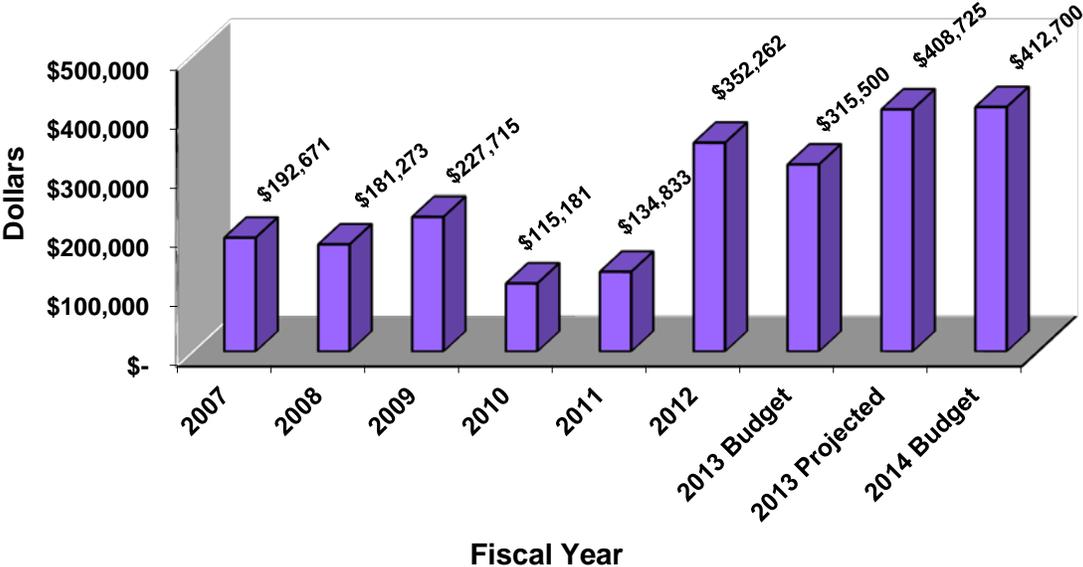
Fund 710 - Group Dental Insurance

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Revenues and Other Financing Sources						
478	Insurance Premiums	\$ 142,285	\$ 152,226	\$ 157,435	\$ 156,530	\$ 162,950
Total Service Fees		<u>142,285</u>	<u>152,226</u>	<u>157,435</u>	<u>156,530</u>	<u>162,950</u>
481	Interest Income	11	44	100	1	100
Total Other Revenues		<u>11</u>	<u>44</u>	<u>100</u>	<u>1</u>	<u>100</u>
Total Revenues and Other Financing Sources		<u>\$ 142,296</u>	<u>\$ 152,270</u>	<u>\$ 157,535</u>	<u>\$ 156,531</u>	<u>\$ 163,050</u>
Expenditures and Other Financing Uses						
549	Claims Administration	\$ -	\$ 9,505	\$ 9,725	\$ 8,585	\$ 9,725
594	Dental Claims	142,285	152,545	147,810	142,720	153,325
Total Contractual Services		<u>142,285</u>	<u>162,050</u>	<u>157,535</u>	<u>151,305</u>	<u>163,050</u>
Total Expenditures and Other Financing Uses		<u>\$ 142,285</u>	<u>\$ 162,050</u>	<u>\$ 157,535</u>	<u>\$ 151,305</u>	<u>\$ 163,050</u>

WORKERS COMPENSATION FUND

The Workers Compensation Fund accounts for the financing of workers' compensation claims for City employees. The City is self-insured up to \$400,000 and utilizes a third-party administrator to pay claims. Resources are provided by City contributions.

Insurance Loss Fund Expenditures



2007 - 2012: Actual Expenditures

CITY OF GENEVA, ILLINOIS
Budget Detail by Fund
Fiscal Year Ending April 30, 2014

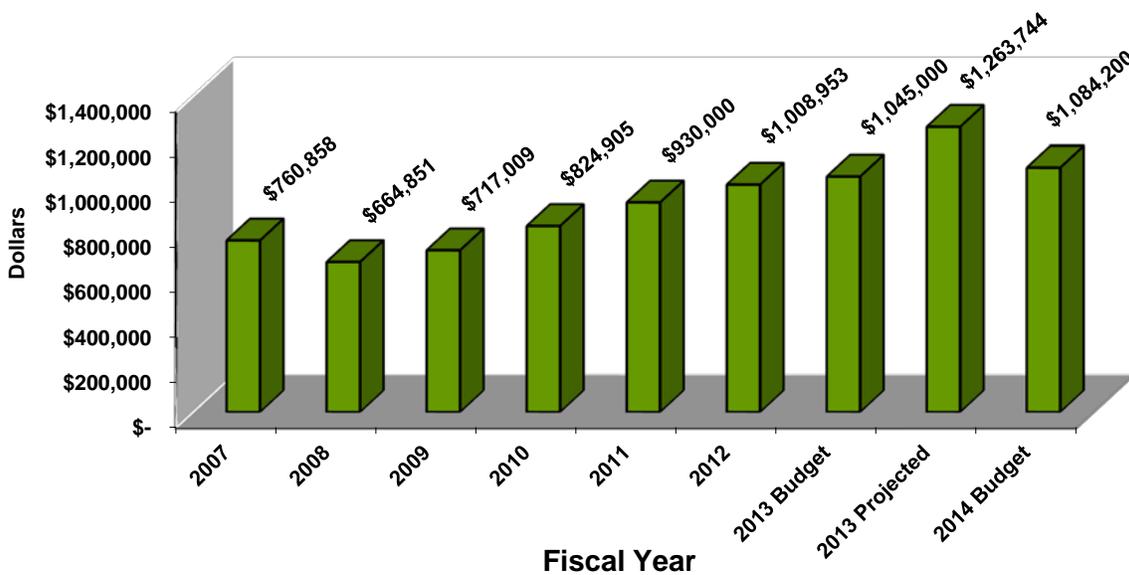
Fund 715 - Workers Compensation

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Revenues and Other Financing Sources						
478	Insurance Premiums	\$ 220,940	\$ 224,153	\$ 290,000	\$ 290,000	\$ 411,700
Total Service Fees		220,940	224,153	290,000	290,000	411,700
481	Interest Income	136	126	300	1,000	1,000
Total Other Revenues		136	126	300	1,000	1,000
4-99	Reappropriation	-	-	25,200	-	-
Total Other Financing Sources		-	-	25,200	-	-
Total Revenues and Other Financing Sources		\$ 221,076	\$ 224,279	\$ 315,500	\$ 291,000	\$ 412,700
Expenditures and Other Financing Uses						
547	Banking Service	\$ -	\$ -	\$ -	\$ 5	\$ -
549	Claims Administration	-	-	-	11,620	11,700
573	Training	-	903	2,500	-	2,500
592	General Insurance	-	-	-	47,100	48,500
593	Workers Compensation Claims	134,833	351,359	313,000	350,000	350,000
Total Operating		134,833	352,262	315,500	408,725	412,700
Total Expenditures and Other Financing Uses		\$ 134,833	\$ 352,262	\$ 315,500	\$ 408,725	\$ 412,700

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



2007 - 2012: Actual Expenditures

CITY OF GENEVA, ILLINOIS
Budget Detail By Fund
Fiscal Year Ending April 30, 2014

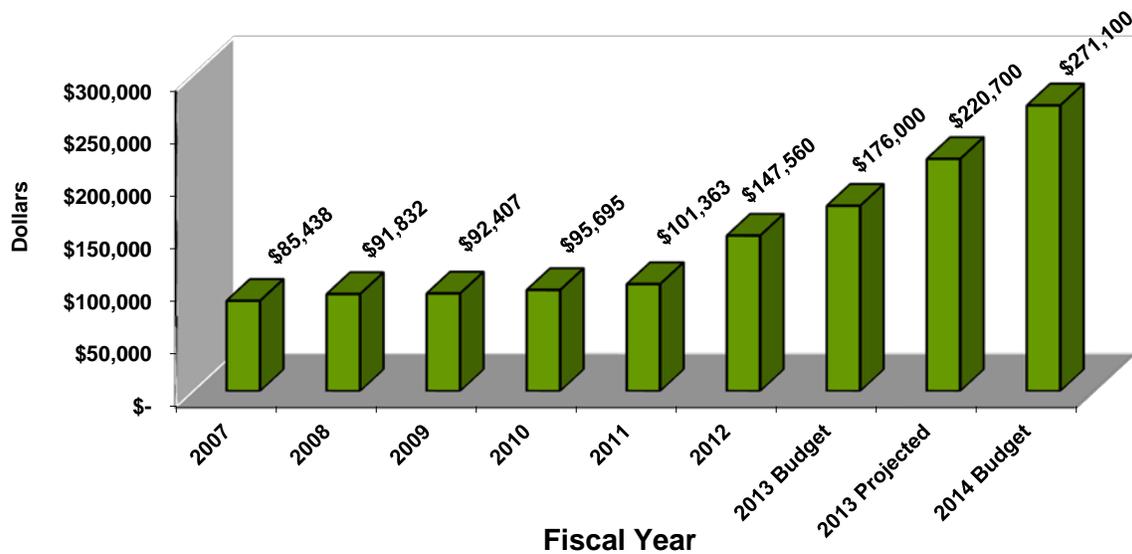
Fund 801 - Police Pension

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Revenues and Other Financing Sources						
480	Pension Contributions	\$ 734,146	\$ 769,648	\$ 885,800	\$ 887,060	\$ 1,248,470
481	Interest Income	1,517,083	119,221	400,000	400,000	600,000
Total Other Revenues		<u>2,251,229</u>	<u>888,869</u>	<u>1,285,800</u>	<u>1,287,060</u>	<u>1,848,470</u>
Total Revenues and Other Financing Sources		<u>\$ 2,251,229</u>	<u>\$ 888,869</u>	<u>\$ 1,285,800</u>	<u>\$ 1,287,060</u>	<u>\$ 1,848,470</u>
Expenditures and Other Financing Uses						
525	Police/Fire Pension	\$ 838,829	\$ 884,959	\$ 950,000	\$ 950,000	\$ 1,000,000
526	Pension Refunds	-	22,608	-	230,019	-
Total Personal Services		<u>838,829</u>	<u>907,566</u>	<u>950,000</u>	<u>1,180,019</u>	<u>1,000,000</u>
541	Accounting & Auditing Service	91,172	101,386	95,000	15,525	16,000
543	Legal Service	-	-	-	3,500	3,500
544	Medical Service	-	-	-	3,000	3,000
547	Banking Service	-	-	-	200	200
548	Financial Service	-	-	-	55,000	55,000
573	Training	-	-	-	500	500
591	Liability Insurance	-	-	-	3,000	3,000
599	Other Contractual Services	-	-	-	3,000	3,000
Total Contractual Services		<u>91,172</u>	<u>101,386</u>	<u>95,000</u>	<u>83,725</u>	<u>84,200</u>
Total Expenditures and Other Financing Uses		<u>\$ 930,000</u>	<u>\$ 1,008,953</u>	<u>\$ 1,045,000</u>	<u>\$ 1,263,744</u>	<u>\$ 1,084,200</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



2007 - 2012: Actual Expenditures

CITY OF GENEVA, ILLINOIS
Budget Detail By Fund
Fiscal Year Ending April 30, 2014

Fund 802 - Fire Pension

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Request
Revenues and Other Financing Sources						
480	Pension Contributions	\$ 407,207	\$ 411,102	\$ 432,900	\$ 441,400	\$ 431,050
481	Interest Income	795,922	251,690	200,000	400,000	400,000
Total Other Revenues		<u>1,203,129</u>	<u>662,792</u>	<u>632,900</u>	<u>841,400</u>	<u>831,050</u>
Total Revenues and Other Financing Sources		<u>\$ 1,203,129</u>	<u>\$ 662,792</u>	<u>\$ 632,900</u>	<u>\$ 841,400</u>	<u>\$ 831,050</u>
Expenditures and Other Financing Uses						
525	Police/Fire Pension	\$ 84,024	\$ 129,746	\$ 150,000	\$ 200,000	\$ 250,000
Total Personal Services		<u>84,024</u>	<u>129,746</u>	<u>150,000</u>	<u>200,000</u>	<u>250,000</u>
541	Accounting & Auditing Service	17,339	17,814	26,000	9,100	9,500
543	Legal Service	-	-	-	500	500
544	Medical Service	-	-	-	500	500
547	Banking Service	-	-	-	100	100
548	Financial Service	-	-	-	5,000	5,000
573	Training	-	-	-	500	500
591	Liability Insurance	-	-	-	2,500	2,500
599	Other Contractual Services	-	-	-	2,500	2,500
Total Contractual Services		<u>17,339</u>	<u>17,814</u>	<u>26,000</u>	<u>20,700</u>	<u>21,100</u>
Total Expenditures and Other Financing Uses		<u>\$ 101,363</u>	<u>\$ 147,560</u>	<u>\$ 176,000</u>	<u>\$ 220,700</u>	<u>\$ 271,100</u>

Capital Improvement Program

Objectives and Goals of the Capital Improvement Plan

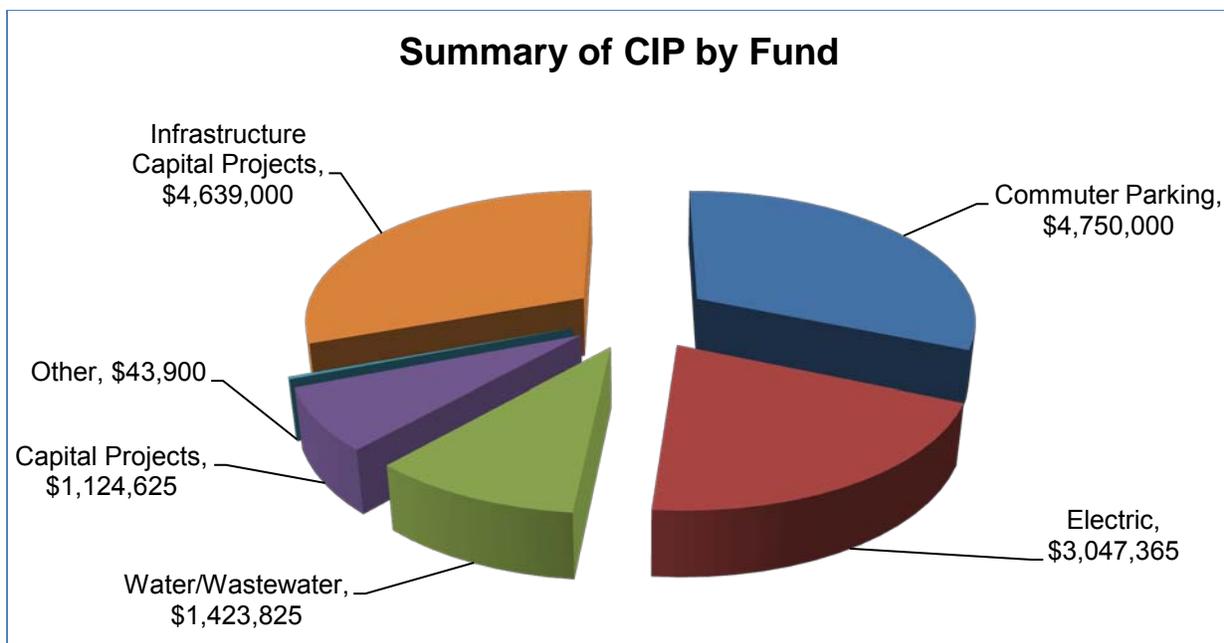
Cities continually face the need to repair and replace worn out and antiquated facilities and infrastructure as well as to build new ones to keep pace with the level of citizen need and community growth. In an effort to look beyond the year to year budgeting to determine what, when and where future improvements 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 (2013-14) 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 \$15,139,040. The following is a breakdown of the \$15.1 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:

236 – Tri-Com Fund

Revenues are provided by dispatch fees charged to member government agencies, 911 Revenues and reimbursements from Kane County.

251 – SSA #1

Revenues are provided by property tax collected from the SSA and transfer from the General Fund.

410 – General Capital Projects Fund

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

415 – Infrastructure Capital Projects Fund

Revenues are provided by the ½% Non-Home Rule Sales Tax that can only be used for infrastructure projects. Revenues may also be provided by federal, state and local grants.

420 – Prairie Green Fund

Revenues are provided by leasing of the farm.

425 – TIF #2 Fund

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

620 - Electric Fund

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

630 – Water/Wastewater Fund

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

660 – Commuter Parking Fund

Revenues are provided by daily and monthly parking permit sales and, in the case of the project budgeted for FY 2014, grant funding.

Table I
City of Geneva
2014 Capital Improvement Program by Fund

Fund	Account	Description	FY 2014 Cost
236	Tri-Com		
	820	Building Security Equipment	\$500
	820	Misc Equipment Replacement	3,000
	820	New Radio Equipment	500
	820	Radio Equipment Replacement	15,000
	820	UPS Power Supply	4,000
	830	Replacement Dispatch Chairs	4,000
	835	Replacement Computer Hardware	10,000
			\$37,000
			0.24%
251	SSA #1		
	825	CSO Vehicle (25%)	\$6,900
			\$6,900
			0.05%
410	General Capital Projects		
	810	City Hall & Finance Building Improvements	\$53,750
	810	Fire Station #2 HVAC	16,000
	815.05	Downtown Business District	21,600
	815.05	Downtown Wayfinding Signage	70,000
	815.05	ESDA Base Station	6,000
	820	Bullet Proof Vests	5,850
	820	MDC	13,350
	820	Radar Speed Guns	7,000
	820	Radios	5,400
	820	Tasers	4,050
	820	Hurst Tool Generator	9,300
	820	Lawn Tractor	4,500
	820	Pagers	4,100
	820	Personal Protection Equipment (PPE)	16,000
	820	Self-Contained Breathing Apparatus (SCBA)	21,600
	820	G-136 Arrow Board Replacement (1/3)	3,000
	820	G-63 End Loader (1/3)	60,000
	820	G-84 Utility Tractor	36,000
	825	Building Division Vehicle	29,000
	825	CSO Vehicle (75%)	12,925
	825	Squad	32,300
	825	Vehicle Conversion Costs	2,900
	825	G-105 3/4 Ton Pickup (1/3)	12,000
	825	G-390 1 Ton Dump Truck	40,000
	825	G-48 Salt Spread Replacement	6,000
	825	G-86 Work Van	22,000
	835	10G Cisco Switch	3,500
	835	10G SFP	2,700
	835	Computer Replacements	32,900
	835	GIS Server	1,200
	835	Geneva Broadcast Network (GBN) Upgrades	25,000
	835	Upgrade PCs to Windows 7/8	8,500
	835	Virus Scan/WSUS Server	1,200
			\$589,625
			3.89%

Table I
City of Geneva
2014 Capital Improvement Program by Fund

Fund	Account	Description	FY 2014 Cost
415	Infrastructure Capital Projects		
	815.05	Campbell St. Parking Lot Alley Improvements	\$200,000
	815.05	City Hall Gardens	25,000
	815.05	Contract Crack Filling	60,000
	815.05	Curb and Sidewalks	50,000
	815.05	Joshel Plaza Maintenance	9,000
	815.05	Pavement Striping	35,000
	815.05	RiverPark Maintenance	10,000
	815.05	Streetscape & Median Maintenance	50,000
	815.05	Tree Replacements	80,000
	815.10	Anderson Blvd	150,000
	815.10	East State Street Streetscape	1,200,000
	815.10	Kautz Rd/Rt 38/UPRR Intersection Improvements	75,000
	815.10	Street Program	2,300,000
	815.10	Viking Drive Recapture	150,000
	815.10	Western Ave LAPP	170,000
	815.40	Block 52 Resurfacing	75,000
			\$4,639,000
			30.64%
420	Prairie Green		
	815.05	Wetland & Prairie Maintenance & Pathway	\$25,000
			\$25,000
			0.17%
425	TIF #2		
	805	Demolition of 617 E. State St.	\$35,000
	815.05	TIF Expansion	20,000
	815.10	Phase II Engineering of East State Street	\$455,000
			\$510,000
			3.37%
620	Electric		
	810	Public Works Building Improvements	\$15,000
	815.05	Community Betterment Projects	7,500
	815.05	Miscellaneous Development	200,000
	815.25	Geneva Generating Facility (GGF) Improvements	180,000
	815.25	Line Supplies Inventory	397,335
	815.25	Meter Replacement Program	87,000
	815.25	Underground/Overhead Cable Replacement	1,000,000
	815.25	Substation Improvements	630,825
	820	G-136 Arrow Board Replacement (1/3)	3,000
	820	G-63 End Loader (1/3)	60,000
	820	Itron Repeaters	15,750
	820	PW Equipment	2,500
	820	Small Equipment Replacement	10,000
	825	G-114 Utility Truck	93,000
	825	G-72 Wire Trailer 3 Reel	30,000
	825	G-105 3/4 Ton Pickup (1/3)	12,000
	825	G-3 Van Truck	56,255
	825	G-88 Digger/Derrick Truck	235,000
	835	10G Cisco Switch	3,500
	835	10G SFP	2,700

Table I
City of Geneva
2014 Capital Improvement Program by Fund

Fund	Account	Description	FY 2014 Cost
	835	Computer Replacements	3,600
	835	GIS Server	1,200
	835	Virus Scan/WSUS Server	1,200
			\$3,047,365
			20.13%
630	Water/Wastewater		
	810	Public Works Building Improvements	\$15,000
	815.30	Amiad System	275,000
	815.30	Fire Hydrant Replacement	10,000
	815.30	Kautz Road Water Main Relocation	175,000
	815.30	Membranes for Water Treatment Facility	80,000
	815.30	Water Main Replacement	450,000
	815.30	Water Meter Replacement Program	150,000
	815.30	Water Meters - New Construction	10,000
	815.35	10" Moyno Sludge Transfer Pump	15,000
	815.35	6" Moyno Feed Pump #2	15,000
	815.35	Digester Methane Piping Repairs	10,000
	815.35	Sanitary Sewer Rehabilitation Program	75,000
	815.35	UV System Air Compressor	5,000
	815.35	UV System Ballast & Lamps	20,000
	820	G-136 Arrow Board Replacement (1/3)	3,000
	820	G-63 End Loader (1/3)	60,000
	820	Itron Repeaters	15,750
	820	G-91 John Deere Backhoe	115,000
	820	WWTP & Lift Station SCADA	10,000
	825	G-105 3/4 Ton Pickup (1/3)	12,000
	835	10G Cisco Switch	3,500
	835	10G SFP	2,700
	835	Computer Replacements	4,800
	835	GIS Server	1,200
	835	Virus Scan/WSUS Server	1,200
			\$1,534,150
			10.13%
660	Commuter Parking		
	815.40	Parking Deck Addition - Third Level	\$4,750,000
			\$4,750,000
			31.38%
		Grand Total	\$15,139,040

Table II
City of Geneva
2014 Capital Improvement Program by Category

Fund	Account	Description	FY 2014 Cost
Land			
425	805	Demolition of 617 E. State St.	\$35,000
			<u>\$35,000</u>
			0.23%
Buildings & Improvements			
410	810	City Hall & Finance Building Improvements	\$53,750
425	810	Fire Station #2 HVAC	16,000
620	810	Public Works Building Improvements	15,000
630	810	Public Works Building Improvements	15,000
			<u>\$99,750</u>
			0.66%
Improvements Other Than Buildings - Other			
410	815.05	Downtown Business District	21,600
410	815.05	Downtown Wayfinding Signage	70,000
410	815.05	ESDA Base Station	6,000
415	815.05	Campbell St. Parking Lot Alley Improvements	\$200,000
415	815.05	City Hall Gardens	25,000
415	815.05	Contract Crack Filling	60,000
415	815.05	Curb and Sidewalks	50,000
415	815.05	Joshel Plaza Maintenance	9,000
415	815.05	Pavement Striping	35,000
415	815.05	RiverPark Maintenance	10,000
415	815.05	Streetscape & Median Maintenance	50,000
415	815.05	Tree Replacements	80,000
420	815.05	Wetland & Prairie Maintenance & Pathway	\$25,000
425	815.05	TIF Expansion	20,000
620	815.05	Community Betterment Projects	7,500
620	815.05	Miscellaneous Development	200,000
			<u>\$869,100</u>
			5.74%
Improvements Other Than Buildings - Streets			
415	815.10	Anderson Blvd	150,000
415	815.10	East State Street Streetscape	1,200,000
415	815.10	Kautz Rd/Rt 38/UPRR Intersection Improvements	75,000
415	815.10	Street Program	2,300,000
415	815.10	Viking Drive Recapture	150,000
415	815.10	Western Ave LAPP	170,000
425	815.10	Phase II Engineering of East State Street	\$455,000
			<u>\$4,500,000</u>
			29.72%
Improvements Other Than Buildings - Electric System			
620	815.25	Geneva Generating Facility (GGF) Improvements	180,000
620	815.25	Line Supplies Inventory	397,335
620	815.25	Meter Replacement Program	87,000
620	815.25	Underground/Overhead Cable Replacement	1,000,000
620	815.25	Substation Improvements	630,825
			<u>\$2,295,160</u>
			15.16%
Improvements Other Than Buildings - Water System			
630	815.30	Amiad System	275,000
630	815.30	Fire Hydrant Replacement	10,000
630	815.30	Kautz Road Water Main Relocation	175,000
630	815.30	Membranes for Water Treatment Facility	80,000

Table II
City of Geneva
2014 Capital Improvement Program by Category

Fund	Account	Description	FY 2014 Cost
630	815.30	Water Main Replacement	450,000
630	815.30	Water Meter Replacement Program	150,000
630	815.30	Water Meters - New Construction	10,000
			\$1,150,000
			7.60%
Improvements Other Than Buildings - Sewer System			
630	815.35	10" Moyno Sludge Transfer Pump	15,000
630	815.35	6" Moyno Feed Pump #2	15,000
630	815.35	Digester Methane Piping Repairs	10,000
630	815.35	Sanitary Sewer Rehabilitation Program	75,000
630	815.35	UV System Air Compressor	5,000
630	815.35	UV System Ballast & Lamps	20,000
			\$140,000
			0.92%
Improvements Other Than Buildings - Parking Lots			
415	815.40	Block 52 Resurfacing	\$75,000
660	815.40	Parking Deck Addition - Third Level	4,750,000
			\$4,825,000
			31.87%
Machinery & Equipment			
236	820	Building Security Equipment	\$500
236	820	Misc Equipment Replacement	3,000
236	820	New Radio Equipment	500
236	820	Radio Equipment Replacement	15,000
236	820	UPS Power Supply	4,000
410	820	Bullet Proof Vests	5,850
410	820	MDC	13,350
410	820	Radar Speed Guns	7,000
410	820	Radios	5,400
410	820	Tasers	4,050
410	820	Hurst Tool Generator	9,300
410	820	Lawn Tractor	4,500
410	820	Pagers	4,100
410	820	Personal Protection Equipment (PPE)	16,000
410	820	Self-Contained Breathing Apparatus (SCBA)	21,600
410	820	G-136 Arrow Board Replacement (1/3)	3,000
410	820	G-63 End Loader (1/3)	60,000
410	820	G-84 Utility Tractor	36,000
620	820	G-136 Arrow Board Replacement (1/3)	3,000
620	820	G-63 End Loader (1/3)	60,000
620	820	Itron Repeaters	15,750
620	820	PW Equipment	2,500
620	820	Small Equipment Replacement	10,000
630	820	G-136 Arrow Board Replacement (1/3)	3,000
630	820	G-63 End Loader (1/3)	60,000
630	820	Itron Repeaters	15,750
630	820	G-91 John Deere Backhoe	115,000
630	820	WWTP & Lift Station SCADA	10,000
			\$508,150
			3.36%
Vehicles			
251	825	CSO Vehicle (25%)	\$6,900
410	825	Building Division Vehicle	29,000
410	825	CSO Vehicle (75%)	12,925

Table II
City of Geneva
2014 Capital Improvement Program by Category

Fund	Account	Description	FY 2014 Cost
410	825	Squad	32,300
410	825	Vehicle Conversion Costs	2,900
410	825	G-105 3/4 Ton Pickup (1/3)	12,000
410	825	G-390 1 Ton Dump Truck	40,000
410	825	G-48 Salt Spread Replacement	6,000
410	825	G-86 Work Van	22,000
620	825	G-114 Utility Truck	93,000
620	825	G-72 Wire Trailer 3 Reel	30,000
620	825	G-105 3/4 Ton Pickup (1/3)	12,000
620	825	G-3 Van Truck	56,255
620	825	G-88 Digger/Derrick Truck	235,000
630	825	G-105 3/4 Ton Pickup (1/3)	12,000
			\$602,280
			3.98%
Office Furniture			
236	830	Replacement Dispatch Chairs	4,000
			\$4,000
			0.03%
Computer Equipment			
236	835	Replacement Computer Hardware	10,000
410	835	10G Cisco Switch	3,500
410	835	10G SFP	2,700
410	835	Computer Replacements	32,900
410	835	GIS Server	1,200
410	835	Geneva Broadcast Network (GBN) Upgrades	25,000
410	835	Upgrade PCs to Windows 7/8	8,500
410	835	Virus Scan/WSUS Server	1,200
620	835	10G Cisco Switch	3,500
620	835	10G SFP	2,700
620	835	Computer Replacements	3,600
620	835	GIS Server	1,200
620	835	Virus Scan/WSUS Server	1,200
630	835	10G Cisco Switch	3,500
630	835	10G SFP	2,700
630	835	Computer Replacements	4,800
630	835	GIS Server	1,200
630	835	Virus Scan/WSUS Server	1,200
			\$110,600
			0.73%
Grand Total			\$15,139,040

2014 Capital Improvement Program – Detail by Project

Table III
City of Geneva
2014 Capital Improvement Program – Detail by Project

Table III provides detailed information on each significant capital improvement included in the Fiscal Year 2014 Budget. This table displays the capital request form which includes the project description, the amount included in the 2014 budget, account, 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.

The chart below shows projects that are included in the capital budget but are recurring in nature, therefore a capital request form is not included. (XXX denotes Funds 410,620 & 630; YYY denotes Funds 620 & 630)

Project Description	Budget	Account	Operating Impact
PW Building Improvements	\$30,000	YYY -810	None
Contract Crack Filling	\$60,000	415.90.00.95-815.05	None
Curb and Sidewalk Repair	\$50,000	415.90.00.95-815.05	None
Joshel Plaza Maintenance	\$9,000	415.90.00.95-815.05	None
Pavement Striping	\$35,000	415.90.00.95-815.05	None
RiverPark Maintenance	\$10,000	415.90.00.95-815.05	None
Streetscape/Median Maintenance	\$50,000	415.90.00.95-815.05	None
Tree Replacements	\$80,000	415.90.00.95-815.05	None
Wetland & Prairie Maintenance	\$25,000	420.50.00.95-815.05	None
Fire Hydrant Replacement	\$10,000	630.90.96.95-815.30	None
WTF Membranes	\$80,000	630.90.96.95-815.30	None
10" Moyno Pump	\$15,000	630.90.96.95-815.35	None
6" Moyno Pump	\$15,000	630.90.96.95-815.35	None
UV System Air Compressor	\$5,000	630.90.96.95-815.35	None
UV System Ballast & Lamps	\$20,000	630.90.96.95-815.35	None
Block 52 Resurfacing	\$75,000	415.90.00.95-815.40	None
Tri-Com Equipment	\$23,000	236.85.86.95-820	None
Tri-Com Computer Hardware	\$10,000	236.85.86.95-835	None
10G Cisco Switch	\$10,500	XXX -835	None
10G SFP	\$8,100	XXX -835	None
GIS Server	\$3,600	XXX -835	None
Upgrade PCs to Windows 7/8	\$8,500	410.40.42.95-835	None
Virus Scan/WSUS Server	\$3,600	XXX -835	None
Bullet Proof Vests	\$5,850	410.70.00.95-820	None
MDC	\$13,350	410.70.00.95-820	None
Radar Speed Guns	\$7,000	410.70.00.95-820	None
Radios	\$5,400	410.70.00.95-820	None
Tasers	\$4,050	410.70.00.95-820	None
PPE	\$16,000	410.80.00.95-820	None
SCBA	\$21,600	410.80.00.95-820	None
Radio Pagers	\$4,100	410.80.00.95-820	None

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department:	Community Development	Priority Ranking:	1
Fund Number:	410	Submitted By:	D. Schultze
Account Number:	410.50.51.95-810	Date:	1/29/13

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Replace 2 AC Condensers in Council Chambers	2		\$18,000

Justification For Request (Attach separate sheet if necessary):

The Units have been breaking down at least once a season and repair costs keeps rising on the units and run costs are more than a new efficient unit.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

Decrease in Maintenance and Service Work.

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**

\$700

(Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item: X

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department:	Community Development	Priority Ranking:	2
Fund Number:	410	Submitted By:	D. Schultze
Account Number:	410.50.51.95-810	Date:	1/29/13

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
City Hall, Building Counter, and Finance Panic Button	3		\$3,000

Justification For Request (Attach separate sheet if necessary):

Safety of City Employees in case of an emergency situation when a phone call to 911 is not possible.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

Potential increase if we have to pay to have button monitored by an outside company.

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**

\$200

(Fill in positive/negative dollar amount when applicable.)

Check One New Item: X or Replaced Item:

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department:	Community Development	Priority Ranking:	1
Fund Number:	410	Submitted By:	D. Schultze
Account Number:	410.50.51.95-810	Date:	1/29/13

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Window Repair at Finance with Drop Off Slot	1		\$12,500

Justification For Request (Attach separate sheet if necessary):

The aluminum window blanks that are currently in finance are deteriorating. The deterioration has caused the exterior to not be weather tight. At the time of panel changes we are looking to add a drop box to the building that would replace the standalone unit that is outside of the finance division. We also want to replace the North Windows with more efficient windows.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

Decrease in Maintenance costs of the drop box and interior conditioning.

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**

\$200

(Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item: X

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department:	Community Development	Priority Ranking:	1
Fund Number:	410	Submitted By:	D. Schultze
Account Number:	410.50.51.95-810	Date:	1/29/13

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Replace HVAC Roof Top unit installed at Finance	1		\$18,000

Justification For Request (Attach separate sheet if necessary):

The Unit has been breaking down at least once a season and maintenance keeps rising on a unit that is less efficient than a new system.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

Decrease in Maintenance and repair costs.

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**

\$400

(Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item: X

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department:	Community Development	Priority Ranking:	1
Fund Number:	410	Submitted By:	D. Schultze
Account Number:	410.50.51.95-810	Date:	1/29/13

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
North Side Finance Division Light Improvements	3		\$2,250

Justification For Request (Attach separate sheet if necessary):

The north side of the finance division that connects to the rear parking lot is a safety risk with the existing lights not working properly. The replacement of the three lights would cost \$2,250.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

Decreased maintenance and operating costs because the lights will be more energy efficient than the existing lights.

Estimated operating budget annual dollar: (Check one)

Increase
Decrease
No impact
\$200

(Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item: X

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department:	Fire	Priority Ranking:	1
Fund Number:	410	Submitted By:	S. Olson
Account Number:	410.80.00.95-810	Date:	3/18/13

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Replacement of Station 2 HVAC	1	2 nd Quarter	\$16,000

Justification For Request (Attach separate sheet if necessary):

Station 2 opened for service in 1994. To better manage upkeep costs residential grade furnaces and air conditioning units were installed. They have required less maintenance and much of that has been handled by the firefighters. In rare instances a heating and air conditioning firm has been used for more technical issues such as flame sensors and the like. In recent years these costs have increased as the units have aged. A recent inspection of the three units revealed the heat exchanger on two is burning and will fail in the near future. We have every expectation the third furnace will also develop this problem. This project will replace the existing heating and air conditioning equipment with the goal of obtaining another 19 – 20 years of service.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

This project is expected to reduce maintenance costs and insure the facilities are efficiently heated and cooled.

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**

\$1,000

(Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item:

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department:	Economic Development	Priority Ranking:	1
Fund Number:	410	Submitted By:	Ellen Divita
Account Number:	410.60.00.95-815.05	Date:	2-25-13

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Downtown Business District Re-Establishment	1		\$21,600

Justification For Request (Attach separate sheet if necessary):

The City's commitment to Downtown resulted in an 18 month long planning study and production of the Downtown Master Plan. Funding of the capital projects identified in the Master Plan will be difficult without a revenue source. Illinois State Statutes allow for the creation of a Downtown Business District with an additional sales tax overlay; revenues are used within the district to achieve goals identified through a public process in creation of the district. In an effort to support and encourage development, the City Council has approved a recommendation from the Geneva Economic Development Commission to identify the eligibility for such a district in downtown Geneva.

A consultant would be hired to complete an eligibility study and if the area is qualified as a Business District by state statute, facilitate development of a Downtown Business District Redevelopment Plan. In 2012 the Economic Development Department has received 50% grant funding from Kane County for \$10,800. Per City practice, the entire project amount of \$21,600 is requested from the capital budget, with a corresponding revenue line of \$10,800. The project will be carried over from the FY 2012-13 budget.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.).

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 that will not burden our downtown property owners. Completion of the plan does not create obligation for additional costs and may create a revenue source for downtown projects within the Plan.

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**

(Fill in positive/negative dollar amount when applicable.)

\$

Check One New Item: or Replaced Item:

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department:	Economic Development	Priority Ranking:	1
Fund Number:	410	Submitted By:	Ellen Divita
Account Number:	410.60.00.95-815.05	Date:	2-25-13

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Downtown Wayfinding Signage	1		\$70,000

Justification For Request (Attach separate sheet if necessary):

The City's commitment to Downtown resulted in an 18 month long planning study and production of the Downtown Master Plan. The Downtown Master Plan identified the need for Wayfinding Signage downtown to 1) brand the downtown, and 2) direct visitors to parking and points of interest. Funding of the capital projects identified in the Master Plan will be difficult without a revenue source. In 2012 the Economic Development Department submitted a Community Development grant application to Kane County for assistance with a new wayfinding sign program for the downtown.

If successful in obtaining the grant, a two phase project would be undertaken to design and install new signs over a 2 year period. The overall project would spread through three Fiscal Years (FY13-14, FY14-15 and FY15-16). The total cost of the project (design and sign installation) is \$192,000 with \$45,000 sought from the grant program in year one and \$30,000 from the grant program in year two. In the application the City committed to a cash match of \$75,000 (with intent to spread over 3 fiscal year budgets). Therefore \$70,000 is requested from the capital budget for FY 13-14 (\$25,000 cash outlay with \$45,000 corresponding reimbursement from the grant program). If we do not receive the grant, the project will be re-evaluated.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.).

Signage does need maintenance over the years. The City's current wayfinding and welcome signs are in poor shape with only 50% of the original 14 signs remaining. Maintenance costs will be factored into sign design and selection. Costs are unknown at this time.

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**

(Fill in positive/negative dollar amount when applicable.)

\$

Check One New Item: or Replaced Item:

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department:	Fire	Priority Ranking:	1
Fund Number:	410	Submitted By:	S. Olson
Account Number:	410.80.00.95-815.05	Date:	3/18/13

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Relocate the ESDA radio base station	1	1st Quarter	\$6,000

Justification For Request (Attach separate sheet if necessary):

For a number of years the ESDA volunteers have experienced difficulty in their two-way radio communications. The hand-held portable radios were replaced three years ago in an effort to correct the problem and they experienced an improvement in the signal but problems have persisted. Further research indicates the location of the base station and the antennae need to be moved to a higher elevation to improve the coverage of the signal and the ability of the base station to receive traffic from the portable radios. A propagation study was conducted in the Fall, 2012 and it determined the best place to which the equipment should be moved is the Tricom radio tower on South Street. This project will relocate the equipment from the roof the of the Police Department to the Tricom transmission tower and establish a direct connection between the base station and the ESDA office located inside the Public Works facility.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

This project is expected to improve the reception range of the base station and insure more reliable radio communications for the ESDA staff. This is a critical need for the agency during weather emergencies and city-wide festivals.

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**

\$

(Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item:

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department:	Fire	Priority Ranking:	1
Fund Number:	410	Submitted By:	S. Olson
Account Number:	410.80.00.95-820	Date:	3/18/13

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Replace the electric hydraulic pump for the Hurst Tool carried on Squad 207.	1	1st Quarter	\$9,300

Justification For Request (Attach separate sheet if necessary):

The existing pump is used to power all of the hydraulic rescue tools carried on Squad 207. Powered by the on-board generator this electric pump can be removed from the vehicle and used in hazardous environments. Purchased in 1998, this 15 year old device is no longer manufactured or supported by the Hurst Corporation. It is the sole power source for operating the rescue tools and would create a significant issue should it fail during a rescue operation. While maintenance issues have been limited it is strongly recommended it be replaced now before a failure occurs.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

The existing hydraulic pump is 15 years old, is no longer supported, and replacing it now limits the possibility of a failure during a rescue incident. Any future repairs on the existing pump would be a challenge to make as parts are extremely difficult to locate.

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**

\$-0-

(Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item:

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department:	Fire	Priority Ranking:	1
Fund Number:	410	Submitted By:	S. Olson
Account Number:	410.80.00.95-820	Date:	3/18/13

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Replace Station 2 lawn tractor.	1	1st Quarter	\$4,500

Justification For Request (Attach separate sheet if necessary):

The staff of the fire department typically handles all of the landscape maintenance and snow removal for both fire stations. The lawn tractor at Station 2 is used for mowing, snow removal, aeration, fertilizing and transporting landscape waste and wood mulch. It was acquired from Oak Hill Cemetery 18 years ago and has been maintained by the firefighters over the years. Maintenance costs have increased as parts have become scarcer and the scope of the repair work has increased. Staff has every expectation of obtaining at least 15 years with a new tractor. Based on the current mowing contract the City holds for the various properties the cost of the tractor will be recovered in four years and even less if landscape maintenance and snow removal costs were to be factored in.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

Funds expended on the upkeep of the tractor will be reduced significantly with the replacement of the old tractor which currently runs between \$500 and \$1,000 each year.

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**

\$500-\$1,000

(Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item:

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department:	PW - Street	Priority Ranking:	1
Fund Number:	Split: 410,620,630	Submitted By:	Chris Bong
Account Number:	820	Date:	3/11/2013

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Replacement of Arrow Board	1		\$9,000

Justification For Request (Attach separate sheet if necessary):

Staff proposes to replace the public works arrow board. The arrow board is used on an almost daily basis for miscellaneous work. This arrow board is 18 years old and is listed as a needed replacement by Fleet Maintenance Supervisor. The arrow board will be split equally between the General Capital Projects, Electric and Water/Wastewater Funds.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

None

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**

(Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item: x

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department:	PW - Street	Priority Ranking:	1
Fund Number:	410; 620; 630	Submitted By:	Chris Bong
Account Number:	820	Date:	3/11/2013

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Replacement of End Loader	1		\$180,000

Justification For Request (Attach separate sheet if necessary):

Staff proposes to replace the public works end loader. The end loader is used on a daily basis for emergency, snow and miscellaneous work. The current end loader is 18 years old and is listed as a needed replacement by Fleet Maintenance Supervisor. The End Loader will be split between the General Capital Projects, Electric and Water/Wastewater Funds.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

The replacement of the end loader will reduce operating costs by reducing maintenance costs.

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact** **\$10,000**
 (Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item: x

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department:	PW - Street	Priority Ranking:	1
Fund Number:	410	Submitted By:	Chris Bong
Account Number:	410. 90.00.95-825	Date:	3/11/2013

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Replace Utility Tractor 84	1		\$36,000

Justification For Request (Attach separate sheet if necessary):

Staff proposes to replace the Utility Tractor 84 primarily used for streetscape work such as snow plowing, salt application and lawn mowing. This tractor has sustained major corrosion from salt spreading/snow plowing activities and is listed as a needed replacement by Fleet Maintenance Supervisor.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

The replacement of the utility tractor will reduce operating costs by reducing maintenance costs.

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**
(Fill in positive/negative dollar amount when applicable.)

\$7,000

Check One New Item: or Replaced Item: x

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department:	Community Development	Priority Ranking:	2
Fund Number:	410	Submitted By:	D. Schultze
Account Number:	410.50.51.95-825	Date:	1/29/13

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Purchase New Building Division Vehicle	1		29,000

Justification For Request (Attach separate sheet if necessary):

The Building Division is requesting a new vehicle to replace car 100 and will turn the existing vehicle into the City Hall Pool Car. The existing Division car has met the 10 year life span of a city vehicle for everyday use. The new vehicle would be 4 wheel drive for inclement weather and also more fuel efficient. The existing City Hall pool car is near 90,000 miles and city hall staff doesn't feel safe in the vehicle and they have been using their own and seeking reimbursement when there is a vehicle available.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

Decrease in Maintenance and Service Work.

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact** \$400
(Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item: X

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department:	Police	Priority Ranking:	1
Fund Number:	410	Submitted By:	Chief of Police Steve Mexin
Account Number:	410.70.00.95-825	Date:	March 11, 2013

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Police Vehicles	3	TBD	\$48,125

Justification For Request (Attach separate sheet if necessary):

The request for new police vehicles is consistent with our regular squad car replacement schedule and in fact, one of the vehicles is overdue per the schedule. One vehicle will be for use in our Patrol Division as a marked squad car, replacing a marked squad that has nearly 150,000 miles on it. The other vehicle will be used as a CSO vehicle and will be replacing a 2005 vehicle. This will allow for the 2005 vehicle to be reassigned which will allow us to replace a 2003 Crown Victoria that will have almost 150,000 miles on it. Due to the regular and necessary use of these vehicles, it is imperative that a regular and reasonable rotation schedule be maintained.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

Purchasing these vehicles now helps us keep our fleet on somewhat of a regular schedule without deferring too many vehicles to a future budget, which only compounds the problem by creating a larger financial burden in another fiscal year. Rotating the older vehicles out and replacing them with newer, more mechanically sound vehicles, can reasonably be expected to reduce maintenance costs.

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**

\$3,000

(Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item:

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department:	PW - Street	Priority Ranking:	1
Fund Number:	410; 620; 630	Submitted By:	Chris Bong
Account Number:	825	Date:	3/11/2013

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Replace Fleet Service Pickup	1		\$36,000

Justification For Request (Attach separate sheet if necessary):

Staff proposes to replace the Fleet Service ¾ Ton Pickup truck. This truck is used for general service of fleet vehicles. This vehicle has stress cracks in the box. Doors and fenders are rusted. This vehicle is 21 years old and is listed as a needed replacement by Fleet Maintenance Supervisor.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

The replacement of the fleet service pickup will reduce operating costs by reducing maintenance costs.

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**

\$10,000

(Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item: x

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department:	PW - Street	Priority Ranking:	2
Fund Number:	410	Submitted By:	Chris Bong
Account Number:	410.90.00.95-825	Date:	3/11/2013

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
1 Ton Dump 390	1		\$40,000

Justification For Request (Attach separate sheet if necessary):

Staff proposes to replace the 1 Ton Dump 390. This truck is used to hold the water tank in the summer for miscellaneous downtown watering and in the winter it holds the V-box salt spreader/plow for salting downtown parking lots. This vehicle is 16 years old and is listed as a needed replacement by Fleet Maintenance Supervisor.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

The replacement of the 1 Ton Dump will reduce operating costs by reducing maintenance costs.

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**
(Fill in positive/negative dollar amount when applicable.)

\$10,000

Check One New Item: or Replaced Item: x

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department:	PW - Street	Priority Ranking:	2
Fund Number:	410	Submitted By:	Chris Bong
Account Number:	410. 90.00.95-825	Date:	3/11/2013

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Replace Salt Spreader for Dump 48	1		\$6,000

Justification For Request (Attach separate sheet if necessary):

Staff proposes to replace the salt spreader for Dump 48. Spreader had deteriorated and is listed as a needed replacement by Fleet Maintenance Supervisor.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

The replacement of the spreader will reduce operating costs by reducing maintenance costs.

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**

\$5,000

(Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item: x

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department:	PW - Street	Priority Ranking:	3
Fund Number:	410	Submitted By:	Chris Bong
Account Number:	410.90.00.95-825	Date:	3/11/2013

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
G-86 Work Van	1		\$22,000

Justification For Request (Attach separate sheet if necessary):

Staff proposes to replace the Streetscape ½ Ton pickup 86 with a work van. This truck has engine noise and a rusted cab and fenders. It is 16 years old and is listed as a needed replacement by Fleet Maintenance Supervisor. This vehicle is used primarily for streetscape activities such as brick repair and bench maintenance. This type of work requires covered space for hauling and would be more conducive to a van.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

The replacement of the ½ Ton Pickup with a work van will reduce operating costs by reducing maintenance costs.

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**
(Fill in positive/negative dollar amount when applicable.)

\$10,000

Check One New Item: or Replaced Item: x

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department: Administrative Services	Priority Ranking: 1
Fund Number: 410; 620; 630	Submitted By: Stephanie Dawkins
Account Number: 835	Date: March 11, 2013

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Computer Replacements			\$41,300

Justification For Request (Attach separate sheet if necessary):

Computer replacements based upon replacement schedule and IT recommendations. IT made recommendations on a five-year replacement schedule including the replacement of half of the City Council laptops (with a choice of laptop or iPad).

General Capital Projects Fund - \$32,900
 Electric Fund - \$3,600
 Water/Wastewater Fund - \$4,800

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

No impact. Should help to prevent unexpected expenditures based upon computer failures.

Estimated operating budget annual dollar: (Check one)

Increase ***Decrease*** ***No impact*** \$

(Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item:

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department:	PW/Engineering	Priority Ranking:	1
Fund Number:	415	Submitted By:	Pamela Broviak
Account Number:	415.90.91.95-815.05	Date:	March 11, 2013

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Campbell Street Parking Lot	1		\$200,000

Justification For Request (Attach separate sheet if necessary):

The City recently constructed a new parking lot in the middle of the block lying between Campbell and James and 2nd and 3rd Streets. The alley from this lot to 3rd is an asphalt path that needs improvement to serve as a pedestrian walkway for the lot.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

The walkway improvement will allow people to more safely and quickly move from the new lot to the shopping area along 3rd. The improvement will also make this walkway more accessible. There would be some increase to the operating budget for on-going maintenance.

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**

\$2,000

(Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item:

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department:	City Administrator's Office	Priority Ranking:	2
Fund Number:	415	Submitted By:	Mary McKittrick
Account Number:	415.90.00.95-815.05	Date:	March 11, 2013

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
City Hall Gardens Phase II	N/A	FY 2013-14	\$25,000

Justification For Request (Attach separate sheet if necessary):

Phase I of the plantings for City Hall was a project that was completed in FY12-13 through plant material donations from Midwest Groundcovers, Midwest Trading Company, Northwind Perennial Farm and MRD Environmental. Volunteers donated time and tools to plant the materials. Phase II is planned to include a continuation of Phase I with materials and labor funded by the City. The project will continue to enhance the public space on the exterior of City Hall as originally planned.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

None; one (1) annual mowing of the planting beds will be included in the City Hall landscape contract. Since the plantings are primarily replacing the lawn that was previously mowed, there is no additional on-going cost. Other maintenance will be conducted by volunteers or City staff.

Estimated operating budget annual dollar: (Check one)

Increase
Decrease
No impact
\$
 (Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item:

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department:	PW/Engineering	Priority Ranking:	1
Fund Number:	415	Submitted By:	Pamela Broviak
Account Number:	415.90.91.95-815.10	Date:	March 11, 2013

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Western Avenue LAPP	1.0		\$170,000

Justification For Request (Attach separate sheet if necessary):

The City has received approval by KCCOM to receive federal monies to help fund the resurfacing of Western Avenue. This approval requires the City to cost share in the improvement.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

There will be no increase in maintenance costs.

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**

\$

(Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item:

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department:	PW/Engineering	Priority Ranking:	1
Fund Number:	425	Submitted By:	Pamela Broviak
Account Number:	425.60.00.95-815.10	Date:	March 11, 2013

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Phase II Engineering of East State Street			\$455,000

Justification For Request (Attach separate sheet if necessary):

The City has planned to reconstruct East State Street from the Fox River to Kirk Road. In 2010, the City received IDOT approval for Phase 1 of this project. The next step is to complete Phase II engineering.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

There will be a small increase in operating expenses due to additional pavement width that must be maintained. But, this could be offset by the reduced maintenance costs related to the improvements of existing infrastructure. Actual cost is difficult to determine.

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**

Unknown

(Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item:

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department:	PW/Engineering	Priority Ranking:	1
Fund Number:	415	Submitted By:	Pamela Broviak
Account Number:	415.90.91.95-815.10	Date:	March 11, 2013

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
East State Street Streetscape			\$1,200,000

Justification For Request (Attach separate sheet if necessary):

The City has received a grant from IDOT to enhance East State Street from the curb to the parkway and the crosswalks. This enhancement would include brick pavers. IDOT has provided \$1,200,000 towards the construction.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

The City will have increased maintenance costs in future budgets for maintenance of the bricks and sidewalks.

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**

(Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item:

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department:	PW – Engineering	Priority Ranking:	1
Fund Number:	415	Submitted By:	
Account Number:	415.90.91.95-815.10	Date:	

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
2014 Street Program			\$2,300,000

The annual street resurfacing program which includes the following streets:

	<u>Street Name</u>	<u>From</u>	<u>To</u>
1)	Stevens Street	6 th Street	1 st Street
2)	Ford Street	Grant Avenue	Logan Avenue
3)	Grant Avenue	West State	Center Street
4)	Pine Street	West State	Center Street
5)	Pine Street	Sherman Avenue	State Street (Rt-31)
6)	West Street	Sherman Avenue	State Street (Rt-31)
7)	Willow Lane	State Street (Rte 38)	Gray Street
8)	Highbury Lane	West State	Cul-de-Sac
9)	Fisher Drive	Keslinger Road	Bricher Road
10)	Essex Ct	Pepper Valley Dr	Cul-de-Sac
11)	Deerfield Way	Pepper Valley Dr	Cul-de-Sac
12)	Cape Way	Pepper Valley Dr	Cul-de-Sac
13)	Southampton Drive	South Street	Kaneville Road
14)	Brigham Ct	Brigham Way	Cul-de-Sac
15)	Loran Drive	Fargo Boulevard	Brigham Way
16)	Winner's Cup Cir	Fargo Boulevard	Cul-de-Sac
17)	St. Andrew's Cir	Fargo Boulevard	Fargo Boulevard
18)	Eldorado Dr	Bent Tree Dr	Bent Tree Dr
19)	Foxfire Ct	Eldorado Dr	Cul-de-Sac
20)	Eldorado Ct	Eldorado Dr	Cul-de-Sac
21)	Christina Lane	Randall Road	Bent Tree Drive
22)	Gleneagle Drive	Randall Road	Bent Tree Drive
23)	Arrowhead Ct	Kings Ct	Cul-de-Sac
24)	Wildflower Ct	Kings Ct	Cul-de-Sac
25)	Kings Ct	Bent Tree Dr	Cul-de-Sac
26)	Wild Dunes Ct	Bent Tree Dr	Cul-de-Sac

2014 Capital Improvement Program – Detail by Project

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

The resurfacing of City streets will reduce operating costs by reducing maintenance costs and provide safer streets to drive on.

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**

Unknown

(Fill in positive/negative dollar amount when applicable.)

Justification For Request (Attach separate sheet if necessary):

Check One New Item: or Replaced Item: x

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department: Electric	Priority Ranking: 2
Fund Number: 620	Submitted By: Michael J. Buffington
Account Number: 620.90.95.95-815.05	Date: 01/04/2013

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Community Betterment Projects 2014	1		\$7,500

Justification For Request (Attach separate sheet if necessary):

Funds spent for Geneva Festivals and other Civic projects that enhance the quality of life in Geneva.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

None

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**

\$0.00

(Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item:

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department: Electric	Priority Ranking: 2
Fund Number: 620	Submitted By: Michael J. Buffington
Account Number: 620.90.95.95-815.05	Date: 01/04/2013

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Miscellaneous Development 2014	1		\$200,000

Justification For Request (Attach separate sheet if necessary):

There are planned small development projects around the City that require electrical service. This item provides funding to complete the installation of the service.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

An increase in the operating budget is expected for maintenance costs.

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**

\$1,000

(Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item:

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department: Electric	Priority Ranking: 1
Fund Number: 620	Submitted By: Michael J. Buffington
Account Number: 620.90.95.95-815.25	Date: 01/04/2013

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Geneva Generation Facility Equipment	1		\$180,000

Justification For Request (Attach separate sheet if necessary):

The annual purchase of generation supplies needed for replacement/repair.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

Maintain availability of the GGF.

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**

\$3,000

(Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item: X

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department: Electric	Priority Ranking: 1
Fund Number: 620	Submitted By: Michael J. Buffington
Account Number: 620.90.95.95-815.25	Date: 01/04/2013

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Line Supplies 2014	1		\$397,335

Justification For Request (Attach separate sheet if necessary):

The annual purchase of line supplies needed for replacement/repair.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

A decrease in the operating budget is expected due to fewer power outages and maintenance.

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**

\$2,500

(Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item: X

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department: Electric	Priority Ranking: 1
Fund Number: 620	Submitted By: Michael J. Buffington
Account Number: 620.90.95.95-815.25	Date: 01/04/2013

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Meter Replacement 2014	1		\$87,000

Justification For Request (Attach separate sheet if necessary):

Annual meter replacement of older meters and meters that have malfunctioned.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

Maintain the revenue flow due to accurate metering.

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**

(Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item: X

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department:	Electric	Priority Ranking:	1
Fund Number:	620	Submitted By:	Michael J. Buffington
Account Number:	620.90.95.95-815.25	Date:	01/04/2013

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Underground/Overhead Cable Replacement 2014	1		\$1,000,000

Justification For Request (Attach separate sheet if necessary):

This large program includes Simpson Street apartments and the surrounding area's underground to be replaced. Sunset Road from Ray Street to Fargo will be replaced. The underground feed to 705 E. State Street will be replaced as well as relocating the transformers from a hazardous location. A section of overhead that has seen multiple outages and is difficult to access will be buried along the west side of Burgess Field from Center Street to the north. A much needed painting project of the traffic signals and controllers along Rt. 38 will be completed with monies from this fund. Intersections include Anderson Blvd, 7th St, 3rd St, 2nd St lighting controller, Rt. 25 controller, East Side Dr and Glengarry Dr. A portion of the funds will be used to replace aging street lights. We have had a few lights this year that have needed to be replaced due to rusting. Staff anticipates increased quantities to be replaced this year. The Wastewater Treatment Facility will be receiving an upgrade to insure increased reliability and remote switching capabilities to keep the power on during outages. Finally, two overhead wire replacement jobs will be completed: the remaining two phases across the Fox River at Ford Street as well as the overhead along Hamilton St from the Rt.31 west to 6th St, north to Peyton St and west to the alley.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

A decrease in the operating budget is expected due to fewer power outages and maintenance

Estimated operating budget annual dollar: (Check one)

Unknown

Increase ***Decrease*** ***No impact***

(Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item: X

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department: Electric	Priority Ranking: 1
Fund Number: 620	Submitted By: Michael J. Buffington
Account Number: 620.90.95.95-815.25	Date: 01/04/2013

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Substation & Switch Automation	1		\$630,825

Justification For Request (Attach separate sheet if necessary):

This item is comprised of two projects to enhance the safety and security of the distribution system. The projects include upgrades to controls and relay protection equipment at Geneva Business Park (GBP 2) substation and distribution switch automation to enhance outage restoration.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

A decrease in the operating budget is expected due to fewer power outages and maintenance.

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**

\$5,000

(Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item: X

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department: Electric	Priority Ranking: 1
Fund Number: 620	Submitted By: Michael J. Buffington
Account Number: 620.90.95.95-820	Date: 01/07/2013

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Small Equipment Replacement	1		\$10,000

Justification For Request (Attach separate sheet if necessary):

Funding is provided for the replacement of small equipment that is unanticipated.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

None

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**

\$0.00

(Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item:

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department: Electric	Priority Ranking: 1
Fund Number: 620	Submitted By: Michael J. Buffington
Account Number: 620.90.95.95-825	Date: 01/23/2013

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Utility Truck with Crane, F450, 4W	1	1999	\$ 93,000

Justification For Request (Attach separate sheet if necessary):

- Replaces a 1999 Utility Truck , Ford F450 4W
- Mileage 47,487 – recommendation 50,000
 - 158 months in service – recommendation 120 months of service
 - Need \$5,000 in repairs
 - Vehicle is used daily, system maintenance & outages

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

- Decrease maintenance, labor costs & outside repairs

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**

\$5,000

(Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item: X

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department: Electric	Priority Ranking: 1
Fund Number: 620	Submitted By: Michael J. Buffington
Account Number: 620.90.95.95-825	Date: 01/23/2013

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Wire Trailer 3 Reel	1	1979	\$30,000

Justification For Request (Attach separate sheet if necessary):

- Replaces 1979 - 3 reel Wire Trailer –
- Mileage insignificant, primary function is stationary
 - 408 months in service
 - Trailer scrapped for metal – reel brakes possibly can be reused

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

- Decrease maintenance, labor costs

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**

\$2,000

(Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item: X

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department: Electric	Priority Ranking: 1
Fund Number: 620	Submitted By: Michael J. Buffington
Account Number: 620.90.95.95-825	Date: 01/23/2013

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Van Truck, 1 Ton Cube	1	2001	\$ 56,255

Justification For Request (Attach separate sheet if necessary):

Replaces a 2001 Chevy G-3500

- Mileage 50,806 – recommendation 50,000
- 141 months in service – recommendation 120 months of service
- Need \$5,000 in repairs
- Vehicle is used daily, to handle customers service/complaints, fiber repairs, tree trimming, GGF & substation maintenance

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

- Decrease maintenance, labor costs & outside repairs

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**

\$5,000

(Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item: X

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department: Electric	Priority Ranking: 1
Fund Number: 620	Submitted By: Michael J. Buffington
Account Number: 620.90.95.95-825	Date: 01/04/2013

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Digger/Derrick	1	1996	\$235,000

Justification For Request (Attach separate sheet if necessary):

Replaces 1996 Digger/Derrick, Int 4900 –

- Mileage insignificant, primary function is stationary
- 192 months in service – recommendation 156 months of service
- Derrick showing metal fatigue in bolts - replaced 36 bolts in turret
- Repaired Hydraulic leak in turret
- Turret & digger controls drifting needs overhauled
- Digger assembly needs repaired/rebuilt
- Vehicle is used for setting poles, transformers, switches for system maintenance & outages

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

- Decrease maintenance, labor costs & outside repairs

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**

\$15,000

(Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item: X

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department:	Water/Wastewater	Priority Ranking:	2
Fund Number:	630	Submitted By:	Bob Van G
Account Number:	630.90.96.95-815.30	Date:	3/11/2013

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Amiad Filtration System	1		\$275,000

Justification For Request (Attach separate sheet if necessary):

If the Pilot Study performs as expected, staff proposes to install one Amiad Filtration System at the Water Treatment Facility for the purpose of recycling additional water from the wash water basin that currently is sent to the wastewater plant for treatment. The Amiad System will reduce iron levels so the water can go through the normal operation of the Water Treatment Facility and be used for the public water supply.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

The operating budget will see a reduction in energy and treatment costs.

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**

Unknown

(Fill in positive/negative dollar amount when applicable.)

Check One New Item: X or Replaced Item:

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department:	Water/Wastewater	Priority Ranking:	1
Fund Number:	630	Submitted By:	Bob Van G
Account Number:	630.90.96.95-815.30	Date:	3/11/2013

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Replacement of Water Main	1		\$450,000

Justification For Request (Attach separate sheet if necessary):

Staff proposes to replace water main due to age, fire flow or reliability.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

The replacement of the water main will reduce operating costs due to a reduction in water main breaks.

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**

Unknown

(Fill in positive/negative dollar amount when applicable.)

Check One _____ New Item: _____ or Replaced Item: _____ x

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department:	Water/Wastewater	Priority Ranking:	1
Fund Number:	630	Submitted By:	Bob Van G
Account Number:	630.90.96.95-815.30	Date:	3/11/2013

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Water Meter Replacement	1		\$150,000

Justification For Request (Attach separate sheet if necessary):

Staff proposes to continue to replace older water meters.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

The replacement of older water meters will generate revenue because of increased accuracy.

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**

(Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item: x

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department:	Water/Wastewater	Priority Ranking:	1
Fund Number:	630	Submitted By:	Bob Van G
Account Number:	630.90.96.95-815.35	Date:	3/11/2013

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Sanitary Sewer lining	1		\$75,000

Justification For Request (Attach separate sheet if necessary):

Staff proposes to line sanitary sewers. Lining the sewers will correct problems such as cracks, holes, roots and infiltration.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

None.

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact**

(Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item: x

2014 Capital Improvement Program – Detail by Project



FY 2013-14 CAPITAL REQUESTS

Department:	Water/Wastewater	Priority Ranking:	1
Fund Number:	630	Submitted By:	Bob Van G
Account Number:	630.90.96.95-820	Date:	3/11/2013

Use this form to request capital expenditures if the item has a value of at least \$5,000 and a useful life over one year. Complete a separate form for each item or group of identical items. If the requested expenditure is replacing an existing item, complete the *Replaced Item* section below. Use actual cost data where possible. The net cost should reflect the gross cost less trade-in value. Prioritize each item with the highest priority as #1, the next as #2, and no lower than #3.

<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Cost</u>
Replacement of Backhoe	1		\$115,000

Justification For Request (Attach separate sheet if necessary):

Staff proposes to replace the Water and Sewer Department backhoe. The backhoe is used on an almost daily basis for emergency repairs and planned construction of water, sanitary and storm sewer systems. The current backhoe is fourteen years old and is listed as a needed replacement by Fleet Maintenance Supervisor.

What impact will the above capital improvement have upon the current and future operating budgets? (i.e. increased or decreased maintenance, labor, fuel costs, etc.)

The replacement of the backhoe will reduce operating costs by reducing maintenance costs.

Estimated operating budget annual dollar: (Check one)

Increase **Decrease** **No impact** **\$6,000**

(Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item: x

RESOLUTION NO. 2013-45

**A RESOLUTION APPROVING
THE CITY OF GENEVA
2013-14 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 2013-2014 Annual Budget for Public Hearing to be held on April 15, 2013; and

WHEREAS, notice of said Public Hearing was published in the Daily Herald on April 2, 2013 and a copy of said notice is attached as Exhibit "A"; and

WHEREAS, the draft FY 2013-2014 Budget document has been on file at City Hall, the Geneva Public Library and the City's website for public inspection from April 1, 2013 to the present date; and

WHEREAS, the Public Hearing on the FY 2013-2014 Budget for the City of Geneva was conducted by the corporate authorities at 7:00 p.m. on April 15, 2013.

NOW, THEREFORE BE IT RESOLVED that the FY 2013-2014 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-Nine Million, One Hundred Sixty Thousand, Six Hundred Ninety-Seven Dollars (\$79,160,697) in Revenues and Eighty-Three Million, Six Hundred Ninety-Eight Thousand, Two Hundred Forty-Eight Dollars (\$83,698,248) in Expenses.

BE IT FURTHER RESOLVED that the City Administrator is authorized to file a certified copy of this Resolution and the FY 2013-14 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 15th day of April, 2013.

AYES: **8** NAYS: **0** ABSENT: **1** ABSTAINING: **0** HOLDING OFFICE: **9**



City Clerk

Full-Time Employee Census - Actual

<u>General Fund</u>	FY									
	04/05	05/06	06/07	07/08	08/09	09/10	10/11	11/12	12/13	13/14
City Administrator's Office	7	7	7	7	2	2	2	2	2	3
Administrative Services	4	6	6	6	11	10	9	10	10	10
Community Development	8.5	8.5	8.75	7.75	7.75	7.75	7.5	7	6	6
Economic Development	2.5	2.5	2.25	2.25	2.25	2.25	2.5	2	2	2
Police	50	49	48	48	48	46	46	46	45	45
Fire	21	21	22	22	22	22	22	21	21	21
Public Works	28	28	29	28	28	26	26	26	25	25
<u>Enterprise Funds</u>										
Cemetery	1	1	1	1	1	1	1	1	0	0
Electric	16	16	17	17	17	17	16	15	14	14
Water/Wastewater	15	15	15	17	17	18	17	17	17	17
Total	153	154	156	156	156	152	149	147	142	143

Note: Census does not include employees of Tri-Com Central Dispatch as they are not employees of the City.

Summary of Employees by Position - Authorized

<u>Elected Official</u>	<u>Elected Official by Position</u>
City Clerk	1
City Treasurer	1
Mayor & Alderman	11
Total Number Elected Officials	13

<u>Full-Time Position</u>	<u>Employees by Position</u>
Accounting Supervisor	1
Accounts Payable Specialist	1
Accounts Receivable Specialist	1
Administrative Assistant	7
Assistant City Administrator/Director of Administrative Services	1
Building Commissioner	1
Building Inspector	1
Business Development Specialist	1
Chief of Police	1
City Administrator	1
City Engineer/Assistant Director of Public Works	1
City Planner	1
Civil Engineer	1
Code Enforcement Officer	1
Communications Coordinator	1
Community Service Officer	1
CSO/Evidence Technician	1
Deputy Fire Chief	2
Director of Economic Development	1
Director of Community Development	1
Director of Public Works	1
Electric Field Serviceman	1
Electric Foreman	2
Electric Lineman	6
Engineering Technician	1
Executive Assistant	1
Finance Manager	1
Fire Chief	1
Fire Lieutenant	6
Firefighter	11
Fleet Maintenance Supervisor	1
Fleet Maintenance Technician	2
GIS Technician	2
Human Resources Manager	1
Information Technologies Analyst	1

Summary of Employees by Position - Authorized

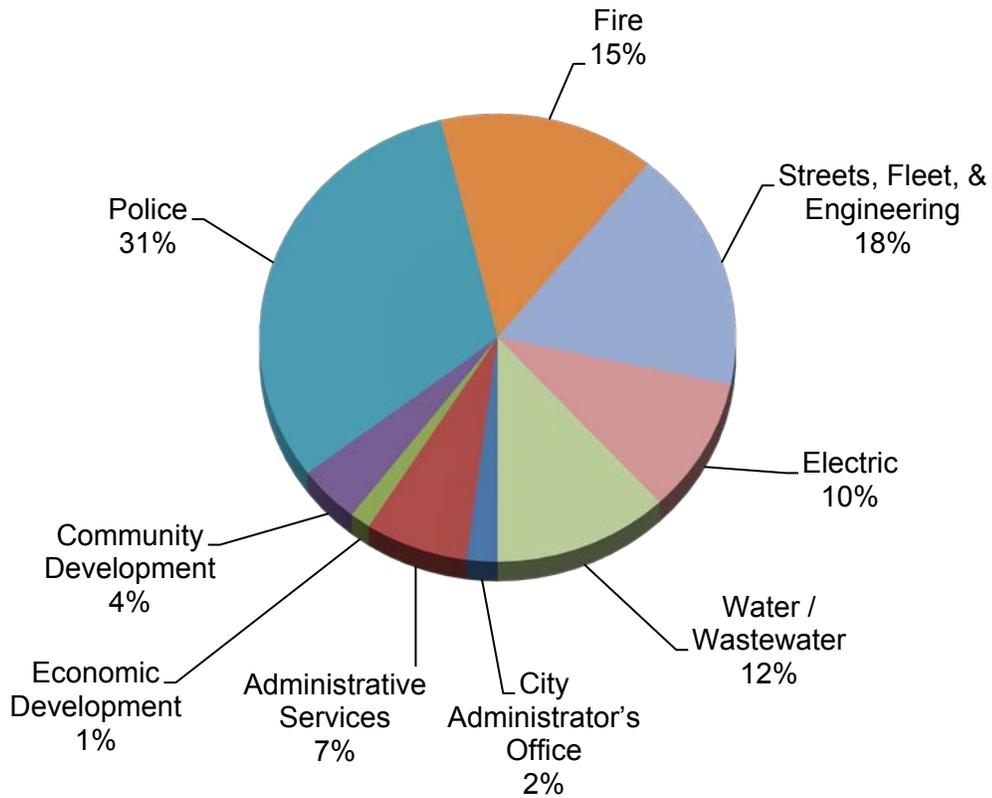
Information Technologies Manager	1
Lead Water/Sewer Maintenance Worker	1
Lead Wastewater Treatment Plant Operator	1
Manager of Distribution, Construction, and Maintenance	1
Manager Electric Operations	1
Police Commander	2
Police Officer	26
Police Records Specialist	5
Police Sergeant	7
Purchasing and Inventory Coordinator	1
Records Manager	1
Supervisor System Maintenance and Customer Service	1
Supervisor Water Supply and Treatment	1
Street Maintenance Lead Worker	4
Street Maintenance Supervisor	1
Street Maintenance Worker	9
Superintendent of Electrical Services	1
Superintendent of Streets & Fleet Maintenance	1
Superintendent of Water/Wastewater	1
Utility Billing Specialist	1
Utility Locator	1
Wastewater Treatment Operator	3
Wastewater Treatment Supervisor	1
Water/Sewer Maintenance Worker	4
Water Treatment Operator	2
Total Number of Full-Time Employees	143

<u>Part-Time Position</u>	<u>Employees by Position</u>
Administrative Assistant	2
Administrative Intern	3
Historic Preservation Planner	1
Payroll Specialist	1
Police Records Specialist (PT)	4
Tri-Com Computer Technician	1
Crossing Guard	8
Paid-on-Call Firefighter	45
Total Number of Part-Time Employees	65

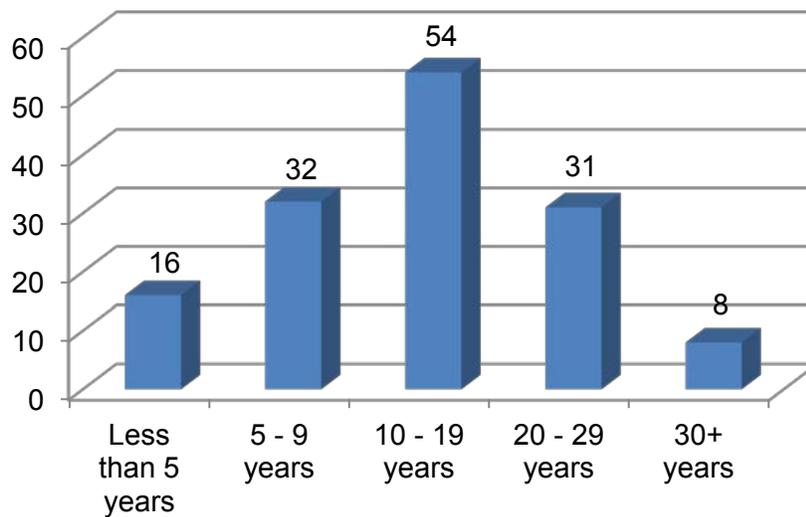
NOTE: Positions do not include those from Tri-Com Central Dispatch as they are not employees of the City.

Full-Time Employee Census

**2013-2014 Authorized Full-Time Staffing by Department/Divison
Percent of Total**

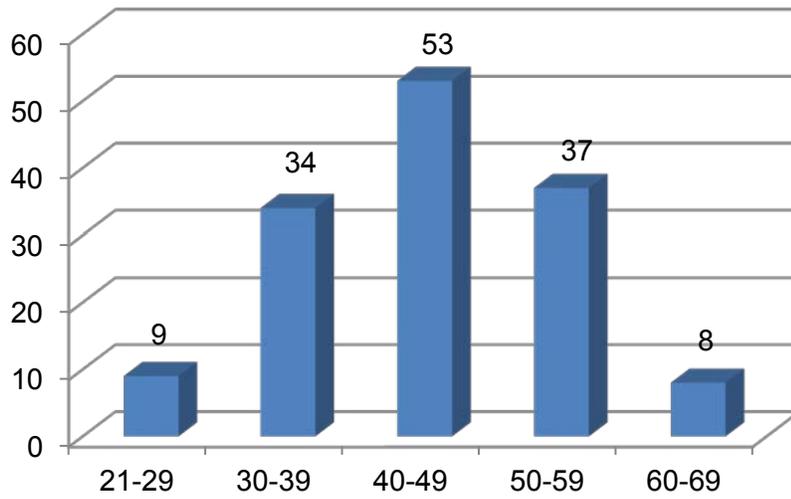


Years of Service - Current Full-Time Employees



Full-Time Employee Census

Age of Current Full-Time Employees



Classification and Compensation Plan 2013 – 2014

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 (2013-2014) non-union employees are eligible for a market adjustment of up to 2.5% based upon their performance appraisal. Those employees who meet the standards of their respective position will be eligible for a 1.5% market increase. Those employees who exceed the standards of their respective position will be eligible for a 2.5% 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	\$125,764 \$60.4636	\$152,394 \$73.2664	\$179,024 \$86.0693
42	Chief of Police Fire Chief Director of Public Works	\$97,305 \$46.7814	\$117,911 \$56.6878	\$138,516 \$66.5943
41	Assistant City Administrator / Dir. of Admin. Services Director of Community Development Director of Economic Development	\$92,302 \$44.3758	\$111,838 \$53.7682	\$131,374 \$63.1605
39	Superintendent of Electrical Services Tri-Com Director Deputy Fire Chief Police Commander	\$85,546 \$41.1278	\$103,663 \$49.8379	\$121,780 \$58.5480
38	City Engineer/Assistant Director of Public Works Finance Manager	\$82,801 \$39.8083	\$100,329 \$48.2352	\$117,857 \$56.6620
37	Human Resources Manager Manager of Electric Operations Manager of Distribution, Construction, and Maintenance Superintendent of Streets & Fleets Superintendent Water/Wastewater	\$78,283 \$37.6362	\$94,872 \$45.6116	\$111,461 \$53.5870

Classification and Compensation Plan 2013 – 2014

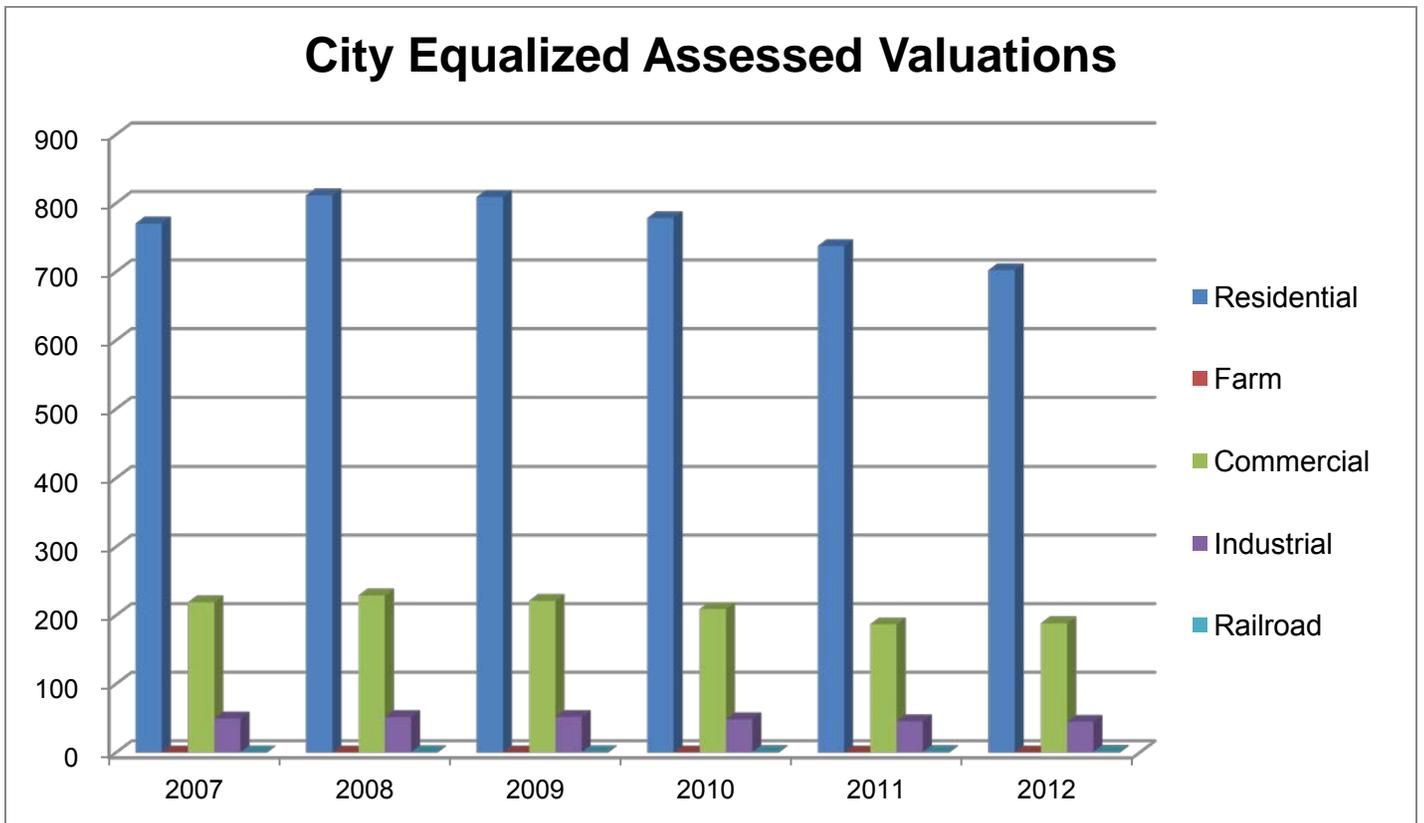
36	Building Commissioner Information Technology Manager Tri-Com Deputy Director	\$72,477 \$34.8450	\$87,844 \$42.2326	\$103,210 \$49.6203
35	Civil Engineer Project Engineer	\$66,439 \$31.9421	\$80,507 \$38.7055	\$94,576 \$45.4690
34	Business Development Specialist City Planner Historic Planner	\$62,787 \$30.1861	\$76,080 \$36.5771	\$89,373 \$42.9680
33	Accounting Supervisor GIS Coordinator Tri-Com Training Coordinator	\$56,939 \$27.3746	\$68,999 \$33.1725	\$81,059 \$38.9705
31	Administrative Analyst Code Enforcement Officer CAD Sys Administrator (Tri-Com) Computer Technician (Tri-Com) IT Analyst Records Manager	\$55,187 \$26.5321	\$66,875 \$32.1517	\$78,564 \$37.7713
30	Building Inspector Engineering Technician GIS Technician	\$52,907 \$25.4359	\$64,104 \$30.8195	\$75,302 \$36.2030
29	Executive Assistant Communications Coordinator	\$48,199 \$23.1725	\$58,403 \$28.0785	\$68,608 \$32.9845
28	Accounts Payable Specialist Accounts Receivable Specialist Administrative Assistant (All Dept) Payroll Specialist Utility Billing Specialist Police Record Specialist	\$42,414 \$20.3914	\$51,407 \$24.7148	\$60,400 \$29.0383
GRADE	LABOR - TRADES			
133	Wastewater Treatment Supervisor Supervisor of System Maintenance & Customer Service Supervisor of Water Supply & Treatment	\$66,545 \$31.9928	\$80,365 \$38.7668	\$94,725 \$45.5408
131	Fleet Maintenance Supervisor Street Maintenance Supervisor	\$64,307 \$30.9169	\$77,928 \$37.4652	\$91,548 \$44.0135
130	Lead Wastewater Treatment Plant Operator	\$54,342 \$26.1261	\$65,856 \$31.6617	\$77,370 \$37.1973

Classification and Compensation Plan 2013 – 2014

129	Fleet Maintenance Technician Lead Water/Sewer Maintenance Worker	\$53,266 \$25.6085	\$64,561 \$31.0390	\$75,857 \$36.4695
128	Street Maintenance Lead Worker Water Treatment Operator	\$51,767 \$24.8878	\$62,724 \$30.1559	\$73,682 \$35.4240
127	Wastewater Treatment Operator Water Sewer Maintenance Worker Utility Locator	\$46,573 \$22.3909	\$56,439 \$27.1342	\$66,305 \$31.8775
126	Street Maintenance Worker Water Meter Service Technician	\$43,765 \$21.0410	\$53,020 \$25.4906	\$62,276 \$29.9403
GRADE	PUBLIC SAFETY	Minimum	Midpoint	Maximum
236	Police Sergeant	\$85,018 \$40.8741	\$94,754 \$45.5547	\$104,489 \$50.2353
228	CSO / Evidence Technician	\$41,844 \$20.1173	\$50,695 \$24.3728	\$59,547 \$28.6283
226	Community Service Officer	\$39,057 \$18.7775	\$47,330 \$22.7548	\$55,603 \$26.7320

City Equalized Assessed Valuations

Property Class	Levy Years					
	2007	2008	2009	2010	2011	2012
Residential	770,542,588	811,661,726	809,352,036	778,329,312	737,753,764	702,448,048
Farm	237,165	248,482	135,634	141,754	84,650	90,947
Commercial	219,204,914	229,253,879	221,392,825	209,350,259	187,145,172	188,598,425
Industrial	49,797,685	51,927,913	52,037,302	48,648,943	45,898,853	45,099,838
Railroad	523,886	572,917	690,393	863,636	917,812	1,038,505
Total	1,040,306,238	1,093,664,917	1,083,608,190	1,037,333,904	971,800,251	937,275,763



Statement of Direct and Overlapping Bonded Debt

Detailed Overlapping Bonded Debt (As of May 1, 2013)

Schools:	Outstanding Debt	Applicable to City	
		Percent (1)	Amount
School District No. 304	142,836,062	72.90%	\$104,127,489
Community College District No. 516	85,596,775	11.19%	9,578,279
Total Schools			\$113,705,768
Others:			
Kane County	77,945,000	7.54%	\$5,877,053
Kane County Forest Preserve District	208,735,866	7.54%	15,738,684
Geneva Township	0	77.74%	0
Geneva Park District	21,988,000	67.56%	14,855,093
Geneva Library District	0	69.82%	0
Special Service Area No. 1	247,000	100.00%	247,000
Special Service Area No. 12	0	100.00%	0
Special Service Area No. 22	0	100.00%	0
Total Others			\$36,717,830
Total Schools and Other Overlapping Bonded Debt			\$150,423,598

Source: Kane County Clerk via SPEER Financial, Inc.

(1) Overlapping debt percentages based on 2012 EAV, the most current available.

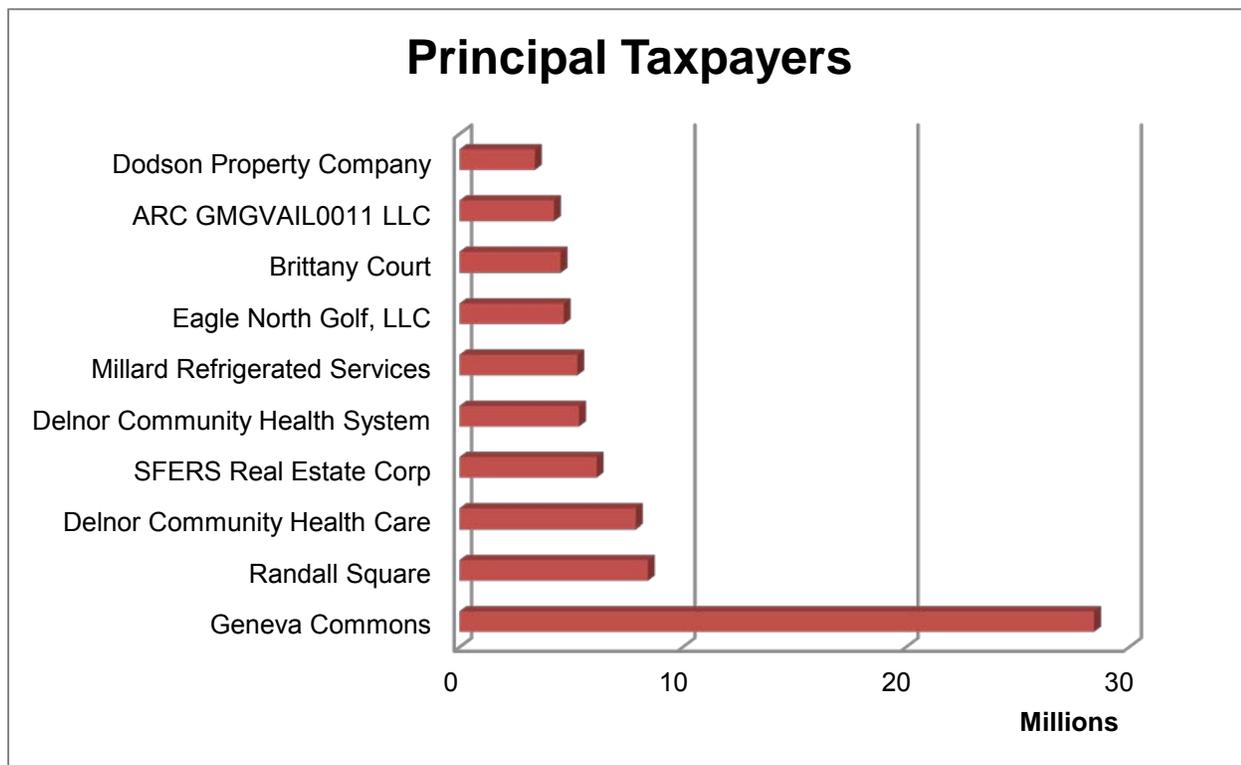
Statement of Bonded and Certificate Indebtedness

	Amount Applicable	Ratio To		Per Capita (2010 Census Pop 21,495)
		Equalized Assessed	Estimated Actual	
City EAV of Taxable Property, 2012	\$937,275,763	100.00%	33.33%	\$43,604.36
Estimated Actual Value, 2012	\$2,811,827,289	300.00%	100.00%	\$130,813.09
Direct Bonded Debt	\$29,700,000	3.17%	1.06%	\$1,381.72
Less: Self Supporting	(18,115,000)	-1.93%	-0.64%	(842.75)
Net Direct Bonded Debt	\$11,585,000	1.24%	0.42%	\$538.97
Overlapping Bonded Debt:				
Schools	\$113,705,768	12.13%	4.04%	\$5,289.87
All Others	36,717,830	3.92%	1.31%	1,708.20
Total Overlapping Bonded Debt	\$150,423,598	16.05%	5.35%	\$6,998.07
Total Net Direct and Overlapping Bonded Debt	\$162,008,598	17.29%	5.77%	\$7,537.04

Source: Kane County Clerk via SPEER Financial, Inc.

Principal Taxpayers (April 11, 2013)

Company Name	Business	Assessed Valuation	Percent of Total Assessed Valuation
Geneva Commons	Retail Outlet	28,428,312	3.03%
Randall Square	Real Property	8,435,237	0.90%
Delnor Community Health Care Foundation	Health Care	7,895,189	0.84%
SFERS Real Estate Corp	Real Estate	6,141,300	0.66%
Delnor Community Health System	Health Care	5,349,629	0.57%
Millard Refrigerated Services	Cold Food Storage	5,275,370	0.56%
Eagle North Golf, LLC	Real Property	4,666,200	0.50%
Brittany Court	Real Property	4,522,141	0.48%
ARC GMGVAIL001 LLC	Industrial	4,228,220	0.45%
Dodson Property Company	Real Property	3,374,893	0.36%
TOTALS		78,316,491	8.36%



Source: Kane County Clerk

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 charges; or (b) where the governing body has decided that periodic determination of revenues

Glossary of Terms

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.

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.

Glossary of Terms

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.

Hotel/Motel Tax – For all hotels/motels conducting business within City limits, a 5% tax on all room rental receipts must be paid.

Glossary of Terms

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.

Mission Statement – The statement that identifies the particular purpose and function of a department.

Glossary of Terms

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.

Personnel Services – Items of expenditures in the operating budget for salaries and wages paid for services performed by City employees.

Glossary of Terms

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.

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.

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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
- CAC** – Cultural Arts Commission
- CAFR** – Comprehensive Annual Financial Report
- CAFI** – Commission on Fire Accreditation
- CIP** – Capital Improvements Program
- COW** – Committee of the Whole
- CPI** – Consumer Price Index
- CRS** – Community Rating System
- 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
- GGF** – Geneva Generation Facility
- GIS** – Geographic Information System
- HHW** – Household Hazardous Waste
- HPC** – Historic Preservation Committee

Commonly Used Acronyms

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

LAFO – Local Agency Functional Overlay

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

RFQ – Request for Qualifications

RFP – Request for Proposal

SEMP – Southeast Master Plan

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