

City of Geneva

FY 2014-15

Proposed Budget



“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.”

Geneva Strategic Plan



RESPONSIBLE & REALISTIC



Responsible & Realistic

- **Providing a high level of service to the community and making good progress on achieving the Council's vision and goals.**
- **Operating an efficient organization as a result of hiring talented and skillful staff and conducting necessary expenditure reductions over the past few years.**
- **Delivering high value to the community in a cost-effective and efficient manner. The City's budgets and service plans maintain a good balance between operating and capital needs, as well as between basic services and administrative support and oversight.**
- **Protecting the interests of citizens and promoting sound business activities.**
- **Prioritizing and emphasizing programs and services that are reflective of the long-range Strategic Plan for the community established by the City Council.**



Responsible & Realistic

- **Building consensus among decision-makers based on the existence and importance of community values.**
- **Requiring process transparency.**
- **Focusing on specific financial and budgetary policies adopted by the Council.**
- **Insisting on the fundamentals of accountability, the pursuit of efficiency, and the necessity of effectiveness.**
- **Balancing the gradual and immediate needs of the community.**
- **Acknowledging and concentrating on decisions that positively impact the common good.**
- **Speaking with one voice when public policymaking votes are tallied.**



Budget Schedule

- **November 1, 2013:** *Strategic planning workshop; prioritization of FY 2014-15 goals and objectives*
- **December 9-13, 2013:** *Provide budget schedule and standards to department heads*
- **Week of December 30, 2013:** *City Administrator's Office and Mental Health Board operating budget and goals*
- **Week of January 6, 2014:** *Legislative operating budget*
- **Week of January 13, 2014:** *Miscellaneous, Economic Development, Administrative Services, SSA #1, TIF, Engineering, and Police operating budgets and goals*
- **Week of January 20, 2014:** *Community Development, Fire, Streets operating budgets and goals*
- **January 21, 2014:** *Approval of Prioritized FY 2014-15 Goals (and updated Strategic Plan)*
- **Week of January 27, 2014:** *Water/Wastewater and Electric operating and capital budgets and goals*
- **Week of February 3, 2014:** *General capital improvement planning meetings (excludes enterprise funds)*
- **Weeks of February 3-24, 2014:** *Draft budget review by City Administrator and follow up meetings with department heads as needed*
- **March 10, 2014:** *Present FY 2014-15 Miscellaneous, General Fund, Electric, and Water budgets*
- **March 10, 2014:** *Recommended public hearing for FY 2014-15 Budget*
- **April 7, 2014:** *Public hearing for FY 2014-15 Budget*
- **April 7, 2014:** *Consider FY 2014-15 Budget resolution*



Responsible & Realistic

FUND	2014 AMENDED BUDGET	2015 PROPOSED BUDGET
General Fund (1)	\$16,592,284	\$17,204,542
Special Revenue Funds (17)	\$4,069,667	\$4,217,619
Debt Service Fund (1)	\$1,770,385	\$1,836,085
Capital Projects Funds (5)	\$6,225,398	\$6,517,040
Enterprise Funds (5)	\$54,258,992	\$56,815,549
Internal Service Funds (2)	\$575,750	\$851,800
Trust & Agency Funds (2)	\$1,355,300	\$1,850,500
<i>Total Across All Funds (33)</i>	\$84,847,776	\$89,293,135



Responsible & Realistic

Special Service Area Funds

SSA # 1 – Downtown Business District	\$342,289
SSA # 4 – Randall Square	\$12,025
SSA # 5 – Williamsburg	\$12,755
SSA # 7 – Blackberry	\$2,760
SSA # 9 – Geneva Knolls	\$3,015
SSA # 11 – Eaglebrook	\$53,000
SSA # 16 – Fisher Farms	\$154,150
SSA # 18 – Wildwood	\$1,465
SSA # 23 – Sunset Meadows	\$1,070
SSA # 26 – Westhaven	\$7,100



Responsible & Realistic

Special Revenue Funds

Motor Fuel Tax	\$511,110
Cultural Arts Commission	\$58,000
SPAC	\$11,500
Beautification Committee	\$14,000
Tourism	\$205,000
Tri-Com	\$2,673,080
Mental Health	\$155,300



Responsible & Realistic

Debt Service Fund

Debt Service	\$1,836,085
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Enterprise Funds

Refuse	\$515,495
Cemetery	\$59,770
Commuter Parking	\$5,310,526
Electric	\$39,820,691
Water	\$11,109,067



Budget Overview

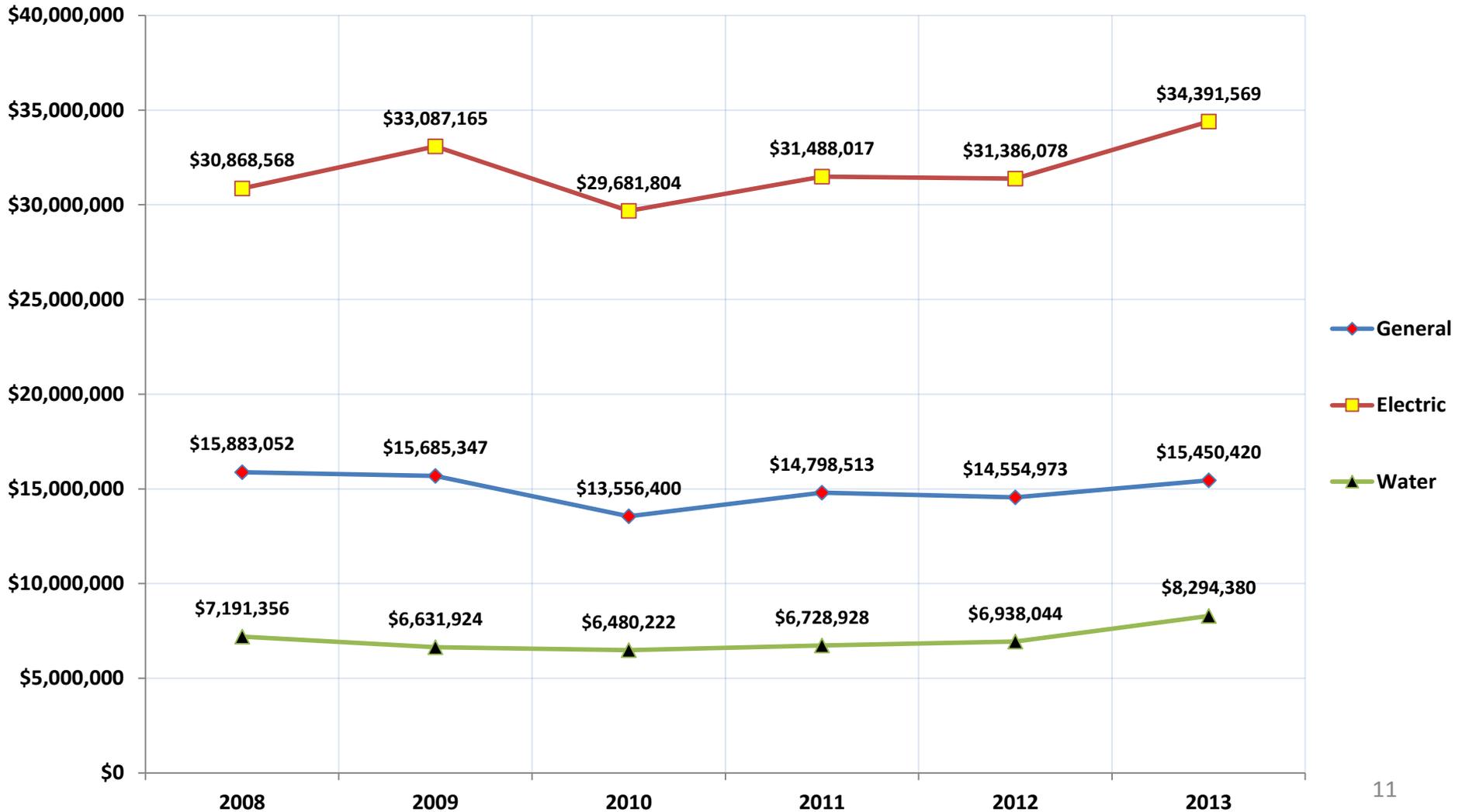
The City has a total of 33 funds or 33 budgets

- City's budgets across all funds total \$89,293,135
 - Difference of ~ \$4.5 million from last year
- General Fund \$17,204,542 (added ~ \$600,000)
 - Added ~\$40,000 Tri-Com Fees
 - Added ~\$150,000 Police Pension Contributions
 - Added ~\$350,000 Fire Pension Contributions, Paid On Call, Overtime, Insurance
 - Added ~\$50,000 Permit Tech in Building Division
- Capital Projects Funds \$6,517,040 (added ~\$300,000)
- Enterprise Funds \$56,815,549 (added ~ \$2.5 million)
 - Added ~\$2.5 million to Electric Fund (Purchased Power)



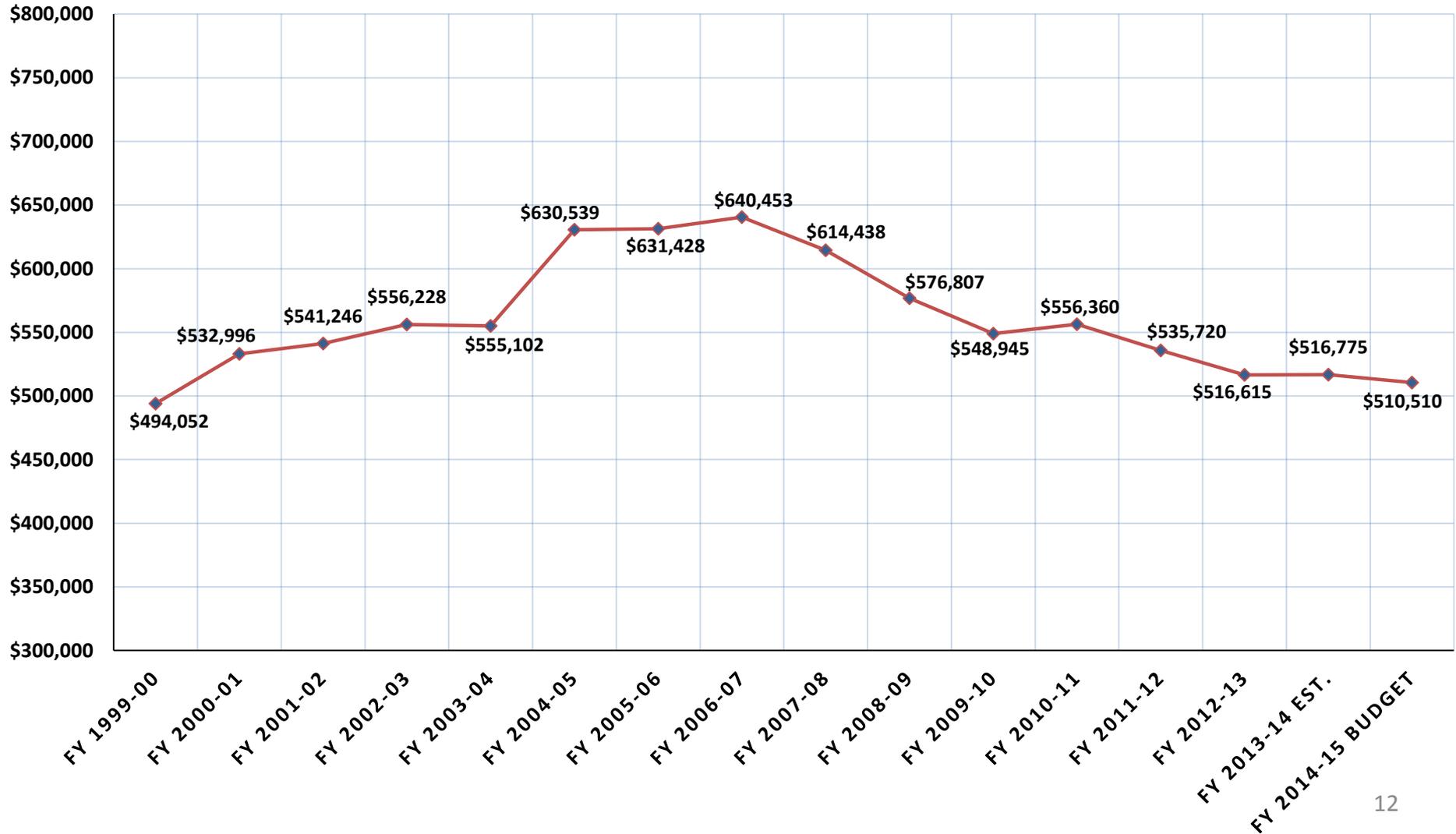
Revenues

6 Year Trend





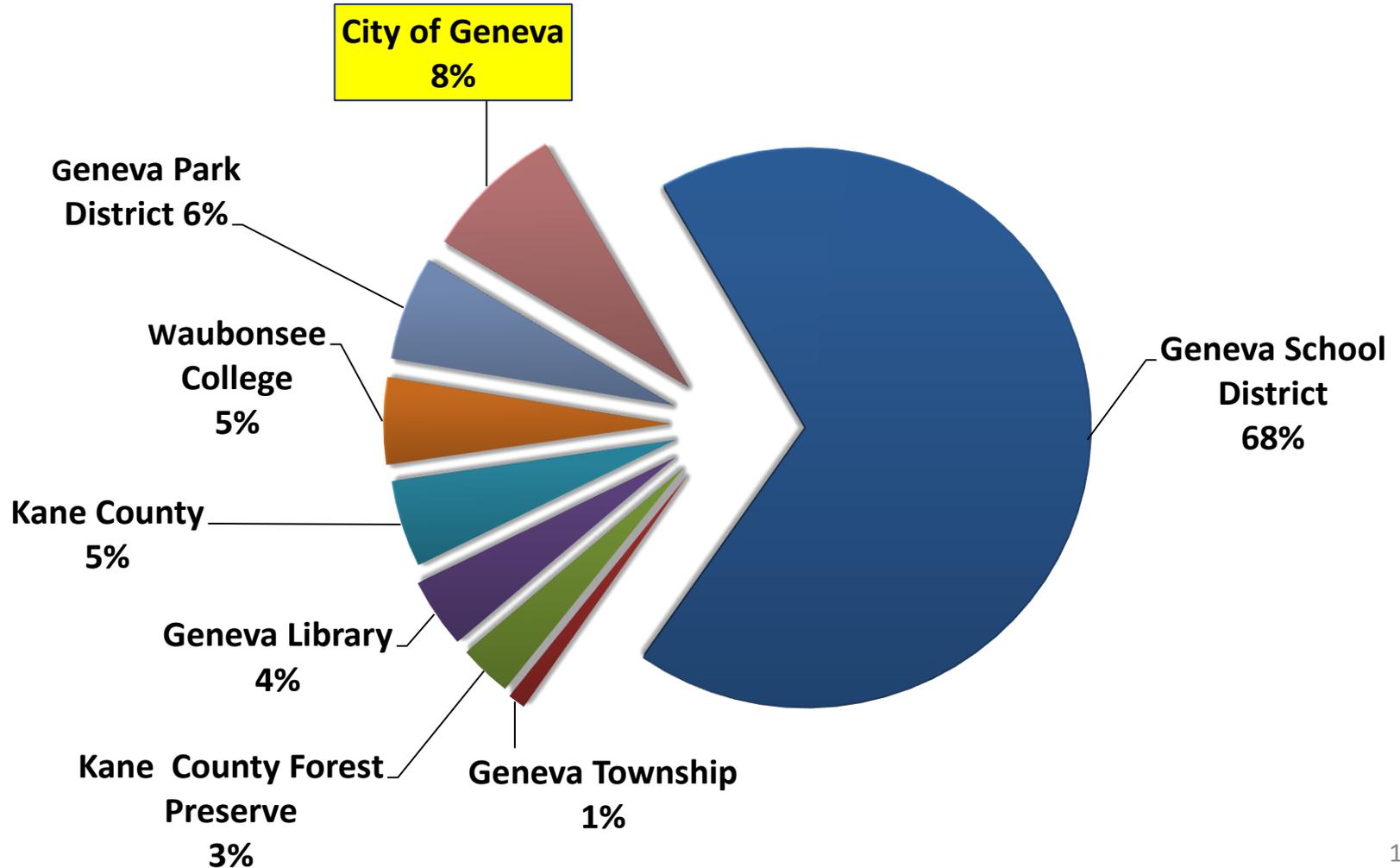
Motor Fuel Tax Revenues FY 1999-00 Through FY 2014-15





Property Tax

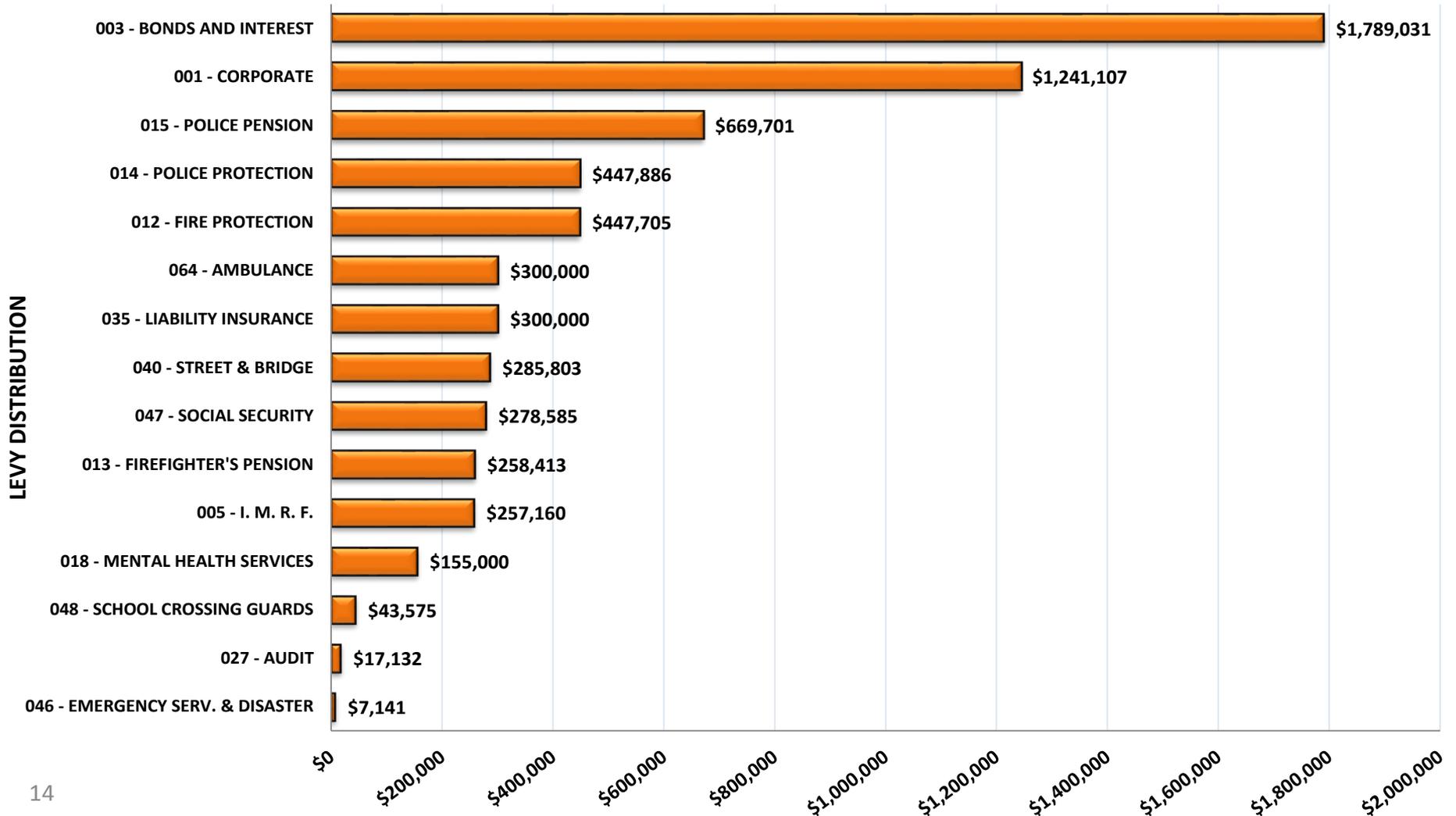
Typical Property Tax Bill for a Geneva Resident in 2014
(excluding SSAs)





Property Tax Levy Distribution

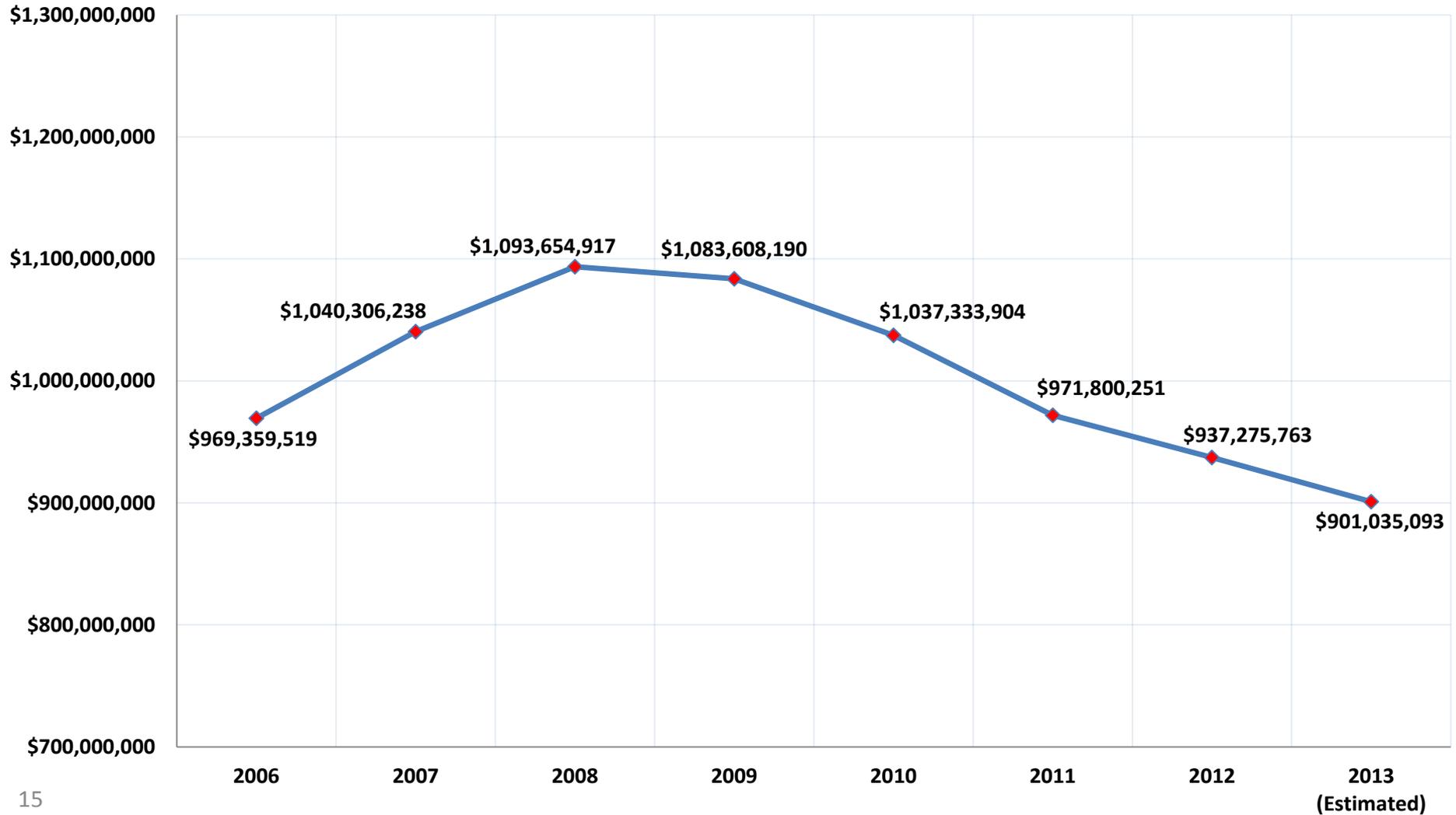
\$6,498,239 For Tax Year 2013





Equalized Assessed Value

Includes: Commercial, Farm, Industrial, and Residential





General Fund Summary

GENERAL FUND	2012 Actual Amount	2013 Actual Budget	2014 Amended Budget	2015 Proposed Budget
Total Revenues	14,554,973	15,450,420	16,627,585	17,204,542
Total Expenditures	14,835,417	14,401,789	16,592,284	17,204,542
Surplus/Deficit	(280,444)	1,048,631	35,301	0



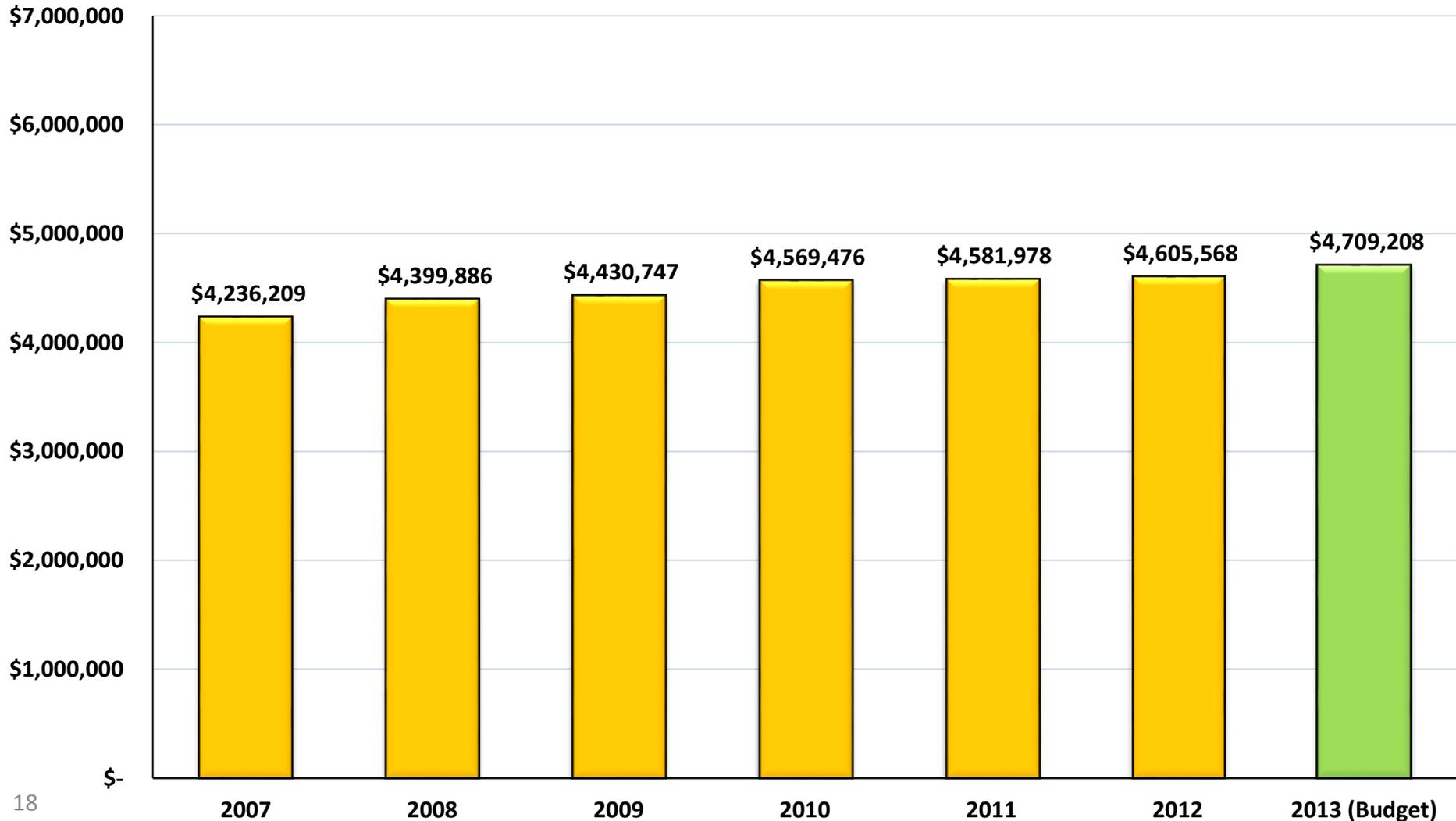
FY 2013-14 GF Revenues

REVENUES	2014 AMENDED BUDGET	2014 YEAR END ESTIMATE	% OF BUDGET
Sales Tax	\$4,957,200	\$4,850,935	98%
Property Tax	\$4,461,860	\$4,450,965	100%
State Income Tax	\$2,037,750	\$2,048,055	101%
Municipal Utility Tax	\$1,350,000	\$1,212,800	90%
Telecommunications Tax	\$1,165,000	\$1,016,520	87%
Licenses, Permits, Fees	\$894,090	\$1,034,575	116%
Local Use Tax	\$345,000	\$360,450	104%
Other Non-Tax Revenue	\$326,200	\$413,680	127%
Other Intergovernmental Revenues	\$166,250	\$174,920	105%
Other Taxes	\$112,500	\$116,275	103%
TOTAL REVENUES:	\$15,815,850	\$15,679,175	99%

(Some revenues are not distributed or collected evenly throughout the year)



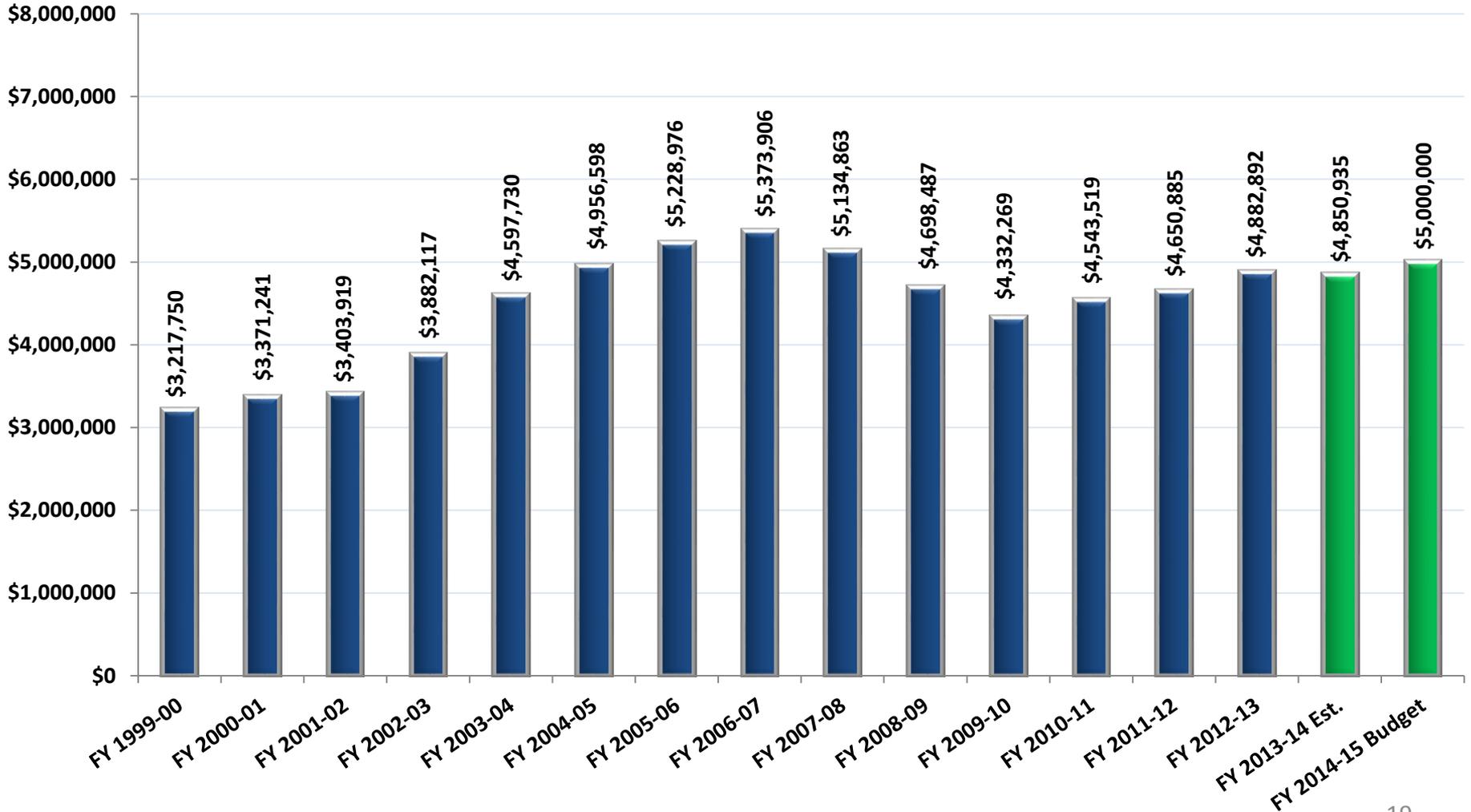
GF Property Tax Revenues





Sales Tax Revenues

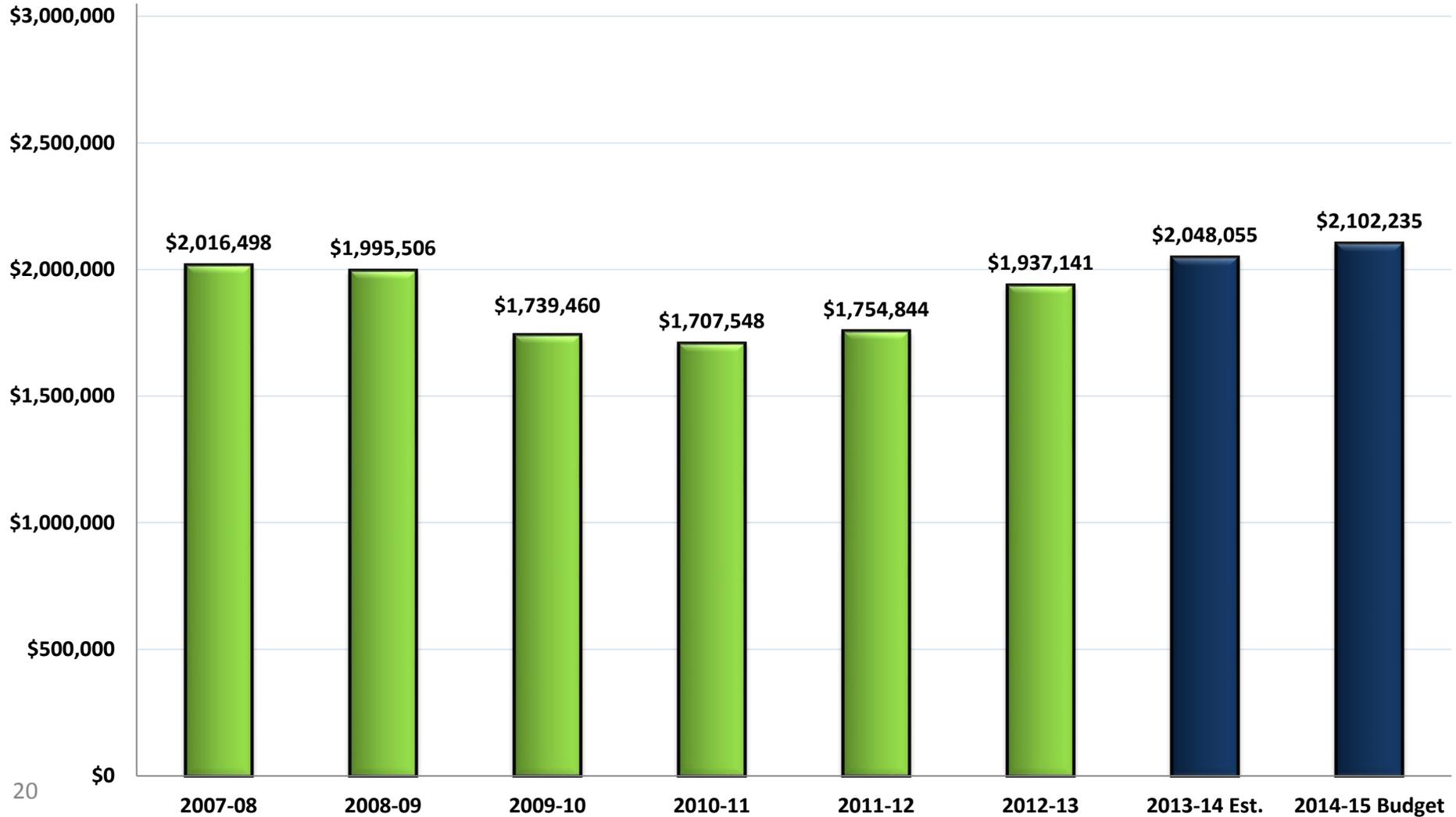
FY 1999-00 Through FY 2014-15





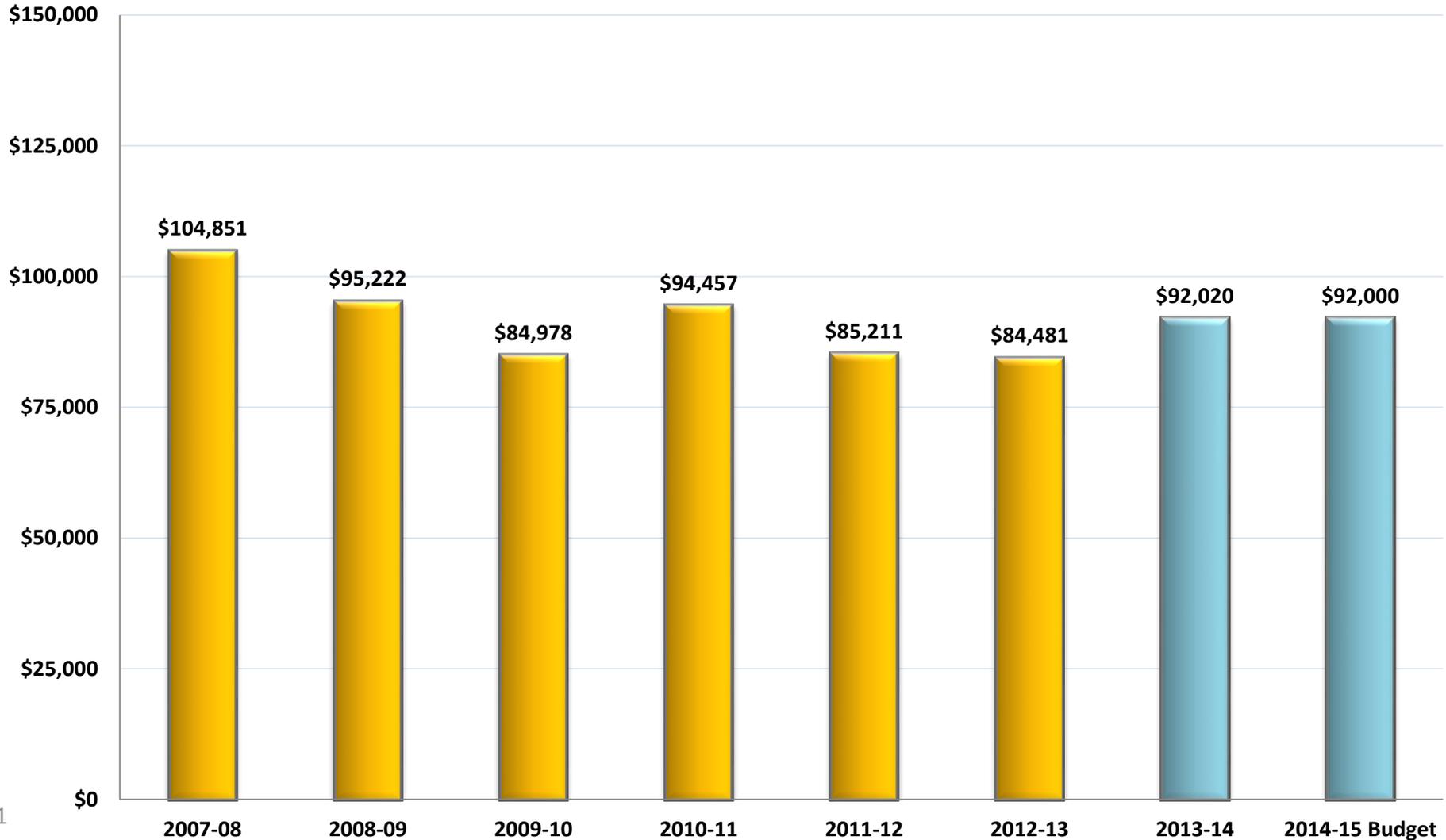
Income Tax Revenues

FY 2007-08 Through 2014-15



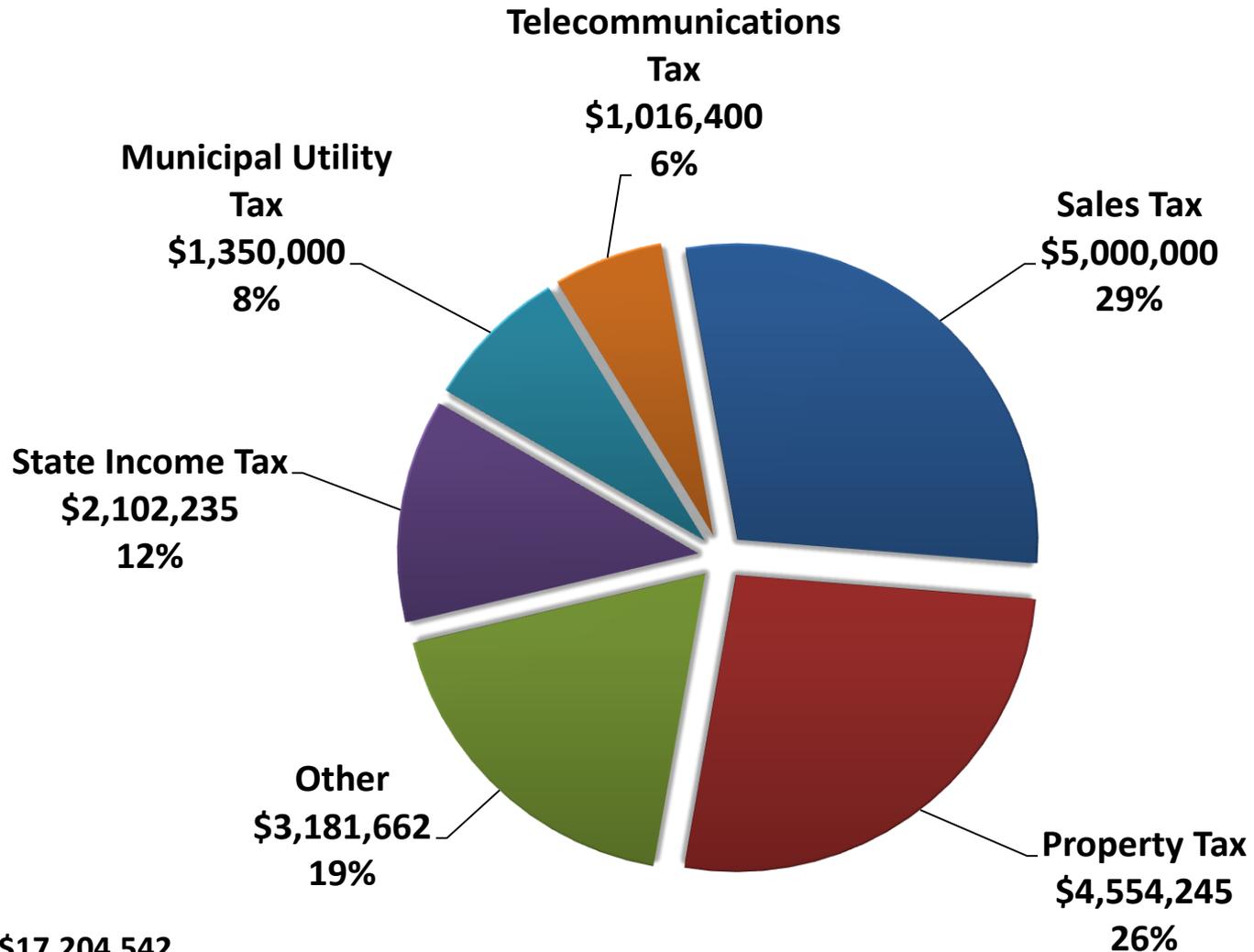


Personal Property Replacement Tax Revenues FY 2007-08 Through 2014-15





FY 2014-15 GF Revenues

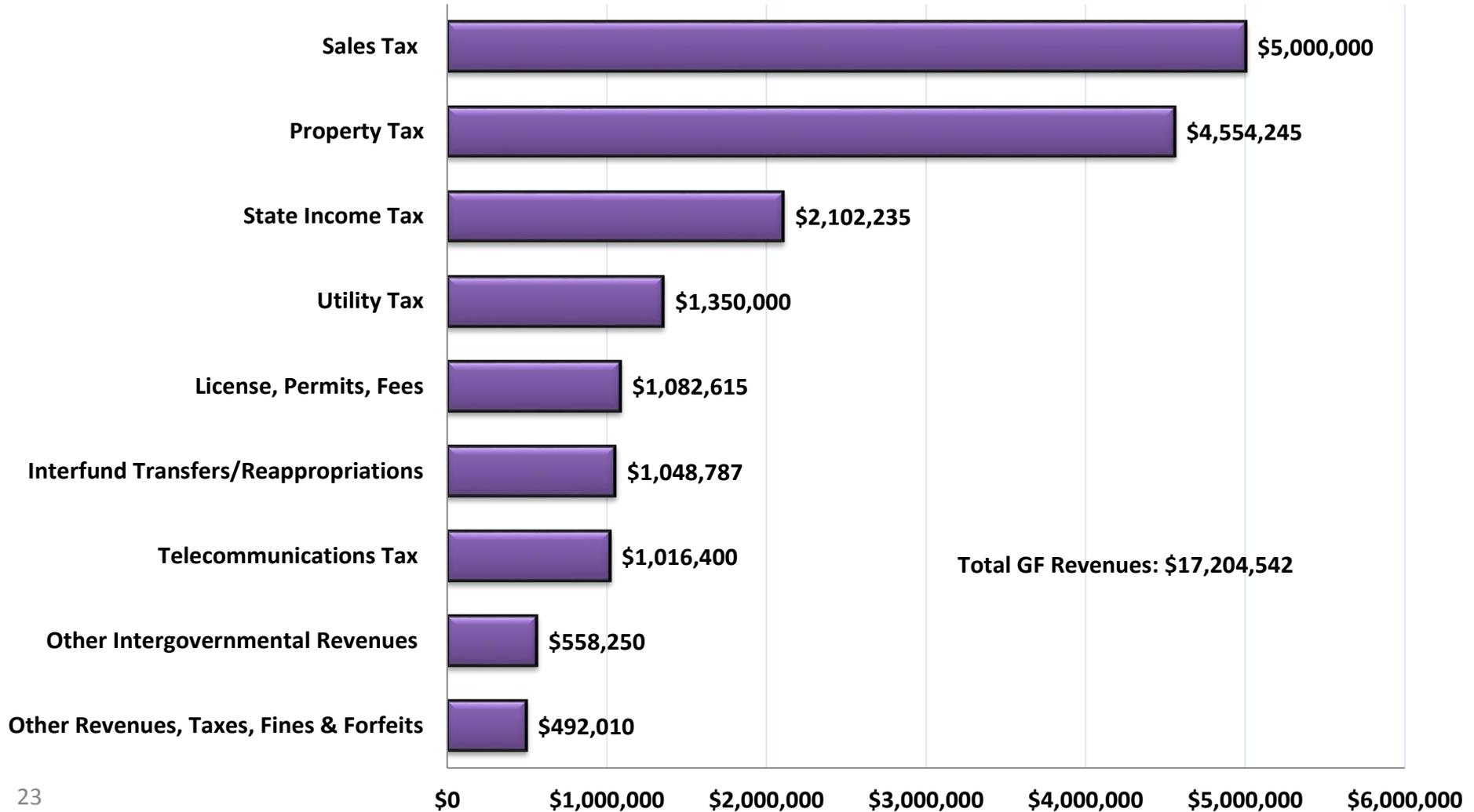


Total Revenues: \$17,204,542



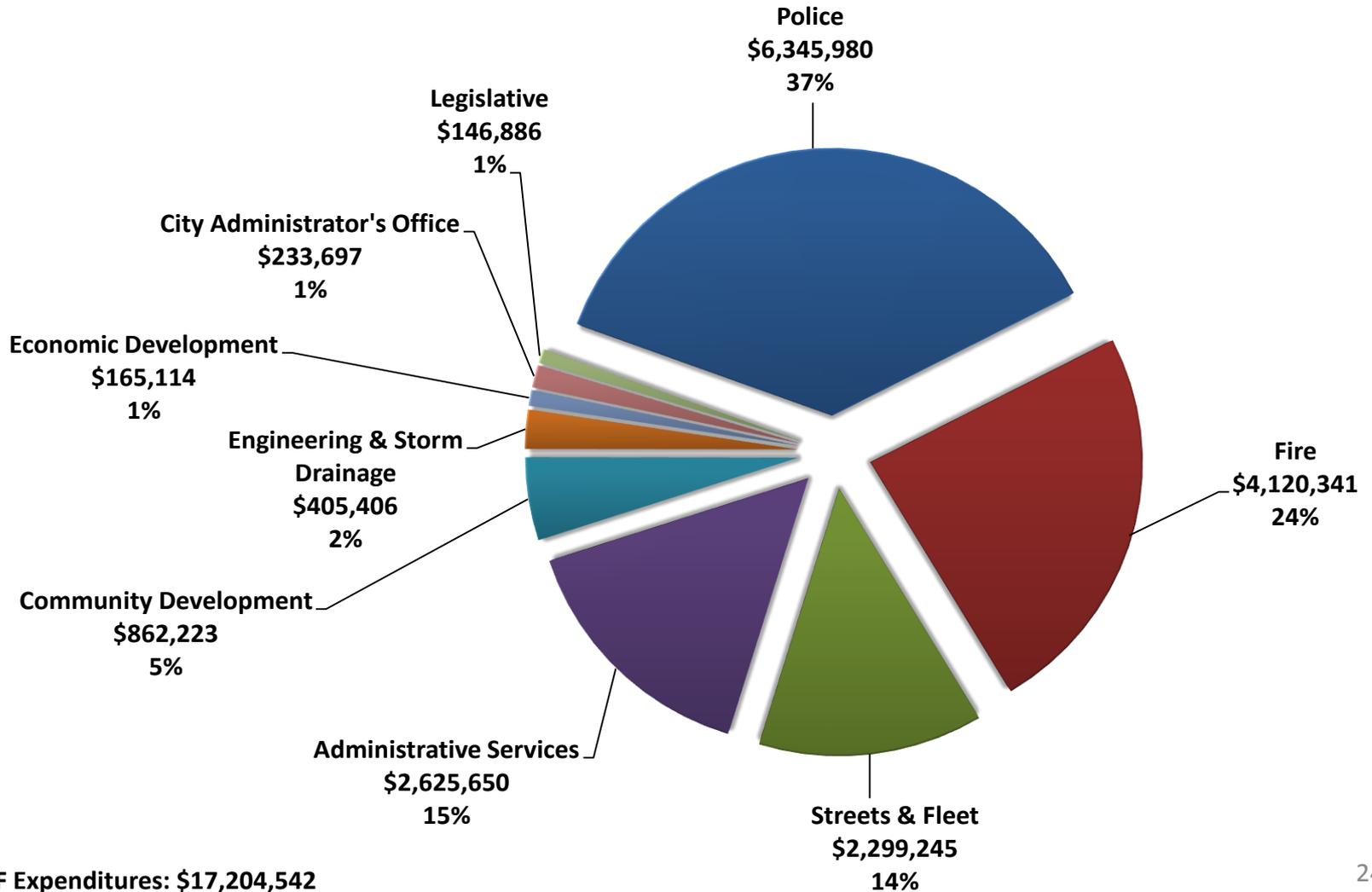
General Fund Revenues

FY 2014-15





FY 2014-15 GF Expenditures



Total GF Expenditures: \$17,204,542



Responsible & Realistic

FY 14-15 Department Program Highlights

City Administrator's Office:

- **Continue City Hall Garden Development**

Administrative Services Department:

- **Add MPA Intern – Finance Division**
- **Department Strategic Plan**

Community Development Department:

- **Add Permit Technician – Building Division**
- **Department Strategic Plan**



Responsible & Realistic

FY 14-15 Department Program Highlights

Economic Development:

- Business District Project
- Welcome to Geneva Signage
- Department Strategic Plan



Police Department:

- Multi-Year Crime Prevention Site Survey Program for Retail Businesses
- Advanced Authentication System for Mobile Data Computers (Federal Mandate)
- Departmental Strategic Plan

Fire Department:

- Complete Transition of Management for Fire Prevention Bureau
- Department Strategic Plan
- Update Standard of Cover Document



Responsible & Realistic

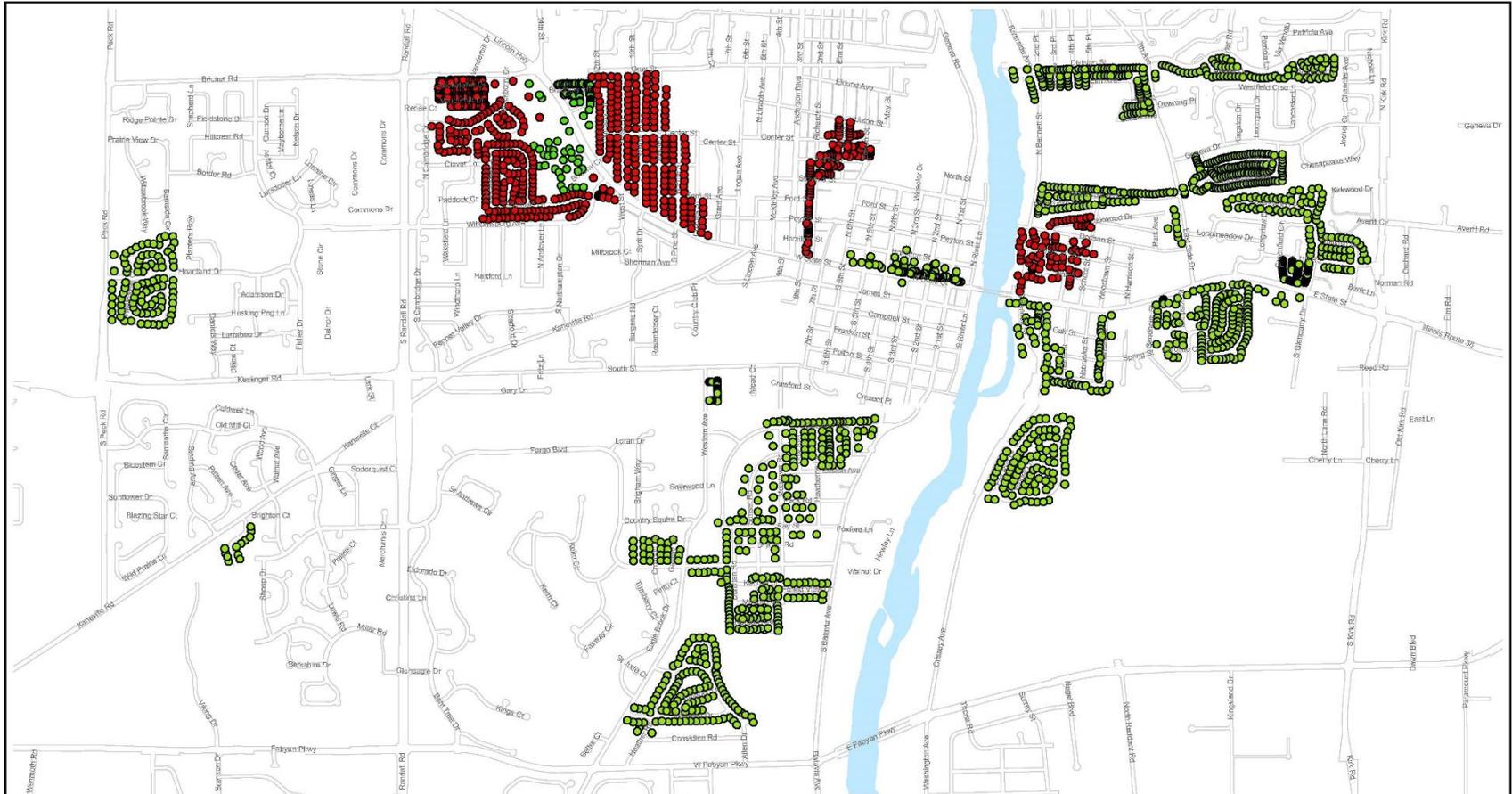
FY 14-15 Department Program Highlights

Public Works:

- **Parking Garage Third Level**
- **East State St. Streetscape**
- **Third St. Pedestrian Mall**
- **EAB Tree Replacement Program**
- **Water Main Replacements; Chalmers, Kane, & N. First St.**
- **Installation of Water Meters (~900) and Electric Meters (~900)**
- **Year 10 of Electric Cable Replacement Program**
- **Water & Wastewater Facility Plan Update**
- **Upgrade Eastside Dr. Substation Relays**
- **Electric Infrastructure Improvement for Southeast Industrial Park**



Responsible & Realistic



Water and Electric Meter Route

Legend

- 2014-2015
- Completed or In Progress



Not to Scale





Responsible & Realistic

FY 14-15 Capital Improvement Projects

General Capital Projects Fund \$914,745

- City Facility Building Improvements
- Personal Safety Equipment
- Computer Upgrades and Maintenance
- Vehicles and Heavy Equipment
- TIF 3 Study
- Business District Study





Responsible & Realistic

FY 14-15 Capital Improvement Projects

Infrastructure Capital Projects Fund \$5,168,665

- **Third Street Pedestrian Mall**
- **Curb and Sidewalks**
- **Tree Replacements**
- **Street Improvement Program**
- **City Hall Gardens**
- **Downtown Pavilion**
- **Outdoor Music System**
- **Fourth Street Parking Lot**





Responsible & Realistic

Street Improvement Program

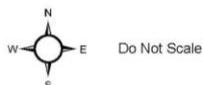
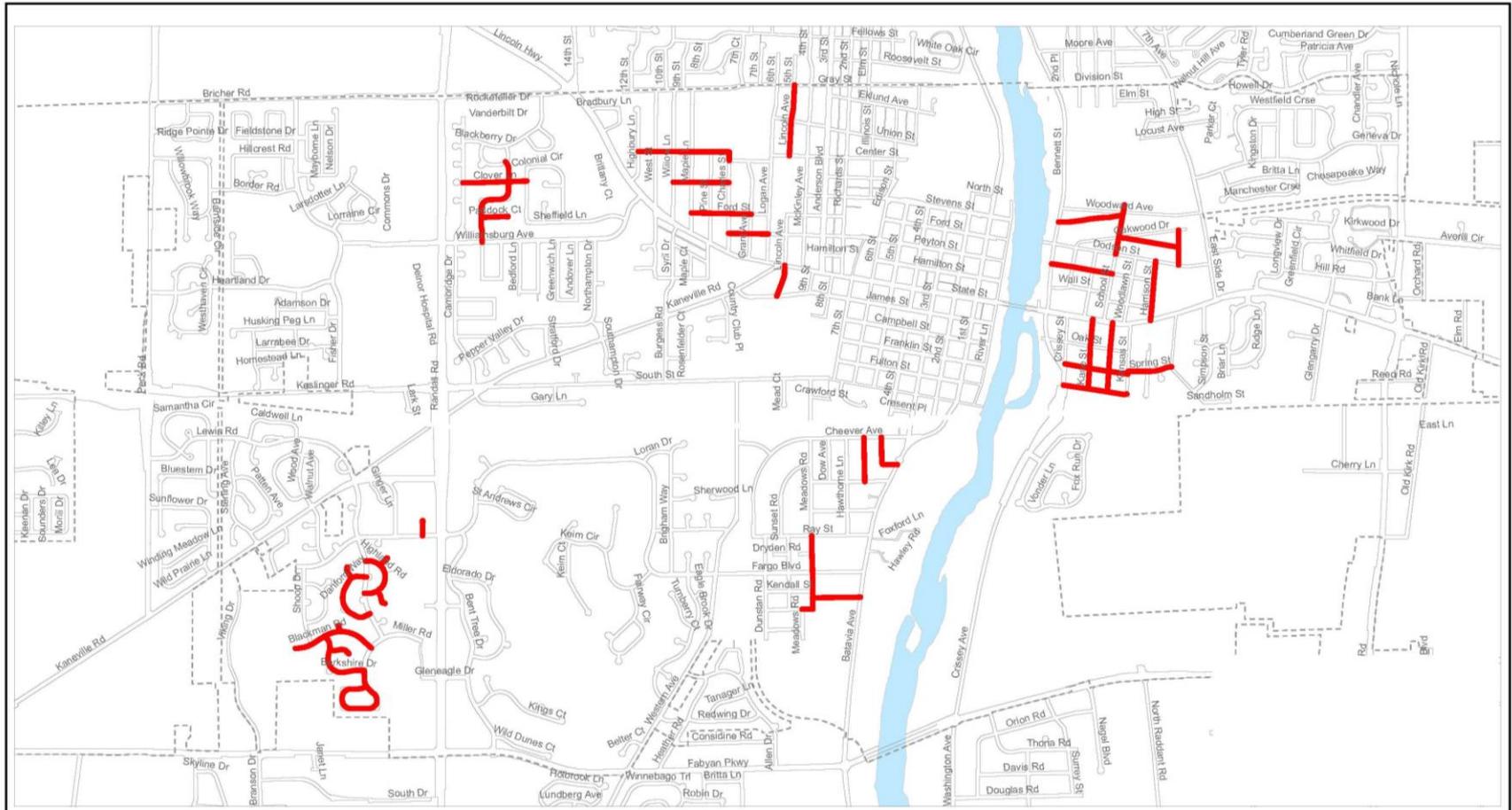
<ul style="list-style-type: none">• Park Ave.• Nebraska St.• Kane St.• Chalmers St.• Highland Rd.• Prairie Ct.• Clayton Ct.• LeBaron Ct.• Danford Way• Blackman Rd. & Ct.• Chatham Ct.• Berkshire Dr.	<ul style="list-style-type: none">• Miller Rd.• Randall Ct.• Forrest View Dr.• Meadows Rd.• Forrest Ave.• Shady Ave.• Clover Ln.• Elizabeth Place• Wakefield Ln.• Paddock Ct.• Center St.• North St.	<ul style="list-style-type: none">• N. Lincoln Ave.• Ford St.• Peyton St.• S. Lincoln Ave.• Euclid Ave.• School St.• Austin Ave.• Jefferson St.*• Harrison St.*• Spring St.*
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The above list is tentative and subject to change.

*Streets to be removed from the program if needed.



Responsible & Realistic



City of Geneva 2014 Street Improvement Plan

City of Geneva, Illinois
Engineering Division
H.L. March 2014

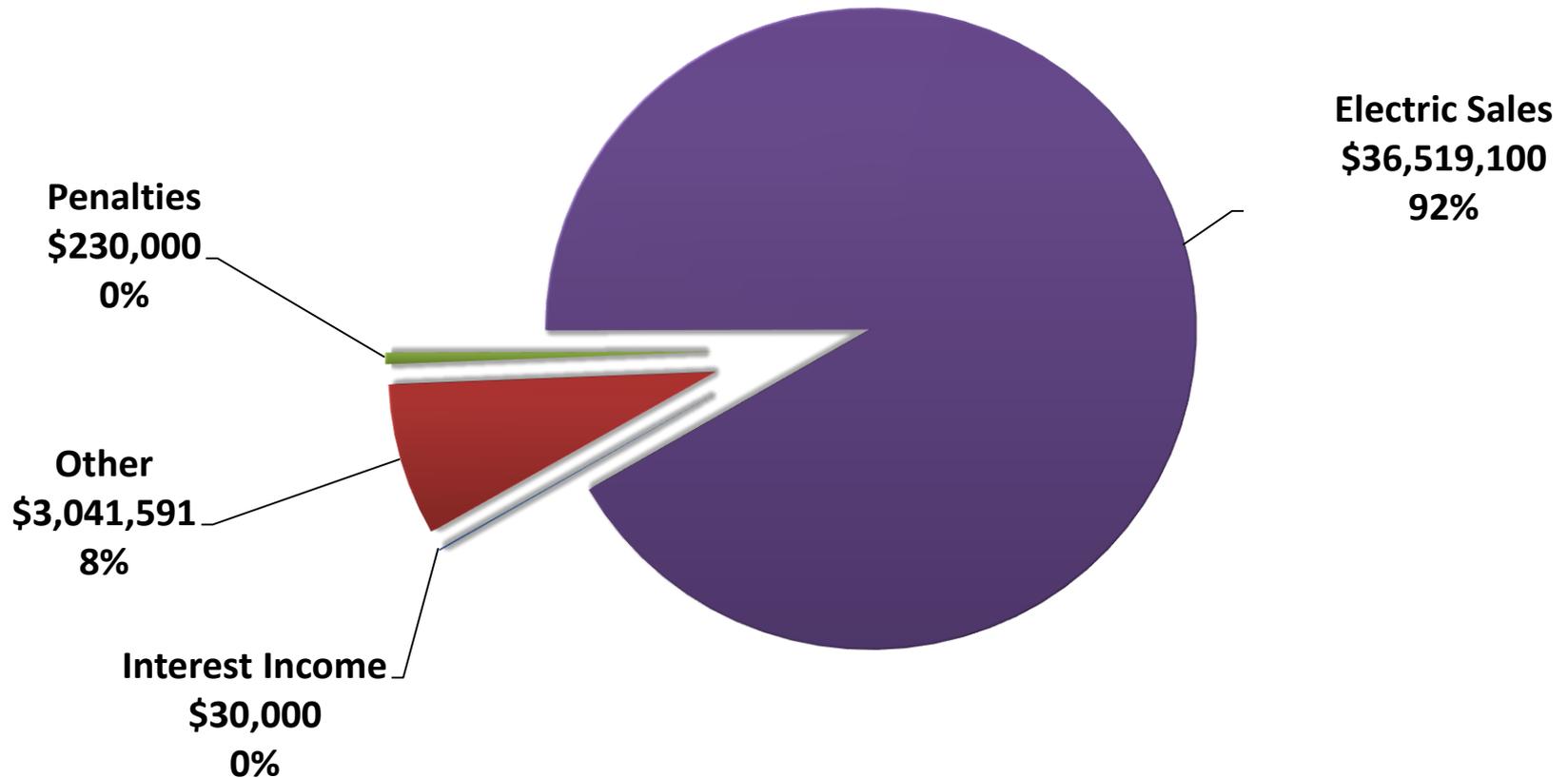


Information shown on this map is schematic in nature and accuracy is not guaranteed. It is the responsibility of the user to field verify all information shown. The data is subject to change without notice. Original base maps provided via intergovernmental agreement with Kane County GIS- Technologies. Reproduction without permission from the City of Geneva is forbidden.



Electric Fund Revenues

FY 2014-15

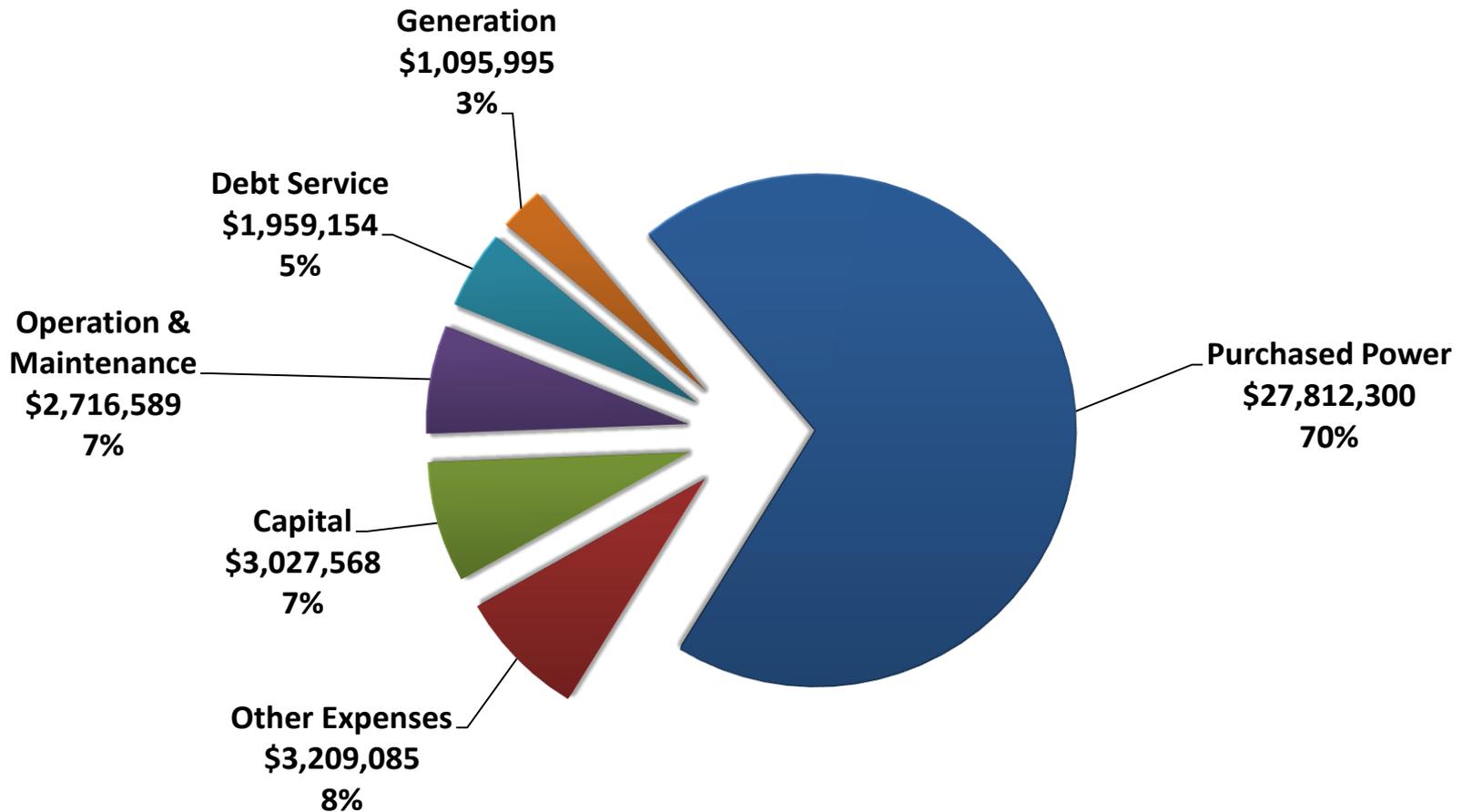


Total Electric Revenues: \$39,820,691



Electric Fund Expenditures

FY 2014-15



Total Electric Expenditures: \$39,820,691



Responsible & Realistic

Electric Capital

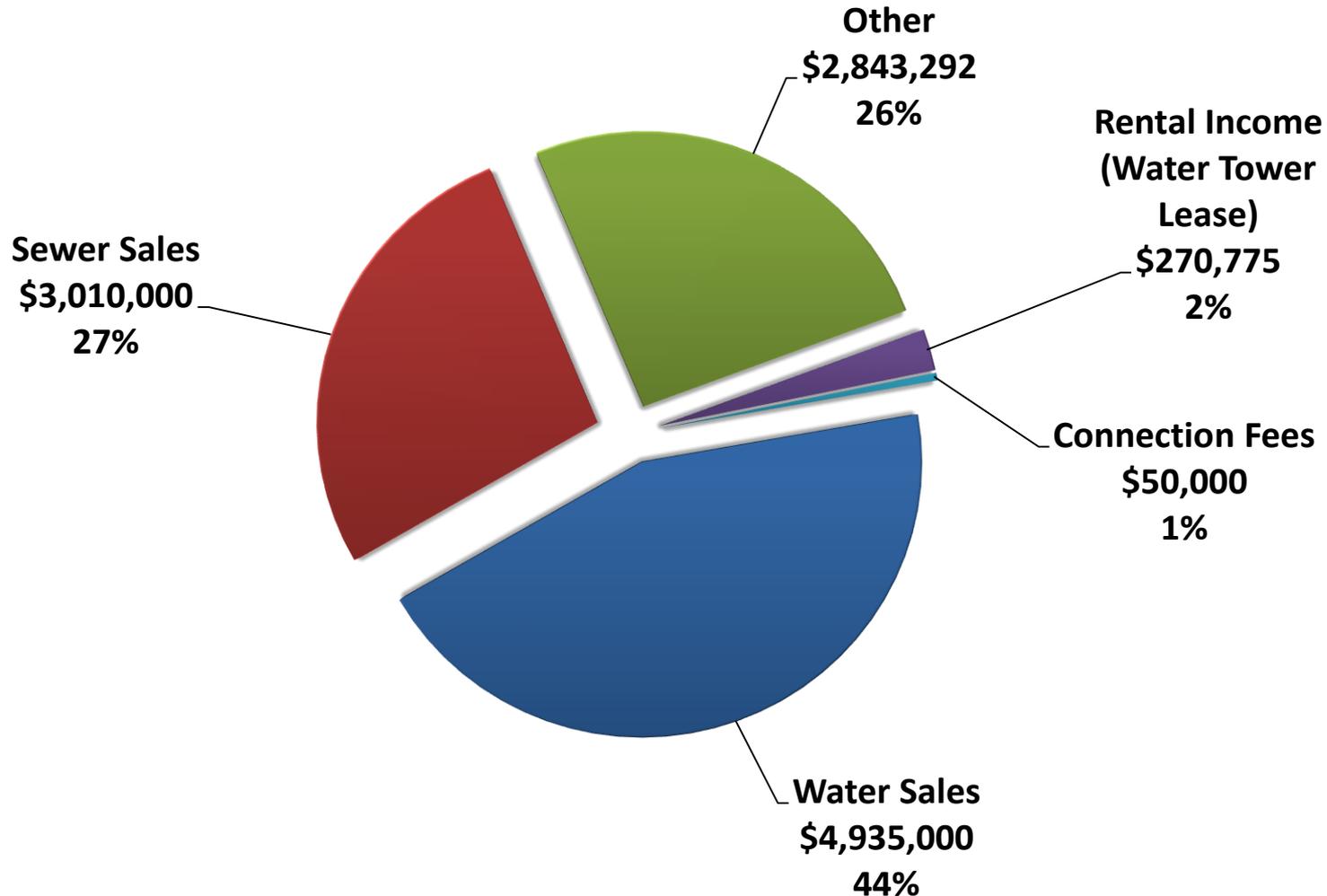
- **Geneva Generation Facility Upgrades & Maintenance**
- **Meter Replacements**
- **Overhead/Underground Cable Replacement**
- **Vehicle Replacements**
- **Computer Replacements**





Water/Wastewater Fund Revenues

FY 2014-15

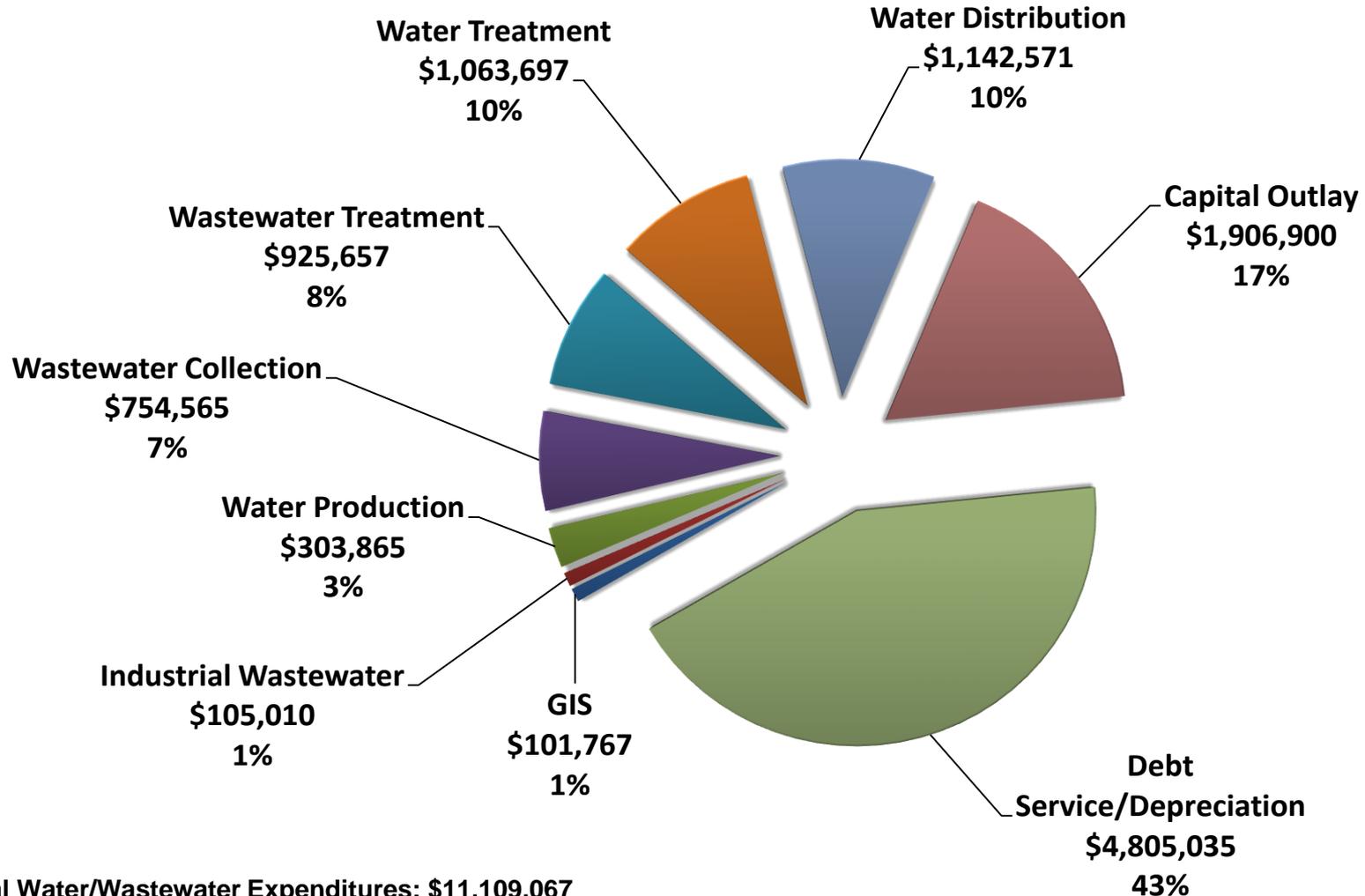


Total Water/Wastewater Revenues: \$11,109,067



Water/Wastewater Fund Expenditures

FY 2014-15



Total Water/Wastewater Expenditures: \$11,109,067



Responsible & Realistic

Water Capital

- **Watermain Replacement**
- **Water Meter Replacements**
- **Water Treatment Facility Maintenance**
- **Wastewater Treatment Plant Facility Plan**
- **Fire Hydrant Replacement**
- **Sanitary Sewer Rehabilitation**
- **Vehicles**





Responsible & Realistic

Workforce Planning

(Geneva Strategic Plan)

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



Responsible & Realistic

Workforce Planning

(Geneva Strategic Plan)

Goal K: Work to maintain adequate staffing levels required to continue to provide all core services within service quality standards and expectations.

Goal L: Maintain a standard of excellence for city personnel through retention and recruitment polices and practices.

Goal S: Adopt and fund an effective succession planning process.



Responsible & Realistic

Workforce Planning

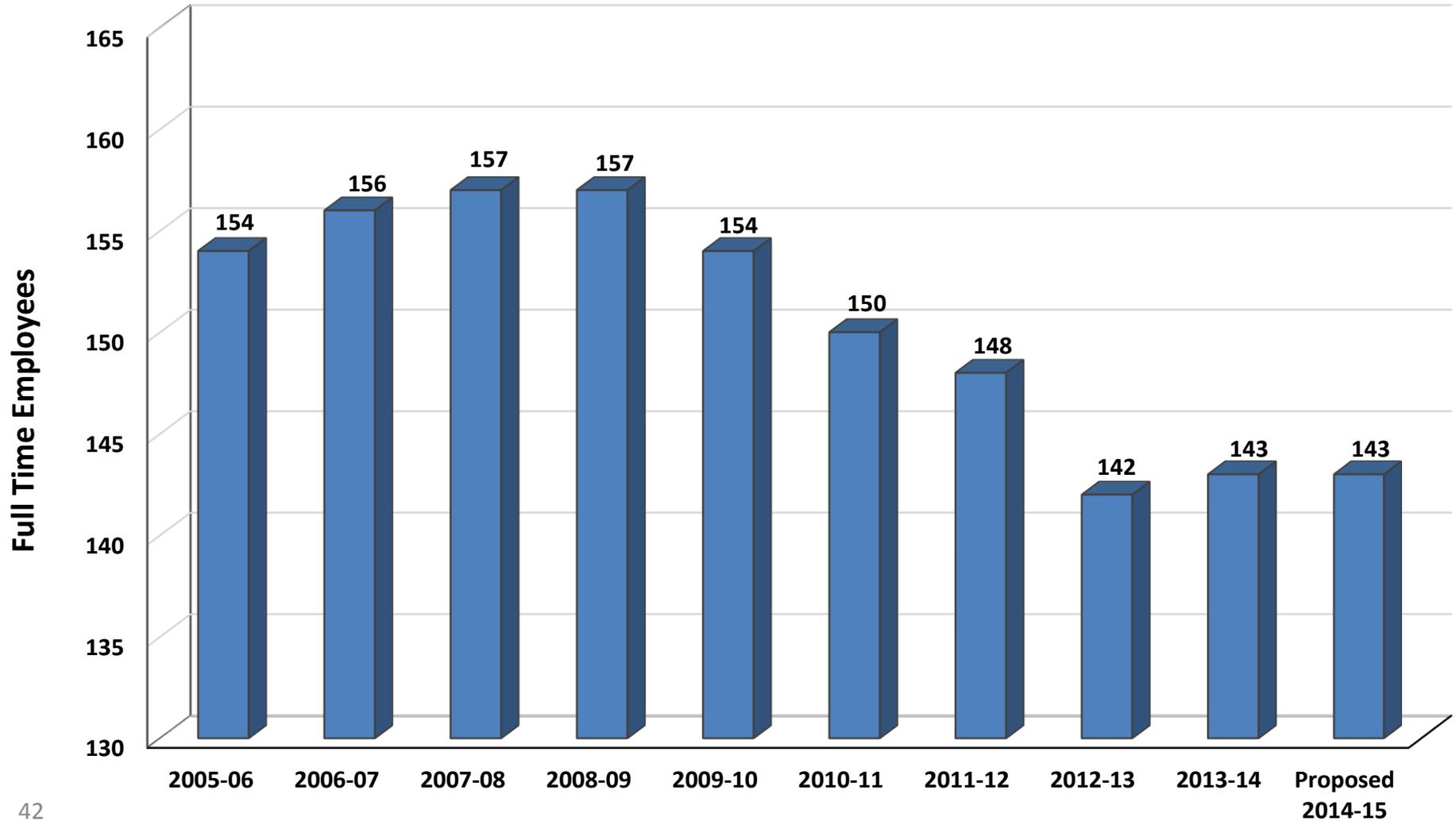
Expenditure Reduction Strategies

- Voluntary Furlough Program
- Reduction in non-emergency overtime
- No education reimbursement
- Limited professional development
- Reduction in force through attrition



Full Time Employees

FY 2005-06 through Proposed 2014-15





Responsible & Realistic

Workforce Planning

- **FY 08 = 157 FT employees; 19% union**
- **FY 15 = 143 FT employees; 48% union**
- **Fund allocations evaluated annually**
- **City Council adopted formal compensation system**
 - **Every year: annual market survey of 25 comparable communities**
 - **Every 3-5 years: comprehensive wage and benefit survey**



Responsible & Realistic

Workforce Planning

Market Survey 2014 (14/25 communities responded)

- **Non-union positions**
 - **Average market increase: 2.1%**
 - **Average merit and/or step increase: 3% - 3.8%**
 - **Total anticipated increase for FY 15: 4.2% - 4.49%**
- **Since FY 2010 a modified compensation system has been followed with increases based on merit equivalent to the market.**



Responsible & Realistic

Workforce Planning

Average maximum wage increases for past 5 years

- **Non-union – not automatic; based on annual performance for past 12 months: 2.1%**
- **IBEW (Electric) – automatic: 3.1%**
- **IAFF (Fire) – automatic: 2.86% + step***
- **FOP (Police) – did not organize until FY 2012: automatic 2.5% + step***



Responsible & Realistic

Workforce Planning

Proposed Non-Union Compensation Plan for FY 15

- Applied principles adopted in formal compensation plan
 - ✓ External comparability (ranges and positions)
 - ✓ Internal comparability (individual positions)
 - ✓ Merit Guide

Merit Guide	Below Midpoint	Midpoint – Max	Max or above
Rating	% Award	% Award	% Award
Exceeds Standards (2.51 – 3.0)	= market + 2%	=market + 1%	=2% lump sum
Meets Standards (1.76 – 2.50)	= market + 1%	=market	=1% lump sum
Fails to Meet Standards (1 – 1.75)	0%	0%	0%



Responsible & Realistic

Workforce Planning (FT)

- **Proposed Non-Union Compensation Plan implementation impact on budgets**
 - **General Fund = \$12,413**
 - **Electric Fund = \$15,902**
 - **Water/Wastewater Fund = \$7,698**
 - **Miscellaneous Funds = \$9,574**



Responsible & Realistic

Workforce Planning

Union Increases for FY 15

- **IBEW (Electric) – contract expires 04/30/2014**
- **IAFF (Fire) – 2.5% plus step (if not at top of range); additional Work Reduction day (~0.3%) added 12-27-14**
- **FOP (Police Officers) – 3% plus step (if not at top of range)**
- **IBEW (Street/Fleet) – employees have organized but have not started contract negotiations**



Responsible & Realistic

Workforce Planning (FT)

- **Contractual Union increases impact on budgets**
 - **General Fund = \$43,852 (Police and Fire)**
 - **General Fund = unknown (Street/Fleet)**
 - **Electric Fund = unknown**



Responsible & Realistic

Wages are what % of the total budget?

15.6% = \$13,508,945*

Benefits are what % of the total budget?

8.3% = \$7,190,569

What % did wages and benefits increase over budgeted FY 2013-14?

4.6% = \$912,858*



Responsible & Realistic

**Total pension benefits
are what % of the budget?**

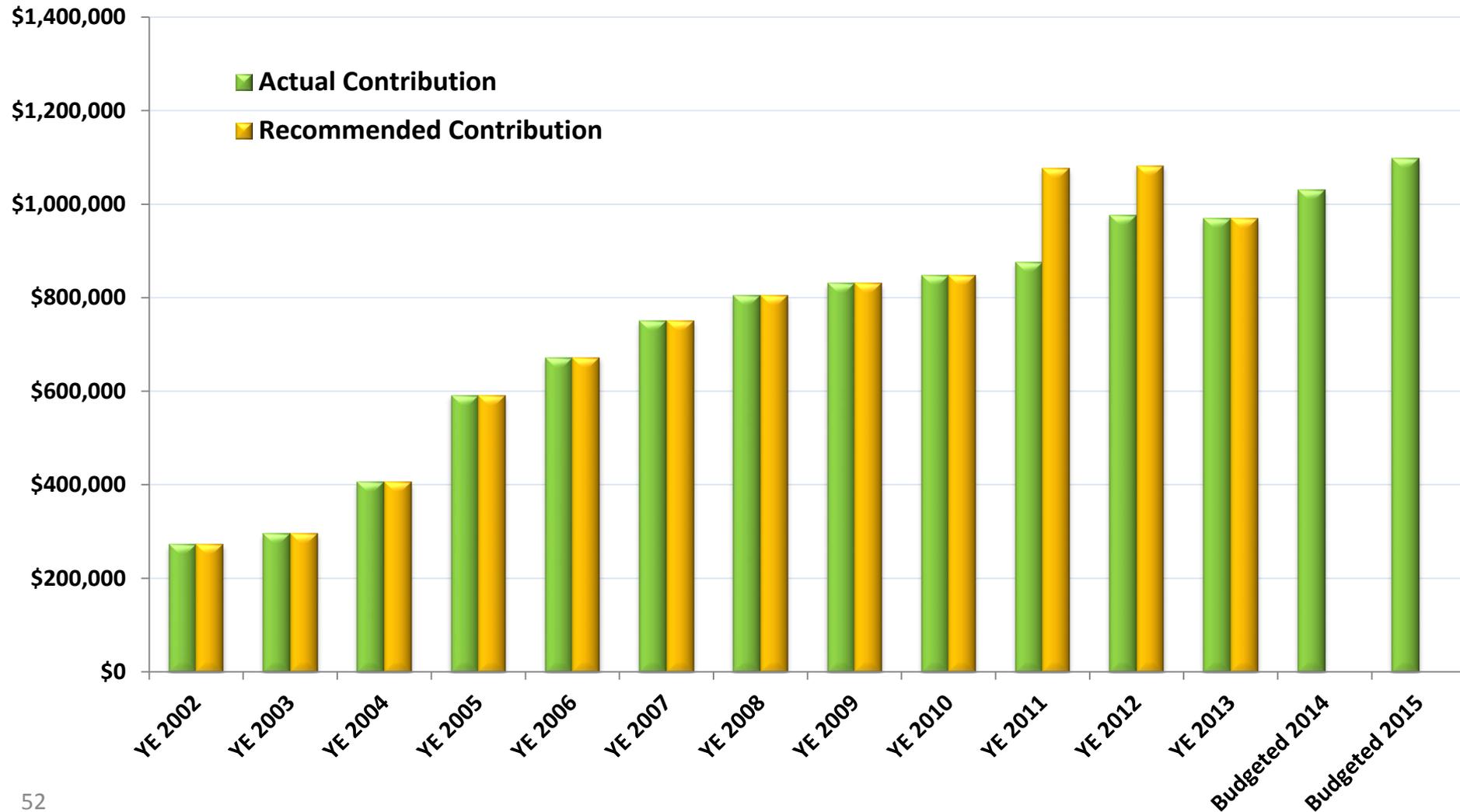
4.5%

- Police & Fire = 3.6% (56 employees)**
- IMRF* = 0.9% (87 employees)**



City Contributions to IMRF Pension Fund

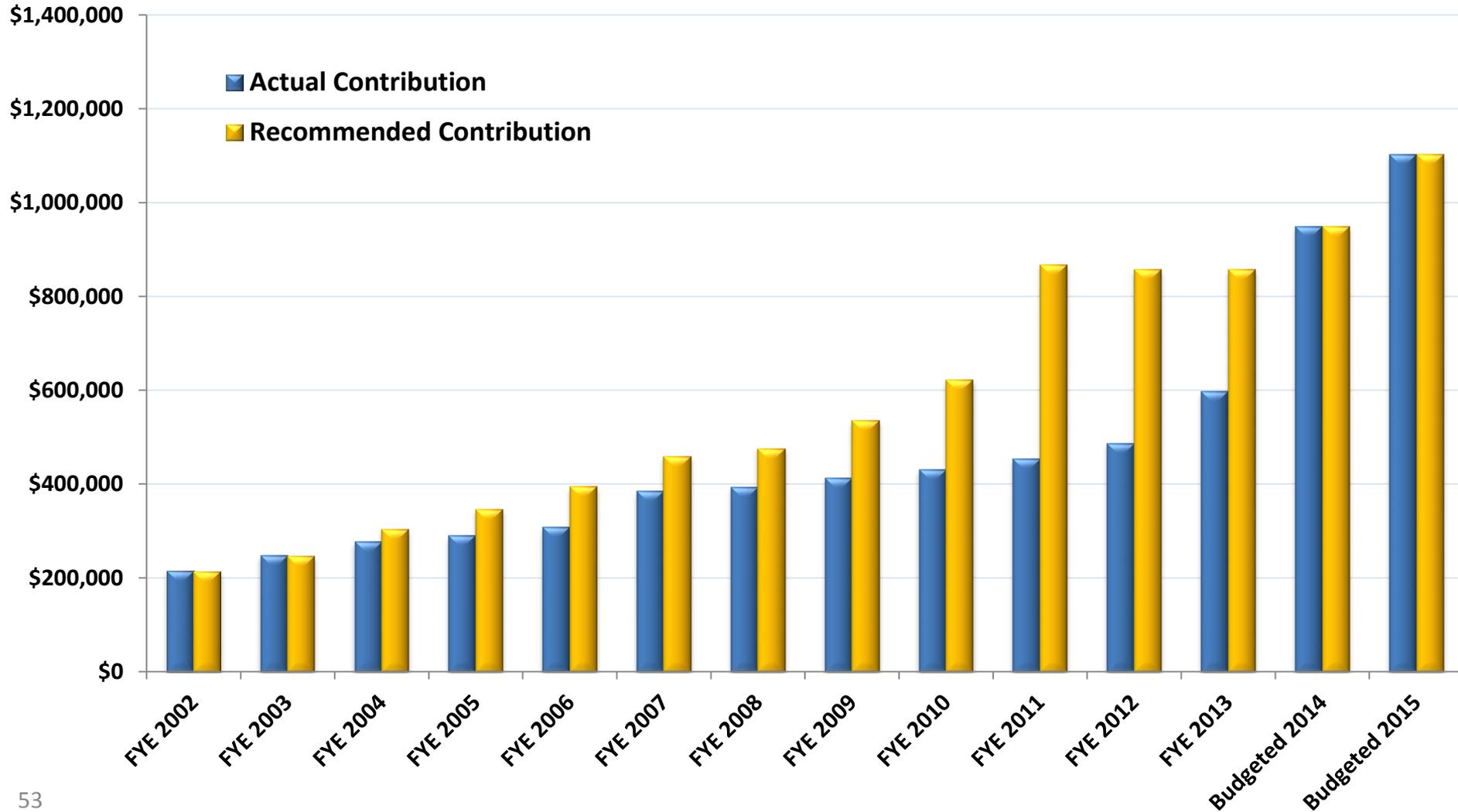
108 Employees





City Contributions to Police Pension Fund

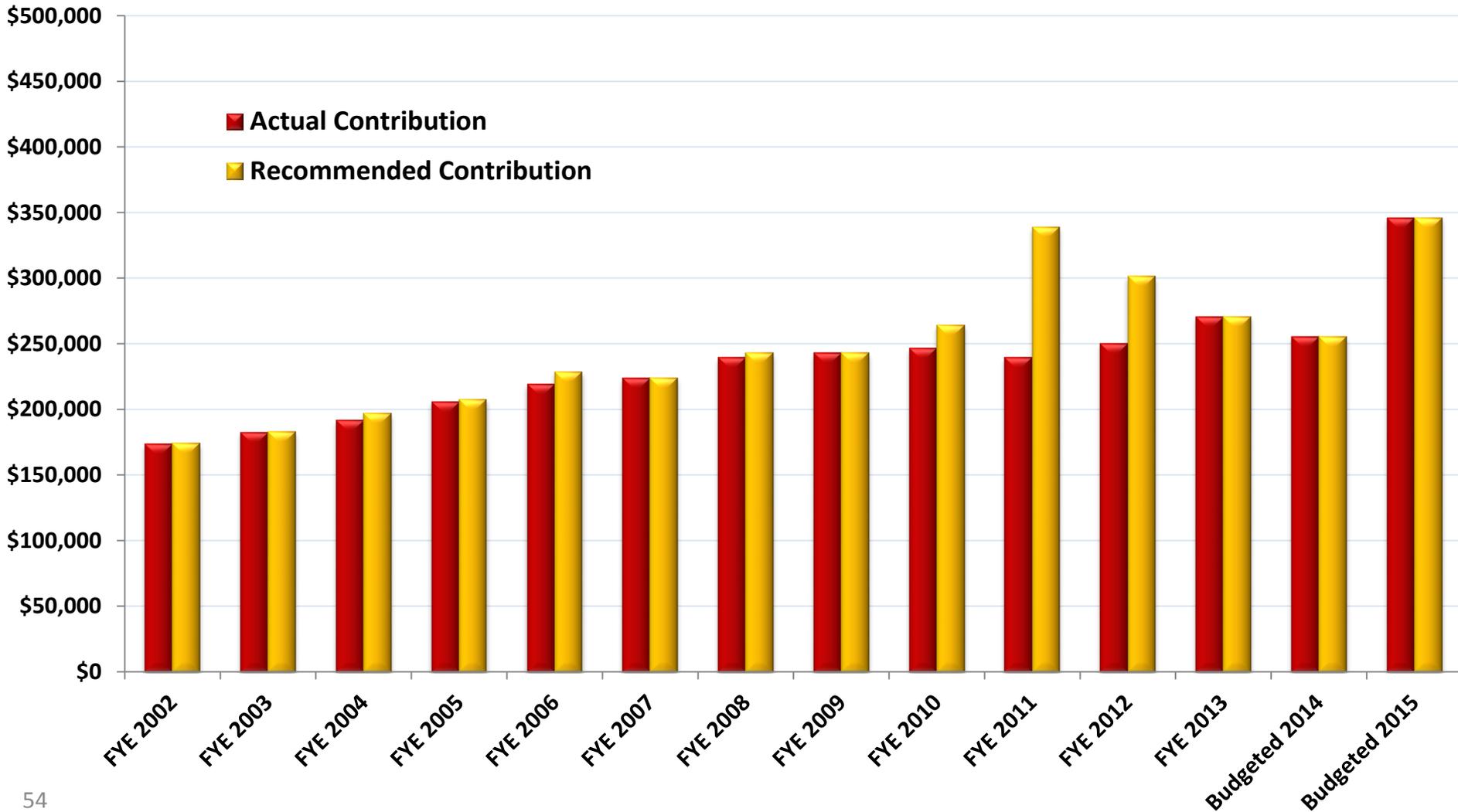
36 Employees





City Contributions to Fire Pension Fund

20 Employees





Responsible & Realistic

- **Proposed budget is a business plan for the upcoming fiscal year that responds appropriately and adequately to current economic conditions;**
- **Retains core services for residents and businesses and begins to re-invest in needed areas;**
- **Recognizes employees who provide excellent customer service.**
- **We have a budget that demonstrates responsible and realistic planning, accomplished through a series of fiscally-conservative choices and good governance by the City Council.**



RESPONSIBLE & REALISTIC