



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item:	Proposed FY 2013-2014 General, Electric, Water/Wastewater, Capital, Miscellaneous Funds, and TriCom Budgets, Classification and Compensation Plan and Department Goals		
Presenter & Title:	Mary McKittrick, City Administrator		
Date:	March 21, 2013		
<i>Please Check Appropriate Box:</i>			
<input checked="" type="checkbox"/>	Committee of the Whole Meeting	<input type="checkbox"/>	Special Committee of the Whole Meeting
<input checked="" type="checkbox"/>	City Council Meeting	<input type="checkbox"/>	Special City Council Meeting
<input checked="" type="checkbox"/>	Public Hearing	<input type="checkbox"/>	Other -
Estimated Cost: N/A		Budgeted?	YES <input checked="" type="checkbox"/> NO
<i>If NO, please explain how the item will be funded:</i> N/A			
Executive Summary:			
<p>Included are proposed FY 2013-2014 operating and capital budgets for the General Fund, Electric Fund, Water/Wastewater, Capital, Miscellaneous and TriCom Funds and their respective summary documents. The General Fund is presented in the amount of \$16,286,284, the Electric Fund in the amount of \$37,360,919, and the Water/Wastewater Fund in the amount of \$10,551,308. The total of all 32 budgets is \$83,698,248. The above-noted figures represent anticipated expenditures including both operating and capital allocations. The preliminary budgets will be noticed in the Republican Newspaper on March 28, 2013, made available at City Hall, the Geneva Library and on the City's website for public viewing upon recommendation to approve the budgets and schedule the public hearing. Also related and included are the Classification and Compensation Plan and Department Goals and Objectives for FY2013-2014.</p>			
Attachments: <i>(please list)</i>			
<ul style="list-style-type: none"> • FY 2013-2014 General, Electric, Water/Wastewater, Capital, TriCom and Miscellaneous Fund Budgets and their respective summary documents. • FY 2013-2014 Classification and Compensation Plan • FY 2013-2014 Department Goals and Objectives 			
Recommendation / Suggested Action: <i>(briefly explain)</i>			
<p>Recommend scheduling the public hearing for April 15, 2013 and recommend approval of the proposed budgets as presented for the FY 2013-2014 General Fund, Electric, Water/Wastewater, Capital, Miscellaneous, and TriCom Budgets, Classification and Compensation Plan and Department Goals as presented.</p>			

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

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 100 - General Fund								
<u>Revenues</u>								
	410	Property Tax	3,086,722	3,904,829	4,442,065	4,427,486	4,461,860	0.45%
	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	-	
		Account Classification Total: 41 - Taxes	5,716,418	6,288,773	7,068,065	6,778,329	7,089,360	0.30%
	420	Business Licenses	132,071	145,722	145,000	160,000	140,190	
		Account Classification Total: 42 - Licenses	132,071	145,722	145,000	160,000	140,190	
	430	Building 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	
		Account Classification Total: 43 - Permits	222,884	272,104	214,000	417,200	318,500	48.83%
	440	Sales Tax	4,411,592	4,229,673	4,705,415	4,860,000	4,957,200	5.35%
	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	19.67%
	443	Replacement Tax	94,457	85,211	95,000	85,000	85,000	-10.53%
	444	Local Use Tax	315,444	313,593	326,800	330,000	345,000	5.57%
	446	Reimbursements	78,042	77,773	76,500	75,510	78,750	2.94%
	447	Federal Grants	40,831	-	-	1,200	-	
	448	State/Local Grants	80,638	159,199	-	2,200	2,500	
		Account Classification Total: 44 - Intergovernmental Revenues	8,640,024	6,620,292	6,906,515	7,153,910	7,506,200	8.68%
	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	
		Account Classification Total: 45 - Fines & Forfeits	560,724	272,054	328,000	235,075	229,700	-29.97%

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change	
Fund: 100 - General Fund									
<u>Revenues</u>									
	471	General Government Fees	340,708	327,963	295,250	350,005	295,250		
	472	Community Development Fees	7,051	5,441	7,500	5,000	37,000		
	473	Public Safety Fees	92,536	102,398	97,000	111,375	103,150		
	Account Classification Total: 47 - Service Fees		440,295	435,802	399,750	466,380	435,400	8.92%	
	481	Interest Income	5,810	5,480	7,500	8,000	7,500		
	482	Rental Income	13,028	35,259	35,260	37,500	37,500		
	483	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		
	489	Miscellaneous	112,997	116,232	100,000	25,000	45,000		
	Account Classification Total: 48 - Other Revenues		317,292	200,121	149,070	94,700	96,500	-35.27%	
	491	Interfund Transfers In	376,225	-	-	-	-		
	491.14	Interfund Transfers In MFT	-	-	-	-	505,735		
	491.15	Interfund Transfers In Tree Nursery	-	-	3,000	2,820	-		
	491.20	Interfund Transfers In Electric	217,821	225,106	-	-	-		
	491.31	Interfund Transfers In Debt Service Fund	-	95,000	-	-	-		
	491.36	Interfund Transfers In Tri-Com	(293,950)	-	-	-	-		
	491.51	Interfund Transfers In SSA #1	(132,155)	-	-	-	-		
	491.60	Interfund Transfers In Commuter Lot	134,000	-	-	-	-		
	491.99	Interfund Transfers In IMRF	(200,000)	-	11,000	11,000	-		
	Account Classification Total: 49 - Other Financing Sources		101,941	320,106	14,000	13,820	505,735	3512.39%	
	Revenues Total		16,131,649	14,554,973	15,224,400	15,319,414	16,321,585	7.21%	
								% Change without MFT Transfer	3.88%
		Legislative	171,750	177,375	135,690	129,965	145,436		
		City Administrator's Office	173,453	182,170	217,925	212,790	235,197		
		Administrative Services	1,443,678	2,296,107	1,747,755	1,746,476	2,239,534		
		Community Development	634,877	667,928	721,830	690,854	761,988		
		Economic Development	269,979	148,123	168,560	170,473	172,899		
		Police	4,731,407	5,214,708	5,639,855	5,542,298	6,250,335		
		Fire	3,224,840	3,605,528	3,720,095	3,721,033	3,749,295		
		Streets & Fleet	3,815,702	2,108,146	2,405,320	2,165,918	2,328,971		
		Engineering & Storm Drainage	428,699	435,333	418,670	386,855	402,629		

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 100 - General Fund								
<u>Revenues</u>								
		Total Expenditures	14,894,383	14,835,417	15,175,700	14,766,662	16,286,284	
		Beginning Fund Balance	2,625,694	3,862,960		3,582,516	4,135,268	
		Net Change	1,237,266	(280,444)	48,700	552,752	35,301	
		Ending Fund Balance	3,862,960	3,582,516		4,135,268	4,170,569	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Expenditures								
Department: Legislative								
Division: 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	
Account Classification Total: Personal Services			63,600	63,600	68,465	68,465	68,461	
	543	Legal Service	32,962	24,717	-	225	-	
	559	Other Professional Services	-	-	-	10,000	10,000	
Account Classification Total: 54 - Professional Services			32,962	24,717	-	10,225	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	
Account Classification Total: 56 - Communications			11,663	12,956	15,150	16,050	16,150	
	571	Dues	10,256	10,039	14,000	14,000	14,000	
	572	Travel	1,207	1,662	1,250	2,000	2,500	
	573	Training	-	1,235	500	2,000	4,000	
	575	Publications	-	-	-	100	1,000	
Account Classification Total: 57 - Professional Development			11,462	12,936	15,750	18,100	21,500	
	592	General Insurance	40,397	29,815	-	-	-	
	595	Rentals	1,062	1,025	-	-	-	
Account Classification Total: 59 - Other Contractual Services			41,459	30,840	-	-	-	
	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	
Account Classification Total: 62 - General Supplies			4,609	17,908	22,200	6,200	6,200	
	641	Books	-	-	-	500	1,000	
Account Classification Total: 64 - Print Materials			-	-	-	500	1,000	
	913	Community Relations						

City of Geneva								
Budget Worksheet Report								
	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Expenditures								
Department: Legislative								
Account Classification Total: 910 - Other Expenditures			-	-	-	-	5,000	
Division Total: Mayor & Council			165,755	162,958	121,565	119,540	128,311	
Division: Police/Fire Commission								
	543	Legal Service	825	-	-	-	1,000	
	559	Other Professional Services	-	-	-	8,000	10,000	
Account Classification Total: 54 - Professional Services			825	-	-	8,000	11,000	
	561	Postage	-	-	150	-	150	
	564	Printing	50	3,069	3,000	-	3,000	
Account Classification Total: 56 - Communications			50	3,069	3,150	-	3,150	
	571	Dues	375	375	425	425	425	
	572	Travel	-	-	100	-	100	
	573	Training	-	-	450	-	450	
Account Classification Total: 57 - Professional Development			375	375	975	425	975	
	592	General Insurance	684	1,045	-	-	-	
Account Classification Total: 59 - Other Contractual Services			684	1,045	-	-	-	
	624	Operating Supplies	4,061	9,928	10,000	2,000	2,000	
Account Classification Total: 62 - General Supplies			4,061	9,928	10,000	2,000	2,000	
Division Total: Police/Fire Commission			5,994	14,417	14,125	10,425	17,125	
Department Total: Legislative			171,750	177,375	135,690	129,965	145,436	7.18%

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Expenditures								
Department: 30 - City Administrator's Office								
	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	
	Account Classification 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	
	Account Classification Total: 54 - Professional Services		1,723	4,804	-	850	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	
	Account Classification Total: 56 - Communications		2,040	1,521	4,400	1,525	2,975	
	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	
	Account Classification Total: 57 - Professional Development		2,515	6,364	4,350	6,460	6,000	
	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	
	Account Classification Total: 59 - Other Contractual Services		22,133	25,451	35,000	35,000	35,000	
	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	
	Account Classification Total: 62 - General Supplies		6,518	4,414	6,350	2,550	5,870	
	641	Books	-	-	-	20	50	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
<u>Expenditures</u>								
Department: 30 - City Administrator's Office								
Account Classification Total: 64 - Print Materials			-	-	-	20	50	
	663	Computer Software	-	-	-	10	50	
Account Classification Total: 66 - Non-Print Materials			-	-	-	10	50	
Department Total: 30 - City Administrator's Office			173,453	182,170	217,925	212,790	235,197	7.93%
Operating Only					50,100		50,695	1.19%

City of Geneva								
Budget Worksheet Report								
	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Expenditures								
Department: 40 - Administrative Services								
Division: 41 - Administration								
	501	Wages - Regular	122,570	110,999	118,325	118,325	121,738	
	502	Wages - Part-Time/Seasonal	-	-	-	-	-	
	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	
Account Classification Total: Personal Services			139,253	128,093	160,760	158,995	166,126	
	543	Legal Service	165	-	-	-	-	
Account Classification Total: 54 - Professional Services			165	-	-	-	-	
	561	Postage	82	63	100	50	50	
	562	Telephone	-	244	-	-	-	
Account Classification Total: 56 - Communications			82	307	100	50	50	
	571	Dues	379	381	200	400	200	
	572	Travel	-	-	600	650	800	
	573	Training	415	262	465	705	750	
Account Classification Total: 57 - Professional Development			794	643	1,265	1,755	1,750	
	592	General Insurance	2,547	3,108	-	-	-	
	595	Rentals	1,062	1,025	-	-	-	
Account Classification Total: 59 - Other Contractual Services			3,609	4,133	-	-	-	
	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	
Account Classification Total: 62 - General Supplies			1,296	1,181	1,835	900	1,425	
Division Total: 41 - Administration			145,199	134,357	163,960	161,700	169,351	3.29%
Division: 42 - 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	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Expenditures								
Department: 40 - Administrative Services								
	524	IMRF	-	-	3,365	3,420	4,547	
Account Classification Total: Personal Services			32,860	32,649	39,950	39,180	49,560	
	531	Maintenance Service	17,696	14,162	21,000	21,065	19,875	
Account Classification Total: 53 - Maintenance Services			17,696	14,162	21,000	21,065	19,875	
	543	Legal Service	19	-	-	-	-	
	552	Data Programming Service	1,253	300	-	-	-	
Account Classification Total: 54 - Professional Services			1,272	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	
Account Classification Total: 56 - Communications			11,683	14,204	8,520	10,525	7,780	
	573	Training	500	-	910	250	5,000	
	575	Publications	-	-	90	90	-	
Account Classification Total: 57 - Professional Development			500	-	1,000	340	5,000	
	581	Utilities	-	-	100	100	180	
Account Classification Total: 58 - Service Charges			-	-	100	100	180	
	595	Rentals	-	-	1,500	2,500	2,315	
Account Classification Total: 59 - Other Contractual Services			-	-	1,500	2,500	2,315	
	601	Maintenance Supplies	-	-	800	2,100	500	
Account Classification Total: 60 - 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	
Account Classification Total: 62 - General Supplies			1,339	4,605	1,150	7,975	800	
	663	Computer Software	-	-	600	1,200	-	
Account Classification Total: 66 - Non-Print Materials			-	-	600	1,200	-	
Division Total: 42 - Information Technology			65,381	65,921	74,620	84,985	86,010	15.26%

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Expenditures								
Department: 40 - Administrative Services								
Division: 43 - 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	
	Account Classification Total: Personal Services		63,584	67,677	82,210	77,075	86,195	
	544	Medical Service	-	-	2,000	1,500	2,000	
	Account Classification Total: 54 - Professional Services		-	-	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	
	Account Classification Total: 56 - Communications		2,369	2,813	3,005	2,145	2,655	
	571	Dues	105	105	125	400	160	
	572	Travel	-	-	-	-	100	
	573	Training	3,834	140	1,900	1,825	2,200	
	Account Classification Total: 57 - Professional Development		3,939	245	2,025	2,225	2,460	
	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	
	Account Classification Total: 62 - General Supplies		2,518	4,155	4,475	2,830	4,375	
	917	Employee Awards	559	1,000	1,200	800	1,200	
	Account Classification Total: 910 - Other Expenditures		559	1,000	1,200	800	1,200	
	Division Total: 43 - Human Resources		72,969	75,891	94,915	86,575	98,885	4.18%
Division: 44 - 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	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Expenditures								
Department: 40 - Administrative Services								
	523	Social Security	-	-	7,125	6,400	5,940	
	524	IMRF	-	-	11,300	11,300	12,512	
Account Classification Total: Personal Services			82,877	105,948	133,590	131,170	136,978	
	531	Maintenance Service	-	-	510	510	-	
Account Classification Total: 53 - Maintenance Services			-	-	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	
Account Classification Total: 54 - Professional Services			6,436	10,556	16,620	18,946	16,995	
	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	
Account Classification Total: 56 - Communications			1,560	7,173	5,525	4,505	5,470	
	571	Dues	665	870	1,015	1,000	1,520	
	573	Training	275	805	1,000	1,000	1,000	
Account Classification Total: 57 - Professional Development			940	1,675	2,015	2,000	2,520	
	595	Rentals	2,645	2,466	-	-	-	
Account Classification Total: 59 - Other Contractual Services			2,645	2,466	-	-	-	
	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	
Account Classification Total: 62 - General Supplies			1,128	2,797	3,950	4,640	3,550	
	641	Books	-	-	390	390	250	
Account Classification Total: 64 - Print Materials			-	-	390	390	250	
Division Total: 44 - Finance			95,586	130,614	162,600	162,161	165,763	1.95%
Division: 45 - City-Wide Services								
	543	Legal Service	-	395	100,000	100,000	100,000	
Account Classification Total: 54 - Professional Services			-	395	100,000	100,000	100,000	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
<u>Expenditures</u>								
Department: 40 - Administrative Services								
	562	Telephone	-	-	4,000	5,020	5,020	
Account Classification Total: 56 - Communications			-	-	4,000	5,020	5,020	
	581	Utilities	-	-	-	-	-	
	582	Street Lighting	218,347	225,554	-	-	-	
Account Classification Total: 58 - Service Charges			218,347	225,554	-	-	-	
	592	General Insurance	-	-	165,995	165,995	175,000	
	595	Rentals	-	-	5,145	5,145	5,145	
Account Classification Total: 59 - Other Contractual Services			-	-	171,140	171,140	180,145	
	951	Interfund Transfers Out	-	-	-	-	-	
	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	
	951.42	Interfund Transfers Out Infrastructure Capital Projects	-	-	-	-	505,735	
	951.44	Interfund Transfers Out Capital Equipment Fund	65,000	-	-	-	-	
	951.51	Interfund Transfers Out SSA #1	-	90,000	90,000	90,000	90,000	
	951.99	Interfund Transfers Out IMRF	-	200,000	-	-	-	
Account Classification Total: 950 - 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	-	
	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	1,300	1,807	-	-	-	

City of Geneva								
Budget Worksheet Report								
	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
<u>Expenditures</u>								
Department: 40 - Administrative Services								
	710.33	Interest 2009 Capital Loan	9,050	8,193	-	-	-	
	715	Paying Agent Fees	400	-	-	250	250	
Account Classification Total: 700 - Debt Service			296,876	477,991	165,630	164,005	250	
Division Total: 45 - City-Wide Services			1,064,572	1,889,325	1,251,660	1,251,055	1,719,525	37.38%
Department Total: 40 - Administrative Services			1,443,678	2,296,107	1,747,755	1,746,476	2,239,534	28.14%
Operating Only					1,331,245		1,800,675	35.26%
Without MFT Transfer					1,331,245		1,294,940	-2.73%

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Expenditures								
Department: 50 - Community Development								
Division: 51 - Building								
	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	
Account Classification Total: Personal Services			263,651	293,135	355,320	351,200	369,589	
	531	Maintenance Service	17,446	22,532	17,150	16,425	17,225	
Account Classification Total: 53 - Maintenance Services			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	
Account Classification Total: 54 - Professional Services			1,838	681	10,500	10,450	8,500	
	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	
Account Classification Total: 56 - Communications			2,981	4,183	5,100	3,925	5,270	
	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	
Account Classification Total: 57 - Professional Development			2,139	2,609	4,265	3,405	5,000	
	581	Utilities	12,227	12,417	-	-	-	
Account Classification Total: 58 - Service Charges			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	
Account Classification Total: 59 - Other Contractual Services			43,056	47,945	26,440	13,500	56,900	
	601	Maintenance Supplies	-	-	9,000	8,100	8,450	
Account Classification Total: 60 - Maintenance Supplies			-	-	9,000	8,100	8,450	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Expenditures								
Department: 50 - Community Development								
	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	
	Account Classification Total: 62 - General Supplies		4,232	5,563	8,550	8,300	8,790	
	641	Books	-	-	-	700	700	
	Account Classification Total: 64 - Print Materials		-	-	-	700	700	
	Division Total: 51 - Building		347,571	389,065	436,325	416,005	480,424	10.11%
Division: 52 - Planning								
	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	
	523	Social Security	-	-	14,725	13,210	12,215	
	524	IMRF	-	-	23,650	22,525	21,428	
	Account Classification Total: Personal Services		255,291	256,869	272,415	257,270	265,944	
	543	Legal Service	13,026	5,613	-	-	-	
	544	Medical Service	-	-	-	95	-	
	559	Other Professional Services	-	-	5,490	7,000	6,500	
	Account Classification Total: 54 - Professional Services		13,026	5,613	5,490	7,095	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	
	Account Classification Total: 56 - Communications		2,261	4,033	3,600	5,900	4,400	
	571	Dues	2,984	2,156	2,050	2,209	2,070	
	572	Travel	22	27	200	100	200	
	573	Training	-	1,299	500	420	500	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
<u>Expenditures</u>								
Department: 50 - Community Development								
Account Classification Total: 57 - Professional Development			3,066	3,482	2,750	2,729	2,770	
	592	General Insurance	1,940	1,332	-	-	-	
	595	Rentals	1,062	1,025	-	-	-	
	599	Other Contractual Services	-	-	-	145	-	
Account Classification Total: 59 - Other Contractual Services			3,002	2,357	-	145	-	
	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	
Account Classification Total: 62 - General Supplies			9,096	5,862	1,050	1,610	950	
	913	Community Relations	1,564	647	200	100	1,000	
Account Classification Total: 910 - Other Expenditures			1,564	647	200	100	1,000	
Division Total: 52 - Planning			287,306	278,863	285,505	274,849	281,564	-1.38%
Department Total: 50 - Community Development			634,877	667,928	721,830	690,854	761,988	5.56%
Operating Only					94,095		126,455	34.39%
Without Plumbing Inspector					94,095		95,955	1.98%

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Expenditures								
Department: 60 - Economic Development								
	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	
	Account Classification 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	
	Account Classification Total: 54 - Professional Services		96,720	20,148	20,500	21,595	21,600	
	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	
	Account Classification Total: 56 - Communications		2,639	3,243	3,390	3,520	3,100	
	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	
	Account Classification Total: 57 - Professional Development		4,584	4,884	4,510	5,000	5,100	
	592	General Insurance	-	1,207	-	-	-	
	595	Rentals	1,062	1,025	-	-	-	
	599	Other Contractual Services	-	-	-	23	-	
	Account Classification Total: 59 - Other Contractual Services		1,062	2,232	-	23	-	
	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	
	Account Classification Total: 62 - General Supplies		1,562	3,224	2,480	2,680	4,900	

City of Geneva								
Budget Worksheet Report								
	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
<u>Expenditures</u>								
Department: 60 - Economic Development								
	913	Community Relations	6,471	1,278	1,800	1,800	2,380	
Account Classification Total: 910 - Other Expenditures			6,471	1,278	1,800	1,800	2,380	
Department Total: 60 - Economic Development			269,979	148,123	168,560	170,473	172,899	2.57%
Operating Only					32,680		37,080	13.46%

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Expenditures								
Department: 70 - Police								
Division: 71 - Sworn								
	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	-	
	Account Classification 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	
	Account Classification Total: 53 - Maintenance Services		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	
	Account Classification Total: 54 - Professional Services		18,085	18,963	19,020	19,020	19,440	
	564	Printing	7,796	7,162	6,050	4,300	6,135	
	566	Recording Fees	-	-	10	10	-	
	Account Classification Total: 56 - Communications		7,796	7,162	6,060	4,310	6,135	
	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	
	Account Classification Total: 57 - Professional Development		15,613	7,907	16,560	15,624	18,400	
	581	Utilities	28,233	32,353	42,210	5,550	5,550	
	Account Classification Total: 58 - Service Charges		28,233	32,353	42,210	5,550	5,550	
	595	Rentals	-	-	-	-	-	
	599	Other Contractual Services	-	-	1,225	1,200	-	
	Account Classification Total: 59 - Other Contractual Services		-	-	1,225	1,200	-	
	601	Maintenance Supplies	23,721	11,439	10,130	6,076	9,735	
	Account Classification Total: 60 - Maintenance Supplies		23,721	11,439	10,130	6,076	9,735	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Expenditures								
Department: 70 - Police								
	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	
	Account Classification Total: 62 - General Supplies		95,924	124,852	136,170	122,165	125,910	
	641	Books	-	-	150	148	-	
	642	Periodicals	-	-	170	200	510	
	Account Classification Total: 64 - Print Materials		-	-	320	348	510	
	663	Computer Software	-	-	25	25	-	
	Account Classification Total: 66 - Non-Print Materials		-	-	25	25	-	
	Division Total: 71 - Sworn		3,921,773	4,440,699	4,849,595	4,770,698	5,441,380	12.20%
Division: 72 - Records								
	501	Wages - Regular	463,777	454,146	421,125	421,125	423,440	
	502	Wages - Part-Time/Seasonal	-	-	-	-	-	
	503	Overtime	-	1,478	3,565	3,000	3,775	
	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	-	-	-	-	
	Account Classification 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	
	Account Classification Total: 53 - Maintenance Services		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	
	Account Classification Total: 54 - Professional Services		-	-	3,375	3,375	2,630	
	561	Postage	3,480	3,823	4,500	3,400	3,200	
	562	Telephone	15,036	19,786	18,340	17,000	20,300	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Expenditures								
Department: 70 - Police								
Account Classification Total: 56 - Communications			18,514	23,609	22,840	20,400	23,500	
	572	Travel	-	-	50	50	-	
Account Classification Total: 57 - Professional Development			-	-	50	50	-	
	581	Utilities	-	-	80	80	130	
Account Classification Total: 58 - Service Charges			-	-	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	
Account Classification Total: 59 - Other Contractual Services			112,108	85,405	11,440	9,875	26,235	
	601	Maintenance Supplies	-	-	40	40	-	
Account Classification Total: 60 - 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	
Account Classification Total: 62 - General Supplies			40,968	26,890	23,175	19,230	29,175	
	663	Computer Software	-	-	780	780	2,200	
Account Classification Total: 66 - Non-Print Materials			-	-	780	780	2,200	
	917	Employee Awards	-	-	1,000	1,000	1,720	
Account Classification Total: 910 - Other Expenditures			-	-	1,000	1,000	1,720	
Division Total: 72 - Records			726,292	686,121	671,285	671,640	700,315	4.32%
Division: 73 - 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	-	

City of Geneva								
Budget Worksheet Report								
	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Expenditures								
Department: 70 - Police								
	521	Group Insurance	7,239	8,484	25,000	9,635	10,423	
	522	Medicare	-	-	-	710	524	
	523	Social Security	-	-	4,800	4,950	2,240	
	524	IMRF	-	-	6,295	4,615	4,718	
Account Classification Total: Personal Services			82,814	87,219	116,800	97,885	103,040	
	559	Other Professional Services	-	-	375	375	-	
Account Classification Total: 54 - Professional Services			-	-	375	375	-	
	599	Other Contractual Services	-	-	1,200	1,200	5,000	
Account Classification Total: 59 - Other Contractual Services			-	-	1,200	1,200	5,000	
	631	Clothing	528	669	600	500	600	
Account Classification Total: 62 - General Supplies			528	669	600	500	600	
Division Total: 73 - Community Service			83,342	87,888	118,975	99,960	108,640	-8.69%
Department Total: 70 - Police			4,731,407	5,214,708	5,639,855	5,542,298	6,250,335	10.82%
Without Pension					5,042,795		5,302,165	5.14%
Operating Only					337,670		320,020	-5.23%

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Expenditures								
Department: 80 - Fire								
Division: 81 - 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	
	Account Classification Total: Personal Services		435,817	445,245	486,265	517,710	503,939	
	531	Maintenance Service	5,278	6,494	5,700	5,587	8,750	
	Account Classification Total: 53 - Maintenance Services		5,278	6,494	5,700	5,587	8,750	
	543	Legal Service	75	45	-	-	-	
	559	Other Professional Services	-	-	-	800	-	
	Account Classification Total: 54 - Professional Services		75	45	-	800	-	
	561	Postage	639	347	565	560	565	
	562	Telephone	6,022	8,370	8,300	8,400	10,000	
	563	Publishing	-	-	-	20	-	
	564	Printing	41	32	350	50	350	
	Account Classification Total: 56 - Communications		6,701	8,749	9,215	9,030	10,915	
	571	Dues	635	1,164	2,650	2,774	2,780	
	572	Travel	-	190	-	403	-	
	Account Classification Total: 57 - Professional Development		635	1,354	2,650	3,177	2,780	
	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	
	Account Classification Total: 59 - Other Contractual Services		390,475	563,428	312,575	306,328	312,500	
	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	
	Account Classification Total: 62 - General Supplies		7,494	19,919	15,000	13,569	14,800	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Expenditures								
Department: 80 - Fire								
Division Total: 81 - Command			846,476	1,045,234	831,405	856,201	853,684	2.68%
Division: 82 - 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	-	
	525	Police/Fire Pension	-	250,350	270,900	270,900	255,435	
Account Classification 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	
Account Classification Total: 54 - Professional Services			6,216	1,104	10,100	7,650	11,100	
	564	Printing	-	-	-	60	-	
Account Classification Total: 56 - Communications			-	-	-	60	-	
	571	Dues	-	-	-	465	-	
	572	Travel	-	-	-	709	-	
	573	Training	-	-	8,400	7,500	12,400	
Account Classification Total: 57 - Professional Development			-	-	8,400	8,674	12,400	
	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	
Account Classification Total: 62 - General Supplies			53,912	18,483	21,350	11,200	35,250	
Division Total: 82 - Fire Services			2,289,750	2,475,097	2,777,845	2,778,784	2,803,806	0.93%
Division: 83 - Facility Maintenance								
	531	Maintenance Service	25,380	23,022	31,260	20,000	27,280	

City of Geneva								
Budget Worksheet Report								
	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Expenditures								
Department: 80 - Fire								
Account Classification Total: 53 - Maintenance Services			25,380	23,022	31,260	20,000	27,280	
	562	Telephone	1,670	2,609	1,800	1,500	-	
Account Classification Total: 56 - Communications			1,670	2,609	1,800	1,500		-
	581	Utilities	14,265	15,954	17,935	20	-	
Account Classification Total: 58 - Service Charges			14,265	15,954	17,935	20		-
	595	Rentals	-	-	-	24	-	
	599	Other Contractual Services	-	-	-	614	-	
Account Classification Total: 59 - Other Contractual Services			-	-	-	638		-
	601	Maintenance Supplies	2,237	4,412	4,810	10,000	8,700	
Account Classification Total: 60 - 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	
Account Classification Total: 62 - General Supplies			18,882	23,538	26,770	25,355	27,320	
Division Total: 83 - Facility Maintenance			62,434	69,535	82,575	57,513	63,300	-23.34%
Division: 84 - ESDA								
	531	Maintenance Service	-	-	-	3,251	-	
Account Classification Total: 53 - Maintenance Services			-	-	-	3,251		-
	559	Other Professional Services	18,453	7,270	18,445	17,800	18,445	
Account Classification Total: 54 - 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	
Account Classification Total: 56 - Communications			4,825	5,201	6,100	6,033	6,300	
	573	Training	31	477	1,000	-	1,000	
Account Classification Total: 57 - Professional Development			31	477	1,000	-	1,000	
	581	Utilities	-	125	660	-	660	
Account Classification Total: 58 - Service Charges			-	125	660	-	660	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
<u>Expenditures</u>								
Department: 80 - Fire								
	592	General Insurance	2,602	1,495	-	-	-	
Account Classification Total: 59 - Other Contractual Services			2,602	1,495	-	-	-	
	622	Office Equipment	-	-	-	551	-	
	624	Operating Supplies	109	494	750	-	750	
	627	Motor Fuel & Lubricants	160	85	315	380	350	
	631	Clothing	-	516	1,000	520	1,000	
Account Classification Total: 62 - General Supplies			269	1,095	2,065	1,451	2,100	
Division Total: 84 - ESDA			26,180	15,663	28,270	28,535	28,505	0.83%
Department Total: 80 - Fire			3,224,840	3,605,528	3,720,095	3,721,033	3,749,295	0.78%
Operating Only					495,835		500,300	0.90%

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Expenditures								
Division: 91 - Streets								
Program: 05 - 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)	-	-	-	-	
	Account Classification Total: Personal Services		1,226,913	1,129,753	1,536,830	1,372,780	1,497,599	
	531	Maintenance Service	86,655	84,503	61,815	50,902	59,380	
	Account Classification Total: 53 - Maintenance Services		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	-	
	Account Classification Total: 54 - Professional Services		-	-	3,000	2,850	3,200	
	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	
	Account Classification Total: 56 - Communications		3,038	4,025	3,580	3,950	3,800	
	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	
	Account Classification Total: 57 - Professional Development		2,055	2,038	3,145	4,100	3,250	
	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	
	Account Classification Total: 58 - Service Charges		4,953	5,487	17,305	14,265	16,020	
	592	General Insurance	41,224	50,097	-	-	-	
	595	Rentals	6,938	5,243	5,645	1,010	1,020	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Expenditures								
Division: 91 - Streets								
	599	Other Contractual Services	-	-	200	130	200	
Account Classification Total: 59 - Other Contractual Services			48,176	55,339	5,845	1,140	1,220	
	601	Maintenance Supplies	98,708	75,461	50,190	5,245	1,750	
Account Classification Total: 60 - 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	
Account Classification Total: 62 - General Supplies			70,421	66,996	86,110	87,360	162,420	
	662	Film/Video	-	-	1,000	996	1,000	
Account Classification Total: 66 - Non-Print Materials			-	-	1,000	996	1,000	
	815	Capital Outlay	1,572,784	-	-	-	-	
Account Classification Total: 800 - Capital Outlay			1,572,784	-	-	-	-	
Program Total: 05 - General Maintenance			3,113,703	1,423,603	1,768,820	1,543,588	1,749,639	-1.08%
Program: 10 - Snow Control								
	531	Maintenance Service	29,067	4,711	35,360	17,500	35,360	
Account Classification Total: 53 - Maintenance Services			29,067	4,711	35,360	17,500	35,360	
	559	Other Professional Services	-	-	500	1,000	1,500	
Account Classification Total: 54 - Professional Services			-	-	500	1,000	1,500	
	592	General Insurance	6,993	5,364	-	-	-	
Account Classification Total: 59 - Other Contractual Services			6,993	5,364	-	-	-	
	601	Maintenance Supplies	200,591	155,759	104,250	104,250	104,250	
Account Classification Total: 60 - Maintenance Supplies			200,591	155,759	104,250	104,250	104,250	
	624	Operating Supplies	-	-	1,000	1,100	1,000	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Expenditures								
Division: 91 - Streets								
Account Classification Total: 62 - General Supplies			-	-	1,000	1,100	1,000	
Program Total: 10 - Snow Control			236,652	165,834	141,110	123,850	142,110	0.71%
Program: 15 - Forestry								
	531	Maintenance Service	22,741	18,347	44,200	46,000	46,000	
Account Classification Total: 53 - Maintenance Services			22,741	18,347	44,200	46,000	46,000	
	559	Other Professional Services	-	-	2,000	15,000	2,000	
Account Classification Total: 54 - Professional Services			-	-	2,000	15,000	2,000	
	564	Printing	-	-	500	500	500	
Account Classification Total: 56 - Communications			-	-	500	500	500	
	587	Mosquito Abatement	77,440	70,981	78,000	44,150	60,000	
Account Classification Total: 58 - Service Charges			77,440	70,981	78,000	44,150	60,000	
	592	General Insurance	23,741	20,317	-	-	-	
	599	Other Contractual Services	-	-	-	15,000	-	
Account Classification Total: 59 - Other Contractual Services			23,741	20,317	-	15,000	-	
	601	Maintenance Supplies	-	-	1,500	1,500	1,500	
Account Classification Total: 60 - 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	
Account Classification Total: 62 - General Supplies			95,197	144,963	41,635	42,500	2,200	
Program Total: 15 - Forestry			219,119	254,609	167,835	164,650	112,200	-33.15%
Total: Streets			3,569,474	1,844,046	2,077,765	1,832,088	2,003,949	-3.55%
Program: 50 - Fleet Services								
	501	Wages - Regular	136,443	126,409	138,815	138,815	142,307	
	503	Overtime	-	120	8,770	150	10,830	
	504	Stand-By	-	-	-	-	-	
	521	Group Insurance	16,037	15,999	20,365	19,355	22,499	
	522	Medicare	-	-	-	1,130	2,064	

City of Geneva								
Budget Worksheet Report								
	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Expenditures								
Division: 91 - Streets								
	523	Social Security	-	-	11,290	9,225	8,828	
	524	IMRF	-	-	17,905	17,075	18,594	
Account Classification Total: Personal Services			152,481	142,528	197,145	185,750	205,122	
	531	Maintenance Service	8,435	7,090	49,780	60,000	43,000	
Account Classification Total: 53 - Maintenance Services			8,435	7,090	49,780	60,000	43,000	
	571	Dues	-	-	1,600	1,580	500	
	573	Training	30	55	450	450	450	
Account Classification Total: 57 - Professional Development			30	55	2,050	2,030	950	
	581	Utilities	6,825	11,180	1,830	-	-	
Account Classification Total: 58 - Service Charges			6,825	11,180	1,830	-	-	
	592	General Insurance	7,497	6,157	-	-	-	
	595	Rentals	917	1,547	1,250	1,250	1,250	
Account Classification Total: 59 - Other Contractual Services			8,414	7,704	1,250	1,250	1,250	
	601	Maintenance Supplies	59,817	82,125	46,500	59,500	55,500	
Account Classification Total: 60 - 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	-	
Account Classification Total: 62 - General Supplies			10,226	13,419	29,000	25,300	19,200	
Program Total: 50 - Fleet Services			246,228	264,100	327,555	333,830	325,022	-0.77%
Division Total: 91 - Streets & Fleet			3,815,702	2,108,146	2,405,320	2,165,918	2,328,971	-3.17%
Operating Only					671,345		626,250	-6.72%

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Expenditures								
Division: 93 - 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	
	Account Classification Total: Personal Services		335,126	338,359	310,380	294,030	283,566	
	531	Maintenance Service	-	-	5,000	5,000	5,000	
	Account Classification Total: 53 - Maintenance Services		-	-	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	
	Account Classification Total: 54 - Professional Services		9,160	9,910	13,500	11,720	14,000	
	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	
	Account Classification Total: 56 - Communications		4,262	5,766	5,600	5,100	5,810	
	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	
	Account Classification Total: 57 - Professional Development		4,081	5,202	4,450	4,450	4,280	
	581	Utilities	5,632	6,015	7,270	7,270	-	
	Account Classification Total: 58 - Service Charges		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	
	Account Classification Total: 59 - Other Contractual Services		8,363	10,966	1,545	1,655	755	
	601	Maintenance Supplies	5,494	3,970	6,500	6,500	5,000	
	Account Classification Total: 60 - Maintenance Supplies		5,494	3,970	6,500	6,500	5,000	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Expenditures								
Division: 93 - Engineering								
	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 Charges	-	-	170	250	200	
	Account Classification Total: 62 - General Supplies		8,512	7,336	11,675	10,775	11,330	
	Program Total: 00 - Engineering		380,631	387,525	365,920	346,500	329,741	-9.89%
	501	Wages - Regular	-	-	-	-	12,702	
	521	Group Insurance	-	-	-	-	2,299	
	522	Medicare	-	-	-	-	185	
	523	Social Security	-	-	-	-	788	
	524	IMRF	-	-	-	-	1,659	
	Account Classification Total: Personal Services		-	-	-	-	17,633	
	Program Total: 73 - GIS		-	-	-	-	17,633	
	Division Total: 93 - Engineering		380,631	387,525	365,920	346,500	347,374	-5.07%
Division: 94 - 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	
	Account Classification 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	
	Account Classification Total: 53 - Maintenance Services		15,445	15,484	12,500	1,000	10,500	
	592	General Insurance	2,676	2,030	-	-	-	
	Account Classification Total: 59 - Other Contractual Services		2,676	2,030	-	-	-	
	601	Maintenance Supplies	-	-	2,500	1,000	4,500	

City of Geneva								
Budget Worksheet Report								
	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Expenditures								
Division: 93 - Engineering								
Account Classification Total: 60 - Maintenance Supplies			-	-	2,500	1,000	4,500	
	914	State/Federal Permit Fees	-	-	-	1,000	1,000	
Account Classification Total: 910 - Other Expenditures			-	-	-	1,000	1,000	
Division Total: 94 - Storm Drainage			48,068	47,809	52,750	40,355	55,255	4.75%
Total: Engineering & Storm Drainage			428,699	435,333	418,670	386,855	402,629	-3.83%
Operating Only					70,540		62,175	-11.86%

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 410 - General Capital Projects								
<u>Revenues</u>								
	447	Federal Grants	-	85,050	162,000	-	-	
	448	State/Local Grants	-	55,157	-	157,174	55,800	
	Account Classification Total: 44 - Intergovernmental Revenues		-	140,207	162,000	157,174	55,800	
	471	General Government Fees	-	-	-	-	25,000	
	Account Classification Total: 47 - Service Fees		-	-	-	-	25,000	
	481	Interest Income	-	46	50	-	50	
	483	Insurance & Property Damage	-	-	-	14,006	-	
	Account Classification Total: 48 - Other Revenues		-	46	50	14,006	50	
	491	Interfund Transfers In	484,350	547,500	383,270	322,187	508,775	
	499	Reappropriation	-	-	2,800	-	-	
	Account Classification Total: 49 - Other Financing Sources		484,350	547,500	386,070	322,187	508,775	
	Revenues Total		484,350	687,753	548,120	493,367	589,625	7.57%
<u>Expenditures</u>								
	805	Land	-	-	-	-	-	
	810	Buildings & Improvements	-	75,684	66,200	52,464	69,750	
	815	Improvements Other than Buildings	-	180,479	180,000	-	6,000	
	815.05	Improvements Other than Buildings Improvement Other than Buildings	-	-	104,350	69,957	91,600	
	815.10	Improvements Other than Buildings Streets	-	-	-	-	-	
	815.15	Improvements Other than Buildings Storm Sewers	-	-	-	-	-	
	815.20	Improvements Other than Buildings Bridges/Culverts	-	-	-	-	-	
	815.40	Improvements Other than Buildings Parking Lots	-	-	8,000	20,000	55,500	
	820	Machinery & Equipment	-	99,450	98,770	295,146	134,650	
	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	
	Account Classification Total: 800 - Capital Outlay		-	1,146,838	548,120	493,367	589,625	
	Expenditures Total		-	1,146,838	548,120	493,367	589,625	7.57%

City of Geneva								
Budget Worksheet Report								
	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 410 - General Capital Projects								
		Net Grand Totals:	484,350	(459,085)	-	-	-	
		Beginning Fund Balance	-	484,350		25,265	25,265	
		Net Change in Fund Balance	484,350	(459,085)		-	-	
		Ending Fund Balance	484,350	25,265		25,265	25,265	



FY 2013-14 CAPITAL REQUEST

Department: Administrative Services, I.T. Division Fund Number: 410; 620; 630 Account Number: 835	Priority Ranking: Submitted By: Peter Collins Date: March 12, 2013
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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>Net Cost</u>
Cisco 10G Network Switch and optical connectors	2	5/1/2013	\$9,000 each

Justification For Request (Attach separate sheet if necessary):

Geneva has an opportunity to increase connectivity speeds to all city servers. With the recent upgrade of much of the fiber optic networking gear, most city sites have increased their network backbone speed to 10G. However, City Hall was not part of these upgrades, yet it houses all city servers. Upgrading the network equipment within City Hall would allow those increased speeds to encompass our server room as well, which would allow greater access speeds for all city users.

Equipment Info - Cisco Catalyst 2960S 48-Port Gige PoE 740W Ethernet Switch, 2 x 10G SFP and required 10 G SFP interfaces.

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 to current or future operating budgets.



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:

<i>Replaced Item:</i> Description: Two Cisco 3550s Fixed Asset Number: Vehicle Number: Serial Number: Age: Year: 2005 Mileage: Estimated Value:	<i>Disposition of Replaced Item (Check all that apply)</i> Use by Another department:* Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: Which Auction:
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FY 2013-14 CAPITAL REQUEST

Department: Administrative Services, I.T. Division Fund Number: 410 Account Number: 835	Priority Ranking: Submitted By: Peter Collins Date: March 12, 2013
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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>Net Cost</u>
Update City PCs to Windows 7		5/1/2013	\$8,500

Justification For Request (Attach separate sheet if necessary):

In recent years, as Geneva has purchased new computers with Windows 7, I.T. staff has downgraded those machines to Windows XP to allow for a “unified desktop” across all City pcs. With past purchases, and anticipated purchases in FY2013-2014, Geneva has many of the required licenses and would like to purchase the rest to allow I.T. staff the ability to move all users to Windows 7. As Windows XP is “end of life” and no longer supported by Microsoft, and newer versions of software (Internet Explorer) and Windows XP software patches will no longer be released, I.T. staff believe it is essential to migrate to provide stable computer offerings to Geneva’s employees.

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 perceived impact on future budgets. Purchase will allow I.T. staff to continue to provide stable computer services to 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:

<i>Replaced Item:</i> Description: Fixed Asset Number: Vehicle Number: Serial Number: Age: Year: 2005 Mileage: Estimated Value:	<i>Disposition of Replaced Item (Check all that apply)</i> Use by Another department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: Which Auction:
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FY 2013-14 CAPITAL REQUEST

Department: Administrative Services Fund Number: 410 Account Number: 410.40.42.95-835	Priority Ranking: Submitted By: Stephanie Dawkins Date: March 11, 2013
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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>Net Cost</u>
Computer Replacements			\$32,900

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).

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:

Replaced Item: Description: Fixed Asset Number: Vehicle Number: Serial Number: Age: Year: Mileage: Estimated Value:	Disposition of Replaced Item (Check all that apply) Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: Which Auction:
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FY 2013-14 CAPITAL REQUEST

Department: Administrative Services, I.T. Division	Priority Ranking:
Fund Number: 410	Submitted By: Peter Collins
Account Number:40.42.95-835	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>Net Cost</u>
Various Upgrades to A/V Equipment in City Council Chambers		5/1/2013	\$25,000

Justification For Request (Attach separate sheet if necessary):

As Geneva has continued to broadcast Committee of the Whole & City Council Meetings from City Hall, some shortcomings of the original implementation of the Audio/Video equipment have become more noticeable through continued operation. Among them:

1. Need for a three-camera system for recording meetings and required monitoring/switching equipment.
2. Need for ceiling microphones over audience.
3. General repairs to existing microphones and equipment.

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 perceived impact on future budgets.

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:

<p><i>Replaced Item:</i> Description: Fixed Asset Number: Vehicle Number: Serial Number: Age: Year: Mileage: Estimated Value:</p>	<p><i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: Which Auction:</p>
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FY 2013-14 CAPITAL REQUESTS

Department: Community Development Fund Number: 410 Account Number: 410.50.51.95	Priority Ranking: Submitted By: D. Schultze Date: 1/29/13
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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>Net Cost</u>
North Side Finance Division Light Improvements	3		\$2,250.00

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 \$2,250.00

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

<i>Replaced Item:</i> Description: Fixed Asset Number: Vehicle Number: Serial Number: Age: Year: Mileage: Estimated Value:	<i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: Which Auction:
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FY 2013-14 CAPITAL REQUESTS

Department: Community Development Fund Number: 410 Account Number: 410.50.51.95-810	Priority Ranking: Submitted By: D. Schultze Date: 1/29/13
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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>Net Cost</u>
City Hall, Building Counter, and Finance Panic Button	3		\$3,000.00

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:

<i>Replaced Item:</i> Description: Fixed Asset Number: Vehicle Number: Serial Number: Age: Year: Mileage: Estimated Value:	<i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: Which Auction:
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FY 2013-14 CAPITAL REQUESTS

Department: Community Development Fund Number: 410 Account Number: 410.50.51.95-810	Priority Ranking: Submitted By: D. Schultze Date: 1/29/13
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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>Net 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
(Fill in positive/negative dollar amount when applicable.)

\$700

Check One New Item: or Replaced Item: X

<i>Replaced Item:</i> Description: Fixed Asset Number: Vehicle Number: Serial Number: Age: Year: Mileage: Estimated Value:	<i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: Which Auction:
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FY 2013-14 CAPITAL REQUESTS

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

<i>Replaced Item:</i> Description: Fixed Asset Number: Vehicle Number: Serial Number: Age: Year: Mileage: Estimated Value:	<i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: Which Auction:
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FY 2013-14 CAPITAL REQUESTS

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

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

\$200

Check One New Item: or Replaced Item: X

<i>Replaced Item:</i> Description: Fixed Asset Number: Vehicle Number: Serial Number: Age: Year: Mileage: Estimated Value:	<i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: Which Auction:
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FY 2013-14 CAPITAL REQUESTS

Department: Community Development	Priority Ranking:
Fund Number:	Submitted By: D. Schultze
Account Number:	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>Net 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

<i>Replaced Item:</i>		<i>Disposition of Replaced Item (Check all that apply)</i>	
Description:	Ford Taurus Wgn	Use by Another Department:	
Fixed Asset Number:		Cost Control Center:	
Vehicle Number:	100	Use by Another Agency:	
Serial Number:		Which Agency:	
Age:	10 yrs	Trade In:	
Year:	2003	Trade In Value:	
Mileage:	33,000	Auction:	
Estimated Value:		Which Auction:	



FY 2013-14 CAPITAL REQUESTS

Department:	ED	Priority Ranking:	1
Fund Number:	410	Submitted By:	Ellen Divita
Account Number:	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>Net 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 a 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:

<i>Replaced Item:</i>	<i>Disposition of Replaced Item (Check all that apply)</i>
Description:	Use by Another Department:
Fixed Asset Number:	Cost Control Center:
Vehicle Number:	Use by Another Agency:
Serial Number:	Which Agency:
Age:	Trade In:
Year:	Trade In Value:
Mileage:	Auction:
Estimated Value:	Which Auction:



FY 2013-14 CAPITAL REQUESTS

Department:	ED/PW	Priority Ranking:	1
Fund Number:	410	Submitted By:	Ellen Divita
Account Number:	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>Net Cost</u>
Downtown Wayfinding Signage	1		\$70,000

Justification For Request (Attach separate sheet if necessary):

The City's commitment to Downtown resulted in a 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:

<i>Replaced Item:</i>	<i>Disposition of Replaced Item (Check all that apply)</i>
Description:	Use by Another Department: <input type="checkbox"/>
Fixed Asset Number:	Cost Control Center: <input type="checkbox"/>
Vehicle Number:	Use by Another Agency: <input type="checkbox"/>
Serial Number:	Which Agency: <input type="checkbox"/>
Age:	Trade In: <input type="checkbox"/>
Year:	Trade In Value: <input type="checkbox"/>
Mileage:	Auction: <input type="checkbox"/>
Estimated Value:	Which Auction: <input type="checkbox"/>



FY 2013-14 CAPITAL REQUESTS

Department: POLICE	Priority Ranking: 2
Fund Number: 410	Submitted By: Chief of Police Steve Mexin
Account Number: 70.00.95-820	Date: 11 March 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>Net Cost</u>
Body Armor For Individual Officers	9	TBD	\$5,850.00 (Total)

Justification For Request (Attach separate sheet if necessary):

Body armor for individual officers is scheduled to be replaced every 5 years. The nine budgeted for this year meet that requirement and are scheduled to be replaced. Not only is this replacement scheduled recommended by the manufacturer, but it is also required per the current labor agreement which covers patrol officers and detectives.

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 9 vests keeps the PD on the replacement schedule and maintains compliance with the current labor agreement.

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:

<p><i>Replaced Items:</i></p> <p>Description: Body Armor</p> <p>Fixed Asset Number:</p> <p>Vehicle Number:</p> <p>Serial Number:</p> <p>Age: 5 years old</p> <p>Year:</p> <p>Mileage:</p> <p>Estimated Value:</p>	<p><i>Disposition of Replaced Item (Check all that apply)</i></p> <p>Use by Another Department:</p> <p>Cost Control Center:</p> <p>Use by Another Agency:</p> <p>Which Agency:</p> <p>Trade In:</p> <p>Trade In Value:</p> <p>Auction:</p> <p>Which Auction:</p>
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FY 2013-14 CAPITAL REQUESTS

Department: POLICE	Priority Ranking: 3
Fund Number: 410	Submitted By: Chief of Police Steve Mexin
Account Number: 70.00.95-820	Date: 11 March 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>Net Cost</u>
Mobile Data Computers (Panasonic Toughbooks)	3	TBD	\$13,350.00 (Total)

Justification For Request (Attach separate sheet if necessary):

These 3 mobile data computers are to be used in marked patrol cars. They will be replacing two 2004 units and one 2005 unit. The newer MDC's will:

1. Process and deliver data faster to the officers.
2. Support more current technologies (i.e. GIS software which officers need and use regularly).
3. Have internal air cards compared to the external ones used now. These will be less likely to be damaged.
4. Help us get on a regular replacement schedule with the MDC's.

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.)

While there is always a potential for maintenance or repair costs related to any piece of equipment, it is likely maintenance costs will be less with these newer MDC's than if we were to maintain older, less reliable equipment, such as the MDC's that these will be replacing.

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:

<i>Replaced Items:</i>	<i>Disposition of Replaced Item (Check all that apply)</i>
Description: Motorola ML900's MDC's	Use by Another Department: <input type="checkbox"/>
Fixed Asset Number:	Cost Control Center: <input type="checkbox"/>
Vehicle Number:	Use by Another Agency: <input type="checkbox"/>
Serial Number:	Which Agency: <input type="checkbox"/>
Age: 8 to 9 years old	Trade In: <input type="checkbox"/>
Year:	Trade In Value: <input type="checkbox"/>
Mileage:	Auction: <input type="checkbox"/>
Estimated Value:	Which Auction: <input type="checkbox"/>





FY 2013-14 CAPITAL REQUESTS

Department: POLICE Fund Number: 410 Account Number: 70.00.95-820	Priority Ranking: 6 Submitted By: Chief of Police Steve Mexin Date: 11 March 2013
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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>Net Cost</u>
Radar Units	5	TBD	\$7,000.00 (Total)

Justification For Request (Attach separate sheet if necessary):

These radar units/speed guns will be placed in the marked squad cars and used by the officers on a daily basis. The radar units these will be replacing are 1 1998 unit, 3 1999 units and 1 2000 unit. The PD has had to have radar units repaired 6 times in the past 12 months at a cost of, just over, \$1,100.00. These units are a vital piece of equipment needed for effective traffic enforcement and it is important to maintain reliable equipment for this purpose.

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 repair costs of older, less reliable units.

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:

<i>Replaced Items:</i> Description: MPH dash mounted Radar Units Fixed Asset Number: Vehicle Number: Serial Number: Age: one 15 years old, 3 14 years and one 13 years old. Year: Mileage: Estimated Value:	<i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: Which Auction:
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Speedgun® Pro

Advanced speed enforcement tools for traffic professionals

Speedgun Pro is the most advanced series of radars available. They can be used as handheld radars, or they can be mounted to a vehicle for moving use. For handheld use, the radar can be powered by the vehicle, or it can operate from internal rechargeable batteries, enclosed in the radar's removable handle.

Speedgun Pro is small and lightweight, outperforming the competition in both categories.

The radar can be ordered in stationary/moving and stationary-only versions.



Features

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- | | |
|--|--|
| Patented directional technology | Measure targets in only one selected direction, or measure in both directions and let Speedgun Pro tell you the direction the vehicle is travelling. |
| POP technology | Speedgun Pro measure speeds without activating radar detectors. |
| Fastest vehicle mode | Begin tracking fast vehicles before they see you and slow down. |
| Rugged polycarbonate housing | Reinforced to resist damage due to drops and hard law enforcement use. |
| Rubberized grip surfaces | Helps maintain grip, and reduces fatigue from long use. Customize the radar by adding your favorite M1911 Government rifle grip. |
| Superior battery capacity | Won't cut out on you when you need it. |
| Large, lighted LCD touchscreen display | Large displays make speed easy to see. Control most functions from the touchscreen, or from an optional remote control. |

The company: MPH Industries, Inc. specializes in speed measurement. Formed in 1975, MPH is one of the largest suppliers of Doppler radars to Law Enforcement worldwide. Using our radar technology, we also have a large selection of speed displays and trailers. MPH offers a full line of traffic laser equipment, as well as several models of in-car video equipment.



FY 2013-14 CAPITAL REQUESTS

Department: POLICE	Priority Ranking: 5
Fund Number: 410	Submitted By: Chief of Police Steve Mexin
Account Number: 70.00.95-820	Date: 11 March 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>Net Cost</u>
Tasers	5	TBD	\$4,050.00 (Total)

Justification For Request (Attach separate sheet if necessary):

These Tasers are to be used by patrol officers. The officers carry and rely on these items on a daily basis. They will be replacing older, less reliable Tasers. Four of these Tasers are currently inoperable. To repair the units it would cost a minimum of \$525. The other Taser is 7 years old. These less lethal weapons must be dependable when carried by the officers. Their personal safety and the safety of others depends on it.

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 repair costs of older, less reliable units.

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:

<i>Replaced Items:</i>		<i>Disposition of Replaced Item (Check all that apply)</i>
Description:	Tasers	Use by Another Department:
Fixed Asset Number:		Cost Control Center:
Vehicle Number:		Use by Another Agency:
Serial Number:		Which Agency:
Age:	7 years old	Trade In:
Year:		Trade In Value:
Mileage:		Auction:
Estimated Value:		Which Auction:



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In 1,201 cases 99.75% people subjected to a TASER CEW had no significant injuries



Extensively Studied

Currently there are more than 250 major medical and scientific studies, abstracts, and reports on TASER CEW Safety



FY 2013-14 CAPITAL REQUESTS

Department: POLICE Fund Number: 410 Account Number: 70.00.95-820	Priority Ranking: 4 Submitted By: Chief of Police Steve Mexin Date: 11 March 2013
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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>Net Cost</u>
Vertex 921 Portable Radios	6	TBD	\$5,400.00 (Total)

Justification For Request (Attach separate sheet if necessary):

These portable radios will be used by patrol officers. They will be replacing 2009 radios which will be rotated to our back-up supply of radios which are kept on hand to be used when radios are sent out for repair or additional manpower is needed. By moving the 2009 radios to our back-up supply, we can eliminate radios that range from 8 years old to 10 years old. Purchasing these radios will also allow us to move closer to a reasonable replacement schedule which will prevent large numbers of radios needing to be replaced all at the same time at some point during the next few years.

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.)

While there is always a potential for maintenance or repair costs related to any piece of equipment, it is likely maintenance costs will be less with these newer radios than if we were to maintain older, less reliable equipment, such as the radios that these will be replacing.

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:

<i>Replaced Items:</i> Description HT1000 Portable Radios Fixed Asset Number: Vehicle Number: Serial Number: Age: 8 to 10 years old Year: Mileage: Estimated Value:	<i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: Which Auction:
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VX-920/970 Series

VHF/UHF Portable Radios

SPECIFICATION SHEET

Dependable Communications For Long-Term Reliability

The VX-920/970 Series is ready to respond when you are with state-of-the-art engineering and a wide array of features, providing great value in its class.

Withstands Harsh Environments

Rain, snow, fire suppression spray and dust are no problem for these radios manufactured to strict IP ratings. The VX-920 series meets international waterproofing standard IP57 where water does not harm the radio when submersed to a depth of 3 feet for up to 30 minutes. For more demanding environments, the VX-970 series meets the industry best IP68 waterproofing standard and is able to perform after submersion in water to a depth of 6 feet for 3 hours.

Intrinsically Safe

The VX-920/970 Series comes in intrinsically safe options that meet the SGS requirements of ANSI/UL913 6th Edition for Class I, Division I, Groups A-D, Class II, Groups E-G; and Class III for use in hazardous locations.

Never Miss An Important Call

Includes DTMF paging and unmatched flexibility in scanning features that are designed to optimize operation in a wide variety of environments. In addition to basic scan, you also get Priority, Dual Watch, Follow-me, Follow-me Dual Watch and Talk Around scanning with a programmable home channel function built-in.

When Safety Counts – Never Be Alone

When help is needed, the VX-920/970 Series has Emergency notification that will switch to a designated channel and send an emergency alert. The radios also include Remote Listen which turns the radio on remotely if needed to check out what is happening near the radio.

Loud Audio For Noisy Environments

With 700 mW audio output, be assured of hearing critical information you need.

Dual-Band Receive For Enhanced Communications

With the Sub-Receiver option, get dual-band receive for greater flexibility and multi-agency interoperability when full situational awareness at all times is a must. Single VHF or UHF transmit with dual-band receive makes Public Safety operations less stressful and more productive.



The Vertex Standard Difference
Our number one goal is achieving superior customer satisfaction by delivering products and services that exceed your expectations. Vertex Standard radios are built to last and are backed by an industry-leading 3 year warranty – another great reason to choose Vertex Standard. Ask your Dealer for more details.





FY 2013-14 CAPITAL REQUESTS

Department: POLICE Fund Number: 410 Account Number: 70.00.95-825	Priority Ranking: 1 Submitted By: Chief of Police Steve Mexin Date: 11 March 2013
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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>Net Cost</u>
Police Vehicles	2	TBD	\$48,125.00 (Total)

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

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

\$

Check One New Item: or Replaced Item:

<p><i>Replaced Items:</i> Description: Two Crown Victorias Fixed Asset Number: Vehicle Number: 46 and 43 Serial Number: Age: 10 and 8 years respectively Year: 2003 and 2005 Mileage: More than 145,000 each Estimated Value:</p>	<p><i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: Which Auction:</p>
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FY 2013-14 CAPITAL REQUEST

Department: Fire (80)	Priority Ranking: High
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>Net Cost</u>
Replacement of Station 2 HVAC	1	2 nd Quarter FY	\$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***

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

\$

Check One New Item: or Replaced Item:

<p><i>Replaced Item:</i> Description: Three forced air furnaces / AC units. Fixed Asset Number: Vehicle Number: Serial Number: Age: 20 Year: 1993 Mileage: Estimated Value:</p>	<p><i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: No Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: Which Auction:</p>
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FY 2013-14 CAPITAL REQUEST

Department: Fire (80)	Priority Ranking: High
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>Net Cost</u>
Relocate the ESDA radio base station	1	1st Quarter FY	\$6,000

Justification For Request (Attach separate sheet if necessary):

For a number of years the ESDA volunteers has 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:

<p><i>Replaced Item:</i> Description: Relocate ESDA base station & antennae Fixed Asset Number: Vehicle Number: Serial Number: Age: Year: Mileage: Estimated Value:</p>	<p><i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: No Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: Which Auction:</p>
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FY 2013-14 CAPITAL REQUEST

Department: Fire (80)	Priority Ranking: High
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>Net Cost</u>
Replace the electric hydraulic pump for the Hurst Tool carried on Squad 207.	1	1st Quarter FY	\$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:

<p><i>Replaced Item:</i> Description: Relocate Hurst Tool hydraulic pump Fixed Asset Number: Vehicle Number: Serial Number: Age: Year: Mileage: Estimated Value:</p>	<p><i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: No Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: Which Auction:</p>
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FY 2013-14 CAPITAL REQUEST

Department: Fire (80) Fund Number: 410 Account Number: 80.00.95-820	Priority Ranking: High Submitted By: S. Olson Date: 3/18/13
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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>Net Cost</u>
Replace Station 2 lawn tractor.	1	1st Quarter FY	\$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 a 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

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

\$500-\$1000

Check One New Item: or Replaced Item:

<i>Replaced Item:</i> Description: Replace Station 2 lawn tractor. Fixed Asset Number: Vehicle Number: Serial Number: Age: Year: Mileage: Estimated Value:	<i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: No Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: Which Auction:
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FY 2013-14 CAPITAL REQUEST

Department: Fire (80)	Priority Ranking: High
Fund Number: 410	Submitted By: S. Olson
Account Number:	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>Net Cost</u>
Replacement radio pagers.	10	2 nd Quarter FY	\$4,100

Justification For Request (Attach separate sheet if necessary):

All Paid On Call and career (who live within 10 miles of the city limits) are assigned a radio pager that is used to alert them when the department is dispatched to an incident. The City was successful in replacing 54 of the units in 2009 under a Federal grant. Over those four years the Paid On call ranks have increased and three of those pagers have been lost to theft. To avoid having to replace the entire group in 10 years staff is working to establish a replacement schedule of 10 units annually to spread the financial impact out over time. This technology has proven to be very stable and reliable. However, staff has started to investigate the use of email and/or text messaging to portable devices such as a smart phone as a potential alternate.

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 will not reduce the immediate budget costs. However, this will serve to better manage the financial impact by creating a regular replacement schedule that spreads the costs out over several years.

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:

<p><i>Replaced Item:</i> Description: Replacement pagers Fixed Asset Number: Vehicle Number: Serial Number: Age: Year: Mileage: Estimated Value:</p>	<p><i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: No Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: Which Auction:</p>
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FY 2013-14 CAPITAL REQUEST

Department: Fire (80)	Priority Ranking: High
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>Net Cost</u>
Personal Protective Equipment.	10	3rd Quarter FY	\$16,000

Justification For Request (Attach separate sheet if necessary):

The protective clothing (PPE) worn by the firefighters during most responses consists of a coat, pants, boots, flame retardant hood and gloves. Under the standards promulgated by the National Fire Protection Association PPE – especially the coat and pants are to be replaced every 5 years assuming no inordinate wear or tear has taken place in that period. Staff has been successful in obtaining grants to fund the replacement of worn gear but as Federal grant sources continue to shrink the need for a continued level of funding for PPE replacement grows.

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 program has been underfunded for several years and will require a constant level to effectively maintain the protective clothing consistent with the results of an annual evaluation by the department Safety Officer and manufacturer recommendations.

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:

<p><i>Replaced Item:</i> Description: Replacement of personal protective equipment (PPE) Fixed Asset Number: Vehicle Number: Serial Number: Age: Year: Mileage: Estimated Value:</p>	<p><i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: No Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: Which Auction:</p>
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FY 2013-14 CAPITAL REQUEST

Department: Fire (80) Fund Number: 410 Account Number: 410.80.00.95-820	Priority Ranking: High Submitted By: S. Olson Date: 3/18/13
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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>Net Cost</u>
Self Contained Breathing Apparatus.	5	3rd Quarter FY	\$21,600

Justification For Request (Attach separate sheet if necessary):

Self Contained Breathing Apparatus (SCBA) is a central part of the city respiratory protection program and used by firefighters whenever they are entering an area with an atmosphere considered to be immediately dangerous to life and health (ILDH) or could change to an IDLH atmosphere. As such, the equipment is used daily in a wide variety of situations. This budget amount is slated for the replacement of 4 to 5 SCBA units in the coming year. The final numbers that are replaced will be determined by the results of the bidding process. This project seeks to spread the replacement of this equipment over several years rather than allow the cost to build into unmanageable amount total expenditure.

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 will increase the capital budget which has been underfunded in the past budget years. It does however, start the process of spreading the financial impact of maintaining the SCBA over several years making it a more manageable project.

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:

<i>Replaced Item:</i> Description: Replacement of self-contained breathing apparatus. Fixed Asset Number: Vehicle Number: Serial Number: Age: Year: Mileage: Estimated Value:	<i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: No Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: Which Auction:
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FY 2013-14 CAPITAL REQUESTS

Department: PW - Street Fund Number: 410 Split between Street, Water and Electric Account Number: 90.00.95-825	Priority Ranking: #1 Submitted By: Chris Bong Date: 3/11/2013
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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>Net 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.

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.)

Estimated operating budget annual dollar: (Check one) \$10,000

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

Check One New Item: or Replaced Item:

<i>Replaced Item:</i> Description: Arrow Board Fixed Asset Number: Vehicle Number: 136 Serial Number: Age: 18 Years Year: 1995 Mileage: NA Hours Estimated Value:	<i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: No Trade In Value: Auction: Which Auction:
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FY 2013-14 CAPITAL REQUESTS

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

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) \$10,000

Increase
 Decrease
 No impact

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

Check One New Item: or Replaced Item: x

<i>Replaced Item:</i> Description: Backhoe Fixed Asset Number: Vehicle Number: G-63 Serial Number: Age: 18 Years Year:1995 Mileage: 6,000 Hours Estimated Value:	<i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: Yes Trade In Value:\$6,000 Auction: Which Auction:
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FY 2013-14 CAPITAL REQUESTS

Department: PW - Street	Priority Ranking: #1
Fund Number: 410	Submitted By: Chris Bong
Account Number: 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>Net 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) \$10,000

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

Check One New Item: or Replaced Item: x

<p><i>Replaced Item:</i> Description: Spreader Fixed Asset Number: Vehicle Number: 84 Serial Number: Age: 8 Year:2005 Mileage: 1005 Hours Estimated Value:</p>	<p><i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: Yes Trade In Value: \$3,000 Auction: Which Auction:</p>
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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>Net 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) \$10,000

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

Check One New Item: or Replaced Item: x

<p><i>Replaced Item:</i> Description: Spreader Fixed Asset Number: Vehicle Number: 105 Serial Number: Age: 21 Year:1992 Mileage: 157,522 Estimated Value:</p>	<p><i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: Yes Trade In Value: \$500 Auction: Which Auction:</p>
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FY 2013-14 CAPITAL REQUESTS

Department: PW - Street	Priority Ranking: #2
Fund Number: 410	Submitted By: Chris Bong
Account Number: 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>Net 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) \$10,000

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

Check One New Item: or Replaced Item: x

<p><i>Replaced Item:</i> Description: 1 Ton Dump 390 Fixed Asset Number: Vehicle Number: 390 Serial Number: Age: 16 Year:1997 Mileage: 84,338 Estimated Value:</p>	<p><i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: Yes Trade In Value: \$500 Auction: Which Auction:</p>
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FY 2013-14 CAPITAL REQUESTS

Department: PW - Street	Priority Ranking: #2
Fund Number: 410	Submitted By: Chris Bong
Account Number: 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>Net 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) \$10,000

Increase
Decrease
No impact

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

Check One New Item: or Replaced Item: x

<p><i>Replaced Item:</i> Description: Spreader Fixed Asset Number: Vehicle Number: for G-48 Serial Number: Age: 13 Year:2000 Mileage: 28,442 Hours Estimated Value:</p>	<p><i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: No Trade In Value: Auction: Which Auction:</p>
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FY 2013-14 CAPITAL REQUESTS

Department: PW - Street	Priority Ranking: #3
Fund Number: 410	Submitted By: Chris Bong
Account Number: 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>Net Cost</u>
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) \$10,000

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

Check One New Item: or Replaced Item: x

<p><i>Replaced Item:</i> Description: ½ Ton Pickup 86 Fixed Asset Number: Vehicle Number: 86 Serial Number: Age: 16 Year:1997 Mileage: 49,900 Estimated Value:</p>	<p><i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: Yes Trade In Value: \$500 Auction: Which Auction:</p>
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City of Geneva								
Budget Worksheet Report								
	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 City Administrator	Percent Change
Fund: 415 - Infrastructure Capital Projects								
<u>Revenues</u>								
	441	Non-Home Rule 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	
Account Classification Total: 44 - Intergovernmental Revenues			-	2,536,167	2,240,000	2,120,000	3,587,000	
	471	General Government Fees	-	27,150	-	25,000	25,000	
Account Classification Total: 47 - 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	-	-	-	
Account Classification Total: 48 - Other Revenues			-	5,561	5,050	4,340	5,100	
	491	Interfund Transfers In	-	-	-	-	505,735	
	499	Reappropriation	-	-	703,690	-	516,165	
Account Classification Total: 49 - Other Financing Sources			-	-	703,690	-	1,021,900	
Revenues Total			-	2,568,878	2,948,740	2,149,340	4,639,000	165.02%
<u>Expenditures</u>								
	815.05	Improvements - 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	
Account Classification Total: 800 - Capital Outlay			-	1,367,475	2,948,740	2,387,490	4,639,000	
Expenditures Total			-	1,367,475	2,948,740	2,387,490	4,639,000	115.49%
Net Grand Totals:			-	1,201,402	-	(238,150)	-	
		Beginning Fund Balance	-	-		1,201,402	963,252	
		Net Change in Fund Balance	-	1,201,402		(238,150)	-	
		Reappropriation					(516,165)	
		Ending Fund Balance	-	1,201,402		963,252	447,087	



FY 2013-14 CAPITAL REQUEST

Department: Public Works/Engineering Fund Number: 415 Account Number: 90.91.95-815.05	Priority Ranking: Submitted By: Pamela Broviak Date: March 11, 2013
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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>Net Cost</u>
Campbell Street Parking Lot	1.0		\$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 need 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

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

\$2,000

Check One New Item: or Replaced Item:

<p><i>Replaced Item:</i> Description: Fixed Asset Number: Vehicle Number: Serial Number: Age: Year: Mileage: Estimated Value:</p>	<p><i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: Which Auction:</p>
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FY 2013-14 CAPITAL REQUEST

Department: Public Works/Engineering Fund Number: 415 Account Number:90.91.95-815.10	Priority Ranking: Submitted By: Pamela Broviak Date: March 11, 2013
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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>Net 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:

<i>Replaced Item:</i> Description: Fixed Asset Number: Vehicle Number: Serial Number: Age: Year: Mileage: Estimated Value:	<i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: Which Auction:
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City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 620 - Electric								
<u>Revenues</u>								
	455	Penalties	232,977	211,977	230,000	230,000	230,000	
Account Classification Total: 45 - Fines & Forfeits			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	
Account Classification Total: 46 - Service Charges			30,011,818	30,901,673	33,243,010	34,199,015	34,506,805	
	479	Disconnection/Reconnection Fees	-	-	-	505	500	
Account Classification Total: 47 - 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	
Account Classification Total: 48 - Other Revenues			1,243,222	272,428	110,800	209,303	175,000	
	499	Reappropriation	-	-	-	-	2,448,614	
Account Classification Total: 49 - Other Financing Sources			-	-	-	-	2,448,614	
Revenues Total			31,488,017	31,386,078	33,583,810	34,638,823	37,360,919	11.25%
<u>Expenditures</u>								
Program: 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	-	-	-	-	
Account Classification Total: Personal Services			961,023	529,828	563,620	542,440	556,756	
	531	Maintenance Service	-	-	-	-	2,375	
Account Classification Total: 53 - Maintenance Services			-	-	-	-	2,375	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 620 - Electric								
	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	
	Account Classification Total: 54 - Professional Services		25,727	51,038	84,335	100,365	125,070	
	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	
	Account Classification Total: 56 - Communications		21,048	24,091	27,075	25,385	29,395	
	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	
	Account Classification Total: 57 - Professional Development		23,881	24,563	35,110	35,110	35,550	
	585	Electric Purchases	22,138,663	21,712,865	23,040,950	25,021,960	25,377,620	
	Account Classification Total: 58 - Service Charges		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	
	Account Classification Total: 59 - Other Contractual Services		14,582	16,358	92,720	88,660	90,080	
	601	Maintenance Supplies	28,411	58,388	20	20	-	
	Account Classification Total: 60 - 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	
	Account Classification Total: 62 - General Supplies		2,980	5,598	8,095	6,940	7,930	
	642	Periodicals				86	-	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 620 - Electric								
Account Classification Total: 64 - Print Materials			-	-	-	86	-	
	663	Computer Software	-	-	620	620	620	
Account Classification Total: 66 - Non-Print Materials			-	-	620	620	620	
	918	Easements	-	-	200	165	200	
Account Classification Total: 910 - Other Expenditures			-	-	200	165	200	
Program Total: 20 - Administration			23,216,316	22,422,729	23,852,745	25,821,751	26,225,596	9.95%
Program: 25 - Operation & Maintenance								
	501	Wages - Regular	1,337,321	1,354,180	1,246,295	1,254,515	1,317,149	
	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	
Account Classification 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	
Account Classification Total: 53 - Maintenance Services			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	
Account Classification Total: 54 - Professional Services			-	-	8,600	7,463	10,500	
	561	Postage	71	-	-	-	-	
	564	Printing	-	-	40	40	-	
Account Classification Total: 56 - Communications			71	-	40	40	-	
	571	Dues	-	-	-	60	500	
	572	Travel	-	-	500	120	500	
	573	Training	2,545	2,032	3,735	4,139	3,735	
Account Classification Total: 57 - Professional Development			2,545	2,032	4,235	4,319	4,735	
	581	Utilities	4,488	5,744	4,575	2,505	4,575	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 620 - Electric								
	584	Landfill Charges	-	-	2,500	1,550	2,500	
	Account Classification Total: 58 - Service Charges		4,468	5,744	7,075	4,055	7,075	
	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	
	Account Classification Total: 59 - Other Contractual Services		92,311	70,658	109,345	108,445	113,700	
	601	Maintenance Supplies	70,669	61,537	57,860	58,575	64,860	
	Account Classification Total: 60 - 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	
	Account Classification Total: 62 - General Supplies		92,394	84,278	119,690	67,665	82,455	
	641	Books	-	-	275	350	275	
	Account Classification Total: 64 - Print Materials		-	-	275	350	275	
	662	Film/Video	-	-	1,000	995	1,000	
	663	Computer Software	-	-	5,800	5,750	-	
	Account Classification Total: 66 - Non-Print Materials		-	-	6,800	6,745	1,000	
	Program Total: 25 - Operation & Maintenance		2,098,309	2,413,447	2,601,140	2,391,387	2,711,106	4.23%
Program: 27 - Substations								
	531	Maintenance Service	-	-	-	-	-	
	Account Classification Total: 53 - Maintenance Services		-	-	-	-	-	
	599	Other Contractual Services	-	-	-	-	-	
	Account Classification Total: 59 - Other Contractual Services		-	-	-	-	-	
	601	Maintenance Supplies	-	-	-	15,045	17,415	
	Account Classification Total: 60 - Maintenance Supplies		-	-	-	15,045	17,415	
	624	Operating Supplies	-	-	-	-	-	
	626	Janitorial Supplies	-	-	-	-	-	
	627	Motor Fuel & Lubricants	-	-	-	-	-	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 620 - Electric								
Account Classification Total: 62 - General Supplies			-	-	-	-	-	
Program Total: 27 - Substations			-	-	-	15,045	17,415	
Program: 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	-	
	523	Social Security	134	3,619	3,805	2,900	-	
Account Classification 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	
Account Classification Total: 53 - Maintenance Services			5,144	5,649	18,500	23,890	26,250	
	550	Collection Service	71	1,196	2,500	1,750	2,500	
Account Classification Total: 54 - Professional Services			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	
Account Classification Total: 56 - Communications			30,359	33,068	34,680	32,995	38,800	
	592	General Insurance	6,466	4,429	8,325	8,325	8,740	
	595	Rentals	-	-	3,500	3,470	12,800	
Account Classification Total: 59 - Other Contractual Services			6,466	4,429	11,825	11,795	21,540	
Program Total: 30 - Customer Accounting			84,702	95,233	121,670	116,330	137,530	13.04%
Program: 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	-	
Account Classification 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	
Account Classification Total: 53 - Maintenance Services			153,309	134,397	193,660	190,350	193,660	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 620 - Electric								
	562	Telephone	-	-	2,100	1,510	4,105	
Account Classification Total: 56 - Communications			-	-	2,100	1,510	4,105	
	581	Utilities	721,815	446,436	665,345	565,610	665,340	
Account Classification Total: 58 - Service Charges			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	
Account Classification Total: 59 - Other Contractual Services			88,811	100,470	155,040	150,910	161,140	
	601	Maintenance Supplies	52,471	53,963	20,670	19,165	20,670	
Account Classification Total: 60 - Maintenance Supplies			52,471	53,963	20,670	19,165	20,670	
	624	Operating Supplies	16,484	9,076	5,945	4,860	5,945	
	627	Motor Fuel & Lubricants	-	-	30,000	27,805	30,000	
Account Classification Total: 62 - General Supplies			16,484	9,076	35,945	32,665	35,945	
	914	State/Federal Permit Fees	-	-	-	7,120	6,875	
Account Classification Total: 910 - Other Expenditures			-	-	-	7,120	6,875	
Program Total: 35 - Electric Generation			1,083,228	834,815	1,169,555	1,025,435	1,094,570	-6.41%
Program: 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	-	
	524	IMRF	-	3,701	5,550	1,100	-	
Account Classification Total: Personal Services			-	40,189	62,495	10,455	-	
Program Total: 40 - New Service			-	40,189	62,495	10,455	-	
Program: 45 - Fiber Optics								
	501	Wages - Regular	13,048	1,125	16,265	-	-	
	521	Group Insurance	-	-	2,740	-	-	
	522	Medicare	-	-	-	-	-	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 620 - Electric								
	523	Social Security	-	79	1,270	-	-	
	524	IMRF	-	133	1,975	-	-	
	Account Classification Total: Personal Services		13,048	1,337	22,250	-	-	
	531	Maintenance Service	-	-	14,870	14,870	14,870	
	Account Classification Total: 53 - Maintenance Services		-	-	14,870	14,870	14,870	
	595	Rentals	-	-	4,560	4,560	4,560	
	Account Classification Total: 59 - Other Contractual Services		-	-	4,560	4,560	4,560	
	601	Maintenance Supplies	1,985	12,195	270	405	500	
	Account Classification Total: 60 - Maintenance Supplies		1,985	12,195	270	405	500	
	663	Computer Software	-	-	-	-	620	
	Account Classification Total: 66 - Non-Print Materials		-	-	-	-	620	
	Program Total: 45 - Fiber Optics		15,033	13,532	41,950	19,835	20,550	-51.01%
Program: 73 - GIS								
	501	Wages - Regular	-	-	-	-	57,262	
	521	Group Insurance	-	-	-	-	9,897	
	522	Medicare	-	-	-	-	830	
	523	Social Security	-	-	-	-	3,550	
	524	IMRF	-	-	-	-	7,478	
	Account Classification Total: Personal Services		-	-	-	-	79,017	
	531	Maintenance Service	-	-	-	-	-	
	Account Classification Total: 53 - Maintenance Services		-	-	-	-	-	
	573	Training	-	-	-	-	-	
	Account Classification Total: 57 - Professional Development		-	-	-	-	-	
	595	Rentals	-	-	-	-	-	
	Account Classification Total: 59 - Other Contractual Services		-	-	-	-	-	
	601	Maintenance Supplies	-	-	-	-	-	
	Account Classification Total: 60 - Maintenance Supplies		-	-	-	-	-	
	621	Office Supplies	-	-	-	-	-	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 620 - Electric								
	622	Office Equipment	-	-	-	-	-	
	Account Classification Total: 62 - General Supplies		-	-	-	-	-	
	Program Total: 73 - GIS		-	-	-	-	79,017	
Program: 90 - Debt Service								
	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	-	-	
	Account Classification Total: 700 - 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	
	Account Classification Total: 910 - 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	-	-	-	
	Account Classification Total: 950 - Other Financing Uses		220,061	225,106	-	-	-	
	Program Total: 90 - Debt Service		2,878,819	2,609,261	2,490,785	2,448,320	4,027,770	61.71%
Program: 95 - Capital Outlay								
	805	Land	-	-	-	-	-	
	810	Buildings & Improvements	7,086	14,427	15,000	14,700	15,000	
	815.05	Improvements Other than Buildings Improvement Other than Buildings	-	18,066	368,625	328,455	207,500	
	815.25	Improvements Other than Buildings 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	

City of Geneva								
Budget Worksheet Report								
	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 620 - Electric								
Account Classification Total: 800 - Capital Outlay			62,549	114,556	3,045,170	2,907,530	3,047,365	
Program Total: 95 - Capital Outlay			62,549	114,556	3,045,170	2,907,530	3,047,365	0.07%
Expenditures Total			29,438,956	28,543,761	33,385,510	34,756,088	37,360,919	11.91%
Net Grand Totals:			2,049,061	2,842,317	198,300	(117,265)	-	
		Beginning Cash Balance				6,213,555	6,445,665	
		Net Change in Fund Balance				(117,265)	-	
		Depreciation				1,887,025	1,887,025	
		Debt Principal				(1,537,650)		
		Reappropriation					(2,448,614)	
		Ending Cash Balance				6,445,665	5,884,076	



FY 2013-14 CAPITAL REQUESTS

Department: Public Works Department Fund Number: 620.90.95 Account Number: 815.05	Priority Ranking: #2 Submitted By: Michael J. Buffington Date: 01/04/2013
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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>Net 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

An increase in the operating budget is expected for 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:

<i>Replaced Item:</i> Description: Fixed Asset Number: Vehicle Number: Serial Number: Age: Year: Mileage: Estimated Value:	<i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: Which Auction:
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FY 2013-14 CAPITAL REQUESTS

Department: Public Works Department Fund Number: 620.90.95 Account Number: 815.25	Priority Ranking: #1 Submitted By: Michael J. Buffington Date: 01/04/2013
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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>Net 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

Maintain availability of the GGF.

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

<i>Replaced Item:</i> Description: Fixed Asset Number: Vehicle Number: Serial Number: Age: Year: Mileage: Estimated Value:	<i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: Which Auction:
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FY 2013-14 CAPITAL REQUESTS

Department: Public Works Department Fund Number: 620.90.95 Account Number: 815.25	Priority Ranking: #1 Submitted By: Michael J. Buffington Date: 01/04/2013
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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>Net Cost</u>
Line Supplies 2014	1		\$341,585

Justification For Request (Attach separate sheet if necessary):

The annual purchase of line supplies needed for replacement/repair

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

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

Check One New Item: or Replaced Item: X

<i>Replaced Item:</i> Description: Fixed Asset Number: Vehicle Number: Serial Number: Age: Year: Mileage: Estimated Value:	<i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: Which Auction:
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FY 2013-14 CAPITAL REQUESTS

Department: Public Works Department Fund Number: 620.90.95 Account Number: 815.25	Priority Ranking: #1 Submitted By: Michael J. Buffington Date: 01/04/2013
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<u>Item Requested</u>	<u>Quantity</u>	<u>Purchase Date</u>	<u>Net Cost</u>
Meter Replacement 2014	1		\$: 9,000

Justification For Request (Attach separate sheet if necessary):

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

Maintain the revenue flow due to accurate metering

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

<i>Replaced Item:</i> Description: Fixed Asset Number: Vehicle Number: Serial Number: Age: Year: Mileage: Estimated Value:	<i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: Which Auction:
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FY 2013-14 CAPITAL REQUESTS

Department: Public Works Department Fund Number: 620.90.95 Account Number: 815.25	Priority Ranking: #1 Submitted By: Michael J. Buffington Date: 01/04/2014
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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>Net Cost</u>
Substation & Switch Automation	1		\$630,824

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

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

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

Check One New Item: or Replaced Item: X

<i>Replaced Item:</i> Description: Fixed Asset Number: Vehicle Number: Serial Number: Age: Year: Mileage: Estimated Value:	<i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: Which Auction:
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FY 2013-14 CAPITAL REQUESTS

Department: Public Works Department Fund Number: 620.90.95 Account Number: 815.25	Priority Ranking: #1 Submitted By: Michael J. Buffington Date: 01/04/2013
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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>Net 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 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 the Rt.31 west to 6th St, north to Peyton St and west to the alley

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***

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

Check One New Item: or Replaced Item: X

<i>Replaced Item:</i> Description: Fixed Asset Number: Vehicle Number: Serial Number: Age: Year: Mileage: Estimated Value:	<i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: Which Auction:
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FY 2013-14 CAPITAL REQUESTS

Department: Public Works Department Fund Number: 620.90.95 Account Number: 95-820	Priority Ranking: #1 Submitted By: Michael J. Buffington Date: 01/07/2013
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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>Net Cost</u>
Small Equipment Replacement	1		\$15,000

Justification For Request (Attach separate sheet if necessary):

Funding for annual general repairs at the Public Works building. The Electric, Water/Wastewater and General Capital Projects Fund will share the cost.

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:

<i>Replaced Item:</i> Description: Fixed Asset Number: Vehicle Number: Serial Number: Age: Year: Mileage: Estimated Value:	<i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: Which Auction:
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FY 2013-14 CAPITAL REQUESTS

Department: Public Works Department Fund Number: 620.90.95 Account Number: 95-820	Priority Ranking: #1 Submitted By: Michael J. Buffington Date: 01/07/2013
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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>Net 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

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:

<p><i>Replaced Item:</i> Description: Fixed Asset Number: Vehicle Number: Serial Number: Age: Year: Mileage: Estimated Value:</p>	<p><i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: Which Auction:</p>
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FY 2013-14 CAPITAL REQUESTS

Department: Public Works Department Fund Number: 620.90.95 Account Number: 825	Priority Ranking: #1 Submitted By: Michael J. Buffington Date: 01/23/2013
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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>Net 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 <ul style="list-style-type: none"> • 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 	<ul style="list-style-type: none"> • Decrease maintenance, labor costs & outside repairs
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Estimated operating budget annual dollar: (Check one)

Increase <input type="checkbox"/> Decrease <input checked="" type="checkbox"/> No impact <input type="checkbox"/>	\$5,000
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(Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item:

<i>Replaced Item:</i> Description: Utility Truck , FORD F450 4W crane Fixed Asset Number: Vehicle Number: G-114 Serial Number: 1FDXF47F6XEF00431 Age: 14 yrs Year 1999 Mileage: 47,487 Estimated Value: \$0	<i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: X Trade In Value: \$2,000 Auction: Which Auction: Ibid
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FY 2013-14 CAPITAL REQUESTS

Department: Public Works Department Fund Number: 620.90.95 Account Number: 825	Priority Ranking: #1 Submitted By: Michael J. Buffington Date: 01/23/2013
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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>Net Cost</u>
Van Truck, 1 Ton Cube	1	2001	\$ 56,255.00

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

- 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:

<p><i>Replaced Item:</i> Description: Van Truck, Chevy, G-3500, 1 Ton Cube Fixed Asset Number: Vehicle Number: G-3 Serial Number: 16BJG31R#11143006 Age: 12 yrs Year: 2001 Mileage: 50,806 Estimated Value: \$0</p>	<p><i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: X Trade In Value: \$2,000 Auction: Which Auction:</p>
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FY 2013-14 CAPITAL REQUESTS

Department: Public Works Department Fund Number: 620.90.95 Account Number: 825	Priority Ranking: #1 Submitted By: Michael J. Buffington Date: 01/23/2013
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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>Net Cost</u>
Wire Trailer 3 Reel	1	1979	\$30,000

Justification For Request (Attach separate sheet if necessary):

Replaces 1979 - 3 reel Wire Trailer – <ul style="list-style-type: none"> • Mileage insignificant, primary function is stationary • 408 months in service • Trailer scrapped for metal – reel brakes possibly can be reused 	
<ul style="list-style-type: none"> • Decrease maintenance, labor 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: X

<i>Replaced Item:</i> Description: 3 reel wire trailer Fixed Asset Number: Vehicle Number: G-72 Serial Number: N/A Age: 34 yrs Year: 1979 Mileage: N/A Estimated Value: \$0	<i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: Which Auction:
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FY 2013-14 CAPITAL REQUESTS

Department: Public Works Department Fund Number: 620.90.95 Account Number: 825	Priority Ranking: #1 Submitted By: Michael J. Buffington Date: 01/04/2013
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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>Net 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
-
- 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

<p><i>Replaced Item:</i> Description: DIGGER/DERRICK International 4900 Fixed Asset Number: Vehicle Number: G-88 Serial Number: 345-59-JDD Age: 17 yrs Year: 1996 Mileage: 13,425 Estimated Value: \$0</p>	<p><i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: X Which Auction: IBid</p>
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City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 630 - Water/Wastewater								
<u>Revenues</u>								
	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	
	Account Classification Total: 46 - 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	
	Account Classification Total: 47 - 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	
	Account Classification Total: 48 - Other Revenues		325,271	338,906	312,530	316,795	320,835	
	499	Reappropriation	-	-	-	-	3,017,173	
	Account Classification Total: 49 - Other Financing Sources		-	-	-	-	3,017,173	
	Revenues Total		6,728,928	6,938,044	7,188,630	8,211,506	10,551,308	46.78%
<u>Expenditures</u>								
Program: 60 - Water Production								
	531	Maintenance Service	18,197	12,846	10,690	10,690	12,390	
	Account Classification Total: 53 - Maintenance Services		18,197	12,846	10,690	10,690	12,390	
	544	Medical Service	-	-	-	85	-	
	552	Data Programming Service	-	-	300	240	-	
	Account Classification Total: 54 - Professional Services		-	-	300	325	-	
	561	Postage	-	-	-	1,086	-	
	564	Printing	16,069	16,334	720	1,208	-	
	Account Classification Total: 56 - Communications		16,069	16,334	720	2,294	-	
	573	Training	-	-	-	100	-	
	Account Classification Total: 57 - Professional Development		-	-	-	100	-	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 630 - Water/Wastewater								
	581	Utilities	287,799	268,426	299,200	275,787	286,700	
Account Classification Total: 58 - Service Charges			287,799	268,426	299,200	275,787	286,700	
	601	Maintenance Supplies	-	-	2,575	2,425	2,425	
Account Classification Total: 60 - Maintenance Supplies			-	-	2,575	2,425	2,425	
	624	Operating Supplies	-	-	100	100	100	
Account Classification Total: 62 - General Supplies			-	-	100	100	100	
Program Total: 60 - Water Production			322,065	297,606	313,585	291,721	301,615	-3.82%
Program: 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	-	-	-	-	
Account Classification Total: Personal Services			880,262	896,775	882,560	886,935	849,842	
	531	Maintenance Service	94,792	107,138	25,340	24,995	27,100	
Account Classification Total: 53 - Maintenance Services			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	
Account Classification Total: 54 - Professional Services			5,669	5,736	10,850	16,515	17,035	
	561	Postage	3,166	2,160	8,700	8,700	12,560	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 630 - Water/Wastewater								
	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	
	Account Classification Total: 56 - Communications		8,395	8,327	28,500	28,440	30,220	
	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	
	575	Publications	-	-	90	86	200	
	Account Classification Total: 57 - Professional Development		2,053	2,298	2,290	2,186	6,255	
	581	Utilities	419	1,328	3,025	3,025	3,035	
	584	Landfill Charges	-	-	1,500	1,500	3,000	
	Account Classification Total: 58 - Service Charges		419	1,328	4,525	4,525	6,035	
	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	
	Account Classification Total: 59 - Other Contractual Services		52,857	37,190	67,990	67,965	76,123	
	601	Maintenance Supplies	64,490	12,184	59,455	59,400	59,400	
	Account Classification Total: 60 - 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	
	Account Classification Total: 62 - General Supplies		18,921	19,299	62,193	61,361	57,085	
	662	Film/Video	-	-	335	332	335	
	663	Computer Software	-	-	5,750	5,750	5,750	
	Account Classification Total: 66 - Non-Print Materials		-	-	6,085	6,082	6,085	
	912	Bad Debt		Page 3 of 11	-	3,565	-	3,565

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 630 - Water/Wastewater								
Account Classification Total: 910 - Other Expenditures			-	-	3,565	-	3,565	
Program Total: 65 - Water Distribution			1,127,860	1,090,276	1,153,353	1,158,404	1,138,745	-1.27%
Program: 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	
Account Classification 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	
Account Classification Total: 53 - Maintenance Services			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	
Account Classification Total: 54 - Professional Services			7,200	8,566	7,500	7,500	7,500	
	562	Telephone	-	-	475	475	475	
	564	Printing	-	-	300	300	300	
Account Classification Total: 56 - Communications			-	-	775	775	775	
	571	Dues	-	-	-	-	450	
	572	Travel	692	500	500	500	1,500	
	573	Training	500	500	1,200	1,200	2,500	
Account Classification Total: 57 - Professional Development			1,192	1,000	1,700	1,700	4,450	
	581	Utilities	198,267	231,103	247,220	245,600	261,000	
Account Classification Total: 58 - Service Charges			198,267	231,103	247,220	245,600	261,000	
	592	General Insurance	-	4,705	-	-	-	
	595	Rentals	1,176	1,230	-	-	-	
	599	Other Contractual Services	-	-	725	720	720	
Account Classification Total: 59 - Other Contractual Services			1,176	5,934	725	720	720	
	601	Maintenance Supplies	-	-	6,650	6,550	6,550	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 630 - Water/Wastewater								
Account Classification Total: 60 - 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	
Account Classification Total: 62 - General Supplies			321,210	354,113	298,525	297,325	297,350	
	663	Computer Software	-	-	1,200	1,200	1,200	
Account Classification Total: 66 - Non-Print Materials			-	-	1,200	1,200	1,200	
Program Total: 70 - Water Treatment			925,879	1,010,920	1,011,770	1,005,100	1,044,163	3.20%
Program: 73 - GIS								
	501	Wages - Regular	-	-	-	-	57,058	
	521	Group Insurance	-	-	-	-	10,799	
	522	Medicare	-	-	-	-	827	
	523	Social Security	-	-	-	-	3,537	
	524	IMRF	-	-	-	-	7,452	
Account Classification Total: Personal Services			-	-	-	-	79,673	
	531	Maintenance Service	-	-	-	-	-	
Account Classification Total: 53 - Maintenance Services			-	-	-	-	-	
	573	Training	-	-	-	-	-	
Account Classification Total: 57 - Professional Development			-	-	-	-	-	
	595	Rentals	-	-	-	-	-	
Account Classification Total: 59 - Other Contractual Services			-	-	-	-	-	
	601	Maintenance Supplies	-	-	-	-	-	
Account Classification Total: 60 - Maintenance Supplies			-	-	-	-	-	
	621	Office Supplies	-	-	-	-	-	
	622	Office Equipment	-	-	-	-	-	
Account Classification Total: 62 - General Supplies			-	-	-	-	-	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 630 - Water/Wastewater								
Program Total: 73 - GIS			-	-	-	-	79,673	
Program: 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	
Account Classification 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	
Account Classification Total: 53 - Maintenance Services			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	
Account Classification Total: 54 - Professional Services			-	-	4,100	4,056	1,500	
	561	Postage	-	-	-	-	-	
	562	Telephone	-	-	2,250	2,215	2,300	
	564	Printing	-	-	200	200	200	
Account Classification Total: 56 - Communications			-	-	2,450	2,415	2,500	
	571	Dues	-	-	75	150	75	
	573	Training	1,186	1,510	1,500	1,500	1,500	
Account Classification Total: 57 - Professional Development			1,186	1,510	1,575	1,650	1,575	
	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	
	586	Sewer Charges	17,381	18,158	16,320	16,320	16,320	
Account Classification Total: 58 - Service Charges			222,107	247,233	242,180	242,172	249,820	
	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	
Account Classification Total: 59 - Other Contractual Services			13,250	13,597	9,300	9,300	9,600	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 630 - Water/Wastewater								
	601	Maintenance Supplies	-	-	16,630	12,900	12,900	
Account Classification Total: 60 - 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	
Account Classification Total: 62 - General Supplies			47,519	55,232	84,275	84,075	84,125	
	662	Film/Video	-	-	350	332	350	
	663	Computer Software	-	-	4,000	4,000	4,000	
Account Classification Total: 66 - Non-Print Materials			-	-	4,350	4,332	4,350	
	914	State/Federal Permit Fees	35,000	34,000	34,000	33,350	34,000	
Account Classification Total: 910 - Other Expenditures			35,000	34,000	34,000	33,350	34,000	
Program Total: 75 - Wastewater Treatment			690,318	805,806	830,470	822,340	879,488	5.90%
Program: 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	
	527	Car Allowance	2,846	2,911	2,975	2,970	3,048	
Account Classification 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	
Account Classification Total: 53 - Maintenance Services			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	485	485	485	485	485	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 630 - Water/Wastewater								
	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	
	Account Classification Total: 54 - Professional Services		8,642	8,393	6,700	9,250	10,705	
	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	
	565	Internet	-	-	-	-	1,160	
	Account Classification Total: 56 - Communications		21,807	21,817	19,710	19,820	21,770	
	571	Dues	160	125	250	250	125	
	572	Travel	205	500	500	500	500	
	573	Training	491	280	2,000	2,000	3,200	
	Account Classification Total: 57 - Professional Development		856	905	2,750	2,750	3,825	
	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	
	Account Classification Total: 59 - Other Contractual Services		39,984	40,118	49,770	49,743	56,342	
	601	Maintenance Supplies	6,414	5,909	13,600	13,600	15,690	
	Account Classification Total: 60 - Maintenance Supplies		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	
	Account Classification Total: 62 - General Supplies		21,991	16,937	25,820	25,720	28,630	
	662	Film/Video	-	-	400	332	400	
	Account Classification Total: 66 - Non-Print Materials		-	-	400	332	400	
	Program Total: 80 - Wastewater Collection		739,418	752,898	800,962	791,012	787,275	-1.71%

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 630 - Water/Wastewater								
Program: 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	
	Account Classification Total: Personal Services		51,496	79,435	80,580	79,275	83,309	
	531	Maintenance Service	1,490	1,641	440	440	440	
	Account Classification Total: 53 - Maintenance Services		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	
	Account Classification Total: 54 - Professional Services		7,108	13,274	13,480	13,480	10,580	
	573	Training	122	180	300	300	300	
	Account Classification Total: 57 - Professional Development		122	180	300	300	300	
	592	General Insurance	-	897	-	-	-	
	Account Classification Total: 59 - Other Contractual Services		-	897	-	-	-	
	601	Maintenance Supplies	-	-	375	375	375	
	Account Classification Total: 60 - 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	
	Account Classification Total: 62 - General Supplies		6,264	6,781	8,120	8,115	8,160	
	Program Total: 85 - Industrial Wastewater		66,480	102,208	103,295	101,985	103,164	-0.13%
Program: 90 - Debt Service								
	705.15	Principal 2001 IEPA Loan (L17-0986)	-	-	-	-	289,210	
	705.19	Principal 2004 IEPA Loan (L17-1854)	-	-	-	-	277,390	
	705.27	Principal 2007 IEPA Loan (L17-2330)	-	-	-	-	149,330	
	705.28	Principal 2008A IEPA Loan (L17-2851)	-	-	-	-	388,930	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 630 - Water/Wastewater								
	705.29	Principal 2008B IEPA Loan (L17-2104)	-	-	-	-	445,070	
	705.36	Principal 2012B Bonds	-	-	-	-	20,000	
	710.15	Interest 2001 IEPA Loan (L17-0986)	80,252	73,141	70,000	67,630	60,185	
	710.19	Interest 2004 IEPA Loan (L17-1854)	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 (L17-2330)	69,151	65,630	66,000	63,445	59,780	
	710.28	Interest 2008A IEPA Loan (L17-2851)	196,697	187,205	185,000	181,685	172,140	
	710.29	Interest 2008B IEPA Loan (L17-2104)	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	-	-	
		Account Classification Total: 700 - 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	
		Account Classification Total: 910 - Other Expenditures	2,292,811	2,308,110	2,380,020	2,380,020	2,380,020	
		Program Total: 90 - Debt Service	3,172,186	3,132,998	3,165,245	3,145,270	4,683,035	47.95%
Program: 95 - Capital Outlay								
	805	Land	-	-	-	-	-	
	810	Buildings & Improvements	-	13,878	-	15,000	15,000	
	815.05	Improvements Other than Buildings Improvement Other than Buildings	20,999	108,949	723,125	500,000	-	
	815.30	Improvements Other than Buildings Water System	269,956	-	25,000	200,000	1,150,000	
	815.35	Improvements Other than Buildings 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	
		Account Classification Total: 800 - Capital Outlay	429,351	292,391	1,416,325	1,246,232	1,534,150	
		Program Total: 95 - Capital Outlay	429,351	292,391	1,416,325	1,246,232	1,534,150	8.32%
		Expenditures Total	7,473,558	7,485,103	8,795,005	8,562,064	10,551,308	19.97%
		Net Grand Totals:	(744,629)	(547,059)	(1,606,375)	(350,558)	-	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 630 - Water/Wastewater								
		Beginning Cash Balance				1,650,275	2,138,391	
		Net Change in Fund Balance				(350,558)	-	
		Depreciation				2,380,020	2,380,020	
		Debt Principal				(1,541,346)		
		Reappropriation					(3,017,173)	
		Ending Cash Balance				2,138,391	1,501,238	



FY 2013-14 CAPITAL REQUESTS

Department: Wastewater	Priority Ranking: #2
Fund Number: 630	Submitted By: Bob Van G
Account Number: 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>Net Cost</u>
Amiad Filtration System	1		\$275,000

Justification For Request (Attach separate sheet if necessary):

If the Pilot performs as expected, staff proposes to install one Amiad Filtration 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) \$10,000

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

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

Check One New Item: or Replaced Item: x

<i>Replaced Item:</i>	<i>Disposition of Replaced Item (Check all that apply)</i>
Description:	Use by Another Department:
Fixed Asset Number:	Cost Control Center:
Vehicle Number:	Use by Another Agency:
Serial Number:	Which Agency:
Age:	Trade In:
Year:	Trade In Value:
Mileage:	Auction:
Estimated Value:	Which Auction:



FY 2013-14 CAPITAL REQUESTS

Department: Wastewater	Priority Ranking: #2
Fund Number: 630	Submitted By: Bob Van G
Account Number: 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>Net Cost</u>
Reverse Osmosis Membranes	1		\$80,000

Justification For Request (Attach separate sheet if necessary):

Staff proposes to continue to allocate money each year towards the Membrane Replacement Fund. This fund will be used when actual replacement of the membranes is needed.

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.)

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

<p><i>Replaced Item:</i> Description: Fixed Asset Number: Vehicle Number: Serial Number: Age: Year: Mileage: Estimated Value:</p>	<p><i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: Which Auction:</p>
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FY 2013-14 CAPITAL REQUESTS

Department: Wastewater	Priority Ranking: #1
Fund Number: 630	Submitted By: Bob Van G
Account Number: 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>Net 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) \$10,000

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

Check One New Item: or Replaced Item: x

<p><i>Replaced Item:</i> Description: Fixed Asset Number: Vehicle Number: Serial Number: Age: Year: Mileage: Estimated Value:</p>	<p><i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: Which Auction:</p>
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FY 2013-14 CAPITAL REQUESTS

Department: Wastewater Fund Number: 630 Account Number: 90.96.95-815.30	Priority Ranking: #1 Submitted By: Bob Van G Date: 3/11/2013
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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>Net 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

<i>Replaced Item:</i> Description: Fixed Asset Number: Vehicle Number: Serial Number: Age: Year: Mileage: Estimated Value:	<i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: Which Auction:
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FY 2013-14 CAPITAL REQUESTS

Department: Wastewater Fund Number: 630 Account Number: 90.96.95-815.35	Priority Ranking: #1 Submitted By: Bob Van G Date: 3/11/2013
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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>Net 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.)

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

<i>Replaced Item:</i> Description: Backhoe Fixed Asset Number: Vehicle Number: Serial Number: Age: Year: Mileage: Estimated Value:	<i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: Which Auction:
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FY 2013-14 CAPITAL REQUESTS

Department: Wastewater	Priority Ranking: #1
Fund Number: 630	Submitted By: Bob Van G
Account Number: 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>Net 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, Gary Paris.

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) \$10,000

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

Check One New Item: or Replaced Item: x

<p><i>Replaced Item:</i> Description: Backhoe Fixed Asset Number: Vehicle Number: G-91 Serial Number: Age: 14 Years Year:1999 Mileage: 5,586 Hours Estimated Value:</p>	<p><i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: Yes Trade In Value:\$15,000 Auction: Which Auction:</p>
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City of Geneva								
Budget Worksheet Report								
	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 218 - Beautification								
<u>Revenues</u>								
	469	Sale of Materials	-	5,160	3,500	4,000	3,500	
Account Classification Total: 46 - 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	-	-	
Account Classification Total: 48 - Other Revenues			-	8,847	6,000	7,225	3,000	
	491.10	Interfund Transfers In General Fund	-	-	5,000	5,000	-	
	499	Reappropriation	-	-	-	-	7,500	
Account Classification Total: 49 - Other Financing Sources			-	-	5,000	5,000	7,500	
Revenues Total			-	14,007	14,500	16,225	14,000	-3.45%
<u>Expenditures</u>								
	564	Printing	-	1,064	500	-	500	
Account Classification Total: 56 - Communications			-	1,064	500	-	500	
	599	Other Contractual Services	-	-	-	1,500	1,500	
Account Classification Total: 59 - Other Contractual Services			-	-	-	1,500	1,500	
	624	Operating Supplies	-	15,180	14,000	12,000	12,000	
Account Classification Total: 62 - General Supplies			-	15,180	14,000	12,000	12,000	
Expenditures Total			-	16,244	14,500	13,500	14,000	-3.45%
Net Grand Totals:			-	(2,237)	-	2,725	-	
		Beginning Fund Balance	-	32,752		30,515	33,240	
		Net Change in Fund Balance	-	(2,237)		2,725		
		Reappropriation					(7,500)	
		Ending Fund Balance	32,752	30,515		33,240	33,240	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 659 - Cemetery								
<u>Revenues</u>								
	474	Grave Opening Fees	44,950	26,200	33,150	33,150	33,150	
Account Classification Total: 47 - 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	
Account Classification Total: 48 - Other Revenues			26,107	39,761	27,170	26,635	26,620	
Revenues Total			71,057	65,961	60,320	59,785	59,770	-0.91%
<u>Expenditures</u>								
	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	-	-	-	
Account Classification Total: Personal Services			88,807	79,170	-	-	-	
	531	Maintenance Service	-	-	26,000	22,540	26,000	
Account Classification Total: 53 - Maintenance Services			-	-	26,000	22,540	26,000	
	547	Banking Service	-	-	-	120	120	
	559	Other Professional Services	-	-	24,000	20,000	24,000	
Account Classification Total: 54 - Professional Services			-	-	24,000	20,120	24,120	
	562	Telephone	81	758	1,020	187	200	
Account Classification Total: 56 - Communications			81	758	1,020	187	200	
	581	Utilities	2,130	1,502	1,200	1,050	1,050	
Account Classification Total: 58 - Service Charges			2,130	1,502	1,200	1,050	1,050	
	592	General Insurance	14,567	9,661	-	-	-	
	599	Other Contractual Services	-	-	-	520	-	
Account Classification Total: 59 - Other Contractual Services			14,567	9,661	-	520	-	
	601	Maintenance Supplies	4,377	4,412	2,000	1,549	2,000	
Account Classification Total: 60 - Maintenance Supplies			4,377	4,412	2,000	1,549	2,000	

City of Geneva								
Budget Worksheet Report								
	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 659 - Cemetery								
	624	Operating Supplies	876	2,434	100	-	100	
	626	Janitorial Supplies	-	-	-	30	-	
	Account Classification Total: 62 - General Supplies		876	2,434	100	30	100	
	911	Depreciation	6,826	5,993	6,000	6,000	6,000	
	914	State/Federal Permit Fees	-	-	-	300	300	
	Account Classification Total: 910 - Other Expenditures		6,826	5,993	6,000	6,300	6,300	
	Expenditures Total		117,664	103,930	60,320	52,296	59,770	-0.91%
		Beginning Cash Balance				280,441	338,737	
		Net Change in Fund Balance				52,296	59,770	
		Depreciation				6,000	6,000	
		Ending Cash Balance				338,737	404,507	

City of Geneva								
Budget Worksheet Report								
	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 660 - Commuter Parking								
<u>Revenues</u>								
	448	State/Local Grants	-	-	3,500,000	-	4,750,000	
Account Classification Total: 44 - Intergovernmental Revenues			-	-	3,500,000	-	4,750,000	
	477	Parking Lot Fees	438,441	456,736	360,840	450,000	360,840	
Account Classification Total: 47 - 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	
Account Classification Total: 48 - Other Revenues			713	32,917	650	400	650	
	499	Reappropriation	-	-	78,435	-	173,977	
Account Classification Total: 49 - Other Financing Sources			-	-	78,435	-	173,977	
Revenues Total			439,154	489,653	3,939,925	450,400	5,285,467	34.15%
<u>Expenditures</u>								
Division: 73 - Community Service								
	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	
Account Classification Total: Personal Services			41,595	-	-	40,655	68,566	
	552	Data Programming Service	-	-	-	150	-	
Account Classification Total: 54 - Professional Services			-	-	-	150	-	
	561	Postage	2,481	1,861	-	100	100	
	562	Telephone	-	-	-	100	100	
	564	Printing	-	1,193	3,500	3,500	3,500	
Account Classification Total: 56 - Communications			2,481	3,054	3,500	3,700	3,700	
Division Total: 73 - Community Service			44,076	3,054	3,500	44,505	72,266	1964.74%
Department: 90 - Public Works								
	501	Wages - Regular	22,707	77,648	74,620	46,835	30,316	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 660 - Commuter Parking								
	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	
	Account Classification 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	
	Account Classification Total: 53 - Maintenance Services		32,769	6,610	27,960	17,600	25,600	
	541	Accounting & Auditing Service	3,000	3,090	305	305	245	
	Account Classification Total: 54 - Professional Services		3,000	3,090	305	305	245	
	561	Postage	-	-	3,000	-	-	
	562	Telephone	-	-	540	540	540	
	563	Publishing	-	-	-	1,000	1,000	
	Account Classification Total: 56 - Communications		-	-	3,540	1,540	1,540	
	581	Utilities	15,339	16,846	16,500	16,750	16,750	
	Account Classification Total: 58 - Service Charges		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	
	Account Classification Total: 59 - Other Contractual Services		52,823	59,079	45,000	45,270	45,500	
	624	Operating Supplies	1,353	1,445	100	100	100	
	Account Classification Total: 62 - General Supplies		1,353	1,445	100	100	100	
	815.40	Parking Lots	51,092	-	3,500,000	1,910	4,750,000	
	Account Classification Total: 800 - Capital Outlay		51,092	-	3,500,000	1,910	4,750,000	
	911	Depreciation	182,862	182,265	182,865	-	182,865	
	Account Classification Total: 910 - Other Expenditures		182,862	182,265	182,865	-	182,865	
	Department Total: 90 - Public Works		374,401	374,857	3,881,425	147,580	5,063,666	30.46%
Program: 90 - Debt Service								
	705.31	Principal 2008 Refunding Bonds		-	-	-	100,000	

City of Geneva								
Budget Worksheet Report								
	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 660 - Commuter Parking								
	710.31	Interest 2008 Refunding Bonds	57,634	55,345	55,000	52,815	49,535	
Account Classification Total: 700 - Debt Service			57,634	55,345	55,000	52,815	149,535	
	951	Interfund Transfers Out	134,000	-	-	-	-	
Account Classification Total: 950 - Other Financing Uses			134,000	-	-	-	-	
Program Total: 90 - Debt Service			191,634	55,345	55,000	52,815	149,535	171.88%
Expenditures Total			610,112	433,256	3,939,925	244,900	5,285,467	34.15%
Net Grand Totals:			(170,958)	56,397	-	205,500	-	
		Beginning Cash Balance				117,468	222,968	
		Net Change in Fund Balance				205,500	-	
		Depreciation				-	182,865	
		Debt Principal				(100,000)		
		Ending Cash Balance				222,968	405,833	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 216 - Cultural Arts Commission								
<u>Revenues</u>								
	481	Interest Income	-	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	
	Account Classification Total: 48 - Other Revenues		-	52,964	50,360	48,870	22,110	
	491.10	Interfund Transfers In General Fund	-	-	5,000	5,000	-	
	499	Reappropriation	-	-	2,600	-	17,230	
	Account Classification Total: 49 - Other Financing Sources		-	-	7,600	5,000	17,230	
	Revenues Total		-	52,964	57,960	53,870	39,340	-32.13%
<u>Expenditures</u>								
	547	Banking Service	-	-	300	275	275	
	551	Advertising	-	-	1,600	1,044	-	
	559	Other Professional Services	-	-	4,000	2,000	-	
	Account Classification Total: 54 - Professional Services		-	-	5,900	3,319	275	
	561	Postage	-	646	1,110	1,425	1,400	
	564	Printing	-	3,538	4,340	6,240	4,915	
	Account Classification Total: 56 - Communications		-	4,183	5,450	7,665	6,315	
	571	Dues	-	-	-	100	100	
	Account Classification Total: 57 - Professional Development		-	-	-	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	
	Account Classification Total: 59 - Other Contractual Services		-	19,893	24,175	14,525	22,950	
	621	Office Supplies	-	484	500	600	425	
	624	Operating Supplies	-	14,734	21,680	2,000	9,275	
	Account Classification Total: 62 - General Supplies		-	15,217	22,180	2,600	9,700	
	663	Computer Software	-	-	140	138	-	
	Account Classification Total: 66 - Non-Print Materials		-	-	140	138	-	
	913	Community Relations	-	-	115	115	-	

City of Geneva								
Budget Worksheet Report								
	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 216 - Cultural Arts Commission								
Account Classification Total: 910 - Other Expenditures			-	-	115	115	-	
Expenditures Total			-	39,294	57,960	28,462	39,340	-32.13%
Net Grand Totals:			-	13,671	-	25,408	-	
		Beginning Fund Balance	-	29,858		43,529	68,937	
		Net Change in Fund Balance	-	13,671		25,408	-	
		Reappropriation					(17,230)	
		Ending Fund Balance	29,858	43,529		68,937	51,707	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 301 - Debt Service Fund								
<u>Revenues</u>								
	410	Property Tax	1,523,718	1,681,976	1,667,435	1,678,567	1,723,735	
Account Classification Total: 41 - Taxes			1,523,718	1,681,976	1,667,435	1,678,567	1,723,735	
	481	Interest Income	2,626	3,191	5,000	5,000	5,000	
	489	Miscellaneous	-	1,370	-	685	-	
Account Classification Total: 48 - Other Revenues			2,626	4,561	5,000	5,685	5,000	
	491	Interfund Transfers In	224,869	-	-	-	-	
	493.25	Other Financing Source Refunding Bonds Issued	-	2,355,000	-	-	-	
	493.30	Other Financing Source Premiums on Bonds Sold	-	175,136	-	-	-	
	499	Reappropriation	-	-	18,890	-	41,650	
Account Classification Total: 49 - Other Financing Sources			224,869	2,530,136	18,890	-	41,650	
Revenues Total			1,751,213	4,216,672	1,691,325	1,684,252	1,770,385	4.67%
<u>Expenditures</u>								
	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	
Account Classification Total: 700 - Debt Service			1,637,497	1,704,367	1,691,325	1,694,090	1,770,385	4.67%
	951	Interfund Transfers Out	-	95,000	-	-	-	
	952	Payments to Refunded Bond Escrow Agent	-	2,526,174	-	-	-	
Account Classification Total: 950 - Other Financing Uses			-	2,621,174	-	-	-	
Expenditures Total			1,637,497	4,325,541	1,691,325	1,694,090	1,770,385	4.67%

City of Geneva								
Budget Worksheet Report								
	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 301 - Debt Service Fund								
Net Grand Totals:			113,716	(108,868)	-	(9,838)	-	
		Beginning Fund Balance	344,271	457,987		349,118	339,280	
		Net Change in Fund Balance	113,716	(108,868)		(9,838)	-	
		Reappropriation					(41,650)	
		Ending Fund Balance	457,987	349,118		339,280	297,630	

City of Geneva								
Budget Worksheet Report								
	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 710 - Group Dental Insurance								
<u>Revenues</u>								
	478	Insurance Premiums	142,285	152,226	157,435	156,530	162,950	
Account Classification Total: 47 - Service Fees			142,285	152,226	157,435	156,530	162,950	
	481	Interest Income	11	44	100	1	100	
Account Classification Total: 48 - Other Revenues			11	44	100	1	100	
Revenues Total			142,296	152,270	157,535	156,531	163,050	3.50%
<u>Expenditures</u>								
	549	Claims Administration	-	9,505	9,725	8,585	9,725	
Account Classification Total: 54 - Professional Services			-	9,505	9,725	8,585	9,725	
	594	Dental Claims	142,285	152,545	147,810	142,720	153,325	
Account Classification Total: 59 - Other Contractual Services			142,285	152,545	147,810	142,720	153,325	
Expenditures Total			142,285	162,050	157,535	151,305	163,050	3.50%
Net Grand Totals:			11	(9,780)	-	5,226	-	
		Beginning Fund Balance	21,336	21,347		11,567	16,793	
		Net Change in Fund Balance	11	(9,780)		5,226	-	
		Ending Fund Balance	21,347	11,567		16,793	16,793	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 802 - Fire Pension								
<u>Revenues</u>								
	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	
	Account Classification Total: 48 - Other Revenues		1,203,129	662,792	632,900	841,400	831,050	
	Revenues Total		1,203,129	662,792	632,900	841,400	831,050	31.31%
	525	Police/Fire Pension	84,024	129,746	150,000	200,000	250,000	
	Account Classification Total: Personal Services		84,024	129,746	150,000	200,000	250,000	
	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	
	Account Classification Total: 54 - Professional Services		17,339	17,814	26,000	15,200	15,600	
	573	Training	-	-	-	500	500	
	Account Classification Total: 57 - Professional Development		-	-	-	500	500	
	591	Liability Insurance	-	-	-	2,500	2,500	
	599	Other Contractual Services	-	-	-	2,500	2,500	
	Account Classification Total: 59 - Other Contractual Services		-	-	-	5,000	5,000	
	Expenditures Total		101,363	147,560	176,000	220,700	271,100	54.03%
	Net Grand Totals:		1,101,766	515,232	456,900	620,700	559,950	
		Beginning Asset Balance	9,141,166	10,242,932		10,758,164	11,378,864	
		Net Change in Fund Balance	1,101,766	515,232		620,700	559,950	
		Ending Asset Balance	10,242,932	10,758,164		11,378,864	11,938,814	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 242 - Mental Health								
<u>Revenues</u>								
	410	Property Tax	154,879	152,848	155,000	154,495	155,000	
	Account Classification Total: 41 - Taxes		154,879	152,848	155,000	154,495	155,000	
	481	Interest Income	376	275	300	300	300	
	Account Classification Total: 48 - Other Revenues		376	275	300	300	300	
	Revenues Total		155,255	153,123	155,300	154,795	155,300	0.00%
<u>Expenditures</u>								
	559	Other Professional Services	2,132	2,057	2,445	2,445	2,400	
	Account Classification Total: 54 - Professional Services		2,132	2,057	2,445	2,445	2,400	
	571	Dues	-	-	555	555	600	
	Account Classification Total: 57 - Professional Development		-	-	555	555	600	
	915	Charitable Donations	139,000	140,750	139,000	139,000	139,000	
	Account Classification Total: 910 - Other Expenditures		139,000	140,750	139,000	139,000	139,000	
	Expenditures Total		141,132	142,807	142,000	142,000	142,000	0.00%
	Net Grand Totals:		14,123	10,316	13,300	12,795	13,300	
		Beginning Fund Balance	79,811	93,934		104,250	117,045	
		Net Change in Fund Balance	14,123	10,316		12,795	13,300	
		Ending Fund Balance	93,934	104,250		117,045	130,345	

City of Geneva								
Budget Worksheet Report								
	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 214 - Motor Fuel Tax								
<u>Revenues</u>								
	445	Motor Fuel Tax	670,633	634,057	630,350	525,000	505,135	
Account Classification Total: 44 - Intergovernmental Revenues			670,633	634,057	630,350	525,000	505,135	
	481	Interest Income	545	205	500	600	600	
	485	Reimbursed Expenditures	-	720	-	-	-	
	489	Miscellaneous	-	-	-	95,109	-	
Account Classification Total: 48 - Other Revenues			545	925	500	95,709	600	
	499	Reappropriation	-	-	119,150	-	-	
Account Classification Total: 49 - Other Financing Sources			-	-	119,150	-	-	
Revenues Total			671,178	634,982	750,000	620,709	505,735	-32.57%
<u>Expenditures</u>								
	815.10	Improvements Other than Buildings Streets	500,000	560,000	750,000	740,000	-	
Account Classification Total: 800 - Capital Outlay			500,000	560,000	750,000	740,000	-	
	951.10	Interfund Transfers Out General Fund	-	-	-	-	505,735	
Account Classification Total: 950 - Other Financing Uses			-	-	-	-	505,735	
Expenditures Total			500,000	560,000	750,000	740,000	505,735	-32.57%
Net Grand Totals:			171,178	74,982	-	(119,291)	-	
		Beginning Fund Balance	183,209	354,387		429,369	310,078	
		Net Change in Fund Balance	171,178	74,982		(119,291)	-	
		Ending Fund Balance	354,387	429,369		310,078	310,078	

City of Geneva								
Budget Worksheet Report								
	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 801 - Police Pension								
Revenues								
	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	
Account Classification Total: 48 - Other Revenues			2,251,229	888,869	1,285,800	1,287,060	1,848,470	
Revenues Total			2,251,229	888,869	1,285,800	1,287,060	1,848,470	43.76%
	525	Police/Fire Pension	838,829	884,959	950,000	950,000	1,000,000	
	526	Pension Refunds	-	22,608	-	230,019	-	
Account Classification Total: Personal Services			838,829	907,566	950,000	1,180,019	1,000,000	
	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	
Account Classification Total: 54 - Professional Services			91,172	101,386	95,000	77,225	77,700	
	573	Training	-	-	-	500	500	
Account Classification Total: 57 - Professional Development			-	-	-	500	500	
	591	Liability Insurance	-	-	-	3,000	3,000	
	599	Other Contractual Services	-	-	-	3,000	3,000	
Account Classification Total: 59 - Other Contractual Services			-	-	-	6,000	6,000	
Expenditures Total			930,000	1,008,953	1,045,000	1,263,744	1,084,200	3.75%
Net Grand Totals:			1,321,228	(120,084)	240,800	23,316	764,270	
		Beginning Assets	13,607,007	14,928,235		14,808,151	14,831,467	
		Net Change in Fund Balance	1,321,228	(120,084)		23,316	764,270	
		Ending Assets	14,928,235	14,808,151		14,831,467	15,595,737	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 420 - Prairie Green								
<u>Revenues</u>								
	481	Interest Income	-	-	-	50	50	
	482	Rental Income	82,440	92,800	101,530	101,530	101,530	
Account Classification Total: 48 - Other Revenues			82,440	92,800	101,530	101,580	101,580	
Revenues Total			82,440	92,800	101,530	101,580	101,580	0.05%
<u>Expenditures</u>								
	916	Property Taxes	-	-	-	4,760	5,000	
Account Classification Total: 910 - Other Expenditures			-	-	-	4,760	5,000	
	951	Interfund Transfers Out	100,000	-	-	-	-	
Account Classification Total: 950 - Other Financing Uses			100,000	-	-	-	-	
	815.05	Improvements Other than Buildings	24,409	15,232	40,000	25,000	25,000	
Account Classification Total: 800 - Capital Outlay			24,409	15,232	40,000	25,000	25,000	
Expenditures Total			124,409	15,232	40,000	29,760	30,000	-25.00%
Net Grand Totals:			(41,969)	77,568	61,530	71,820	71,580	
		Beginning Fund Balance	30,332	(11,637)		65,931	137,751	
		Net Change in Fund Balance	(41,969)	77,568		71,820	71,580	
		Ending Fund Balance	(11,637)	65,931		137,751	209,331	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 643 - Refuse								
<u>Revenues</u>								
	464	Refuse Charges	366,548	349,954	359,375	359,375	426,000	
Account Classification Total: 46 - 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	
Account Classification Total: 48 - Other Revenues			38,696	2,951	20,000	25,000	38,000	
Revenues Total			405,244	352,904	379,375	384,375	464,000	22.31%
<u>Expenditures</u>								
	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	
Account Classification 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	-	
Account Classification Total: 54 - Professional Services			2	53	100	70	100	
	561	Postage	-	44	250	750	1,260	
	564	Printing	2,683	2,896	3,205	2,000	2,240	
Account Classification Total: 56 - Communications			2,683	2,941	3,455	2,750	3,500	
	583	Garbage Disposal	337,460	325,100	331,400	331,400	409,500	
Account Classification Total: 58 - Service Charges			337,460	325,100	331,400	331,400	409,500	
	592	General Insurance	330	215	-	-	-	
Account Classification Total: 59 - Other Contractual Services			330	215	-	-	-	
	624	Operating Supplies	4,085	4,336	5,000	-	5,000	
Account Classification Total: 62 - General Supplies			4,085	4,336	5,000	-	5,000	
	911	Depreciation	4,349	5,607	-	-	5,057	
Account Classification Total: 910 - Other Expenditures			4,349	5,607	-	-	5,057	
Expenditures Total			374,123	382,398	379,375	373,255	464,000	22.31%

City of Geneva								
Budget Worksheet Report								
	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 643 - Refuse								
		Net Grand Totals:	31,120	(29,494)	-	11,120	-	
		Beginning Cash Balance				180,220	191,340	
		Net Change in Fund Balance				11,120	-	
		Depreciation				-	5,057	
		Ending Cash Balance				191,340	196,397	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 217 - SPAC								
<u>Revenues</u>								
	469	Sale of Materials	-	2,514	3,500	2,500	3,500	
Account Classification Total: 46 - 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	
Account Classification Total: 48 - Other Revenues			-	3,490	500	3,500	3,000	
	491.10	Interfund Transfers In General Fund	-	11,186	5,000	5,000	5,000	
Account Classification Total: 49 - Other Financing Sources			-	11,186	5,000	5,000	5,000	
Revenues Total			-	17,190	9,000	11,000	11,500	27.78%
<u>Expenditures</u>								
	531	Maintenance Service	-	207	150	150	150	
Account Classification Total: 53 - Maintenance Services			-	207	150	150	150	
	547	Banking Service	-	-	-	25	-	
Account Classification Total: 54 - Professional Services			-	-	-	25	-	
	561	Postage	-	27	25	25	25	
Account Classification Total: 56 - Communications			-	27	25	25	25	
	595	Rentals	-	-	-	300	-	
	599	Other Contractual Services	-	-	-	300	500	
Account Classification Total: 59 - Other Contractual Services			-	-	-	600	500	
	601	Maintenance Supplies	-	-	-	50	50	
Account Classification Total: 60 - 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	
Account Classification Total: 62 - General Supplies			-	12,163	8,825	1,605	10,775	
Expenditures Total			-	12,397	9,000	2,455	11,500	27.78%
Net Grand Totals:			-	4,793	-	8,545	-	

City of Geneva								
Budget Worksheet Report								
	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 217 - SPAC								
		Beginning Fund Balance	-	-		4,793	13,338	
		Net Change in Fund Balance	-	4,793		8,545	-	
		Ending Fund Balance	-	4,793		13,338	13,338	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 251 - SSA #1								
<u>Revenues</u>								
	410	Property Tax	187,175	204,896	170,000	207,590	207,610	
Account Classification Total: 41 - 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	
Account Classification Total: 48 - Other Revenues			1,451	1,174	1,150	1,225	1,250	
	491.10	Interfund Transfers In General Fund	132,155	90,000	90,000	90,000	90,000	
	499	Reappropriation	-	-	60,355	-	43,032	
Account Classification Total: 49 - Other Financing Sources			132,155	90,000	150,355	90,000	133,032	
Revenues Total			320,781	296,070	321,505	298,815	341,892	6.34%
<u>Expenditures</u>								
Program: 90 - Debt Service								
	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	
Account Classification Total: 700 - Debt Service			30,888	30,160	31,000	30,416	30,610	
Program Total: 90 - Debt Service			30,888	30,160	31,000	30,416	30,610	-1.26%
Division: 73 - Community Service								
	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	
Account Classification 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	-	
Account Classification Total: 54 - Professional Services			-	2,204	650	650	-	
	561	Postage	-	-	-	2,000	2,000	
	564	Printing	2,918	3,054	6,850	4,500	4,500	
Account Classification Total: 56 - Communications			2,918	3,054	6,850	6,500	6,500	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 251 - SSA #1								
	631	Clothing	-	-	150	150	150	
Account Classification Total: 62 - General Supplies			-	-	150	150	150	
	825	Vehicles	-	-	-	-	6,900	
Account Classification Total: 800 - Capital Outlay			-	-	-	-	6,900	
Division Total: 73 - Community Service			9,998	194,219	204,395	109,070	44,025	-78.46%
Operating Only					7,650		13,550	77.12%
Division: 91 - Streets								
	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	
Account Classification Total: Personal Services			156,283	-	-	83,935	183,802	
	531	Maintenance Service	37,178	15,738	41,860	24,500	37,000	
Account Classification Total: 53 - Maintenance Services			37,178	15,738	41,860	24,500	37,000	
	543	Legal Service	8,739	-	-	-	500	
Account Classification Total: 54 - Professional Services			8,739	-	-	-	500	
	592	General Insurance	4,306	7,633	-	-	-	
	595	Rentals	15,166	7,734	16,110	16,600	17,400	
Account Classification Total: 59 - Other Contractual Services			19,472	15,366	16,110	16,600	17,400	
	601	Maintenance Supplies	14,993	9,155	25,000	25,160	9,155	
Account Classification Total: 60 - 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	
Account Classification Total: 62 - General Supplies			-	-	3,140	5,206	19,400	
	815.40	Improvements Other than Buildings Parking Lots	32,800	-	-	-	-	

City of Geneva								
Budget Worksheet Report								
	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 251 - SSA #1								
Account Classification Total: 800 - Capital Outlay			32,804	-	-	-	-	
Division Total: 91 - Streets			269,469	40,259	86,110	155,401	267,257	210.37%
Operating Only					86,110		83,455	-3.08%
Expenditures Total			310,355	264,637	321,505	294,887	341,892	6.34%
Net Grand Totals:			10,426	31,433	-	3,928	-	
Beginning Fund Balance			112,396	122,822		154,255	158,183	
Net Change in Fund Balance			10,426	31,433		3,928	-	
Reappropriation							(43,032)	
Ending Fund Balance			122,822	154,255		158,183	115,151	

City of Geneva								
Budget Worksheet Report								
	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 254 - SSA #4 (Randall Square)								
<u>Revenues</u>								
	410	Property Tax	12,604	11,944	11,950	11,948	11,950	
Account Classification Total: 41 - Taxes			12,604	11,944	11,950	11,948	11,950	
	481	Interest Income	-	-	-	60	60	
Account Classification Total: 48 - Other Revenues			-	-	-	60	60	
Revenues Total			12,604	11,944	11,950	12,008	12,010	0.50%
<u>Expenditures</u>								
	531	Maintenance Service	9,912	9,967	11,950	9,058	12,010	
Account Classification Total: 53 - Maintenance Services			9,912	9,967	11,950	9,058	12,010	
Expenditures Total			9,912	9,967	11,950	9,058	12,010	0.50%
Net Grand Totals:			2,692	1,977	-	2,950	-	
		Beginning Fund Balance	38,910	41,602		43,578	46,528	
		Net Change in Fund Balance	2,692	1,977		2,950	-	
		Ending Fund Balance	41,602	43,578		46,528	46,528	

City of Geneva								
Budget Worksheet Report								
	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 255 - SSA #5 (Williamsburg)								
<u>Revenues</u>								
	410	Property Tax	8,071	7,740	7,750	7,744	7,750	
Account Classification Total: 41 - Taxes			8,071	7,740	7,750	7,744	7,750	
	481	Interest Income	-	-	-	5	5	
Account Classification Total: 48 - Other Revenues			-	-	-	5	5	
Revenues Total			8,071	7,740	7,750	7,749	7,755	0.06%
<u>Expenditures</u>								
	531	Maintenance Service	5,216	5,260	7,750	4,872	7,755	
Account Classification Total: 53 - Maintenance Services			5,216	5,260	7,750	4,872	7,755	
Expenditures Total			5,216	5,260	7,750	4,872	7,755	0.06%
Net Grand Totals:			2,855	2,480	-	2,877	-	
		Beginning Fund Balance	9,960	12,815		15,296	18,173	
		Net Change in Fund Balance	2,855	2,480		2,877	-	
		Ending Fund Balance	12,815	15,296		18,173	18,173	

City of Geneva								
Budget Worksheet Report								
	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 257 - SSA #7 (Blackberry)								
<u>Revenues</u>								
	410	Property Tax	2,954	2,750	2,750	2,750	2,750	
Account Classification Total: 41 - Taxes			2,954	2,750	2,750	2,750	2,750	
	481	Interest Income	-	-	-	2	-	
Account Classification Total: 48 - Other Revenues			-	-	-	2	-	
Revenues Total			2,954	2,750	2,750	2,752	2,750	0.00%
<u>Expenditures</u>								
	531	Maintenance Service	1,930	1,751	2,750	1,673	2,750	
Account Classification Total: 53 - Maintenance Services			1,930	1,751	2,750	1,673	2,750	
Expenditures Total			1,930	1,751	2,750	1,673	2,750	0.00%
Net Grand Totals:			1,023	999	-	1,079	-	
		Beginning Fund Balance	5,080	6,103		7,102	8,181	
		Net Change in Fund Balance	1,023	999		1,079	-	
		Ending Fund Balance	6,103	7,102		8,181	8,181	

City of Geneva								
Budget Worksheet Report								
	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 259 - SSA #9 (Geneva Knolls)								
<u>Revenues</u>								
	410	Property Tax	3,010	2,991	3,000	2,995	3,000	
Account Classification Total: 41 - Taxes			3,010	2,991	3,000	2,995	3,000	
	481	Interest Income	-	-	-	5	5	
Account Classification Total: 48 - Other Revenues			-	-	-	5	5	
Revenues Total			3,010	2,991	3,000	3,000	3,005	0.17%
<u>Expenditures</u>								
	531	Maintenance Service	944	3,640	3,000	868	3,005	
Account Classification Total: 53 - Maintenance Services			944	3,640	3,000	868	3,005	
Expenditures Total			944	3,640	3,000	868	3,005	0.17%
Net Grand Totals:			2,066	(649)	-	2,132	-	
		Beginning Fund Balance	10,163	12,229		11,580	13,712	
		Net Change in Fund Balance	2,066	(649)		2,132	-	
		Ending Fund Balance	12,229	11,580		13,712	13,712	

City of Geneva								
Budget Worksheet Report								
	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 261 - SSA #11 (Eaglebrook)								
<u>Revenues</u>								
	410	Property Tax	-	52,964	53,000	52,279	53,000	
Account Classification Total: 41 - Taxes			-	52,964	53,000	52,279	53,000	
	481	Interest Income	-	-	635	-	635	
Account Classification Total: 48 - Other Revenues			-	-	635	-	635	
Revenues Total			-	52,964	53,635	52,279	53,635	0.00%
<u>Expenditures</u>								
	531	Maintenance Service	-	46,130	53,000	40,000	53,635	
Account Classification Total: 53 - Maintenance Services			-	46,130	53,000	40,000	53,635	
Expenditures Total			-	46,130	53,000	40,000	53,635	1.20%
Net Grand Totals:			-	6,834	635	12,279	-	
		Beginning Fund Balance	-	-		6,834	19,113	
		Net Change in Fund Balance	-	6,834		12,279	-	
		Ending Fund Balance	-	6,834		19,113	19,113	

City of Geneva								
Budget Worksheet Report								
	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 266 - SSA #16 (Fisher Farms)								
<u>Revenues</u>								
	410	Property Tax	136,796	136,698	136,800	136,572	154,000	
Account Classification Total: 41 - Taxes			136,796	136,698	136,800	136,572	154,000	
	481	Interest Income	298	317	-	150	150	
Account Classification Total: 48 - Other Revenues			298	317	-	150	150	
Revenues Total			137,094	137,016	136,800	136,722	154,150	12.68%
<u>Expenditures</u>								
	531	Maintenance Service	87,011	122,067	96,000	103,290	111,770	
Account Classification Total: 53 - 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	
Account Classification Total: 54 - 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	
Account Classification Total: 58 - Service Charges			9,284	9,147	24,000	20,000	24,000	
	601	Maintenance Supplies	-	-	5,800	916	7,380	
Account Classification Total: 60 - Maintenance Supplies			-	-	5,800	916	7,380	
Expenditures Total			108,212	139,462	136,800	132,706	154,150	12.68%
Net Grand Totals:			28,883	(2,446)	-	4,016	-	
		Beginning Fund Balance	49,035	77,918		75,471	79,487	
		Net Change in Fund Balance	28,883	(2,446)		4,016	-	
		Ending Fund Balance	77,918	75,471		79,487	79,487	

City of Geneva								
Budget Worksheet Report								
	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 268 - SSA #18 (Wildwood)								
<u>Revenues</u>								
	410	Property Tax	1,489	1,458	1,460	1,454	1,460	
Account Classification Total: 41 - Taxes			1,489	1,458	1,460	1,454	1,460	
	481	Interest Income	-	-	-	1	-	
Account Classification Total: 48 - Other Revenues			-	-	-	1	-	
Revenues Total			1,489	1,458	1,460	1,455	1,460	0.00%
<u>Expenditures</u>								
	531	Maintenance Service	960	966	1,460	882	1,460	
Account Classification Total: 53 - Maintenance Services			960	966	1,460	882	1,460	
Expenditures Total			960	966	1,460	882	1,460	0.00%
Net Grand Totals:			529	492	-	573	-	
		Beginning Fund Balance	2,840	3,369		3,861	4,434	
		Net Change in Fund Balance	529	492		573	-	
		Ending Fund Balance	3,369	3,861		4,434	4,434	

City of Geneva								
Budget Worksheet Report								
	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	20014 Budget	Percent Change
Fund: 273 - SSA #23 (Sunset Meadows)								
<u>Revenues</u>								
	410	Property Tax	1,067	1,056	1,060	1,058	1,060	
Account Classification Total: 41 - Taxes			1,067	1,056	1,060	1,058	1,060	
	481	Interest Income	-	-	-	1	-	
Account Classification Total: 48 - Other Revenues			-	-	-	1	-	
Revenues Total			1,067	1,056	1,060	1,059	1,060	0.00%
<u>Expenditures</u>								
	531	Maintenance Service	560	569	1,060	553	1,060	
Account Classification Total: 53 - Maintenance Services			560	569	1,060	553	1,060	
Expenditures Total			560	569	1,060	553	1,060	0.00%
Net Grand Totals:			507	487	-	506	-	
		Beginning Fund Balance	4,137	4,644		5,131	5,637	
		Net Change in Fund Balance	507	487		506	-	
		Ending Fund Balance	4,644	5,131		5,637	5,637	

City of Geneva								
Budget Worksheet Report								
	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 276 - SSA #26 (Westhaven)								
<u>Revenues</u>								
	410	Property Tax	-	7,100	7,100	7,100	7,100	
Account Classification Total: 41 - Taxes			-	7,100	7,100	7,100	7,100	
Revenues Total			-	7,100	7,100	7,100	7,100	0.00%
<u>Expenditures</u>								
	531	Maintenance Service	466	6,715	7,100	3,619	7,100	
Account Classification Total: 53 - Maintenance Services			466	6,715	7,100	3,619	7,100	
Expenditures Total			466	6,715	7,100	3,619	7,100	0.00%
Net Grand Totals:			(466)	385	-	3,481	-	
		Beginning Fund Balance	-	(466)		(81)	3,400	
		Net Change in Fund Balance	(466)	385		3,481	-	
		Ending Fund Balance	(466)	(81)		3,400	3,400	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 425 - TIF #2								
<u>Revenues</u>								
	410	Property Tax	301,046	313,898	313,900	269,552	275,000	
Account Classification Total: 41 - Taxes			301,046	313,898	313,900	269,552	275,000	
	481	Interest Income	2,426	661	500	2,645	2,000	
Account Classification Total: 48 - Other Revenues			2,426	661	500	2,645	2,000	
	499	Reappropriation	-	-	214,005	-	383,773	
Account Classification Total: 49 - Other Financing Sources			-	-	214,005	-	383,773	
Revenues Total			303,471	314,558	528,405	272,197	660,773	25.05%
<u>Expenditures</u>								
	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	
Account Classification Total: Personal Services			77,348	58,181	57,220	56,445	77,478	
	543	Legal Service	994	750	5,000	5,000	5,000	
	551	Advertising	-	-	6,000	-	-	
	559	Other Professional Services	-	-	3,500	5,000	5,000	
Account Classification Total: 54 - Professional Services			994	750	14,500	10,000	10,000	
	563	Publishing	-	-	-	100	200	
Account Classification Total: 56 - Communications			-	-	-	100	200	
	571	Dues	-	-	775	775	775	
	573	Training	-	-	-	350	400	
Account Classification Total: 57 - Professional Development			-	-	775	1,125	1,175	
	592	General Insurance	-	420	-	-	-	
Account Classification Total: 59 - Other Contractual Services			-	420	-	-	-	
	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	
Account Classification Total: 700 - Debt Service			117,101	61,909	61,910	61,905	61,920	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 425 - TIF #2								
	805	Land	-	-	100,000	100,000	35,000	
	815.05	Improvements Other than Buildings Improvement Other than Buildings	-	-	294,000	-	20,000	
	815.10	Improvements Other than Buildings Streets	-	-	-	200,000	455,000	
	Account Classification Total: 800 - Capital Outlay		-	-	394,000	300,000	510,000	
		Expenditures Total	195,443	121,260	528,405	429,575	660,773	25.05%
		Net Grand Totals:	108,029	193,299	-	(157,378)	-	
		Beginning Fund Balance	585,006	693,035		886,333	728,955	
		Net Change in Fund Balance	108,029	193,299		(157,378)	-	
		Reappropriation					(383,773)	
		Ending Fund Balance	693,035	886,333		728,955	345,182	



FY 2013-14 CAPITAL REQUEST

Department: Public Works/Engineering Fund Number: 425 Account Number: 65.00.95-815.10	Priority Ranking: Submitted By: Pamela Broviak Date: March 11, 2013
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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>Net 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
\$
(Fill in positive/negative dollar amount when applicable.)

Check One New Item: or Replaced Item:

<i>Replaced Item:</i> Description: Fixed Asset Number: Vehicle Number: Serial Number: Age: Year: Mileage: Estimated Value:	<i>Disposition of Replaced Item (Check all that apply)</i> Use by Another Department: Cost Control Center: Use by Another Agency: Which Agency: Trade In: Trade In Value: Auction: Which Auction:
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City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 219 - Tourism								
<u>Revenues</u>								
	414	Hotel/Motel Tax	6,509	201,730	210,000	205,000	210,000	
	Account Classification Total: 41 - Taxes		6,509	201,730	210,000	205,000	210,000	
	489	Miscellaneous	-	3,000	-	-	-	
	Account Classification Total: 48 - Other Revenues		-	3,000	-	-	-	
	499	Reappropriation	-	-	2,930	-	-	
	Account Classification Total: 49 - Other Financing Sources		-	-	2,930	-	-	
	Revenues Total		6,509	204,730	212,930	205,000	210,000	-1.38%
<u>Expenditures</u>								
	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	
	Account Classification 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	-	
	Account Classification Total: 54 - Professional Services		-	32,571	39,750	39,750	32,500	
	561	Postage	-	1,058	1,400	300	1,400	
	564	Printing	-	-	8,000	8,000	-	
	565	Internet	-	-	50	50	-	
	Account Classification Total: 56 - Communications		-	1,058	9,450	8,350	1,400	
	571	Dues	-	4,048	5,165	5,000	5,165	
	572	Travel	-	418	700	700	700	
	573	Training	-	700	700	500	900	
	Account Classification Total: 57 - Professional Development		-	5,166	6,565	6,200	6,765	
	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	
	Account Classification Total: 59 - Other Contractual Services		-	6,258	4,010	4,000	10,000	
	Revenues Total		6,509	204,730	212,930	205,000	210,000	-1.38%
	Expenditures Total		6,509	204,730	212,930	205,000	210,000	-1.38%

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 219 - Tourism								
	621	Office Supplies	-	405	300	300	300	
	624	Operating Supplies	-	-	-	200	-	
	632	Per Copy Charges	-	124	500	400	500	
	Account Classification Total: 62 - General Supplies		-	529	800	900	800	
	642	Periodicals	-	-	-	12	-	
	Account Classification Total: 64 - Print Materials		-	-	-	12	-	
	663	Computer Software	-	-	-	10	-	
	Account Classification Total: 66 - Non-Print Materials		-	-	-	10	-	
	Expenditures Total		704	197,624	212,930	210,132	210,000	-1.38%
	Net Grand Totals:		5,805	7,106	-	(5,132)	-	
		Beginning Fund Balance	-	5,805		12,911	7,779	
		Net Change in Fund Balance	5,805	7,106		(5,132)	-	
		Ending Fund Balance	5,805	12,911		7,779	7,779	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 236 - Tri-Com								
<u>Revenues</u>								
	449	Wireless 911	715,685	749,995	684,000	834,000	710,000	
Account Classification Total: 44 - 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	
Account Classification Total: 46 - 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	
Account Classification Total: 47 - 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	-	
Account Classification Total: 48 - Other Revenues			23,941	63,428	51,570	362,060	56,460	
	491.10	Interfund Transfers In General Fund	293,950	336,700	322,620	322,620	324,600	
Account Classification Total: 49 - Other Financing Sources			293,950	336,700	322,620	322,620	324,600	
Revenues Total			2,174,192	2,378,323	2,292,435	2,752,925	2,562,275	11.77%
<u>Expenditures</u>								
Division: 41 - Administration								
	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	
Account Classification Total: Personal Services			334,604	350,070	357,010	353,895	370,937	
	531	Maintenance Service	343	26	1,300	50	300	
Account Classification Total: 53 - Maintenance Services			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	
Account Classification Total: 54 - Professional Services			57,094	54,101	51,220	36,305	51,360	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 236 - Tri-Com								
	561	Postage	843	245	500	250	300	
	562	Telephone	927	936	-	415	720	
	564	Printing	58	457	300	300	300	
	Account Classification Total: 56 - Communications		1,828	1,638	800	965	1,320	
	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	
	Account Classification Total: 57 - Professional Development		1,506	3,147	6,500	5,000	4,000	
	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	
	Account Classification Total: 59 - Other Contractual Services		32,717	13,744	24,600	25,000	25,500	
	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	
	Account Classification Total: 62 - General Supplies		1,635	2,698	3,400	3,400	3,700	
	Division Total: 41 - Administration		429,726	425,425	444,830	424,615	457,117	2.76%
Division: 86 - Operations								
	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	-	
	Account Classification 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	
	Account Classification Total: 53 - Maintenance Services		109,433	103,608	104,390	93,880	99,945	
	542	Engineering Service	-	-	-	1,725	-	

City of Geneva

Budget Worksheet Report

	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 236 - Tri-Com								
	546	Janitorial Service	-	-	-	5,100	5,400	
	559	Other Professional Services	-	-	9,500	10,500	10,500	
	Account Classification Total: 54 - Professional Services		-	-	9,500	17,325	15,900	
	562	Telephone	70,581	75,575	78,000	83,500	95,000	
	563	Publishing	-	-	-	250	300	
	565	Internet	-	-	-	300	300	
	Account Classification Total: 56 - Communications		70,581	75,575	78,000	84,050	95,600	
	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	
	Account Classification Total: 57 - Professional Development		12,194	9,211	9,700	10,850	9,900	
	581	Utilities	28,979	30,115	31,530	22,500	31,560	
	583	Garbage Disposal	-	-	-	500	300	
	Account Classification Total: 58 - Service Charges		28,979	30,115	31,530	23,000	31,860	
	595	Rentals	11,406	9,651	10,600	10,600	10,600	
	599	Other Contractual Services	-	-	-	42,000	-	
	Account Classification Total: 59 - Other Contractual Services		11,406	9,651	10,600	52,600	10,600	
	601	Maintenance Supplies	-	-	-	500	500	
	Account Classification Total: 60 - 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	
	Account Classification Total: 62 - General Supplies		19,229	14,090	10,650	13,650	11,900	
	662	Film/Video	-	-	-	250	-	
	663	Computer Software	-	-	6,000	6,000	5,000	
	Account Classification Total: 66 - Non-Print Materials		-	-	6,000	6,250	5,000	
	810	Buildings & Improvements	-	-	-	-	-	

City of Geneva								
Budget Worksheet Report								
	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 236 - Tri-Com								
	815.05	Improvements Other than Buildings	14,646	5,913	-	-	-	
	820	Machinery & Equipment	11,070	17,214	23,000	443,000	-	
	830	Office Furniture	1,817	-	500	500	-	
	835	Computer Equipment	29,953	53,185	10,000	-	-	
	Account Classification Total: 800 - Capital Outlay		57,486	76,312	33,500	443,500	-	
	914	State/Federal Permit Fees	1,500	1,620	3,500	-	-	
	Account Classification Total: 910 - Other Expenditures		1,500	1,620	3,500	-	-	
	Division Total: 86 - Operations		1,709,300	1,822,802	1,847,605	2,251,575	1,997,029	8.09%
Program: 95 - Capital Outlay								
	820	Machinery & Equipment	-	-	-	23,000	23,000	
	830	Office Furniture	-	-	-	-	4,000	
	835	Computer Equipment	-	-	-	10,000	10,000	
	Account Classification Total: 800 - Capital Outlay		-	-	-	33,000	37,000	
	999	Source of Reserves	-	-	-	-	71,129	
	Account Classification Total: 950 - Other Financing Uses		-	-	-	-	71,129	
	Division Total: 95 - Capital Outlay		-	-	-	33,000	108,129	
	Expenditures Total		2,139,027	2,248,227	2,292,435	2,709,190	2,562,275	11.77%
	Net Grand Totals:		35,165	130,097	-	43,735	-	
		Beginning Fund Balance	632,039	667,204		797,301	841,036	
		Net Change in Fund Balance	35,165	130,097		43,735	-	
		Ending Fund Balance	667,204	797,301		841,036	841,036	

City of Geneva								
Budget Worksheet Report								
	Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2013 Estimated Amount	2014 Budget	Percent Change
Fund: 715 - Workers Compensation								
<u>Revenues</u>								
	478	Insurance Premiums	220,940	224,153	290,000	290,000	411,700	
Account Classification Total: 47 - Service Fees			220,940	224,153	290,000	290,000	411,700	
	481	Interest Income	136	126	300	1,000	1,000	
Account Classification Total: 48 - Other Revenues			136	126	300	1,000	1,000	
	499	Reappropriation	-	-	25,200	-	-	
Account Classification Total: 49 - Other Financing Sources			-	-	25,200	-	-	
Revenues Total			221,076	224,279	315,500	291,000	412,700	30.81%
<u>Expenditures</u>								
	547	Banking Service	-	-	-	5	-	
	549	Claims Administration	-	-	-	11,620	11,700	
Account Classification Total: 54 - Professional Services			-	-	-	11,625	11,700	
	573	Training	-	903	2,500	-	2,500	
Account Classification Total: 57 - Professional Development			-	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	
Account Classification Total: 59 - Other Contractual Services			134,833	351,359	313,000	397,100	398,500	
Expenditures Total			134,833	352,262	315,500	408,725	412,700	30.81%
Net Grand Totals:			86,242	(127,983)	-	(117,725)	-	
		Beginning Fund Balance	430,141	516,383		388,401	270,676	
		Net Change in Fund Balance	86,242	(127,983)		(117,725)	-	
		Reappropriation						
		Ending Fund Balance	516,383	388,401		270,676	270,676	

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 Lab Coordinator Traffic Specialist	\$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

Classification and Compensation Plan 2013 – 2014

130	Lead Wastewater Treatment Plant Operator	\$54,342 \$26.1261	\$65,856 \$31.6617	\$77,370 \$37.1973
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

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.

City Administrator's Office

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 for 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.

City Administrator's Office

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

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

Administrative Services

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: 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 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:

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

Administrative Services

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

Goal # 3 Develop and implement a purchasing order 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

Community Development

PROGRAM DESCRIPTION

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

MISSION STATEMENT

Building Division

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

FY 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.

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 fire sprinkler systems as part of all new residential construction.)

Funding: Staff Time

Completion Date: 04/30/2014

Strategic Plan: N/A

MISSION STATEMENT

Planning Division

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:

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 placed 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 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.

Objective:

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 the creating of 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 on 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

Economic Development

PROGRAM DESCRIPTION

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

MISSION STATEMENT

The City of Geneva's Economic Development Department shall serve the community by attracting appropriate commercial, office/research and light industrial developments to the City 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:

- Create a print advertising campaign, marketing brochure, and execute a direct mail campaign for the southeast area, directed to regional commercial.
- Investigate Tax Increment Finance as an option to finance extension of infrastructure needed to bring additional industrial land to development ready status.
- Working with the Geneva Public Works and Community Development Departments seek access agreements between the City of Geneva and County of Kane regarding 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, motorcoach.

- Develop a “Rapport and Reward” program for tour bus drivers to encourage their cooperation in coordinating their tours with the City and Chamber.
- 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, EDD operating budget (\$4,000), Tourism Fund (\$10,000)

Completion: April 2014

Strategic Plan: Vision 2, all Goals – The unique character and vibrancy of our Business District 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: April 2014

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

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, Capital Project Fund (\$21,600 with a 50% matching grant), Staff Time

Completion Date: December 2013

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

Goal # 5 Integrate Department Business and Sites Database into city’s GIS system, allowing for online mapping of businesses and development opportunities

- Create Shape File for Business Listings

- Create Shape File for Available Sites
- Create Building Footprint file for all commercial properties

Funding: Staff Time

Completion Date: April 2014

Strategic Plan: Vision 2, all Goals – The unique character and vibrancy of our Business District 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, \$70,000 (capital/with grant reimbursement)

Completion Date: April 2014

Strategic Plan: Vision 2, all Goals – The unique character and vibrancy of our Business District 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

- Execute a promotion campaign to the real estate development community highlighting completion and expectations of the South East Geneva Master Plan.

Funding: Staff Time, \$3,000 (Legal Fees, TIF Fund)

Completion Date: April 2014

Strategic Plan: Goal 1, Vision 2, all Goals – The unique character and vibrancy of our Business District 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: April 2014

Strategic Plan: Goal 1, Vision 2, all Goals – The unique character and vibrancy of our Business District places them among the most desirable destinations.

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 determine 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.

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 formally 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, 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: 11/30/2014

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 # 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 courses ICS 300 & ICS 400.

- 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 recruit's 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 out 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 or significant hazards to responders by virtue of the design, use, of 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 the 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

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 \$20,000.00

Completion Date: 11/01/2013

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

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: 04/30/2013

Strategic Plan: Vision 1: We honor and preserve our community heritage and character. Goal 1: Encourage beautification and improvement of public and private property. Vision 2: The unique character and vibrancy of our Downtown Business District places it among the most desirable destinations. Goal 6: Where necessary, increase parking opportunities and ensure that the use of existing downtown parking assets is maximized.

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

- *Third Level of Commuter Parking Deck*

In 2007, the city completed construction of a commuter parking deck located east of 3rd street just north of the railroad tracks. At the time, a third level was designed, but not constructed. Metra now has the availability of funds to construct this third level. Last fiscal year, public works staff arranged for any needed revisions to the existing plans, 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 Downtown Business District places it among the most desirable destinations. Goal 6: Where necessary,

Public Works – Engineering

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

Public Works – Engineering

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 three 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

Public Works – Engineering

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.

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 the 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

Public Works – Electric

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.

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.

Public Works – Water/Wastewater

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.