

General Fund

General Activities

Services provided by General Activities include General Administration & Legislation, Human Resources, Community Development, Public Works Administration, Engineering, Buildings & Grounds, Finance, Information Systems, Utility Billing, Subsidized Transportation, Police Administration & Operations, Fire Services, Emergency Services and Streets and Sanitation. Some of these departments also provide services to the Utility (Enterprise) Funds. Those services are analyzed each year and are charged back to the Utility Funds through an inter-fund transfer and reported as an expense to the utility and as revenue to the General Fund.

Sales Tax Rate

7.5% on General Merchandise
1.75% on Food and Drug
7.0% on Registered Vehicles

City Share

1% of all Sales Tax
.50% Non-Home Rule on
General Merchandise

Utility Taxes/Fees

Water 4%
Gas 4%
Telecommunications 6%
Electric Franchise Fee 4%

Municipal Property Tax Rate

2010- \$0.592473
2009 - \$0.559507
2008 - \$0.549044
2007 - \$0.541774
2006 - \$0.555040
2005 - \$0.574728
2004 - \$0.553050

Typical Total Tax Rate

2010 - \$7.431154
2009 - \$7.121937
2008 - \$7.076896
2007 - \$7.063989
2006 - \$7.087639
2005 - \$7.134970
2004 - \$7.042930

Total Equalized Assessed Valuation

2010 -\$1,053,784,460
2009 - \$1,091,136,051
2008 - \$1,106,478,287
2007 - \$1,066,440,154
2006 - \$1,002,049,687
2005 - \$ 919,811,190
2004 - \$ 844,222,085

City of Batavia 2012 Annual Budget

Fund #10 — General Activities Summary

Description	Actual 2009	Actual 2010	Approved Budget 2011	Estimated 2011	Proposed Budget 2012
Surplus and Reserves	\$7,614,342	\$7,030,228		\$7,366,173	\$7,586,534
01 Intergovernmental	\$2,914,932	\$2,947,624	\$2,960,540	\$2,991,027	\$2,853,674
01 Municipal Taxes/Fees	\$4,608,627	\$4,774,936	\$4,765,000	\$4,643,036	\$4,955,169
01 Property Taxes	\$5,616,889	\$5,657,691	\$5,794,095	\$5,793,810	\$6,249,280
01 Sales Taxes	\$6,035,687	\$6,223,857	\$6,266,201	\$6,435,058	\$6,600,384
04 Fees & Services	\$536,402	\$1,007,833	\$763,220	\$736,850	\$754,500
05 Fines and Forfeitures	\$226,208	\$252,426	\$290,640	\$209,285	\$233,600
06 Other Revenues	\$331,917	\$252,528	\$263,075	\$230,075	\$235,375
07 Interfund Allocations	\$1,860,940	\$1,573,491	\$1,533,022	\$1,533,022	\$1,639,602
Total Revenue	\$22,131,602	\$22,690,386	\$22,635,793	\$22,572,163	\$23,521,584
Administration & Legislative	\$1,216,075	\$1,151,950	\$1,153,752	\$1,211,581	\$1,171,428
Human Resources	\$273,767	\$276,823	\$304,149	\$270,981	\$246,644
Community Development	\$1,001,215	\$859,496	\$900,557	\$863,130	\$924,474
Public Works Administration	\$354,833	\$184,954	\$195,933	\$198,693	\$213,348
Engineering	\$629,217	\$923,868	\$800,096	\$540,501	\$628,823
Building and Grounds	\$336,863	\$364,280	\$454,241	\$447,497	\$412,270
Finance and Accounting	\$516,558	\$506,779	\$554,889	\$561,191	\$583,041
Information Systems	\$772,751	\$546,546	\$607,040	\$580,950	\$693,979
Utility Billing	\$346,740	\$260,109	\$235,301	\$226,588	\$311,056
Economic Development	\$67,814	\$67,366	\$76,468	\$74,393	\$82,927
Police Admin & Operations	\$7,560,161	\$7,788,816	\$8,013,927	\$7,851,999	\$8,175,450
Fire Services	\$4,525,280	\$4,615,505	\$4,813,407	\$4,732,090	\$4,958,701
E.S.D.A.	\$27,450	\$18,793	\$25,561	\$17,969	\$18,090
Streets and Sanitation	\$3,251,274	\$3,000,638	\$3,239,269	\$3,092,365	\$3,281,745
Interfund Allocations	\$1,835,718	\$1,788,518	\$1,706,425	\$1,681,874	\$1,952,684
Total Expense	\$22,715,716	\$22,354,441	\$23,081,015	\$22,351,802	\$23,654,660
Surplus/(Deficit)	(\$584,114)	\$335,945	(\$445,222)	\$220,361	(\$133,076)
Surplus and Reserves	\$7,030,228	\$7,366,173		\$7,586,534	\$7,453,458

City of Batavia 2012 Annual Budget

Revenues

Fund #10 — General Activities

Acct.	Description	Actual 2009	Actual 2010	Approved Budget 2011	Estimated 2011	Proposed Budget 2012
4135	Local Use Tax	\$310,319	\$332,304	\$305,000	\$384,616	\$365,000
4210	Pers Property Repl Tax	\$186,191	\$196,214	\$170,000	\$185,285	\$174,863
4220	State Income Tax	\$2,053,471	\$1,975,298	\$1,950,000	\$2,040,120	\$1,991,278
4232	State & Federal Grants	\$75,338	\$119,118	\$230,740	\$61,973	\$0
4370	B & C Fire Prot Dist	\$241,750	\$240,000	\$245,000	\$240,000	\$242,500
4386	Maintenance of State Highways	\$27,985	\$58,204	\$36,300	\$40,033	\$40,033
4402	Township Transit Reimb.	\$19,878	\$26,486	\$23,500	\$39,000	\$40,000
	01 Intergovernmental	\$2,914,932	\$2,947,624	\$2,960,540	\$2,991,027	\$2,853,674
4120	Utility & Use Taxes and Fees	\$3,134,179	\$3,157,029	\$3,180,000	\$3,011,033	\$3,320,169
4245	Waste Transfer Fee	\$449,101	\$510,827	\$485,000	\$502,000	\$505,000
4324	Payments in Lieu of Taxes	\$711,402	\$736,455	\$750,000	\$750,000	\$750,000
4325	ROW Franchise Fee	\$313,945	\$370,625	\$350,000	\$380,003	\$380,000
	01 Municipal Taxes/Fees	\$4,608,627	\$4,774,936	\$4,765,000	\$4,643,036	\$4,955,169
4010	Real Estate Taxes - General	\$4,009,962	\$3,740,684	\$3,843,256	\$3,843,256	\$4,278,256
4011	Real Estate Taxes - Pension	\$1,544,557	\$1,882,236	\$1,915,839	\$1,915,839	\$1,936,024
4240	Road & Bridge Tax	\$62,370	\$34,771	\$35,000	\$34,715	\$35,000
	01 Property Taxes	\$5,616,889	\$5,657,691	\$5,794,095	\$5,793,810	\$6,249,280
4110	State Sales Tax	\$4,422,689	\$4,516,847	\$4,554,871	\$4,655,988	\$4,772,389
4111	Non-Home Rule Sales Tax	\$1,612,998	\$1,707,010	\$1,711,330	\$1,779,070	\$1,827,995
	01 Sales Taxes	\$6,035,687	\$6,223,857	\$6,266,201	\$6,435,058	\$6,600,384
4251	Licenses	\$52,825	\$51,722	\$53,300	\$50,471	\$52,000
4271	Building Permits	\$143,668	\$393,317	\$225,000	\$180,000	\$200,000
4301	Engineering Plan Review Fee	\$32,302	\$23,600	\$23,000	\$13,178	\$23,000
4302	Engineering Inspection Fee	\$65,053	\$30,993	\$30,000	\$27,330	\$30,000
4310	Plumbing Inspection Fee	\$22,593	\$33,577	\$30,000	\$20,871	\$21,000
4316	Planning & Zoning Fees	\$21,318	\$41,970	\$11,500	\$45,000	\$22,000
4318	Survey Monumentation Fee	\$6,193	\$5,481	\$5,500	\$2,500	\$5,000
4320	Leaf & Brush Collection	\$0	\$269,041	\$268,920	\$269,500	\$269,500
4331	Grave Opening Fee	\$48,484	\$34,617	\$36,000	\$36,000	\$38,000
4355	Police Reimbursements	\$143,966	\$123,515	\$80,000	\$92,000	\$94,000
	04 Fees & Services	\$536,402	\$1,007,833	\$763,220	\$736,850	\$754,500
4351	Fines & Fees	\$187,651	\$203,793	\$240,000	\$172,380	\$195,000
4352	Parking Tickets	\$38,557	\$48,633	\$50,640	\$36,905	\$38,600

City of Batavia 2012 Annual Budget

Revenues

Fund #10 — General Activities

Acct.	Description	Actual 2009	Actual 2010	Approved Budget 2011	Estimated 2011	Proposed Budget 2012
	05 Fines and Forfeitures	\$226,208	\$252,426	\$290,640	\$209,285	\$233,600
4330	Sale Of Burial Lots	\$13,050	\$11,550	\$12,000	\$9,000	\$10,000
4397	Reimbursements	\$148,908	\$66,155	\$87,875	\$87,875	\$97,875
4399	Miscellaneous Revenue	\$87,417	\$143,271	\$113,200	\$118,200	\$112,500
5000	Investment Income	\$82,542	\$31,552	\$50,000	\$15,000	\$15,000
	06 Other Revenues	\$331,917	\$252,528	\$263,075	\$230,075	\$235,375
5521	Transfer from Electric Fd21	\$775,766	\$679,146	\$661,904	\$661,904	\$718,734
5530	Transfer from Water Fd30	\$567,076	\$465,054	\$454,796	\$454,796	\$455,434
5531	Transfer from Wastewater Fd31	\$508,098	\$419,291	\$406,322	\$406,322	\$455,434
5560	Transfer from Perpetual Care Fd60	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
	07 Interfund Allocations	\$1,860,940	\$1,573,491	\$1,533,022	\$1,533,022	\$1,639,602
	Total Revenue	\$22,131,602	\$22,690,386	\$22,635,793	\$22,572,163	\$23,521,584

City of Batavia 2012 Annual Budget

Fund # 10 — General Activities

Department #00 — Revenues

Detail on Significant Items

Account

4010	Real Estate Taxes - General	
	Ambulance Levy - Proposed Addition to Levy Estimated at 4.1 to 4.4 Cents/\$100 of EAV	\$435,000
	Total	\$435,000
4011	Real Estate Taxes - Pension	
	Police Pension Levy	\$1,268,368
	Fire Pension Levy	\$667,656
	Total	\$1,936,024
4110	State Sales Tax	
	2.5% Increase over 2011 Projected Receipts	\$4,772,389
	Total	\$4,772,389
4111	Non-Home Rule Sales Tax	
	2.75% Increase over 2011 Projected Receipts. HR Taxes have increased slightly more than regular Sales Tax.	\$1,827,995
	Total	\$1,827,995
4120	Utility & Use Taxes and Fees	
	Reflects Conversion to 3.5 Cent per Therm Natural Gas Use Tax (Replace 4% Utility Tax) and 1 Cent per Gallon Gasoline Tax	\$3,320,169
	Total	\$3,320,169
4210	Pers Property Repl Tax	
	Anticipate New Legislation for use of PPRT funds and Expiration of Tax Amnesty Program.	\$174,863
	Total	\$174,863

City of Batavia 2012 Annual Budget

Fund # 10 — General Activities

Department #00 — Revenues

Detail on Significant Items

Account

4355	Police Reimbursements	
	Reflects Reduction to 1 Liaison Officer at the Schools	\$94,000
	Total	\$94,000

Administration

The Administration Department is responsible for the day-to-day support of the Mayor & City Council as well as daily City operations and is comprised of the City Administrator, Assistant City Administrator and various support staff. The City Administrator provides overall management and supervision of all City departments and divisions, through the delegation of the Mayor and City Council. The Administrator's Office acts as the nexus for interaction, coordination, and communication for the entire City. While Administration directs all City departments, direct involvement occurs most often with internal service departments, such as Finance, Human Resources and Information Systems. The City Administrator works with executive officers of other governmental units, not-for-profits and commercial enterprises that do business with the City. The City Administrator, along with the Mayor, is a voting member of the Metro West Council of Governments, which has an increasingly visible role in relationships with Kane County, the State of Illinois and the federal government. Currently, Metro West has taken a regional leadership role in water resources planning, protection and management, and is examining public pension reforms. Currently the City Administrator is also the City representative on the Batavia Chamber of Commerce Board of Directors.

The City Administrator's Office is responsible for managing budget resources, carrying out policy implementation and providing analysis and recommendations to aid in policy development. Providing sound fiscal direction for the City is the main goal of this department. This process is accomplished by overseeing and aiding in the preparation, adoption, and maintenance of the annual budget in conjunction with the Finance Director.

In addition to providing a lead role in policy formulation and budgetary management, Administration focuses on special projects as directed by the Mayor and City Council. It also performs the agenda development function and assists the City Clerk, including support of election activities. It is responsible for receptionist services and coordination of the City's communications initiatives: Batavia Neighbors, the City web site, E-blasts, the Municipal Minute, press releases, and social media. Other activities administered through this department are the City's legal services (including reimbursement from third parties), the support of BATV through sharing of franchise fees, sales tax rebate agreement activity and support of other government and non-government organizations such as MainStreet and activities such as Art In Your Eye and the upcoming International Windmill's Trade Fair. Administration, through Economic Development, also coordinates City TIF activities. Buildings and Grounds, PACE Bus and other activities are managed by Administration.

Administration provides support for Economic Development efforts coordinated by the Assistant City Administrator, and a part-time economic development analyst. That staff works closely with Community Development staff, the City Administrator and the Mayor, as well as Batavia MainStreet and the Batavia Chamber of Commerce. Economic development efforts cover the entire community, and fashions relationships with industrial, commercial and other businesses regardless of location, but, with the announced prioritization by the community continues with a strong focus on the downtown. 2011 saw the completion of the first building in downtown Batavia in many years, the Kluber Building at 10 S Shumway. A project of historic preservation as well, the City contributed in excess of \$300,000 towards almost complete reconstruction of

the former Opera House. It now houses the engineering and architecture firm of Kluber, Inc., and that occupancy has greatly added to the life of the downtown streetscape. 2011 also saw progress on the ambitious program to redo a significant portion of the downtown streetscape, including replacement of required infrastructure. The next several years will see transformation of several of the downtown "neighborhoods", beginning with River, Houston and Wilson Streets. TIF funding will be the primary funding source, along with a \$1.5 million grant for Wilson Street, been procured from the State of Illinois.

The slower, but continued development of Batavia's Randall Road area with finalization of plans for Chick-fil-A, and the opening of Fruitful Yield, a terrific health food store, shows that Randall Road retains its place as a strong center for commerce and revenue generation.

A significant step in filling out the City's development boundaries occurred with entry into an annexation agreement with Moose International, covering in excess of 450 acres of vacant land on the Southwest corner of the City along Randall Road. This area will provide housing for seniors, significant commercial development, as well as new recreational land for the Batavia Park District. While this area may take several years to develop, its annexation is a major step in concretizing the vision of Batavia's future in that area.

Overall initiatives for 2012 in the Administration Department include:

- Continuation of the current City Council's Governance and Strategic Planning initiatives. The Municipal Code will continue to be updated, the structure of Batavia governance will be formalized in some areas, and the Strategic Plan for 2013-2017 will be finalized in time for preparation of the 2013 Budget.
- Continued work on redevelopment opportunities in the downtown, including proposed reconstruction of the McDonald's facility, as well as the proposed new Walgreens operation. The City will continue with making funding available for those private entities that are willing to invest in the downtown, whether that funding is in the form of façade grants, redevelopment agreement funding, revolving loans, or forgivable loans all in combination.
- Continue aggressive communications with the real estate development industry, as well as our local property owners and managers. This includes participation in the ICSC (International Council of Shopping Centers) which brings us face to face with national commercial building owners, developers and management firms. In addition, the Economic Development staff will be hosting its annual Broker-Owner luncheon, which has successfully brought real estate interests together to develop synergy, both for the downtown and for other areas in the City.
- 2012 will see implementation of the City's pilot program to offer Internet services in the industrial areas, as well as plans to explore the idea of adding wireless Internet services to the downtown or parts of the downtown near existing fiber.

As was alluded to during the 2011 Budget presentations, the City has had to be mindful that some of the cuts in personnel may not be permanent. The 2012 Budget contains the refilling of 3 positions which have turned out to be critical to operations: Utility Billing Supervisor, the Deputy Fire Chief, and an additional Police Officer, to focus on Traffic duties. The City will continue to take advantage of early retirements where it can, and is working on some other moves as of the printing of this document.

Despite the economy, the City government has been as busy as ever, just in a different way. Progress can still occur and the City staff is committed to continue to work on behalf of the Mayor & City Council to improve the quality of life for all who live, work, play or visit here.

City of Batavia 2012 Annual Budget

Expenditures

Fund #10 — General Activities

Department # 10 — Administration & Legislative

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2009	2010	Budget 2011	2011	Budget 2012
6101	Salaries and Wages	\$519,537	\$510,364	\$463,010	\$484,778	\$508,085
6102	Overtime	\$21	\$0	\$100	\$100	\$100
6107	Part-time Wages	\$8,050	\$0	\$0	\$0	\$0
6120	City Health Ins Contribution	\$73,812	\$70,609	\$61,418	\$59,463	\$40,500
6121	City IMRF Pension Contribution	\$44,479	\$47,911	\$46,723	\$54,991	\$60,217
6122	City Share FICA and Medicare	\$35,622	\$35,115	\$30,936	\$37,093	\$38,876
6123	City Pension Contribution	\$9,357	\$8,785	\$9,500	\$9,500	\$9,500
6205	Memberships	\$17,617	\$15,952	\$16,950	\$16,950	\$16,950
6210	Training & Seminars	\$1,496	\$1,146	\$3,000	\$1,500	\$1,500
6215	Resource Materials	\$1,070	\$752	\$1,500	\$1,000	\$1,000
6220	Travel & Mileage	\$464	\$681	\$400	\$850	\$750
6225	Postage & Shipping	\$1,437	\$1,849	\$2,500	\$2,800	\$2,800
6230	Office Supplies	\$7,543	\$7,343	\$9,000	\$8,750	\$9,000
6235	Printing	\$20,934	\$26,801	\$23,500	\$21,500	\$23,500
6245	Advertisements	\$375	\$730	\$500	\$500	\$500
6259	Meals & Refreshments	\$3,154	\$926	\$3,000	\$2,000	\$3,000
6352	Sales Tax Rebate	\$31,015	\$12,898	\$35,000	\$10,000	\$10,000
6355	Contractual Services	\$90,496	\$77,019	\$91,000	\$104,090	\$43,000
6358	Legal Fees	\$120,687	\$113,005	\$130,000	\$130,000	\$135,000
6359	BATV (% Franchise Fee)	\$161,191	\$139,845	\$140,000	\$152,001	\$152,000
6363	Ride in Kane Program	\$45,767	\$52,145	\$50,000	\$78,000	\$80,000
6505	Liability & Property Insurance	\$21,236	\$27,359	\$35,000	\$35,000	\$35,000
6515	Worker's Compensation Self-Ins.	\$715	\$715	\$715	\$715	\$150
Administration & Legislative		\$1,216,075	\$1,151,950	\$1,153,752	\$1,211,581	\$1,171,428

City of Batavia 2012 Annual Budget

Fund # 10 — General Activities

Department #10 — Administration & Legislative

Detail on Significant Items

Account

Personnel

- (1) Mayor
- (14) City Council Member
- (1) City Clerk
- (1) City Treasurer
- (1) City Administrator
- (1) 1/4 Assistant City Administrator
- (1) PT Executive Assistant
- (1) Administrative Assistant
- (1) 1/4 PT Economic Development Analy
- (2) PT Receptionist

6355	Contractual Services	
	Meeting Recording Services	\$18,000
	Professional Fees/Studies	\$25,000
	Total	\$43,000
<hr/>		
6359	BATV (% Franchise Fee)	
	2% of ROW Fees	\$152,000
	Total	\$152,000
<hr/>		
6363	Ride in Kane Program	
	Increased Costs to City & Township	\$80,000
	Total	\$80,000

Human Resources

The Human Resources Department is responsible for creating a working environment where all City employees can do their best work. To these ends, HR conducts studies to determine fair and competitive wage and benefit levels, administers the City's self-funded group health benefits plan, works with department heads to formulate and execute up-to-date personnel policies and procedures, recruits, interviews and hires new candidates for employment.

The HR department is also responsible for the coordination of negotiations with the City's six collective bargaining groups (IBEW-Street Department, IBEW-Electric Department, FOP-Officer, FOP-Sergeant, IAFF-Fire, and Teamsters-Police Records). HR strives to facilitate good communication between employees and management with such tools as the suggestion box program and the employee input survey.

City of Batavia 2012 Annual Budget

Expenditures

Fund #10 — General Activities

Department #12 — Human Resources

Acct.	Description	Actual		Approved	Estimated	Proposed
		2009	2010	Budget 2011	2011	Budget 2012
6101	Salaries and Wages	\$158,854	\$154,478	\$160,397	\$151,971	\$131,500
6120	City Health Ins Contribution	\$17,459	\$16,762	\$17,941	\$9,200	\$8,400
6121	City IMRF Pension Contribution	\$16,127	\$17,189	\$19,183	\$18,176	\$17,134
6122	City Share FICA and Medicare	\$11,452	\$11,169	\$12,270	\$11,626	\$10,060
6205	Memberships	\$1,045	\$915	\$700	\$700	\$700
6210	Training & Seminars	\$15,024	\$11,328	\$19,000	\$19,000	\$12,000
6223	Employee Recruitment	\$1,256	\$890	\$2,000	\$0	\$1,500
6225	Postage & Shipping	\$21	\$98	\$200	\$200	\$200
6230	Office Supplies	\$3,332	\$574	\$1,500	\$1,000	\$1,000
6235	Printing	\$0	\$0	\$600	\$0	\$0
6282	Employee Recognition	\$10,521	\$10,199	\$11,000	\$11,000	\$11,000
6285	Medical Examinations and Testing	\$24,672	\$28,591	\$15,000	\$20,000	\$20,000
6355	Contractual Services	\$8,079	\$8,992	\$14,000	\$10,000	\$10,000
6358	Legal Fees	\$3,937	\$3,918	\$15,000	\$5,000	\$8,000
6505	Liability & Property Insurance	\$1,630	\$11,362	\$15,000	\$12,750	\$15,000
6515	Worker's Compensation Self-Ins.	\$358	\$358	\$358	\$358	\$150
Human Resources		\$273,767	\$276,823	\$304,149	\$270,981	\$246,644

City of Batavia 2012 Annual Budget

Fund # 10 — General Activities

Department #12 — Human Resources

Detail on Significant Items

Account

Personnel

- (1) 1/2 Assistant City Administrator
- (1) Human Resource Assistant
- (1) PT Administrative Assistant

6210

Training & Seminars

LEAD (SMILE) Program

\$12,000

Total

\$12,000

Community Development Department

The Community Development Department is responsible for planning and implementing the community's policies, regulations and guidelines for the physical development of the City. The department manages new public and private development and redevelopment. The Comprehensive Plan is the principal document that states the goals and policies, and it is implemented through various Municipal Code titles, including zoning and subdivision regulations and the building code. The Comprehensive Plan also guides the implementation of the City's capital improvements program.

Community Development has eight staff members in three divisions: Building and Code Compliance, Planning, and Administration. The department is responsible for long-range and special project planning, current development review, zoning, design review, building plan review, permitting and inspection, and code compliance. Services are provided to homeowners, builders, contractors, realtors, developers, neighborhoods, businesses, and to other agencies and organizations. Staff support and recommendations are provided to the Plan Commission, City Council, Community Development Committee, Historic Preservation Commission and the Administrative Hearing Officer.

Major projects undertaken in 2011 included administration of the downtown improvement grant program, annual updates to the Comprehensive Plan, Zoning Code, and Official Zoning Map, and continued implementation of the downtown significant historic building conservation program. Redevelopment continued as a focus of the department's activity, with the McDonald's reconstruction and planning for a possible new Walgreen's store. A concept plan for downtown streetscape was completed, with involvement of a 15-member resident committee. This led to a plan to construct multi-million dollar streetscape improvements on N. River and Houston Streets in 2012. A second building at the new Dreyer Medical Clinic and the six-story Aldi office headquarters building on Kirk Road were significant projects. Work also began on the Aldi warehouse addition. A significant effort went into the completion of the Mooseheart annexation agreement, leading to one of the largest additions to the City territory in history. A planned expansion of Walmart began the review process.

Although the national economy remained slow, planning and building activity maintained 2010 levels. Code compliance activity rose, largely due to the high number of foreclosures, and the City performed a record amount of yard maintenance on vacant houses to keep neighborhoods looking nice. The administrative hearing process for code compliance helped code compliance efforts and increased revenues to the City.

The 2012 budget year plans for continued activity in redevelopment, planning and the ongoing update of the survey of downtown historic properties by the Historic Preservation Commission. Downtown façade and improvement grant programs will continue. Activity will increase on the program to ensure a high level of maintenance on significant historic buildings in the downtown. We expect a slight expansion of new housing construction and remodeling activity due to the improving housing market. Several new restaurants and retail tenants are expected in 2012. Construction of downtown streetscape and City Hall landscape improvements will occupy much of the staff effort for the year.

City of Batavia 2012 Annual Budget

Expenditures

Fund #10 — General Activities

Department # 13 — Community Development

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2009	2010	Budget 2011	2011	Budget 2012
6101	Salaries and Wages	\$647,104	\$565,713	\$600,975	\$557,400	\$596,400
6102	Overtime	\$267	\$0	\$250	\$250	\$250
6107	Part-time Wages	\$0	\$6,624	\$0	\$8,000	\$8,000
6120	City Health Ins Contribution	\$99,713	\$88,082	\$94,606	\$99,713	\$108,350
6121	City IMRF Pension Contribution	\$65,377	\$62,613	\$71,907	\$66,695	\$77,743
6122	City Share FICA and Medicare	\$47,684	\$42,178	\$45,994	\$43,272	\$46,256
6125	Unemployment Payments	\$12,334	\$1,155	\$0	\$0	\$0
6205	Memberships	\$1,750	\$1,713	\$2,000	\$2,000	\$2,000
6210	Training & Seminars	\$1,141	\$1,272	\$2,000	\$2,000	\$2,000
6215	Resource Materials	\$174	\$353	\$150	\$150	\$150
6225	Postage & Shipping	\$5,040	\$2,060	\$2,500	\$2,000	\$2,500
6230	Office Supplies	\$2,424	\$3,167	\$2,500	\$2,500	\$2,500
6235	Printing	\$120	\$0	\$500	\$250	\$250
6241	Fuel	\$1,461	\$1,670	\$1,600	\$2,800	\$2,800
6245	Advertisements	\$631	\$1,320	\$1,000	\$2,000	\$1,000
6250	Telephone	\$1,699	\$1,546	\$1,500	\$1,200	\$1,200
6255	Clothing & Uniforms	\$178	\$0	\$300	\$300	\$300
6259	Meals & Refreshments	\$276	\$101	\$250	\$200	\$250
6310	R & M Vehicles	\$449	\$2,260	\$2,000	\$2,500	\$2,500
6354	Plumbing Inspections	\$19,981	\$24,469	\$25,000	\$20,000	\$20,000
6355	Contractual Services	\$75,813	\$36,190	\$28,000	\$32,500	\$32,500
6505	Liability & Property Insurance	\$2,199	\$1,610	\$2,125	\$2,000	\$2,125
6515	Worker's Compensation Self-Ins.	\$15,400	\$15,400	\$15,400	\$15,400	\$15,400
Community Development		\$1,001,215	\$859,496	\$900,557	\$863,130	\$924,474

City of Batavia 2012 Annual Budget

Fund # 10 — General Activities

Department #13 — Community Development

Detail on Significant Items

Account

Personnel

- (1) Director of Community Development
- (1) Planning and Zoning Officer
- (1) Building Commissioner
- (1) Building Inspector
- (1) Code Compliance Officer
- (1) Planner
- (1) Administrative Assistant
- (1) 3/4 Administrative Assistant

6107	Part-time Wages	
	Continuation of Use of Part-Time Building Inspector to assist with the workload. Assisted with 30% of Inspections in 2011.	\$8,000
	Total	\$8,000
<hr/>		
6225	Postage & Shipping	
	Notification Radius for Zoning Hearings/Inc Mailings	\$2,500
	Total	\$2,500
<hr/>		
6355	Contractual Services	
	Code Compliance Property Maintenance (Liens Filed)	\$20,000
	Hearing Officer/Clerk - Adjudication	\$1,400
	Fire Plan Reviews	\$10,000
	Plan Commission/Other	\$1,100
	Total	\$32,500

Public Works Administration

Public Works is comprised of four divisions: Electric, Street, Water and Wastewater. The budget for Public Works Administration and Streets and Sanitation are found in General Activities, under departments 14 and 45, while the budget for Electric (Fund #21), Water (Fund #30) and Wastewater (Fund #31) are located in the Enterprise Funds. Each of the divisions has a Superintendent that reports to the Public Works Director. Primarily, the role of Public Works Administration is to direct and coordinate the activities of those four divisions. An emphasis is placed on inter-division cooperation for the efficient and effective use of equipment and manpower. Administration is responsible for planning, organizing and managing long-range capital improvements to meet future needs in the most cost efficient and effective manner.

Major projects during 2011 were the analysis and review of the Mooseheart annexation agreement and oversight of the Pace Global Prairie State project. Planned projects for 2012 include the administration of issues surrounding Prairie State as well as commencing with engineering for a future wastewater treatment plant expansion.

The costs associated with Administration are analyzed each year for allocation to each of the four divisions. The utility funds are charged back for their proportionate share. The transfers between each of the Enterprise Funds and General Activities are necessary to maintain fair and equitable rates or user fees in the utilities and appropriate taxation for general city services.

City of Batavia 2012 Annual Budget

Expenditures

Fund #10 — General Activities

Department #14 — Public Works Administration

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2009	2010	Budget 2011	2011	Budget 2012
6101	Salaries and Wages	\$257,462	\$117,651	\$124,710	\$124,758	\$135,535
6102	Overtime	\$2,801	\$0	\$0	\$0	\$0
6120	City Health Ins Contribution	\$29,318	\$19,200	\$20,685	\$20,685	\$21,040
6121	City IMRF Pension Contribution	\$20,132	\$11,966	\$14,915	\$14,921	\$17,660
6122	City Share FICA and Medicare	\$14,991	\$8,148	\$9,540	\$9,544	\$10,368
6125	Unemployment Payments	\$7,337	\$957	\$0	\$957	\$0
6205	Memberships	\$921	\$616	\$650	\$700	\$650
6210	Training & Seminars	\$436	\$193	\$1,000	\$500	\$1,500
6230	Office Supplies	\$176	\$0	\$500	\$0	\$0
6250	Telephone	\$719	\$564	\$650	\$720	\$720
6355	Contractual Services	\$19,448	\$24,752	\$22,200	\$25,000	\$25,000
6505	Liability & Property Insurance	\$734	\$549	\$725	\$550	\$725
6515	Worker's Compensation Self-Ins.	\$358	\$358	\$358	\$358	\$150
Public Works Administration		\$354,833	\$184,954	\$195,933	\$198,693	\$213,348

City of Batavia 2012 Annual Budget

Fund # 10 — General Activities

Department #14 — Public Works Administration

Detail on Significant Items

Account

Personnel

(1) Director of Public Works

6355

Contractual Services

Maintenance of Traffic Signals

\$25,000

Total

\$25,000

Engineering

The Engineering Department performs civil engineering services for public and private infrastructure improvements within the city. These services include planning, surveying, design, and construction management of municipal infrastructure improvements, preparation and revisions to municipal regulations for improvements, plan review, construction inspection of private improvements, and assisting private property owners resolve drainage and grading concerns. The department coordinates with federal, state, and county agencies on funding, infrastructure improvements, regulations, and assists other City departments with their engineering needs.

Several federally funded projects will be continuing in 2012.

- **Wilson Street Interconnect & Deerpath Road Bridge Rehabilitation** - Phase 2 Design Engineering will take place in 2012. The City received 100% and 80% grants respectfully for these projects.
- **Safe Routes to School (Rotolo Middle School, Alice Gustafson & H.C. Storm)** – Phase 2 design engineering and possibly construction in 2012 of the a pedestrian bridge over the Batavia Creek along Hart Road, sidewalk along the entrance to the Rotolo Middle School and construction of footpaths at both Alice Gustafson and H.C. Storm. These projects are 100% funded with a SRTS grant.
- **Main Street Reconstruction** – Phase 1 & 2 Design Engineering for the reconstruction of Main Street from Batavia Avenue to Van Nortwick Avenue will begin in 2012 by City Staff. The City received a STP grant which funds 75% of the construction of this project, which is anticipated in 2014.
- **Main Street Resurfacing** - Randall Road to Van Nortwick Avenue will take place in 2012. This project is 80% funded with a LAPP grant.
- **Pedestrian Crossing** – The design of pedestrian crossings at key intersections along Batavia Avenue and IL Route 25 will be designed in 2012. The City received a CMAQ grant which funds for 80% of the project cost.
- **Wilson Street Streetscape** – Phase 1 & 2 Design Engineering will begin in 2012 for the streetscape improvements along Wilson Street between Island/Shumway Avenue and Batavia Avenue. The City received an ITEP grant which funds 80% of the construction of this project.

The **2012 Drainage Program** will include improvements to the existing storm sewer infrastructure in several residential and industrial areas of the City as well as looking into stabilizing eroding creek beds and replacing failing culverts in all watersheds. New storm sewers will be installed in Garden Ct. to reduce ice build-up in the court; Dover and Essex Court to help to mitigate yard flooding. Stabilization and re-establishing the flowline of the Mahoney Creek near the 2 culverts, one at Cleveland & the other at Raddant, will start field & design work with anticipation of fall construction. **Fermi Lab Drainage Improvement Project** includes the regrading of a ditch along the BNSF railroad tracks and installation of a pipe to alleviate flooding on the Fermi Lab property near the Batavia Business Park.

The **2012 Street Program** will resurface and patch various streets in community. The department will continue to perform all field surveying, design, bidding and construction inspection work with in-house staff.

The **Downtown Streetscape Project** is intended to provide a framework for enhancing the livability of the downtown, improving the pedestrian and business environment, and beautifying each of the five downtown neighborhoods. In 2012 construction will take place on River Street (Wilson Street to north of State Street) and Houston Street (Island Avenue to Batavia Avenue). The design phase will continue on Wilson Street (Island/Shumway Avenue to Batavia Avenue).

City of Batavia 2012 Annual Budget

Expenditures

Fund #10 — General Activities

Department #15 — Engineering

Acct.	Description	Actual		Approved	Estimated	Proposed
		2009	2010	Budget 2011	2011	Budget 2012
6101	Salaries and Wages	\$369,073	\$348,228	\$367,185	\$367,185	\$417,500
6102	Overtime	\$1,993	\$2,038	\$1,000	\$2,100	\$2,000
6107	Part-time Wages	\$1,827	\$0	\$0	\$0	\$0
6120	City Health Ins Contribution	\$67,313	\$64,642	\$69,340	\$69,340	\$72,400
6121	City IMRF Pension Contribution	\$36,621	\$37,545	\$44,035	\$44,166	\$54,661
6122	City Share FICA and Medicare	\$26,791	\$24,937	\$28,166	\$28,250	\$32,092
6125	Unemployment Payments	\$2,679	\$0	\$0	\$0	\$0
6205	Memberships	\$677	\$1,226	\$1,200	\$1,200	\$1,200
6210	Training & Seminars	\$4,938	\$1,660	\$3,000	\$3,000	\$7,600
6215	Resource Materials	\$120	\$589	\$500	\$500	\$500
6225	Postage & Shipping	\$49	\$288	\$350	\$350	\$350
6230	Office Supplies	\$2,803	\$2,061	\$2,500	\$2,500	\$2,500
6241	Fuel	\$1,340	\$1,411	\$1,545	\$2,345	\$2,345
6245	Advertisements	\$0	\$193	\$600	\$600	\$600
6248	Regulatory Fees	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
6250	Telephone	\$2,963	\$3,165	\$2,800	\$2,600	\$2,800
6255	Clothing & Uniforms	\$225	\$398	\$650	\$400	\$650
6288	Recording Fees	\$519	\$328	\$400	\$400	\$400
6310	R & M Vehicles	\$1,679	\$1,426	\$2,500	\$2,500	\$2,500
6355	Contractual Services	\$8,016	\$848	\$5,000	\$3,000	\$12,250
6360	Engineering Fees	\$6,562	\$38,023	\$232,700	\$3,000	\$11,000
6445	Other Equipment	\$0	\$1,237	\$750	\$750	\$1,850
6470	Drainage Projects	\$87,080	\$388,265	\$30,000	\$840	\$0
6505	Liability & Property Insurance	\$2,199	\$1,610	\$2,125	\$1,725	\$2,125
6515	Worker's Compensation Self-Ins.	\$2,750	\$2,750	\$2,750	\$2,750	\$500
Engineering		\$629,217	\$923,868	\$800,096	\$540,501	\$628,823

City of Batavia 2012 Annual Budget

Fund # 10 — General Activities

Department #15 — Engineering

Detail on Significant Items

Account

Personnel

- (1) City Engineer
- (1) Assistant City Engineer
- (1) Senior Engineering Assistant
- (1) PT Staff Engineer
- (1) PT Engineering Assistant
- (1) 1/4 Administrative Assistant

6101 Salaries and Wages

Inc. of 520 hours for PT Engineer to accomodate Sewer Separation Project & Watermain Design for Main St.	\$19,200
Inc. of 520 hours for PT Engineering Tech to accomodate CAD work for Main St.	\$18,200

Utilizing in-house staff familiar with the project is the most cost-effective means for completion.

	Total	\$37,400
--	--------------	----------

6210 Training & Seminars

Seminars & Workshops	\$4,000	
Auto Desk Training for Civil 3D	\$3,600	
	Total	\$7,600

6355 Contractual Services

Other Professional Services	\$5,000	
Bridge Inspections	\$7,250	
	Total	\$12,250

City of Batavia 2012 Annual Budget

Fund # 10 — General Activities

Department #15 — Engineering

Detail on Significant Items

Account

6445	Other Equipment	
	Calibrate Equipment	\$500
	Battery for Survey Equipment	\$250
	Large Roller Cutter for Plans and Maps	\$600
	Vehicle CB Radio	\$500
	Total	\$1,850

Building & Grounds

The Buildings & Grounds budget includes one Maintenance Technician. This position currently works under the City Administrator. The Maintenance Technician is responsible for all aspects of maintenance of the City's historic limestone Government Center. This position also oversees the various buildings the City has purchased in the downtown for future development, including the Baptist Church, and the Thomle Building. Although there is little activity in these buildings, they require regular monitoring and maintenance, especially the historic Baptist Church. Additionally, the City owns and maintains the facilities used by the Batavia Interfaith Food pantry and Clothes Closet.

All routine maintenance and repairs to the Government Center are budgeted in this department, including janitorial and cleaning service, which are contract services. The utilities for the entire building are also budgeted here, along with the capital leases for two copiers and the postage machine. Significant capital expenditures are budgeted in the newly created City Hall Capital Improvements fund, which was established with a transfer of reserves from the General Activities fund.

The Maintenance Technician also coordinates all contracts related to maintenance and repairs, procures all general-purpose equipment and coordinates use of the Batavia Government Center by City Government, other local agencies and numerous community groups for use of The City Council Chambers and other meeting rooms for community events and meetings. Other tasks include overseeing the landscaping and snow removal around the perimeter of the building and ensuring proper maintenance of the City's historic windmill collection.

City of Batavia 2012 Annual Budget

Expenditures

Fund #10 — General Activities

Department #16 — Building and Grounds

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2009	2010	Budget 2011	2011	Budget 2012
6101	Salaries and Wages	\$55,038	\$51,323	\$54,600	\$57,567	\$61,947
6102	Overtime	\$913	\$459	\$750	\$750	\$750
6103	Double-time	\$1,090	\$0	\$500	\$500	\$500
6120	City Health Ins Contribution	\$7,325	\$13,487	\$14,431	\$18,512	\$21,040
6121	City IMRF Pension Contribution	\$5,798	\$5,672	\$6,680	\$7,035	\$8,235
6122	City Share FICA and Medicare	\$4,237	\$3,767	\$4,273	\$4,500	\$4,835
6225	Postage & Shipping	\$0	\$0	\$50	\$0	\$0
6230	Office Supplies	\$14	\$95	\$100	\$100	\$100
6241	Fuel	\$331	\$740	\$932	\$1,088	\$1,088
6250	Telephone	\$24,939	\$30,396	\$28,000	\$28,000	\$28,500
6260	Utilities	\$76,769	\$83,459	\$85,000	\$82,000	\$93,200
6264	General Supplies	\$13,335	\$9,192	\$15,000	\$12,000	\$15,000
6310	R & M Vehicles	\$1,943	\$1,264	\$1,500	\$2,670	\$2,000
6315	R & M Building	\$119,397	\$139,693	\$214,300	\$208,000	\$148,500
6320	Equipment Rental	\$24,960	\$23,976	\$26,000	\$24,000	\$26,000
6340	R & M Equipment	\$150	\$150	\$1,500	\$150	\$0
6505	Liability & Property Insurance	\$74	\$57	\$75	\$75	\$75
6515	Worker's Compensation Self-Ins.	\$550	\$550	\$550	\$550	\$500
Building and Grounds		\$336,863	\$364,280	\$454,241	\$447,497	\$412,270

City of Batavia 2012 Annual Budget

Fund # 10 — General Activities

Department #16 — Building and Grounds

Detail on Significant Items

Account

Personnel

(1) Maintenance Technician

6315	R & M Building	
	General Maintenance	\$45,000
	Replace Office Carpeting	\$12,000
	Countertop Replacements	\$12,500
	Painting 1st Floor Hall & Lobby	\$6,500
	Elevator Motor	\$6,000
	PD Carpeting 2nd Floor	\$12,000
	Repair Space Heat Exchangers	\$6,500
	Paint Police Locker Rooms	\$3,000
	Janatorial Services	\$45,000
	Total	\$148,500

Finance

The Finance Department is responsible for the collection, monitoring and disbursement of all monies for the City. Among the many tasks are the compilation of the City's budget, coordination of the annual audit and the creation of the City's audited financial statements. Finance provides financial administration and oversight for all City departments and includes accounts receivable, accounts payable and all aspects of payroll. The department also invests idle funds, facilitates all debt issues, prepares, and collects the City's annual property tax levy. Risk management and administration of the City's liability and workmen's compensation insurance programs are functions of the department. The Finance Department realizes they are stewards of public funds and its mission is to ensure the most efficient and effective use of those funds.

The City's Comprehensive Annual Financial Report has received the Government Finance Officer's Award for Excellence in Financial Reporting since its first submittal of the 2007 Audit.

Activity in 2011 focused on the budget and the City's continued efforts on the financial sustainability project with close monitoring of both revenues and expenditures throughout the year. The Finance Department issued an RFP for banking services, having been with the same institution since 2002. The City moved its primary banking relationship to Harris Bank, N.A. in the spring of 2011. This change served as a good review of our financial processes and policies. In addition to changing banks, the Finance Department presented a Fund Balance Policy to the City Council. The City Council passed the policy that assures compliance with GASB 54.

The department has plans to become a beta test site for an upgrade to its financial software package. Should the project move ahead, it is anticipated that a full upgrade to the software will occur in mid 2012. The upgrade has a minimal cost impact that will provide greater functionality.

Accounting for the City's purchased power contracts and the calculation of the purchased power adjustment factor on customer utility bills continued to be at the forefront of the department. Many changes have occurred in the city's electric utility since the end of the City's all requirements contract and much work has been done to assure the best long-term position for the utility. With the Prairie State facility coming on line in 2012, it is anticipated that there will be extra time devoted to the project and accounting for it in the year ahead.

City of Batavia 2012 Annual Budget

Expenditures

Fund #10 — General Activities

Department #17 — Finance and Accounting

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2009	2010	Budget 2011	2011	Budget 2012
6101	Salaries and Wages	\$347,902	\$348,341	\$365,909	\$361,909	\$372,279
6102	Overtime	\$98	\$59	\$0	\$0	\$0
6120	City Health Ins Contribution	\$48,723	\$41,330	\$44,225	\$64,062	\$67,100
6121	City IMRF Pension Contribution	\$35,130	\$38,612	\$43,763	\$43,284	\$48,508
6122	City Share FICA and Medicare	\$24,840	\$25,226	\$27,992	\$27,686	\$28,479
6205	Memberships	\$1,048	\$300	\$550	\$525	\$550
6210	Training & Seminars	\$50	\$19	\$200	\$210	\$2,000
6215	Resource Materials	\$141	\$148	\$250	\$150	\$150
6220	Travel & Mileage	\$609	\$457	\$425	\$425	\$425
6225	Postage & Shipping	\$4,444	\$3,310	\$5,500	\$3,500	\$3,500
6230	Office Supplies	\$5,336	\$3,621	\$8,000	\$7,000	\$7,000
6235	Printing	\$1,448	\$1,552	\$3,300	\$1,800	\$2,000
6351	Auditing	\$45,505	\$42,705	\$53,500	\$49,240	\$50,000
6505	Liability & Property Insurance	\$734	\$549	\$725	\$850	\$900
6515	Worker's Compensation Self-Ins.	\$550	\$550	\$550	\$550	\$150
Finance and Accounting		\$516,558	\$506,779	\$554,889	\$561,191	\$583,041

City of Batavia 2012 Annual Budget

Fund # 10 — General Activities

Department #17 — Finance and Accounting

Detail on Significant Items

Account

Personnel

- (1) Director of Finance
- (1) Assistant Finance Director
- (1) Finance Assistant-Accounts Payable
- (1) Finance Assistant-Receivables
- (1) PT Finance Assistant-Payroll

6210 **Training & Seminars**

GFOA National Conference in Chicago & Other	\$2,000
Total	\$2,000

6351 **Auditing**

Audit and Statistical Reporting Fees. A Request for Proposal for Audit Services will be done in 2012.	\$50,000
Total	\$50,000

Information Systems

The Information Systems (IS) department provides Information Technology (IT) services to all city personnel. The department is responsible for GIS (Geographical Information System), computer hardware, internal networking, software applications, the City phone system, and the City website. The focus of the department is to provide cost effective technology solutions to the employees necessary to serve the residents.

The department manages over 200 phones, 140 personal computers with 220 users. The Information Systems Director, Systems Manager, and GIS Technician staff the department.

The challenges moving into 2012 include updating an aging fleet of computers, expanding email capabilities, and establishing archive storage.

In 2012 we will replace two virtual server hosts, 28 personal computers and 7 laptops. Our virtual servers host 17 servers, improve efficiency for managing the server environment and increases service reliability to the end users. The 28 personal computers scheduled for replacement will rid the City of all single core processor desktop computers. These computers are no longer able to keep up with the demands of our current software.

The City's email system will also get a facelift. The mail server, which processes the City's email for our 200-plus user base will be 9 years old in 2012. Upgrading the system will provide many enhancements to the system. Outlook Web Access (OWA) gets added features including more navigation controls, built-in archiving, and a much-needed expansion to the size of our post office.

We will be updating three of the Police Departments Mobile Data Computers (MDC) in 2012. The three MDC's scheduled for replacement in 2012 will no longer be maintained by the manufacturer. The Police Department uses the MDC's to process reports, communicate with Tri-Com, and search federal and state databases.

We are planning some server software upgrades, an updated GPS data collector software program for GIS, and a forensics utility for the Police Department that will examine cellular phones.

Finally, we are adding some secondary disk storage to accommodate archiving of email, digital videos and other non-critical documents.

City of Batavia 2012 Annual Budget

Expenditures

Fund #10 — General Activities

Department #18 — Information Systems

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2009	2010	Budget 2011	2011	Budget 2012
6101	Salaries and Wages	\$293,795	\$236,843	\$250,145	\$250,250	\$258,587
6120	City Health Ins Contribution	\$47,168	\$39,021	\$41,752	\$41,752	\$42,525
6121	City IMRF Pension Contribution	\$29,980	\$25,300	\$29,917	\$29,930	\$33,694
6122	City Share FICA and Medicare	\$21,918	\$16,811	\$19,136	\$19,144	\$19,782
6205	Memberships	\$525	\$300	\$525	\$300	\$525
6210	Training & Seminars	\$1,955	\$1,176	\$3,200	\$875	\$2,375
6215	Resource Materials	\$778	\$3,293	\$800	\$300	\$800
6220	Travel & Mileage	\$104	\$188	\$300	\$150	\$150
6225	Postage & Shipping	\$73	\$2	\$100	\$100	\$100
6230	Office Supplies	\$2,507	\$494	\$500	\$500	\$500
6231	Computer Software and Access	\$97,920	\$1,382	\$5,800	\$7,562	\$34,400
6232	Computer Supplies	\$5,221	\$1,701	\$4,000	\$3,000	\$3,000
6241	Fuel	\$1,103	\$249	\$1,000	\$300	\$350
6250	Telephone	\$12,261	\$12,960	\$18,230	\$15,920	\$9,980
6255	Clothing & Uniforms	\$0	\$0	\$150	\$0	\$150
6325	Computer Maintenance	\$32,778	\$41,675	\$44,555	\$40,528	\$42,720
6355	Contractual Services	\$55,310	\$12,018	\$19,500	\$18,911	\$17,484
6362	Software Training	\$2,250	\$909	\$2,000	\$800	\$1,000
6375	Software Support	\$106,871	\$122,041	\$140,055	\$128,277	\$136,952
6405	Computer Hardware	\$58,950	\$29,084	\$24,100	\$21,201	\$88,030
6505	Liability & Property Insurance	\$734	\$549	\$725	\$600	\$725
6515	Worker's Compensation Self-Ins.	\$550	\$550	\$550	\$550	\$150
Information Systems		\$772,751	\$546,546	\$607,040	\$580,950	\$693,979

City of Batavia 2012 Annual Budget

Fund # 10 — General Activities

Department #18 — Information Systems

Detail on Significant Items

Account

Personnel

- (1) Information Systems Director
- (1) Systems Manager
- (1) GIS Technician

6231	Computer Software and Access	
	Upgrade Email System to Exchange 2010 Enterprise Ed	\$15,000
	MS Windows 2008 R2 Client & Server Licenses, MS SQL 2008 License	\$9,000
	Mobile Phone Examiner Forensics Software	\$3,300
	Software Requests	\$2,000
	Additional Client Licenses for Finance System	\$1,500
	GPS/GIS Terrasync and Pathfinder Software	\$1,450
	Adobe Acrobat Licenses	\$1,200
	Upgrade to Flexipro Software in Signshop	\$650
	Net Switch Error Reporting Software	\$300
	Total	\$34,400
<hr/>		
6250	Telephone	
	Data Modems for Emergency Vehicles, Dept Cell Phones	\$9,980
	Total	\$9,980
<hr/>		
6325	Computer Maintenance	
	Eng - OCE Printer/Scanner/Plotter	\$1,500
	IS - Network Security	\$2,800
	IS - Storage Area Network	\$6,900
	IS - Individual Repairs	\$3,000
	IS - Phone System	\$15,500
	Pol - Digital Fingerprint	\$2,520
	Pol - Mobile Data Computers	\$6,600

City of Batavia 2012 Annual Budget

Fund # 10 — General Activities

Department #18 — Information Systems

Detail on Significant Items

Account

Pol - New World Mobile Server (66% Reimb STC)	\$2,400
PW - Sign Printer Cutter	\$1,500
Total	\$42,720

6355 Contractual Services

Internet Services	\$6,500
Antivirus and Spam Control	\$5,184
Web Monitoring	\$3,800
Consulting	\$2,000
Total	\$17,484

6362 Software Training

MS Office	\$1,000
Total	\$1,000

6375 Software Support

Admin/HR - Munimetrix, Benefits Software	\$875
CD - Davenports Group LAMA	\$16,500
Eng - Micropaver, AutoCAD, Eagle Pt	\$4,055
Fin - SunGard Financials, Emphasys Portfolio Mgr	\$30,300
Fire - Firehouse	\$4,200
GIS - ESRI	\$16,100
IS - Altiris, Trendmicro, VMWare, Symantec	\$11,845
Pol - New World Rec Mgt (Reimb STC/Gen \$20,001)	\$45,847
Pol - Identi-Kit, FTK Forensics, Map Scene	\$1,950
PW - HMIS, CFA, AutoCAD	\$5,280
Total	\$136,952

City of Batavia 2012 Annual Budget

Fund # 10 — General Activities

Department #18 — Information Systems

Detail on Significant Items

Account

6405	Computer Hardware	
	CD - Tablets PC's for Field Inspectors	\$1,100
	IS - 29 PC Replacements	\$21,700
	IS - 7 Laptop Replacements	\$9,400
	IS - Secondary Storage	\$9,000
	IS - Replace 2 VMWare Host Servers	\$19,000
	IS - Unanticipated Hardware	\$3,000
	Pol - High Speed Scanner	\$730
	Pol - 3 Mobile Data Computer Replacements	\$21,000
	PW - Network Switch	\$2,700
	PW - Temperature Monitor for Net Closet	\$400
	Total	\$88,030

Utility Billing

The City of Batavia provides electric, water and wastewater services. The Utility Billing Department sends out and collects residential, commercial and industrial utility bills. This department is part of the general fund and is under the direction of the Finance Director. All expenses of this department are charged back to the utility funds proportionately. These transfers are part of the inter-fund allocations in the budget and are considered as revenue in the general fund and an expense of the utility funds.

The Utility Billing Department is often the first point of contact a resident or business has with the City of Batavia. Utility Billing strives to ensure that this contact is personable and positive. The department continues to look for ways to make working with the City as convenient as possible. Several payment options are offered including direct pay, which deducts the bill from the customer's bank account on the due date, credit card payment and two drive-by drop boxes for drop off any day or time. A budget billing option is also offered, which allows the customer to pay the same amount each month with a once a year catch-up. Customers can now access their account on-line. Customers can see the current bill and 12 months of history. They can also sign up to go paperless with the notification system established through the e-news program; we e-mail them when their bill is ready for viewing. In addition to the utility billing function, the department also sells refuse stickers and bags, assists with the Ride-in-Kane transportation program and the RTA Senior Citizen reduced fair permit.

The department has undergone staffing losses over the last two years going from 4.75 employees to only two. The part time position was a layoff as part of the 2009 budget. The other two positions were left vacant due to the hiring freeze. One of those positions was the supervisor and in the interim, the remaining staff has reported to the Assistant Finance Director. Over the past year, it has become apparent that a supervisor in the department is necessary to oversee the daily functions of the department. A supervisor will ensure billing deadlines are met, correct rates are in place, and accurate bills are produced. The Supervisor will ensure that accounts are sent to collection in a timely manner. It is also anticipated that the Supervisor will update the Utility Billing Website and actively promote the department and billing options to our customers.

City of Batavia 2012 Annual Budget

Expenditures

Fund #10 — General Activities

Department # 19 — Utility Billing

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2009	2010	Budget 2011	2011	Budget 2012
6101	Salaries and Wages	\$190,110	\$127,540	\$97,675	\$97,600	\$148,214
6102	Overtime	\$978	\$1,198	\$1,000	\$500	\$500
6120	City Health Ins Contribution	\$19,464	\$8,300	\$0	\$0	\$18,613
6121	City IMRF Pension Contribution	\$19,774	\$14,939	\$11,802	\$11,733	\$19,377
6122	City Share FICA and Medicare	\$14,449	\$9,921	\$7,549	\$7,505	\$11,377
6125	Unemployment Payments	\$9,776	\$0	\$0	\$0	\$0
6210	Training & Seminars	\$67	\$0	\$1,000	\$500	\$4,000
6225	Postage & Shipping	\$56,486	\$65,241	\$52,500	\$51,500	\$52,000
6230	Office Supplies	\$1,526	\$3,010	\$3,500	\$3,100	\$3,100
6231	Computer Software and Access	\$15,920	\$12,900	\$13,400	\$13,400	\$13,400
6232	Computer Supplies	\$6,569	\$3,917	\$10,000	\$0	\$0
6280	Collection Fees	\$1,451	\$1,056	\$1,600	\$1,600	\$1,600
6305	R & M Office Equipment	\$5,951	\$5,952	\$6,500	\$6,500	\$6,500
6355	Contractual Services	\$161	\$1,681	\$25,000	\$28,000	\$28,000
6505	Liability & Property Insurance	\$734	\$549	\$725	\$600	\$725
6515	Worker's Compensation Self-Ins.	\$550	\$550	\$550	\$550	\$150
6625	Bad Debt Expense	\$2,774	\$3,355	\$2,500	\$3,500	\$3,500
	Utility Billing	\$346,740	\$260,109	\$235,301	\$226,588	\$311,056

City of Batavia 2012 Annual Budget

Fund # 10 — General Activities

Department #19 — Utility Billing

Detail on Significant Items

Account

Personnel

(2) Customer Service Representative

6101

Salaries and Wages

Reinstate Billing Supervisor Position in 1st Qt. A Billing Supervisor is needed to meet the demands of the department. The reduction of 4.75 to 2 FTE's was too much. A supervisor is needed to make day to day decisions and manage the billing. A supervisor will ensure deadlines are met, correct rates are in place, make decisions on shutoffs, send accounts to collections, ensure the website is updated and many other tasks that are being done by the Finance Director and Assistant Finance Director in the interim.

\$44,700

Total

\$44,700

6210

Training & Seminars

Other Training

\$1,000

Civics Software Training

\$3,000

Total

\$4,000

Economic Development

The Department of Economic Development encourages economic development, business retention and expansion by creating a positive attitude toward businesses within the City's corporate limits and to encourage downtown revitalization through the use of development incentives and building improvements. The Department administers the Micro Loan and Revolving Loan Programs and actively works with the State of Illinois Department of Commerce and Economic Opportunity and Kane County to locate and financially assist businesses.

City of Batavia 2012 Annual Budget

Expenditures

Fund #10 — General Activities

Department #22 — Economic Development

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2009	2010	Budget 2011	2011	Budget 2012
6101	Salaries and Wages	\$48,867	\$47,968	\$53,355	\$53,355	\$58,296
6121	City IMRF Pension Contribution	\$5,116	\$5,525	\$6,381	\$6,381	\$7,596
6122	City Share FICA and Medicare	\$3,738	\$3,670	\$4,082	\$4,082	\$4,460
6205	Memberships	\$175	\$150	\$50	\$575	\$575
6355	Contractual Services	\$9,918	\$10,053	\$12,600	\$10,000	\$12,000
	Economic Development	\$67,814	\$67,366	\$76,468	\$74,393	\$82,927

Police

The Police Department will enter 2012 with an authorized strength of 45 sworn police officers, but an actual strength of 39, and a combined full and part-time civilian support staff of 11 personnel available to serve the citizens of Batavia 24 hours daily.

In 2011, the Department experienced further reductions in overall manpower through the retirements of 2 police officers. Additionally, the Department experienced its greatest loss with the passing of one of Batavia's finest, Officer Jason Kloese. Because of budget deficits, 2012 will mark the third straight year of reductions in the Department's operational force. Over the next 5 years, the potential exists for the Department to lose 44% of its current members to retirement, to include 8 of the 11 current supervisors. The Command staff is working hard on succession planning for the future of the organization.

2012 will mark the implementation of the City's Crime Free Rental Housing initiative. It will begin with a pilot program scheduled to last 2 years that will encompass the 7 major apartment complexes within the community to start. The goal of the program is to improve quality of life issues for renters and surrounding residents, reduce crime and decrease disproportionate consumption of police services in these areas through education and increased cooperation between law enforcement, tenants and landlords.

The Department will continue to focus on communication and information sharing with the public in 2012 with the use of social media and public education opportunities. In conjunction with the Downtown Streetscape project currently being planned by City Staff, a key focus in 2012 will be on increasing public awareness of pedestrian safety and bicycle laws.

2011 was another good year for traffic safety. Since the Department began a proactive traffic campaign in 2009, traffic crashes in the community have been reduced by 28%. The department plans to continue the campaign in 2012 to produce even greater results.

The Department will continue to make technological upgrades in 2012, through the full implementation of Global Positioning Systems (GPS) in police vehicles and upgrading our police portable radios (the 2nd year of a 4-year plan). These advancements will increase officer safety and improve the speed and quality of service we are capable of providing to citizens.

In 2012, the Department plans to continue its focus on delivering high quality core police services in this current economic environment. We will continue to maximize the efficiency of the Department's manpower and material resources through technological advancements and targeted enforcement strategies. The members of the Department remain committed to keeping Batavia a safe, family-oriented community.

City of Batavia 2012 Annual Budget

Expenditures

Fund #10 — General Activities

Department #31 — Police Admin & Operations

Acct.	Description	Actual		Approved	Estimated	Proposed
		2009	2010	Budget 2011	2011	Budget 2012
6101	Salaries and Wages	\$4,405,929	\$4,405,428	\$4,246,952	\$4,249,504	\$4,364,565
6102	Overtime	\$219,883	\$183,533	\$246,638	\$225,000	\$255,000
6105	Outside Work Agreement	\$12,883	\$17,253	\$18,000	\$18,000	\$20,000
6107	Part-time Wages	\$28,793	\$37,976	\$41,594	\$41,594	\$38,071
6120	City Health Ins Contribution	\$841,752	\$864,270	\$905,153	\$781,734	\$832,611
6121	City IMRF Pension Contribution	\$55,391	\$58,601	\$58,527	\$58,496	\$65,485
6122	City Share FICA and Medicare	\$88,815	\$88,362	\$98,940	\$90,647	\$93,345
6123	City Pension Contribution	\$949,557	\$1,192,707	\$1,218,262	\$1,218,262	\$1,268,368
6125	Unemployment Payments	\$10,010	\$122	\$0	\$0	\$0
6147	Board of Police & Fire Commission	\$16,837	\$375	\$22,700	\$5,000	\$36,940
6205	Memberships	\$6,831	\$5,601	\$6,060	\$6,060	\$7,395
6210	Training & Seminars	\$10,364	\$9,975	\$20,600	\$15,950	\$29,113
6215	Resource Materials	\$1,145	\$987	\$1,882	\$1,882	\$1,230
6220	Travel & Mileage	\$286	\$204	\$600	\$600	\$1,200
6225	Postage & Shipping	\$3,235	\$3,381	\$4,500	\$4,500	\$4,500
6230	Office Supplies	\$15,669	\$11,621	\$14,550	\$14,550	\$14,300
6233	Vehicle Supplies	\$6,695	\$5,533	\$7,500	\$7,500	\$7,500
6235	Printing	\$5,623	\$6,622	\$8,925	\$8,925	\$8,700
6237	Communication Supplies	\$1,228	\$2,358	\$6,400	\$5,636	\$7,200
6239	Investigative Supplies	\$1,417	\$1,715	\$1,500	\$1,500	\$1,500
6241	Fuel	\$70,050	\$82,470	\$87,250	\$105,000	\$105,000
6242	Patrol Supplies	\$7,749	\$6,679	\$8,500	\$8,500	\$8,500
6246	Community Relations	\$409	\$631	\$1,000	\$1,000	\$1,000
6247	Ammunition & Safety	\$5,038	\$7,264	\$14,640	\$10,000	\$10,460
6250	Telephone	\$13,376	\$12,836	\$15,060	\$14,260	\$15,060
6255	Clothing & Uniforms	\$42,692	\$31,111	\$54,495	\$45,300	\$50,175
6259	Meals & Refreshments	\$918	\$352	\$1,200	\$600	\$800
6310	R & M Vehicles	\$44,674	\$46,570	\$59,560	\$59,560	\$59,560
6320	Equipment Rental	\$6,824	\$6,424	\$9,162	\$9,162	\$10,712
6340	R & M Equipment	\$7,413	\$5,367	\$13,340	\$8,340	\$9,940
6355	Contractual Services	\$365,444	\$371,865	\$428,044	\$428,044	\$464,920
6371	Narcotics & Enforcement	\$12,050	\$5,500	\$1,000	\$500	\$500
6445	Other Equipment	\$0	\$0	\$4,200	\$4,200	\$8,000
6450	Vehicles & Equipment	\$0	\$0	\$77,193	\$77,193	\$78,800
6505	Liability & Property Insurance	\$51,181	\$64,893	\$60,000	\$75,000	\$70,000
6515	Worker's Compensation Self-Ins.	\$250,000	\$250,230	\$250,000	\$250,000	\$225,000
Police Admin & Operations		\$7,560,161	\$7,788,816	\$8,013,927	\$7,851,999	\$8,175,450

City of Batavia 2012 Annual Budget

Fund # 10 — General Activities

Department #31 — Police Admin & Operations

Detail on Significant Items

Account

Personnel

- (1) Police Chief
- (2) Deputy Chief
- (1) Detective Sergeant
- (5) Detective
- (6) Patrol Sergeant
- (24) Patrol Officer
- (1) PT Evidence Custodian
- (1) High School Resource Officer
- (1) Administrative Assistant
- (1) Community Service Officer
- (1) Records Supervisor
- (3) Records Technician
- (4) PT Records Technician

6101 Salaries and Wages

\$64,170

Dedicated Traffic Officer to provide coverage for Overweight Trucks, Pedestrian Crossings, Speeding, Traffic Signs/Lights. The Officer formerly in the Position went on a Disability Pension at the end of 2010. There is a need that is not being met. Should the position become unnecessary at a future date, the position would be eliminated through attrition in Patrol.

Total \$64,170

6102 Overtime

\$255,000

Expected to be higher due to changes in union contract.

Total \$255,000

City of Batavia 2012 Annual Budget

Fund # 10 — General Activities

Department #31 — Police Admin & Operations

Detail on Significant Items

Account

6120	City Health Ins Contribution	
	City Contribution	\$752,758
	PSEBA - 100% City Contribution	\$79,853
	Total	\$832,611
<hr/>		
6147	Board of Police & Fire Commission	
	Fire Testing	\$13,440
	Police Testing	\$14,750
	Advertising, Legal & Other Expenses	\$8,750
	Total	\$36,940
<hr/>		
6210	Training & Seminars	
	Conference & Seminars	\$4,238
	Training	\$23,875
	Monthly Training & Association Meetings	\$1,000
	Total	\$29,113
<hr/>		
6255	Clothing & Uniforms	
	Clothing Allowance - \$825/each	\$32,175
	Records/CSO Uniforms & Equipment	\$4,500
	Insignias, nametags, patches, badges, pins.	\$3,500
	Body Armor Replacement - 12 Officers @ \$500/each	\$6,000
	Uniform Replacement/Other	\$4,000
	Total	\$50,175
<hr/>		
6320	Equipment Rental	
	Color Copier Lease (Records)	\$4,212
	Copier Maintenance (2 copiers)	\$3,500
	Gas Mask Testing & Fitting	\$3,000
	Total	\$10,712

City of Batavia 2012 Annual Budget

Fund # 10 — General Activities

Department #31 — Police Admin & Operations

Detail on Significant Items

Account

6355	Contractual Services	
	Tri-Com Dispatch	\$392,970
	Ordinance Prosecution Fees	\$19,200
	Kane County Animal Control	\$8,100
	Tower Car Wash Contract	\$6,000
	Pension Actuarial Report	\$2,100
	AID - Victim Services Program	\$12,250
	Lexipol Policy Manual Updates & Daily Bulletin	\$5,550
	Lexis Nexis Accruit: Investigation Information Data Bank	\$4,200
	LEADS On-Line (Pawn Brokers & Junk Agencies)	\$3,000
	KCSO Housing Reimb. - 130 prisoners @ \$60/ea.	\$7,800
	Various Professional Services	\$3,750
	Total	\$464,920
<hr/>		
6445	Other Equipment	
	2 - AED Units @ \$1500/each	\$3,000
	Portable Pole Mounted Speed Display Sign (replacement)	\$5,000
	Total	\$8,000
<hr/>		
6450	Vehicles & Equipment	
	Replacement & Changeover of 3 Vehicles	\$78,800
	Total	\$78,800

Fire

The mission of the Batavia Fire Department is to provide caring, professional emergency and fire prevention services to the City of Batavia and the Batavia Township and Countryside Fire Protection District. The department provides emergency services in the form of rescues, emergency medical, fire suppression, and other forms of property conservation. The department also provides fire prevention services in the form of public education, code enforcement, and building plan reviews.

The department responded to 3,289 incidents in 2010, of which 1,488 were fire or rescue related and 1,801 were emergency medical. Projections for 2011 are expected to be higher at about 3,375 incidents. The department has working agreements with all of the surrounding fire departments to receive and provide aid to supplement equipment and personnel. In 2010 Batavia Fire Department received assistance from neighboring fire departments 345 times and provided assistance 350 times.

The department currently has 22 fulltime firefighters, 30 paid-on-call firefighters and 12 contract paramedic/firefighters. Annually, the department tries to inspect all commercial and industrial complexes, schools and churches. The Fire Prevention Bureau reviews building plans for compliance with fire and building codes for all structures, except one and two family dwellings. Public Education visits all classrooms in grades K - 5, and does many preschool education sessions. Department members perform daily training, inspections, maintenance of apparatus and equipment, and daily maintenance and cleaning of both fire stations. The Department personnel participate in region wide specialty teams including hazardous materials, technical rescue and fire investigation. The department has an Insurance Services Office rating of Class 3, with Class 1 as the best Class and Class 10 as the poorest.

During 2011, the Assistant Chief/Mechanic retired and the position is not due to be filled. A vacancy also still exists for the position of Fire Marshal which was created through retirement in 2010. A request to fill the Deputy Chief position, which has been vacant since the former deputy became Chief in 2009, has been submitted for the 2012 budget. The only other significant change to the 2012 budget is an increase in contractual services. The increase is to compensate for the St.Charles Fire Protection District pulling out of the TriCity Ambulance agreement.

City of Batavia 2012 Annual Budget

Expenditures

Fund #10 — General Activities

Department #32 — Fire Services

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2009	2010	Budget 2011	2011	Budget 2012
6101	Salaries and Wages	\$2,041,118	\$2,005,723	\$1,949,134	\$1,969,212	\$2,116,884
6102	Overtime	\$156,676	\$167,001	\$195,000	\$185,000	\$200,000
6107	Part-time Wages	\$463,970	\$465,059	\$465,736	\$465,736	\$475,100
6120	City Health Ins Contribution	\$431,051	\$405,352	\$435,385	\$457,251	\$484,873
6121	City IMRF Pension Contribution	\$5,279	\$5,439	\$6,719	\$6,719	\$7,562
6122	City Share FICA and Medicare	\$66,181	\$65,623	\$70,202	\$64,348	\$69,538
6123	City Pension Contribution	\$595,000	\$691,630	\$697,577	\$697,577	\$667,656
6125	Unemployment Payments	\$3,204	\$2,127	\$2,500	\$2,500	\$2,500
6205	Memberships	\$3,170	\$4,089	\$5,300	\$5,000	\$5,200
6208	Education Reimbursement	\$6,795	\$0	\$0	\$0	\$1,900
6209	Training EMS	\$2,994	\$0	\$3,000	\$3,000	\$3,000
6210	Training & Seminars	\$5,939	\$13,439	\$19,725	\$13,000	\$20,000
6213	Fire Prevention	\$1,430	\$858	\$1,000	\$1,000	\$1,100
6215	Resource Materials	\$1,452	\$1,562	\$1,495	\$1,500	\$1,500
6225	Postage & Shipping	\$1,972	\$1,250	\$1,100	\$800	\$1,200
6230	Office Supplies	\$3,929	\$3,998	\$4,400	\$4,200	\$4,200
6233	Vehicle Supplies	\$19,390	\$22,896	\$18,000	\$18,000	\$15,000
6235	Printing	\$1,644	\$1,304	\$1,100	\$1,000	\$1,000
6237	Communication Supplies	\$13,291	\$11,443	\$7,000	\$7,000	\$7,000
6241	Fuel	\$21,455	\$28,495	\$28,755	\$36,400	\$36,400
6250	Telephone	\$10,406	\$8,285	\$9,445	\$8,000	\$8,500
6251	Education Program	\$4,609	\$4,539	\$5,000	\$5,000	\$4,800
6253	Haz-Mat Program	\$1,479	\$2,141	\$1,970	\$1,800	\$2,100
6255	Clothing & Uniforms	\$22,517	\$72,534	\$34,120	\$31,000	\$31,000
6256	Rescue Materials	\$40,921	\$5,655	\$21,045	\$14,000	\$9,000
6257	Medical Supplies	\$2,507	\$3,043	\$3,620	\$3,600	\$4,000
6259	Meals & Refreshments	\$1,982	\$1,734	\$2,715	\$2,500	\$2,900
6260	Utilities	\$43,346	\$43,786	\$46,000	\$42,000	\$43,000
6264	General Supplies	\$7,491	\$7,452	\$7,600	\$7,500	\$8,100
6310	R & M Vehicles	\$32,998	\$38,477	\$86,730	\$60,000	\$70,000
6315	R & M Building	\$14,825	\$12,127	\$18,000	\$20,000	\$18,000
6340	R & M Equipment	\$2,659	\$3,818	\$2,990	\$3,200	\$3,300
6355	Contractual Services	\$256,882	\$288,507	\$421,581	\$362,347	\$487,888
6373	S.C.B.A. Equipment	\$4,544	\$4,445	\$5,435	\$5,500	\$5,500
6425	Office Furniture & Equipment	\$0	\$0	\$0	\$0	\$2,000
6445	Other Equipment	\$15,395	\$14,000	\$16,528	\$13,900	\$14,000
6505	Liability & Property Insurance	\$34,654	\$30,299	\$40,000	\$35,000	\$40,000
6515	Worker's Compensation Self-Ins.	\$182,125	\$177,375	\$177,500	\$177,500	\$83,000
	Fire Services	\$4,525,280	\$4,615,505	\$4,813,407	\$4,732,090	\$4,958,701

City of Batavia 2012 Annual Budget

Fund # 10 — General Activities

Department #32 — Fire Services

Detail on Significant Items

Account

Personnel

- (1) Fire Chief
- (3) Battalion Chief
- (6) Lieutenant
- (8) Firefighter/Paramedic
- (4) Firefighter
- (1) Administrative Assistant
- (37) Paid On Call Firefighter

6101

Salaries and Wages

The Deputy Chief position was eliminated in 2009, Fire Marshall in 2010 and PT Assistant Chief in 2011. The Fire Chief is requesting to return the Deputy Chief position to provide support for those who have taken on the duties from all three positions and to provide much needed Command Support for the Department. The Deputy Chief will provide direct assistance to the Chief in the areas of technology, training, legal and personnel issues as well as planning and analyzing patterns for response times and equipment replacement.

\$76,700

Project 1st Qt Hire Date

Total

\$76,700

6120

City Health Ins Contribution

City Contribution

\$458,706

PSEBA Contribution

\$26,167

Total

\$484,873

City of Batavia 2012 Annual Budget

Fund # 10 — General Activities

Department #32 — Fire Services

Detail on Significant Items

Account

6256	Rescue Materials	
	Swift Water Rescue Equipment	\$3,000
	Other Rescue Equipment	\$6,000
	Total	\$9,000
<hr/>		
6355	Contractual Services	
	Tri-City Ambulance	\$435,000
	Other Services	\$2,000
	Tri-Com Dispatch	\$48,788
	Pension Actuarial Report	\$2,100
	Total	\$487,888

City of Batavia 2012 Annual Budget

Expenditures

Fund #10 — General Activities

Department #33 — E.S.D.A.

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2009	2010	Budget 2011	2011	Budget 2012
6107	Part-time Wages	\$9,927	\$9,543	\$9,741	\$9,741	\$10,000
6122	City Share FICA and Medicare	\$755	\$721	\$745	\$745	\$765
6202	Meal Allowance	\$39	\$0	\$75	\$75	\$0
6205	Memberships	\$283	\$0	\$400	\$458	\$450
6210	Training & Seminars	\$136	\$462	\$275	\$150	\$200
6220	Travel & Mileage	\$1,848	\$1,095	\$2,000	\$1,000	\$400
6230	Office Supplies	\$79	\$134	\$100	\$100	\$0
6241	Fuel	\$295	\$212	\$250	\$250	\$200
6242	Patrol Supplies	\$24	\$14	\$100	\$0	\$0
6250	Telephone	\$1,586	\$1,178	\$1,700	\$1,000	\$1,000
6255	Clothing & Uniforms	\$89	\$0	\$200	\$0	\$0
6260	Utilities	\$877	\$849	\$875	\$875	\$875
6310	R & M Vehicles	\$2,767	\$2,975	\$2,000	\$500	\$1,000
6315	R & M Building	\$89	\$5	\$100	\$0	\$0
6320	Equipment Rental	\$1,468	\$819	\$2,000	\$1,200	\$1,200
6340	R & M Equipment	\$6,825	\$767	\$3,000	\$1,000	\$2,000
6355	Contractual Services	\$0	\$0	\$1,500	\$0	\$0
6445	Other Equipment	\$363	\$19	\$500	\$875	\$0
E.S.D.A.		\$27,450	\$18,793	\$25,561	\$17,969	\$18,090

City of Batavia 2012 Annual Budget

Fund # 10 — General Activities

Department #33 — E.S.D.A.

Detail on Significant Items

Account

Personnel

(1) PT ESDA Coordinator

6260

Utilities

Electric Service to Tornado Sirens

\$875

Total

\$875

Streets and Sanitation

The Streets and Sanitation Division within the Public Works Department is responsible for a variety of public services such as snow plowing, street sweeping, maintenance of roadways, the storm sewer system, lawns on City properties, detention/retention ponds, and publicly-owned trees, brush collection; fall leaf collection; parkway tree planting, sidewalk construction and replacement programs, refuse collection, and mosquito contract administration. In addition, Streets and Sanitation provides all administrative and maintenance operations for the City's two cemeteries.

The battle against the Emerald Ash Borer (EAB) will continue in 2011. The EAB is now in all four corners of the community. It is important to keep up with timely removal of infected trees so that the financial impact is phased in over a number of years.

Other various contractual projects such as the sidewalk programs, curb and gutter replacement programs, crack sealing, and roadway patching are budgeted in the MFT/Street Activities Fund but implemented by Streets.

The division continues to be responsible for ornamentals on the bridge.

Initiatives for 2012:

- Implementation of the first year of a new fleet replacement schedule for the Public Works Department's vehicle fleet. These purchases were originally planned for 2011 but are being carried over to 2012. This includes the purchase of two heavy-duty, one-ton trucks with plows. One will replace an existing five-yard dump truck/plow and the other will replace an existing one-ton dump truck/plow. Savings are expected in fuel costs and optimizing the use of a smaller truck. The project will be reviewed after the first year to evaluate the viability and success of the plan.
- Implementation of year 2 of the fleet replacement schedule by replacing truck 31, a 1996 International 5 yard dump truck with plow. We plan to replace this truck with an equal sized truck with plow.
- Plan to purchase a trailer-mounted patching machine. This machine is a cost-effective way to create a permanent patch over potholes, alligator cracks, utility cuts, and ramps around high manholes without the removal of pavement.
- Pavement rejuvenation is a newer program used to lengthen the life of asphalt pavements. We were able to expand the program in 2011 and again we hope to do the same going into 2012. The streets done in 2009 and 2011 have provided City staff with a larger area to analyze its success.
- In 2012, we will be implementing the annual maintenance plan for the new renovated Braeburn Marsh. This maintenance will be needed annually to avoid major dredging in the future.

City of Batavia 2012 Annual Budget

Expenditures

Fund #10 — General Activities

Department #45 — Streets and Sanitation

Acct.	Description	Actual		Approved	Estimated	Proposed
		2009	2010	Budget 2011	2011	Budget 2012
6101	Salaries and Wages	\$1,361,747	\$1,276,976	\$1,197,672	\$1,111,000	\$1,177,640
6102	Overtime	\$74,885	\$60,401	\$85,000	\$60,000	\$70,000
6103	Double-time	\$72,099	\$49,402	\$85,000	\$85,000	\$85,000
6104	Stand-by	\$32,149	\$31,699	\$31,000	\$34,000	\$35,000
6107	Part-time Wages	\$10,678	\$22,761	\$25,000	\$25,000	\$25,000
6120	City Health Ins Contribution	\$298,416	\$272,184	\$279,382	\$279,382	\$293,815
6121	City IMRF Pension Contribution	\$149,308	\$151,888	\$167,281	\$154,284	\$178,203
6122	City Share FICA and Medicare	\$109,234	\$101,905	\$108,911	\$100,598	\$106,537
6202	Meal Allowance	\$2,521	\$2,018	\$3,000	\$3,000	\$3,000
6210	Training & Seminars	\$2,858	\$2,554	\$3,000	\$2,000	\$3,000
6220	Travel & Mileage	\$25	\$0	\$50	\$100	\$100
6222	Supplies Other Equipment	\$14,392	\$8,188	\$15,000	\$10,000	\$10,000
6225	Postage & Shipping	\$0	\$0	\$0	\$500	\$500
6230	Office Supplies	\$1,731	\$1,293	\$2,000	\$2,000	\$2,000
6233	Vehicle Supplies	\$39,336	\$52,356	\$40,000	\$40,000	\$40,000
6237	Communication Supplies	\$3,692	\$3,411	\$2,000	\$1,000	\$2,000
6240	Materials	\$75,052	\$53,605	\$80,000	\$105,000	\$75,000
6241	Fuel	\$54,804	\$58,954	\$68,000	\$75,000	\$75,000
6243	Salt & Deicers	\$259,277	\$200,613	\$200,000	\$200,000	\$200,000
6245	Advertisements	\$626	\$723	\$1,000	\$500	\$1,000
6250	Telephone	\$9,057	\$6,718	\$8,000	\$6,500	\$7,000
6255	Clothing & Uniforms	\$11,277	\$10,422	\$12,000	\$10,000	\$10,500
6259	Meals & Refreshments	\$939	\$327	\$300	\$350	\$350
6260	Utilities	\$19,932	\$20,441	\$22,000	\$20,000	\$22,800
6261	Safety Supplies	\$2,566	\$2,094	\$2,500	\$2,500	\$2,500
6264	General Supplies	\$20,550	\$16,665	\$26,000	\$20,000	\$22,500
6286	Landfill Fees	\$1,216	\$1,413	\$6,000	\$6,000	\$6,000
6293	Ornamental Supplies	\$5,553	\$7,642	\$10,000	\$10,000	\$10,000
6310	R & M Vehicles	\$20,373	\$11,167	\$28,000	\$28,000	\$28,000
6315	R & M Building	\$20,484	\$14,190	\$34,000	\$20,000	\$28,000
6320	Equipment Rental	\$1,970	\$0	\$2,000	\$2,000	\$2,000
6340	R & M Equipment	\$9,769	\$3,571	\$33,400	\$37,778	\$13,000
6355	Contractual Services	\$263,985	\$242,756	\$250,500	\$233,200	\$282,300
6356	Mosquito Abatement	\$50,698	\$52,053	\$65,000	\$51,400	\$65,000
6357	Forestry and Tree Service	\$75,820	\$91,195	\$150,000	\$150,000	\$210,000
6445	Other Equipment	\$7,102	\$1,301	\$26,273	\$26,273	\$19,000
6505	Liability & Property Insurance	\$27,153	\$27,752	\$30,000	\$40,000	\$45,000
6515	Worker's Compensation Self-Ins.	\$140,000	\$140,000	\$140,000	\$140,000	\$125,000
Streets and Sanitation		\$3,251,274	\$3,000,638	\$3,239,269	\$3,092,365	\$3,281,745

City of Batavia 2012 Annual Budget

Fund # 10 — General Activities

Department #45 — Streets and Sanitation

Detail on Significant Items

Account

Personnel

- (1) Superintendent of Streets
- (1) Assistant Superintendent
- (2) Public Works Crewleader
- (1) Mechanic
- (12) Public Works Maintenance Worker
- (1) Administrative Assistant
- (1) PT Administrative Assistant

6315	R & M Building	
	Janatorial & Maintenance PW Building	\$18,000
	Warehouse Ventilation System	\$10,000
	Total	\$28,000

6355	Contractual Services	
	Cemetery Repairs/Other	\$1,500
	Hauling of Snow and Leaves	\$15,000
	Mowing of Public Properties	\$65,000
	Pond Treatments and Restoration Projects	\$13,000
	Open Ditch Clearing	\$10,000
	Temp Staff for Leaf Season	\$15,000
	Sidewalk Grinding	\$10,000
	Irrigation Maintenance	\$1,000
	Brush Collection Program	\$93,000
	Pavement Marking	\$10,000
	Landscape Maintenance for VRad Sites	\$1,000
	Maintenance of the Kirk & Wilson Property	\$5,000
	Replacement of (4) City of Batavia Welcome Signs	\$3,000
	Maintenance of Braeburn Marsh	\$26,000
	Animal Control in Ponds and Ditches	\$3,000

City of Batavia 2012 Annual Budget

Fund # 10 — General Activities

Department #45 — Streets and Sanitation

Detail on Significant Items

Account

	Main St. ROW Documents	\$9,000
	Weather On-Line Service	\$1,800
	Total	\$282,300

6356 Mosquito Abatement

	Base Contract	\$50,000
	Catch Basin Treatments	\$15,000
	Total	\$65,000

6357 Forestry and Tree Service

	Tree Removal, Trimming and Stump Removal	\$100,000
	Removal of Ash Trees - EAB Yr 2 of 5 Yr Program	\$100,000
	Reforestation of Parkway Trees Program	\$10,000
	Total	\$210,000

6445 Other Equipment

	Small Equipment Replacement	\$6,000
	Replacement of Two Pond Pumps	\$10,000
	Install Lift System for the Back of One Pickup	\$3,000
	Total	\$19,000

City of Batavia 2012 Annual Budget

Expenditures

Fund #10 — General Activities

Department #90 — Interfund Allocations

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2009	2010	Budget 2011	2011	Budget 2012
7018	Transfer to MFT/Street Imp. Fd18	\$500,011	\$500,012	\$500,000	\$500,000	\$500,000
7033	Transfer to Drainage Improv Fd33	\$0	\$0	\$0	\$0	\$75,000
7041	Transfer to Fire Station DS Fd41	\$736,969	\$737,769	\$742,970	\$742,970	\$741,394
7042	Transfer to Deerpath Bridge Fd42	\$0	\$11,342	\$34,480	\$9,929	\$33,090
7048	Transfer to City Hall Capital Fd48	\$0	\$0	\$0	\$0	\$75,000
7053	Transfer to Fire & PW DS Fd53	\$86,258	\$85,295	\$0	\$0	\$0
7055	Transfer to Flood DS Fd55	\$237,480	\$229,100	\$228,975	\$228,975	\$228,200
7071	Transfer to PW Capital Dev Fd71	\$175,000	\$175,000	\$150,000	\$150,000	\$200,000
7072	Transfer to Fire Capital Dev Fd72	\$100,000	\$50,000	\$50,000	\$50,000	\$100,000
Interfund Allocations		\$1,835,718	\$1,788,518	\$1,706,425	\$1,681,874	\$1,952,684