

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

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

Typical Total Tax Rate

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

Total Equalized Assessed Valuation

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 2011 Annual Budget

Fund #10 — General Activities Summary

Description	Actual 2008	Actual 2009	Approved Budget 2010	Estimated 2010	Proposed Budget 2011
Surplus and Reserves	\$9,445,207	\$9,114,342		\$8,661,085	\$8,265,446
01 Intergovernmental	\$3,365,572	\$2,914,932	\$3,078,277	\$2,799,164	\$2,960,540
01 Municipal Taxes/Fees	\$11,162,303	\$9,932,912	\$10,281,331	\$10,149,807	\$10,281,201
01 Property Taxes	\$5,348,484	\$5,616,889	\$5,667,760	\$5,648,643	\$5,794,095
03 Licenses and Permits	\$263,420	\$196,493	\$249,000	\$434,156	\$278,300
04 Charges for Services	\$1,002,293	\$1,183,124	\$1,355,630	\$1,216,085	\$1,250,120
05 Fines and Forfeitures	\$171,223	\$226,208	\$221,500	\$252,144	\$290,640
06 Other Revenues	\$535,511	\$315,937	\$252,875	\$247,875	\$247,875
07 Interfund Allocations	\$2,003,756	\$1,860,940	\$1,573,491	\$1,573,491	\$1,533,022
Total Revenue	\$23,852,562	\$22,247,435	\$22,679,864	\$22,321,365	\$22,635,793
Administration & Legislative	\$1,643,311	\$1,238,122	\$1,230,923	\$1,242,533	\$1,180,220
Human Resources	\$312,106	\$258,743	\$286,335	\$277,985	\$304,149
Community Development	\$984,097	\$1,001,215	\$922,097	\$925,048	\$900,557
Public Works Administration	\$299,858	\$354,833	\$184,792	\$185,792	\$195,933
Engineering	\$664,822	\$629,217	\$1,120,267	\$867,546	\$800,096
Building and Grounds	\$551,968	\$336,863	\$399,488	\$377,637	\$454,241
Finance and Accounting	\$516,160	\$516,558	\$508,480	\$510,556	\$542,928
Information Systems	\$1,128,160	\$772,751	\$599,785	\$573,617	\$601,040
Utility Billing	\$388,354	\$346,740	\$314,574	\$281,484	\$247,262
Subsidized Transportation	\$39,971	\$45,767	\$50,000	\$50,000	\$50,000
Police Admin & Operations	\$7,455,742	\$7,560,161	\$8,025,123	\$7,857,990	\$8,002,387
Fire Services	\$4,444,816	\$4,525,280	\$4,695,019	\$4,629,849	\$4,767,819
E.S.D.A.	\$37,655	\$27,450	\$37,606	\$35,211	\$25,561
Streets and Sanitation	\$3,534,745	\$3,251,274	\$3,355,233	\$3,110,092	\$3,204,596
Interfund Allocations	\$2,181,662	\$1,835,718	\$1,821,243	\$1,791,664	\$1,706,425
Total Expense	\$24,183,427	\$22,700,692	\$23,550,965	\$22,717,004	\$22,983,214
Surplus/(Deficit)	(\$330,865)	(\$453,257)	(\$871,101)	(\$395,639)	(\$347,421)
Surplus and Reserves	\$9,114,342	\$8,661,085		\$8,265,446	\$7,918,025

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.

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2006 - \$0.555040
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City of Batavia 2011 Annual Budget

Revenues

Fund #10 — General Activities

Acct.	Description	Actual 2008	Actual 2009	Approved Budget 2010	Estimated 2010	Proposed Budget 2011
4135	Local Use Tax	\$370,841	\$310,319	\$332,853	\$302,000	\$305,000
4210	Pers Property Repl Tax	\$215,708	\$186,191	\$180,000	\$162,000	\$170,000
4220	State Income Tax	\$2,388,787	\$2,053,471	\$1,957,560	\$1,939,000	\$1,950,000
4232	State & Federal Grants	\$74,026	\$75,338	\$318,064	\$101,364	\$230,740
4370	Countryside Fire Protect.	\$234,567	\$241,750	\$230,000	\$235,000	\$245,000
4386	Maintenance of State Highways	\$66,555	\$27,985	\$36,300	\$36,300	\$36,300
4402	Township Transit Reimb.	\$15,088	\$19,878	\$23,500	\$23,500	\$23,500
01 Intergovernmental		\$3,365,572	\$2,914,932	\$3,078,277	\$2,799,164	\$2,960,540
4110	State Sales Tax	\$5,159,608	\$4,422,689	\$4,704,775	\$4,465,560	\$4,554,871
4111	Non-Home Rule Sales Tax	\$1,928,285	\$1,612,998	\$1,700,556	\$1,677,774	\$1,711,330
4120	City Utility Taxes and Fees	\$3,300,786	\$3,134,179	\$3,132,000	\$3,188,000	\$3,180,000
4245	Waste Transfer Fee	\$457,743	\$449,101	\$430,000	\$475,000	\$485,000
4325	ROW Franchise Fee	\$315,881	\$313,945	\$314,000	\$343,473	\$350,000
01 Municipal Taxes/Fees		\$11,162,303	\$9,932,912	\$10,281,331	\$10,149,807	\$10,281,201
4010	Real Estate Taxes - General	\$3,858,205	\$4,009,962	\$3,723,423	\$3,729,515	\$3,843,256
4011	Real Estate Taxes - Pension	\$1,424,844	\$1,544,557	\$1,884,337	\$1,884,337	\$1,915,839
4240	Road & Bridge Tax	\$65,435	\$62,370	\$60,000	\$34,791	\$35,000
01 Property Taxes		\$5,348,484	\$5,616,889	\$5,667,760	\$5,648,643	\$5,794,095
4251	Licenses	\$59,254	\$52,825	\$50,000	\$50,630	\$53,300
4271	Building Permits	\$204,166	\$143,668	\$199,000	\$383,526	\$225,000
03 Licenses and Permits		\$263,420	\$196,493	\$249,000	\$434,156	\$278,300
4301	Engineering Plan Review Fee	\$27,994	\$63,642	\$30,000	\$23,500	\$23,000
4302	Engineering Inspection Fee	\$38,929	\$145,546	\$40,000	\$30,775	\$30,000
4305	Sale of Printed Material	\$5,720	\$2,930	\$3,200	\$3,200	\$3,200
4310	Plumbing Inspection Fee	\$41,727	\$22,593	\$30,000	\$30,000	\$30,000
4316	Planning & Zoning Fees	\$12,740	\$9,175	\$1,000	\$2,450	\$2,000
4317	Contractual Plan Review	\$6,149	\$12,143	\$9,500	\$9,500	\$9,500
4318	Survey Monumentation Fee	\$7,069	\$10,193	\$6,000	\$5,500	\$5,500
4320	Leaf & Brush Collection	\$0	\$0	\$306,000	\$268,920	\$268,920
4324	Payments in Lieu of Taxes	\$668,122	\$711,402	\$725,000	\$725,000	\$750,000
4330	Sale Of Burial Lots	\$12,950	\$13,050	\$14,250	\$10,440	\$12,000
4331	Grave Opening Fee	\$42,850	\$48,484	\$47,000	\$31,800	\$36,000
4343	Elevator Inspection Fee	\$3,840	\$0	\$3,680	\$0	\$0
4355	Police Reimbursements	\$134,203	\$143,966	\$140,000	\$75,000	\$80,000

City of Batavia 2011 Annual Budget

Revenues

Fund #10 — General Activities

Acct.	Description	Actual 2008	Actual 2009	Approved Budget 2010	Estimated 2010	Proposed Budget 2011
	04 Charges for Services	\$1,002,293	\$1,183,124	\$1,355,630	\$1,216,085	\$1,250,120
4351	Fines & Fees	\$151,843	\$187,651	\$185,000	\$208,042	\$240,000
4352	Parking Tickets	\$19,380	\$38,557	\$36,500	\$44,102	\$50,640
	05 Fines and Forfeitures	\$171,223	\$226,208	\$221,500	\$252,144	\$290,640
4397	Reimbursements	\$102,122	\$148,908	\$67,875	\$117,875	\$87,875
4399	Miscellaneous Revenue	\$141,806	\$84,487	\$80,000	\$100,000	\$110,000
5000	Investment Income	\$291,583	\$82,542	\$105,000	\$30,000	\$50,000
	06 Other Revenues	\$535,511	\$315,937	\$252,875	\$247,875	\$247,875
5521	Transfer from Electric Fd21	\$800,719	\$775,766	\$679,146	\$679,146	\$661,904
5530	Transfer from Water Fd30	\$634,131	\$567,076	\$465,054	\$465,054	\$454,796
5531	Transfer from Wastewater Fd31	\$558,906	\$508,098	\$419,291	\$419,291	\$406,322
5560	Transfer from Perpetual Care Fd60	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
	07 Interfund Allocations	\$2,003,756	\$1,860,940	\$1,573,491	\$1,573,491	\$1,533,022
	Total Revenue	\$23,852,562	\$22,247,435	\$22,679,864	\$22,321,365	\$22,635,793

City of Batavia 2011 Annual Budget

Fund # 10 — General Activities

Department #00 — Revenues

Detail on Significant Items

Account

4110	State Sales Tax		
	2% Increase over 2010 Receipts		\$4,554,871
		Total	\$4,554,871
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4111	Non-Home Rule Sales Tax		
			\$1,711,330
		Total	\$1,711,330
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4232	State & Federal Grants		
	Safe Routes to School - Rotolo		\$138,000
	Safe Routes to School - Storm/Gust		\$78,700
	Thermal Imaging Camera Grant		\$14,040
		Total	\$230,740

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.

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, 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. Administration also coordinates City TIF activities. Buildings and Grounds, PACE Bus and other activities are managed by Administration.

The City's Economic Development efforts are part of the Administration budget and are 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 fashion 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. 2010 saw the first anniversary of the opening of Water Street Studios. The 28 artist spaces in the gallery/studios/classroom facility remain fully leased, and WSS has certainly claimed a place as an institution in the community, with gallery lessons for adults and children, films, discussion groups and more. Most recently it hosted a group of artists from France, here at the invitation of a Water Street member who had shown his photography there a few years ago. Due to the continued high rate of occupancy, and

pursuant to an agreement with the property owner (Batavia Enterprises), a portion of the forgivable loan issued to it will be cancelled.

The development and opening of Honey Jam Café, Dunkin Donuts, the continued progress for the Golden Café, the current work with Chick-fil-A and Smashburger, as well as negotiations with several other enterprises is an indication that Batavia's Randall Road area is perceived as a strong location.

Of course, the community has indicated that its number one concern is for redevelopment of the downtown. The continued lull in the economy has stalled plans to move forward with development and issuance of an RFP for the Baptist Church parcel. However, the City will be focusing both time and resources on the downtown at scales not seen up to this time, most importantly, the public spaces, otherwise known as streetscaping, as well as investigating more centralized parking for efficient use of space and support for buildings that do not have their own parking.

Overall initiatives for 2011 in the Administration Department include:

- Conclusion of the City Council's Governance and Strategic Planning initiatives. The Governance Project will result in a needed Municipal Code update over the year as well as clarification of roles of elected and appointed officials. There has been a significant turnover of members of both the City Council and senior staff over the last 6 years, and this activity will be beneficial. The Strategic Planning exercise will result in a structured way to discuss major policy issues, and determine strategies to achieve the policy goals. These strategies will then be used as a basis for staff construction of a recommended budget each year. This will be more structured than in the past. Thus future turnovers in elected officials and staff will be easier for all involved and the citizenry will have greater accessibility into City activities.
- Depending upon timing, initiation of a study/planning group to map out the impacts of the City Council's determination of a second bridge crossing location
- Work with the Batavia Park District and the developer for a successful Rec Center/Parking Deck project in the heart of downtown. The City will be heading towards an early total reconstruction of the McDonald's facility, while making sure the plans for that facility as well as the center and deck add to the quality of the architecture of downtown as well as support the pedestrian experience. This budget is being printed and distributed prior to the referendum. If it fails, staff will engage the Council in a discussion of potential Plan B's.
- Aside from the potential rec Center/Parking Deck, staff will be proposing a significant downtown streetscape project to change the face of the public portion of the downtown. Besides the just approved \$1.5 million ITEP grant for streetscape improvements (the application covered the area from Shumway to Water, as well as N River Street), this budget recommend up to \$5 million dollars to be expended in the downtown on a mixture of parking decks and streetscape (sidewalk, pedestrian crossings, bicycle improvements,

street furniture, trees, lighting and art) over the next few years. Altamanu, our consultant, is completing the first conceptual plans for such work, and then, after presenting this to committee, staff intends to engage in a series of neighborhood/stakeholder meetings with different elements of the downtown, as well as the general citizenry. This project is based upon the premise that the economic times simply have not produced enough private capital to achieve the goals the Council and community have in mind, and secondly, that the City is the only entity that will take responsibility for designing and constructing those aspects of the downtown that will make it beautiful and not only enticing for our residents, but hasten the time for more private investment to come.

- Continued work on redevelopment opportunities in the downtown. We 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.
- 2011 will see renewed implementation of the City's planned pilot programs to offer Internet services in the industrial areas. This service should have the same attributes as the City's electric system: reliability, affordability, responsiveness and personal attention to individual customers. If successful, a separate utility may be spun off.
- Continuation of the discussion of annexation and development of the Mooseheart property along Randall Road.

2011 will still be a year to focus on operational costs and identification of additional revenue sources. It is still the case that the economy, while slowly moving upward, will probably never produce the same rate and size of growth as has been seen over the last 3 decades. Thus the sustainability of activity the City undertakes will have to be reviewed carefully. The Strategic Planning process and the resulting plan, geared toward preparation of the 20102 Budget will have to focus on what in fact can be achieved realistically.

The strategy of reducing the employee base through unfortunate layoffs, and encouragement of some early retirements has been successful, in that, even with returning employees who have been working more with less and for less, back to approach 2009 wage and salary levels, our overall compensation package should be very close to that of 2009. However, employee costs will continue to rise in the future in several areas. Health care costs show little sign of decreasing, especially with the uncertainty of the future federal mandates and an aging work force. Though our particular self-funded program has been able to maintain reasonable increases,

this is in part due to program changes, which probably will not be able to be continued, particularly with the level of consolidation that is occurring in the industry. We then will be exploring more formal wellness programs if possible. We have been increasing our investigation of contracting out, and the community will shortly be seeing the results of our contracting for utility bill printing and mailing.

So to, some of the reductions in force may not be able to be permanent. There are spots here and there where departments and employees “surrounding” vacant positions have been doing terrific jobs, but may not be able to sustain that activity in relation to core services to the extent desired. Again, the Strategic Planning exercise will have a major focus on identifying just what the community, through the Mayor and City Council, perceives as truly being core. This will be difficult because certain conditions can have long-term consequences which are extremely threatening to safety, such as letting streets deteriorate to unsafe levels.

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 2011 Annual Budget

Expenditures

Fund #10 — General Activities

Department #10 — Administration & Legislative

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2008	2009	Budget 2010	2010	Budget 2011
6101	Salaries and Wages	\$748,617	\$568,404	\$548,905	\$564,584	\$516,365
6102	Overtime	\$28	\$21	\$100	\$100	\$100
6107	Part-time Wages	\$30,699	\$8,050	\$0	\$0	\$0
6120	City Health Ins Contribution	\$82,989	\$73,812	\$70,859	\$70,859	\$61,418
6121	City IMRF Pension Contribution	\$72,993	\$49,595	\$63,245	\$56,688	\$53,104
6122	City Share FICA and Medicare	\$59,620	\$39,360	\$41,999	\$38,697	\$35,018
6123	City Pension Contribution	\$9,360	\$9,357	\$9,500	\$9,500	\$9,500
6205	Memberships	\$16,670	\$17,792	\$17,000	\$17,000	\$17,000
6210	Training & Seminars	\$4,502	\$1,496	\$3,000	\$3,000	\$3,000
6215	Resource Materials	\$1,276	\$1,070	\$1,500	\$1,500	\$1,500
6220	Travel & Mileage	\$64	\$464	\$400	\$400	\$400
6225	Postage & Shipping	\$2,074	\$1,437	\$3,000	\$2,500	\$2,500
6230	Office Supplies	\$11,936	\$7,543	\$12,000	\$9,000	\$9,000
6235	Printing	\$26,871	\$20,934	\$26,000	\$23,500	\$23,500
6245	Advertisements	\$975	\$375	\$500	\$500	\$500
6259	Meals & Refreshments	\$3,087	\$3,154	\$3,000	\$3,000	\$3,000
6352	Sales Tax Rebate	\$31,048	\$31,015	\$35,000	\$35,000	\$35,000
6353	Economic Development	\$8,000	\$9,918	\$12,600	\$12,600	\$12,600
6355	Contractual Services	\$183,697	\$90,496	\$91,000	\$91,000	\$91,000
6358	Legal Fees	\$138,134	\$120,687	\$130,000	\$130,000	\$130,000
6359	BATV (% Franchise Fee)	\$187,346	\$161,191	\$125,600	\$137,390	\$140,000
6505	Liability & Property Insurance	\$22,735	\$21,236	\$35,000	\$35,000	\$35,000
6515	Worker's Compensation Self-Ins.	\$590	\$715	\$715	\$715	\$715
Administration & Legislative		\$1,643,311	\$1,238,122	\$1,230,923	\$1,242,533	\$1,180,220

City of Batavia 2011 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) 1/2 Assistant City Administrator
- (1) PT Administrative Aide
- (1) Administrative Secretary
- (1) PT Economic Development Analyst
- (2) PT Receptionist

6101 Salaries and Wages

Reflects Retirement of 1 Employee at end of 2010	\$443,915
City Council, Clerk, Treasurer	\$72,450
Total	\$516,365

6355 Contractual Services

Art in Your Eye	\$5,000
Batavia Mainstreet	\$40,000
Professional Fees/Studies/Facilitation	\$30,000
Recording Services	\$16,000
Total	\$91,000

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.

In 2010, there was a renewed focus on a review of employee safety. A newly constituted employee safety committee has begun developing an employee safety manual to help coordinate and support ongoing safety efforts in each department. In addition, due to short contract lengths, HR is in the midst of preparations for another round of labor negotiations with five out of the City's six union contracts beginning in 2011. The department also conducted its first Wage and Benefit study since 2006.

Changes in Federal health insurance law have meant many changes for the City's employee group health plan as well. Staff continues to monitor the legislative changes, the resulting regulatory interpretations, and an court action that may impact us.

City of Batavia 2011 Annual Budget

Expenditures

Fund #10 — General Activities

Department # 12 — Human Resources

Acct.	Description	Actual 2008	Actual 2009	Approved Budget 2010	Estimated 2010	Proposed Budget 2011
6101	Salaries and Wages	\$150,573	\$158,854	\$153,324	\$153,324	\$160,397
6120	City Health Ins Contribution	\$17,971	\$17,459	\$16,761	\$16,761	\$17,941
6121	City IMRF Pension Contribution	\$14,231	\$16,127	\$17,663	\$17,663	\$19,183
6122	City Share FICA and Medicare	\$10,952	\$11,452	\$11,729	\$11,729	\$12,270
6205	Memberships	\$899	\$1,045	\$700	\$700	\$700
6210	Training & Seminars	\$16,122	\$0	\$14,000	\$18,500	\$19,000
6223	Employee Recruitment	\$4,639	\$1,256	\$2,000	\$150	\$2,000
6225	Postage & Shipping	\$67	\$21	\$200	\$200	\$200
6230	Office Supplies	\$2,116	\$3,332	\$2,500	\$1,000	\$1,500
6235	Printing	\$2,345	\$0	\$600	\$600	\$600
6282	Employee Recognition	\$32,441	\$10,521	\$10,500	\$10,000	\$11,000
6285	Medical Examinations and Testing	\$41,243	\$24,672	\$15,000	\$13,000	\$15,000
6355	Contractual Services	\$9,181	\$8,079	\$14,000	\$14,000	\$14,000
6358	Legal Fees	\$8,424	\$3,937	\$12,000	\$5,000	\$15,000
6505	Liability & Property Insurance	\$606	\$1,630	\$15,000	\$15,000	\$15,000
6515	Worker's Compensation Self-Ins.	\$296	\$358	\$358	\$358	\$358
Human Resources		\$312,106	\$258,743	\$286,335	\$277,985	\$304,149

Community Development Department

The Community Development Department is responsible for planning and implementing the community's vision and policies 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 outlines the vision, 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.

Community Development has three divisions with eight members: 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. It covers both policy and regulatory areas. Services are provided to homeowners, builders, contractors, realtors, developers, neighborhoods, businesses, and to other agencies and organizations. The department coordinates input from a variety of sources on development reviews, policy and code analysis, new ordinances, building permit applications and code compliance cases. 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 2010 included administration of the downtown improvement and downtown facade grant programs, completion of a total rewrite of the City's Zoning Code and a new Official Zoning Map, drafting of new rules for portable signs, and implementation of a downtown historic building conservation program. Redevelopment continued as a focus of the department's activity, including continuing work with on the downtown recreation center and parking garage project. Opening of the new Dreyer Medical Clinic and the Delnor Urgent Care facility were significant northwest area projects, along with the Honey Jam Café next to Portillo's. Major building projects included the new Rubicon industrial sapphire manufacturing facility, interior remodeling of Jewel, and opening of a new Aldi store. The first new shopping center for several years opened on the east side, at Raddant Road and Wilson Street. Industrial development included the start of a six-story addition to Aldi headquarters on Kirk Road.

Although the national economy was slow, planning and building activity increased substantially above 2009 levels. Code compliance activity rose, largely due to an increase in foreclosures, and the City performed a significant amount of yard maintenance on vacant houses to keep neighborhoods looking nice. The non-judicial process for code compliance helped code compliance efforts and increased revenues to the City. The total of building permits and new construction valuation figures almost tripled the 2009 figures. By October we had exceeded our total number of inspections for all of 2009.

The 2011 budget year plans for continued activity in redevelopment projects and the ongoing update of the survey of downtown historic properties. We will continue with façade and downtown improvement grants. Activity will continue 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 new zoning regulations and improving housing market. Several new restaurants and retail tenants are expected in 2011.

City of Batavia 2011 Annual Budget

Expenditures

Fund #10 — General Activities

Department #13 — Community Development

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2008	2009	Budget 2010	2010	Budget 2011
6101	Salaries and Wages	\$655,496	\$647,104	\$573,315	\$580,315	\$600,975
6102	Overtime	\$89	\$267	\$250	\$250	\$250
6120	City Health Ins Contribution	\$106,932	\$99,713	\$88,629	\$88,629	\$94,606
6121	City IMRF Pension Contribution	\$61,593	\$65,377	\$66,075	\$66,881	\$71,907
6122	City Share FICA and Medicare	\$48,072	\$47,684	\$43,878	\$44,413	\$45,994
6125	Unemployment Payments	\$0	\$12,334	\$0	\$1,155	\$0
6205	Memberships	\$2,162	\$1,750	\$1,900	\$1,900	\$2,000
6210	Training & Seminars	\$5,169	\$1,141	\$2,000	\$1,500	\$2,000
6215	Resource Materials	\$383	\$174	\$150	\$330	\$150
6225	Postage & Shipping	\$6,816	\$5,040	\$5,000	\$2,500	\$2,500
6230	Office Supplies	\$4,564	\$2,424	\$3,500	\$2,500	\$2,500
6235	Printing	\$84	\$120	\$2,000	\$500	\$500
6241	Fuel	\$2,833	\$1,461	\$1,725	\$1,500	\$1,600
6245	Advertisements	\$2,439	\$631	\$3,000	\$1,000	\$1,000
6250	Telephone	\$2,128	\$1,699	\$1,500	\$1,500	\$1,500
6255	Clothing & Uniforms	\$160	\$178	\$300	\$300	\$300
6259	Meals & Refreshments	\$410	\$276	\$250	\$250	\$250
6310	R & M Vehicles	\$1,527	\$449	\$1,500	\$2,500	\$2,000
6354	Plumbing Inspections	\$31,443	\$19,981	\$25,000	\$25,000	\$25,000
6355	Contractual Services	\$36,691	\$75,813	\$84,600	\$84,600	\$28,000
6505	Liability & Property Insurance	\$2,345	\$2,199	\$2,125	\$2,125	\$2,125
6515	Worker's Compensation Self-Ins.	\$12,761	\$15,400	\$15,400	\$15,400	\$15,400
Community Development		\$984,097	\$1,001,215	\$922,097	\$925,048	\$900,557

City of Batavia 2011 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 Secretary
- (1) 3/4 Administrative Secretary

6355

Contractual Services

Maintenance-Code Enforcement/Fire Plan Review	\$26,600
Calibrate Sound Measuring Equipment	\$1,400
Total	\$28,000

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.

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 2011 Annual Budget

Expenditures

Fund #10 — General Activities

Department # 14 — Public Works Administration

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2008	2009	Budget 2010	2010	Budget 2011
6101	Salaries and Wages	\$175,576	\$257,462	\$117,461	\$117,461	\$124,710
6102	Overtime	\$7,146	\$2,801	\$0	\$0	\$0
6120	City Health Ins Contribution	\$24,886	\$29,318	\$19,330	\$19,330	\$20,685
6121	City IMRF Pension Contribution	\$16,761	\$20,132	\$13,532	\$13,532	\$14,915
6122	City Share FICA and Medicare	\$13,368	\$14,991	\$8,986	\$8,986	\$9,540
6125	Unemployment Payments	\$0	\$7,337	\$0	\$1,000	\$0
6205	Memberships	\$133	\$921	\$650	\$650	\$650
6210	Training & Seminars	\$3,065	\$436	\$400	\$400	\$1,000
6230	Office Supplies	\$1,427	\$176	\$500	\$500	\$500
6250	Telephone	\$689	\$719	\$650	\$650	\$650
6283	Household Hazardous Waste	\$7,000	\$0	\$0	\$0	\$0
6355	Contractual Services	\$48,729	\$19,448	\$22,200	\$22,200	\$22,200
6505	Liability & Property Insurance	\$782	\$734	\$725	\$725	\$725
6515	Worker's Compensation Self-Ins.	\$296	\$358	\$358	\$358	\$358
Public Works Administration		\$299,858	\$354,833	\$184,792	\$185,792	\$195,933

City of Batavia 2011 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

\$22,200

Total

\$22,200

Engineering

The Engineering Department performs civil engineering services for public and private infrastructure improvements within the city. These services include planning, 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 into 2011. This will include the Phase 2 Engineering for the Wilson Street Interconnect and Deerpath Road Bridge Rehabilitation, which the City's match is 20%.

The design of several Safe Routes to School funded projects will be continuing into 2011. These project include sidewalk connection near H.C. Storm, Alice Gustafson Elementary School, Rotolo Middle School and a pedestrian bridge over Batavia Creek along Hart Road. This grant is 100% funded by a federal grant.

In 2005 the City received Surface Transportation Funds (STP) for roadway improvements to Main Street. Staff will continue to work on the Phase 1 design for the reconstruction of Main Street from IL Route 31 to Van Nortwick Avenue in 2011.

The 2011 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. The improvements for the Windmill Lakes Detention Basin Retrofit Project will be completed by the spring of 2011 and for the Braeburn Marsh Flooding Mitigation Project will be completed in late 2011.

The 2011 Street Program will resurface various streets. The department will continue to perform all field surveying, design, bidding and construction inspection work with in-house staff.

The department will continue to install survey monuments around the City. These monuments aid Developers/City by establishing a standardize benchmark system so we can coordinate projects. In addition, creating a standardized benchmark system allows the projects to be integrated into GIS. The survey monuments are 100% funded by a fee collected from developers.

City of Batavia 2011 Annual Budget

Expenditures

Fund #10 — General Activities

Department #15 — Engineering

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2008	2009	Budget 2010	2010	Budget 2011
6101	Salaries and Wages	\$408,949	\$369,073	\$350,424	\$350,424	\$367,185
6102	Overtime	\$4,722	\$1,993	\$1,000	\$1,000	\$1,000
6107	Part-time Wages	\$8,913	\$1,827	\$0	\$0	\$0
6120	City Health Ins Contribution	\$65,793	\$67,313	\$64,779	\$64,779	\$69,340
6121	City IMRF Pension Contribution	\$38,931	\$36,621	\$40,484	\$40,484	\$44,035
6122	City Share FICA and Medicare	\$30,955	\$26,791	\$26,884	\$26,884	\$28,166
6125	Unemployment Payments	\$7,011	\$2,679	\$0	\$0	\$0
6205	Memberships	\$1,083	\$677	\$1,200	\$1,200	\$1,200
6210	Training & Seminars	\$4,058	\$4,938	\$3,000	\$3,000	\$3,000
6215	Resource Materials	\$448	\$120	\$500	\$500	\$500
6225	Postage & Shipping	\$73	\$49	\$350	\$350	\$350
6230	Office Supplies	\$4,600	\$2,803	\$3,150	\$2,150	\$2,500
6241	Fuel	\$2,536	\$1,340	\$1,771	\$1,450	\$1,545
6245	Advertisements	\$504	\$0	\$600	\$600	\$600
6248	Regulatory Fees	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
6250	Telephone	\$3,441	\$2,963	\$2,800	\$2,800	\$2,800
6255	Clothing & Uniforms	\$170	\$225	\$650	\$650	\$650
6288	Recording Fees	\$582	\$519	\$400	\$400	\$400
6310	R & M Vehicles	\$3,236	\$1,679	\$2,500	\$2,500	\$2,500
6355	Contractual Services	\$8,490	\$8,016	\$10,700	\$2,000	\$5,000
6360	Engineering Fees	\$25,777	\$6,562	\$232,700	\$16,000	\$232,700
6445	Other Equipment	\$5,782	\$0	\$500	\$500	\$750
6470	Drainage Projects	\$32,467	\$87,080	\$370,000	\$344,000	\$30,000
6505	Liability & Property Insurance	\$2,345	\$2,199	\$2,125	\$2,125	\$2,125
6515	Worker's Compensation Self-Ins.	\$2,956	\$2,750	\$2,750	\$2,750	\$2,750
Engineering		\$664,822	\$629,217	\$1,120,267	\$867,546	\$800,096

City of Batavia 2011 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 Secretary

6360	Engineering Fees	
	Safe Routes to School - Rotolo (Grant - 100%)	\$138,000
	Safe Routes to School - Storm/Gust (Grant 100%)	\$78,700
	Wetland Review Specialist	\$1,000
	General Consultant Engineering Services	\$15,000
	Total	\$232,700

6445	Other Equipment	
	Calibrate Survey Equipment	\$500
	New Battery For Survey Equipment	\$250
	Total	\$750

6470	Drainage Projects	
	Drainage Projects - Garden Ct & Lexington	\$30,000
	Total	\$30,000

Building & Grounds

The Buildings & Grounds budget includes one Maintenance Technician for general maintenance and repair at the City's Government Center. The MT also oversees the various buildings we have purchased in the downtown for future development, including the Baptist Church, the FGood Pantrybuilding at 12 S. River St. (the former barbershop) 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 hosts and therefore maintains the facilities used by the Batavia Interfaith Food pantry and Clothes Closet. This position currently works under the City Administrator.

All maintenance and repairs to the Government Center are paid from this budget, including janitorial and cleaning service, which are contract services. The utilities for the entire building are also paid from this budget, along with the capital leases for two copiers and the postage machine.

The Maintenance Technician also coordinates all contracts related to maintenance and repairs, procures all general purposegeneral-purpose equipment and coordinates use of the Batavia Government Center by City Government, other local agencies and numerous community groups. The City Council Chambers and other meeting rooms are made available for community events and meetings whenever possible. 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.

There were no are no unusual repairs scheduled for 2010 are several required expenditures in 2011, mainly for the 100 year old100-year-old City Hall building. We plan to continue to strengthen the HVAC system, will perform some needed tuckpointing and roof work, repairs to the elevator and replace some deteriorated .acarpetingnd due to the condition of the historic windows and sills, which led to needed repairs in 2008, have scheduled \$10,000 for an analysis and recommendations for a replacement program.

City of Batavia 2011 Annual Budget

Expenditures

Fund #10 — General Activities

Department # 16 — Building and Grounds

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2008	2009	Budget 2010	2010	Budget 2011
6101	Salaries and Wages	\$46,445	\$55,038	\$52,528	\$52,528	\$54,600
6102	Overtime	\$2,326	\$913	\$1,000	\$750	\$750
6103	Double-time	\$993	\$1,090	\$1,000	\$0	\$500
6120	City Health Ins Contribution	\$0	\$7,325	\$7,032	\$13,500	\$14,431
6121	City IMRF Pension Contribution	\$4,852	\$5,798	\$6,282	\$6,138	\$6,680
6122	City Share FICA and Medicare	\$3,807	\$4,237	\$4,171	\$4,076	\$4,273
6225	Postage & Shipping	\$0	\$0	\$50	\$50	\$50
6230	Office Supplies	\$72	\$14	\$100	\$100	\$100
6241	Fuel	\$629	\$331	\$300	\$875	\$932
6250	Telephone	\$98,637	\$24,939	\$32,500	\$31,995	\$28,000
6260	Utilities	\$84,943	\$76,769	\$86,000	\$85,000	\$85,000
6264	General Supplies	\$16,942	\$13,335	\$20,000	\$10,000	\$15,000
6310	R & M Vehicles	\$544	\$1,943	\$1,500	\$1,500	\$1,500
6315	R & M Building	\$264,576	\$119,397	\$158,900	\$143,000	\$214,300
6320	Equipment Rental	\$24,082	\$24,960	\$26,000	\$26,000	\$26,000
6340	R & M Equipment	\$2,303	\$150	\$1,500	\$1,500	\$1,500
6505	Liability & Property Insurance	\$78	\$74	\$75	\$75	\$75
6515	Worker's Compensation Self-Ins.	\$739	\$550	\$550	\$550	\$550
Building and Grounds		\$551,968	\$336,863	\$399,488	\$377,637	\$454,241

City of Batavia 2011 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 Repairs and Routine Maintenance	\$56,000
	HVAC Replacements (2), Controls, Coil Maintenance	\$56,000
	Janitorial Services	\$45,000
	Convert Carpet to Tile in some areas of City Hall - Prior Utility Billing Area, Community Development and the Police Department.	\$14,000
	Elevator Repair	\$5,000
	City Hall Exterior: Tuckpointing, Stone Repair, Clay Capping, Vents	\$38,300
	Total	\$214,300

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 2007 audit conducted in 2008 marked the first year that the department compiled a Comprehensive Annual Financial Report. The new format includes more management information and a statistical section. We will continue to submit for anticipate that we will continue to meet the criteria for the award.

Activity in 2010 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. As part of process review, all invoices are now stored electronically making access for all departments easier and eliminating the need for departments to keep paper copies. The department has also been working through implementing an electronic timecard program to streamline the payroll process. The software has not come without challenges but we hope to have it fully developed with the start of the 2011 budget.

Accounting for the City's purchased power contracts and the calculation of the purchased power adjustment factor that is added to 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. Additionally, the department has worked closely with the Electric Division in successfully working with a large power user and securing their location in Batavia's industrial park.

The Finance and Utility Billing staff was hit hard by the reduction in hours in 2010 and we look forward to the return of some of those hours to assist in the backlog of pending projects. The 2011 budget also includes the return of 8 hours per week for an employee that had voluntarily reduced hours in 2009-2010. The return of the hours is to assist with the staff reduction in Utility Billing. These hours only supplement 416 hours of the 5,600 annual hours lost.

City of Batavia 2011 Annual Budget

Expenditures

Fund #10 — General Activities

Department # 17 — Finance and Accounting

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2008	2009	Budget 2010	2010	Budget 2011
6101	Salaries and Wages	\$344,706	\$347,902	\$332,304	\$338,614	\$355,909
6102	Overtime	\$151	\$98	\$0	\$0	\$0
6120	City Health Ins Contribution	\$48,961	\$48,723	\$46,774	\$41,330	\$44,225
6121	City IMRF Pension Contribution	\$32,424	\$35,130	\$38,281	\$39,008	\$42,567
6122	City Share FICA and Medicare	\$24,490	\$24,840	\$25,421	\$25,904	\$27,227
6205	Memberships	\$400	\$1,048	\$550	\$550	\$550
6210	Training & Seminars	\$0	\$50	\$200	\$200	\$200
6215	Resource Materials	\$630	\$141	\$250	\$250	\$250
6220	Travel & Mileage	\$246	\$609	\$425	\$425	\$425
6225	Postage & Shipping	\$5,820	\$4,444	\$5,500	\$5,500	\$5,500
6230	Office Supplies	\$8,753	\$5,336	\$8,000	\$8,000	\$8,000
6235	Printing	\$3,474	\$1,448	\$3,000	\$3,000	\$3,300
6351	Auditing	\$44,830	\$45,505	\$46,500	\$46,500	\$53,500
6505	Liability & Property Insurance	\$782	\$734	\$725	\$725	\$725
6515	Worker's Compensation Self-Ins.	\$493	\$550	\$550	\$550	\$550
Finance and Accounting		\$516,160	\$516,558	\$508,480	\$510,556	\$542,928

City of Batavia 2011 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

6101	Salaries and Wages		
	Reflects return of 8 hours/wk-UB Reduction		\$355,909
		Total	\$355,909
<hr/>			
6351	Auditing		
	General Audit and TIF Audits		\$50,000
	GASB 45 Bi-Annual Acutarial Report		\$3,500
		Total	\$53,500

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, 150 personal computers with 225 users. The Information Systems Director, Systems Manager, and GIS Technician staff the department.

Many new technology initiatives have been put on hold until revenue is available to finance the projects. Instead of investing in new technologies, the IS staff has assisted employees in leveraging current investments. The Utility Billing Online program, written in 2010 by our Systems Manager Todd Davis, has received great reviews by Finance Director Peggy Colby. Residents have the ability to securely view utility bills using a web browser. We have updated the Water backflow tracking system to work with a new edition of Utility Billing and have been assisting Finance with the outsourcing of utility bills.

Work continues with the Davenport Group enhancing LAMA - our permit, planning, code compliance, inspection and work order system. We have seen multiple upgrades of LAMA in 2010 and plan to have a Customer Relationship Manager (CRM) on our website in the spring of 2011. CRM will offer residents and contractors the ability to complete permit applications, check the status of projects, download documents and enter service requests. Retraining employees in LAMA has become a priority since the program has changed considerably since it was first installed over two years ago. LAMA's ability to track projects and notify users has made it a valuable communication tool.

GIS had many requests for maps, data analysis and enhancements during 2010. The internal webpage for GIS has been updated to offer more search capabilities for our employees. We were able to use interns during the summer months for inventory of City assets. Our intent is to expand the intern program in 2011 as a means to keep the momentum behind our GIS build-out.

We have budgeted for 20 new personal computers in 2011. Our goal is to replace all single core processing machines over the next two years. Research into the use of thin-client technology will be conducted by the IS department during the spring of 2011. Using thin-clients in place of a traditional PC may benefit the City by allowing a longer life span of personal computers, faster updates and improve the efficiency of our IS staff members.

City of Batavia 2011 Annual Budget

Expenditures

Fund #10 — General Activities

Department # 18 — Information Systems

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2008	2009	Budget 2010	2010	Budget 2011
6101	Salaries and Wages	\$340,351	\$293,795	\$234,951	\$235,209	\$250,145
6120	City Health Ins Contribution	\$55,345	\$47,168	\$39,004	\$39,004	\$41,752
6121	City IMRF Pension Contribution	\$31,623	\$29,980	\$27,066	\$27,096	\$29,917
6122	City Share FICA and Medicare	\$24,825	\$21,918	\$17,974	\$17,993	\$19,136
6205	Memberships	\$460	\$525	\$525	\$525	\$525
6210	Training & Seminars	\$2,883	\$1,955	\$3,200	\$1,200	\$3,200
6215	Resource Materials	\$589	\$778	\$800	\$800	\$800
6220	Travel & Mileage	\$390	\$104	\$250	\$150	\$300
6225	Postage & Shipping	\$45	\$73	\$100	\$100	\$100
6230	Office Supplies	\$1,067	\$2,507	\$500	\$500	\$500
6231	Computer Software and Access	\$132,331	\$97,920	\$4,900	\$2,000	\$5,800
6232	Computer Supplies	\$3,525	\$5,221	\$5,000	\$5,000	\$4,000
6241	Fuel	\$794	\$1,103	\$1,300	\$600	\$1,000
6250	Telephone	\$155,449	\$12,261	\$23,590	\$21,000	\$12,230
6255	Clothing & Uniforms	\$14	\$0	\$50	\$0	\$150
6325	Computer Maintenance	\$14,837	\$32,778	\$43,650	\$43,650	\$44,555
6355	Contractual Services	\$127,225	\$55,310	\$15,500	\$14,000	\$19,500
6362	Software Training	\$1,650	\$2,250	\$2,000	\$2,000	\$2,000
6375	Software Support	\$102,348	\$106,871	\$136,150	\$136,150	\$140,055
6405	Computer Hardware	\$131,134	\$58,950	\$42,000	\$25,365	\$24,100
6505	Liability & Property Insurance	\$782	\$734	\$725	\$725	\$725
6515	Worker's Compensation Self-Ins.	\$493	\$550	\$550	\$550	\$550
Information Systems		\$1,128,160	\$772,751	\$599,785	\$573,617	\$601,040

City of Batavia 2011 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	
	Software Requests & License Upgrades	\$2,000
	MS-SQL License	\$3,800
	Total	\$5,800
<hr/>		
6250	Telephone	
	Cellular Modems for Emergency Service Vehicles, IS Phones, Supplies	\$12,230
	Total	\$12,230
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6255	Clothing & Uniforms	
	GIS Tech Winter Boots	\$150
	Total	\$150
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6325	Computer Maintenance	
	Engineering - OCE Wide Carriage Printer/Scanner/Copier	\$1,800
	IS - Network Security	\$4,400
	IS - Storage Area Network	\$6,900
	IS - Individual Repairs	\$4,500
	IS - Phone System Maintenance	\$16,500
	PW - Roland Sign Printer	\$1,500
	Police - Mobile Data Computers	\$6,955
	Police - NW Msg Server (50% Reimb STC)	\$2,000
	Total	\$44,555

City of Batavia 2011 Annual Budget

Fund # 10 — General Activities

Department #18 — Information Systems

Detail on Significant Items

Account

6355 Contractual Services

Internet Services	\$6,500
Messagelabs Antivirus Service	\$5,500
Programming	\$2,000
Internet Security Monitor	\$5,500
Total	\$19,500

6375 Software Support

Admin/HR - Munimetrix, Benefits Software	\$900
Comm Dev - LAMA	\$17,000
Eng - MicroPaver, Eagle Pt, AutoCAD	\$4,960
Finance - SunGard Financials, Emphasys Portfolio Mgr	\$30,550
Fire - Firehouse	\$5,350
GIS - ESRI	\$17,715
IS - Altiris, Trendmicro, VMWare, Track-IT, Symantec	\$13,005
Police - New World Records Mgt (Reimb \$18,825)	\$43,150
Police - PIPS, Identi-Kit, FTK Forensics, Map Scene	\$2,845
PW - HMIS, CFA, AutoCAD	\$4,580
Total	\$140,055

6405 Computer Hardware

20 PC Replacements	\$15,000
2 Laptop Replacements	\$2,400
Printer Replacement in Police Records Division	\$1,200
Peripherals-Scanners, Memory, Cameras, Monitors	\$4,000
Digital Audio Recorder for Council Chambers	\$1,500
Total	\$24,100

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. In 2009 we began billing the service deposit with the first utility bill allowing set up over the phone and through the mail thus eliminating the requirement to come to City Hall to establish service. 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 4.5 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 now the remaining staff report to the Assistant Finance Director. As a cost savings and time savings measure, the City Council recently approved the outsourcing of printing and mailing the utility bills. A savings will be realized by utilizing the company's state of the art postage equipment thus substantially reducing our mailing costs.

The 2011 budget includes the cost of outsourcing the bills under the contractual line item. Additionally, the budget includes some funding for summer help to accommodate the busy schedule caused by shutoffs. This will be a test program to determine the best means to provide service during this very busy time. With the loss of 2.5 employees, the department has 5,600 hours of lost help each year. Although there will be the addition of 400 hours in the Finance Department, there is still significantly less help and we will need to evaluate the best means to provide service to our ratepayers. The move of the department to the 2nd floor of city hall has been a big help in providing support to the remaining two employees.

City of Batavia 2011 Annual Budget

Expenditures

Fund #10 — General Activities

Department #19 — Utility Billing

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2008	2009	Budget 2010	2010	Budget 2011
6101	Salaries and Wages	\$226,670	\$190,110	\$159,904	\$141,520	\$107,675
6102	Overtime	\$1,576	\$978	\$1,000	\$1,000	\$1,000
6120	City Health Ins Contribution	\$27,527	\$19,464	\$13,482	\$8,300	\$0
6121	City IMRF Pension Contribution	\$21,272	\$19,774	\$18,536	\$16,418	\$12,998
6122	City Share FICA and Medicare	\$16,691	\$14,449	\$12,309	\$10,903	\$8,314
6125	Unemployment Payments	\$0	\$9,776	\$6,000	\$0	\$0
6210	Training & Seminars	\$347	\$67	\$300	\$300	\$1,000
6225	Postage & Shipping	\$57,651	\$56,486	\$64,000	\$64,000	\$52,500
6230	Office Supplies	\$3,066	\$1,526	\$3,500	\$3,500	\$3,500
6231	Computer Software and Access	\$12,468	\$15,920	\$13,400	\$13,400	\$13,400
6232	Computer Supplies	\$10,014	\$6,569	\$10,000	\$10,000	\$10,000
6280	Collection Fees	\$855	\$1,451	\$1,600	\$1,600	\$1,600
6305	R & M Office Equipment	\$5,433	\$5,951	\$6,268	\$6,268	\$6,500
6355	Contractual Services	\$2,611	\$161	\$500	\$500	\$25,000
6505	Liability & Property Insurance	\$782	\$734	\$725	\$725	\$725
6515	Worker's Compensation Self-Ins.	\$493	\$550	\$550	\$550	\$550
6625	Bad Debt Expense	\$898	\$2,774	\$2,500	\$2,500	\$2,500
Utility Billing		\$388,354	\$346,740	\$314,574	\$281,484	\$247,262

City of Batavia 2011 Annual Budget

Fund # 10 — General Activities

Department #19 — Utility Billing

Detail on Significant Items

Account

Personnel

(2) Customer Service Representative

6355

Contractual Services

Outsource Printing and Mailing of Uility Bills

\$22,500

Various Professional Services

\$2,500

Total

\$25,000

Subsidized Transportation

The Subsidized Transportation department is set up to account for the costs to provide subsidized bus service to both senior and handicapped citizens. The program changed in 2008 and is now "Ride in Kane" which is currently managed by PACE.

City of Batavia 2011 Annual Budget

Expenditures

Fund #10 — General Activities

Department #27 — Subsidized Transportation

Acct.	Description	Actual 2008	Actual 2009	Approved Budget 2010	Estimated 2010	Proposed Budget 2011
6241	Fuel	\$984	\$0	\$0	\$0	\$0
6310	R & M Vehicles	\$3,464	\$0	\$0	\$0	\$0
6355	Contractual Services	\$35,523	\$45,767	\$50,000	\$50,000	\$50,000
	Subsidized Transportation	\$39,971	\$45,767	\$50,000	\$50,000	\$50,000

Police

The Police Department provides law enforcement services and police protection through uniformed patrol, criminal investigations, traffic accident investigations, traffic enforcement, crime prevention, community relations programs and juvenile services. The Department will enter 2011 with an authorized strength of 45 sworn police officers, but with an actual strength of 40, and 11 civilian support staff available to serve the citizens of Batavia.

In 2010, the Department experienced reductions in force in both the sworn force as well as the civilian support staff due to the retirements of several members of the organization. The Department replaced both of its deputy chiefs, who retired after 38 and 29 years of service respectively. The Department also lost a civilian records technician who retired after 20 years of service. Despite these reductions in force, the Department was still able to greatly reduce overtime expenditures, creating a significant cost savings for the City.

The Department continues to move forward with technological advancements in the organization, namely the New World Records Management System and Mobile Field Reporting System that the Department has been phasing in since 2008. Steps continue to be made to fully integrate our systems with the Computer-Aided Dispatch/Law Enforcement Agency Data System (CAD/LEADS) of Tri-Com Central Dispatch Center (which provides public safety dispatching services for the cities of Batavia, Geneva, St. Charles and Elburn). The system will provide enhanced wireless communications to our police officers and will provide access to more information to them while in the field, such as driver's license and booking photos.

The pilot Traffic Enforcement officer program that was very successful in 2009 was discontinued in 2010 due to the department's reductions in force. However, the increases in productivity that were in large part, a result of the presence of a dedicated traffic enforcement unit in 2009, have been maintained in 2010. Increased traffic enforcement efforts have been one of the primary focuses of the Department's Patrol Division in 2010 and these efforts will continue in 2011. A focused effort on accident reduction through increased enforcement began in 2008 and has thus far resulted in a 25% reduction in traffic accidents. We expect this trend to continue in 2011.

The Batavia Police Department continues to move forward in 2011, maximizing the efficiency of the Department's manpower and material resources. The members of the department look forward to the challenges, programs and projects that 2011 will bring and the Department remains focused on keeping Batavia a safe, family-oriented community.

City of Batavia 2011 Annual Budget

Expenditures

Fund #10 — General Activities

Department #31 — Police Admin & Operations

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2008	2009	Budget 2010	2010	Budget 2011
6101	Salaries and Wages	\$4,107,358	\$4,405,929	\$4,302,579	\$4,402,579	\$4,246,952
6102	Overtime	\$334,529	\$219,883	\$282,509	\$202,509	\$246,638
6105	Outside Work Agreement	\$16,688	\$12,883	\$21,000	\$15,000	\$18,000
6107	Part-time Wages	\$16,608	\$28,793	\$45,626	\$39,730	\$41,594
6120	City Health Ins Contribution	\$808,298	\$841,752	\$898,881	\$861,500	\$905,153
6121	City IMRF Pension Contribution	\$52,045	\$55,391	\$57,489	\$51,153	\$58,527
6122	City Share FICA and Medicare	\$86,698	\$88,815	\$101,219	\$97,561	\$98,940
6123	City Pension Contribution	\$913,896	\$949,557	\$1,192,707	\$1,192,707	\$1,218,262
6125	Unemployment Payments	\$0	\$10,010	\$0	\$0	\$0
6147	Board of Police & Fire Commission	\$10,134	\$16,837	\$4,250	\$1,000	\$22,700
6205	Memberships	\$6,699	\$6,831	\$7,381	\$6,326	\$6,060
6208	Education Reimbursement	\$4,150	\$0	\$0	\$0	\$0
6210	Training & Seminars	\$16,897	\$10,364	\$18,076	\$16,076	\$20,600
6215	Resource Materials	\$1,088	\$1,145	\$1,500	\$1,500	\$1,882
6220	Travel & Mileage	\$557	\$286	\$600	\$300	\$600
6225	Postage & Shipping	\$4,254	\$3,235	\$5,500	\$3,500	\$4,500
6230	Office Supplies	\$14,972	\$15,669	\$16,600	\$12,400	\$14,550
6233	Vehicle Supplies	\$4,777	\$6,695	\$7,500	\$7,500	\$7,500
6235	Printing	\$6,224	\$5,623	\$6,300	\$6,300	\$8,925
6237	Communication Supplies	\$0	\$1,228	\$3,000	\$2,358	\$6,400
6239	Investigative Supplies	\$2,297	\$1,417	\$2,500	\$1,750	\$1,500
6241	Fuel	\$101,328	\$70,050	\$84,000	\$82,000	\$87,250
6242	Patrol Supplies	\$7,373	\$7,749	\$8,000	\$7,200	\$8,500
6246	Community Relations	\$0	\$409	\$1,000	\$1,000	\$1,000
6247	Ammunition & Safety	\$18,731	\$5,038	\$13,000	\$13,000	\$10,000
6250	Telephone	\$23,693	\$13,376	\$17,000	\$14,000	\$15,060
6255	Clothing & Uniforms	\$48,636	\$42,692	\$39,500	\$35,962	\$49,750
6259	Meals & Refreshments	\$2,894	\$918	\$1,500	\$500	\$1,200
6310	R & M Vehicles	\$57,999	\$44,674	\$58,000	\$58,000	\$59,560
6320	Equipment Rental	\$13,483	\$6,824	\$10,912	\$7,755	\$9,162
6340	R & M Equipment	\$4,318	\$7,413	\$7,680	\$7,680	\$13,340
6355	Contractual Services	\$449,616	\$365,444	\$442,644	\$392,644	\$425,889
6371	Narcotics & Enforcement	\$11,994	\$12,050	\$6,500	\$6,500	\$1,000
6445	Other Equipment	\$3,995	\$0	\$0	\$0	\$4,200
6450	Vehicles & Equipment	\$114,743	\$0	\$50,170	\$0	\$77,193
6505	Liability & Property Insurance	\$75,205	\$51,181	\$60,000	\$60,000	\$60,000
6515	Worker's Compensation Self-Ins.	\$113,565	\$250,000	\$250,000	\$250,000	\$250,000
Police Admin & Operations		\$7,455,742	\$7,560,161	\$8,025,123	\$7,857,990	\$8,002,387

City of Batavia 2011 Annual Budget

Fund # 10 — General Activities

Department #31 — Police Admin & Operations

Detail on Significant Items

Account

Personnel

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

6105	Outside Work Agreement	
	Billable Police Services such as Races and School Events	\$18,000
	Total	\$18,000
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6120	City Health Ins Contribution	
	Normal Contributions	\$836,790
	PSEBA Contributions	\$68,363
	Total	\$905,153
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6147	Board of Police & Fire Commission	
	Testing for Lists-Police Officers & Fire Fighters/Promotional List for Fire Lieutenant	\$22,700
	Total	\$22,700

City of Batavia 2011 Annual Budget

Fund # 10 — General Activities

Department #31 — Police Admin & Operations

Detail on Significant Items

Account

6210	Training & Seminars	
	Conferences & Seminars	\$3,050
	Training Courses	\$16,550
	Monthly Training & Association Meetings	\$1,000
	Total	\$20,600
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6215	Resource Materials	
	Includes Update of the Illinois Compiled Statutes	\$1,882
	Total	\$1,882
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6235	Printing	
	Forms, Tickets, Citations, Stickers	\$5,500
	Photo Equipment, Cameras, Memory Cards	\$3,425
	Total	\$8,925
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6237	Communication Supplies	
	Interoperability Radio Replacement (Yr 1 of 4)	\$6,400
	Total	\$6,400
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6246	Community Relations	
	Lunches/Dinners; Torch Run for Officer of Year Winner	\$1,000
	Total	\$1,000
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6247	Ammunition & Safety	
	Ammunition	\$7,100
	Glock Conversion Kit	\$450
	Conversion Bolts for Rifles	\$600
	Protective Masks & Equipment	\$170
	Targets, Pasties, Eye/Ear Protection	\$1,680
	Total	\$10,000

City of Batavia 2011 Annual Budget

Fund # 10 — General Activities

Department #31 — Police Admin & Operations

Detail on Significant Items

Account

6255 Clothing & Uniforms

Clothing Allowances for 41 Officers @ \$800	\$32,800
Records & CSO Uniforms & Equipment	\$4,500
Insignias, Patches, Tags, Badges, Misc	\$3,700
Damaged Uniform Replacement	\$1,000
Complete Uniform for one (1) Replacement Officer	\$2,800
Body Armor Replacements (50% Grant Funded)	\$4,950
Total	\$49,750

6310 R & M Vehicles

Maintenance & Repairs for 31 Vehicles	\$59,560
Total	\$59,560

6320 Equipment Rental

Lease Agreement for Records Copier	\$4,212
Monthly Maintenance Agreements for two (2) copiers	\$3,500
Rental of Quantitative Test Equipment, Corrective Lenses for Masks and Replacement Parts	\$1,450
Total	\$9,162

6340 R & M Equipment

Maintenance of Radios & Equipment	\$8,340
Relocation of Opticom (Signal Interconnection)	\$5,000
Total	\$13,340

6355 Contractual Services

TriCom	\$368,139
Ordinance Prosecution Fees	\$19,200
Kane County Animal Control	\$3,200
Tower Car Wash Annual Contract	\$6,000
Pension Actuarial Audit	\$2,000

City of Batavia 2011 Annual Budget

Fund # 10 — General Activities

Department #31 — Police Admin & Operations

Detail on Significant Items

Account

Temporary Help For Events	\$1,000
Notary Bonds, Polygraphs, Legal Notices Misc.	\$2,900
AID - Victim Services Program	\$10,000
Lexipol - Police Policy Manual Subscription	\$2,850
Lexipol - Daily Training Bulletins	\$2,700
Rent Aurora PD Indoor Range/Defensive Tactics Room	\$3,000
Use of Firearms Training Simulator (FATS) from KCSO	\$700
Lexis Nexis: Investigative Information Data Bank	\$4,200
Total	\$425,889

6445 Other Equipment

Security Camera Replacements-PD & City Hall (14)	\$4,200
Total	\$4,200

6450 Vehicles & Equipment

3 - Ford Crown Vics @ \$22,561 (Replacements)	\$67,683
Change Over Replacements @ \$1200/each	\$3,600
Striping of 3 Vehicles @ \$575/each	\$1,725
2 - LED Lightbars @ \$1685/each	\$3,370
2 - Retrofit Lightbar Change Overs @ \$225/each	\$450
Vehicle Cage for SRO Vehicle	\$365
Total	\$77,193

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 3,145 incidents in 2009, of which 1,386 were fire or rescue related and 1,759 were emergency medical. Projections for 2010 are expected to be higher at about 3,300 incidents. The department has working agreements with all of the surrounding fire departments to receive and provide aid to supplement equipment and personnel. In 2009 Batavia Fire Department received assistance from neighboring fire departments 377 times and provided assistance 342 times.

The department currently has 22 fulltime firefighters, 31 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 2010, the Fire Marshal retired and the position is currently not filled. A vacancy also still exists for the position Deputy Chief which was created when the former deputy became Chief in 2009.

In 2010, the department also received a FEMA grant to purchase \$61,000 worth of personal protective gear. It includes firefighting pants and coats, and response jackets that meet the DOT standards for roadway reflectability.

The department is thankful to the citizens, the Mayor and the City Council for their support of the fire department.

City of Batavia 2011 Annual Budget

Expenditures

Fund #10 — General Activities

Department # 32 — Fire Services

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2008	2009	Budget 2010	2010	Budget 2011
6101	Salaries and Wages	\$2,005,886	\$2,041,118	\$1,942,050	\$1,942,050	\$1,949,134
6102	Overtime	\$172,298	\$156,676	\$190,000	\$185,000	\$195,000
6107	Part-time Wages	\$488,036	\$463,970	\$482,498	\$482,498	\$465,736
6120	City Health Ins Contribution	\$439,191	\$431,051	\$404,986	\$411,060	\$435,385
6121	City IMRF Pension Contribution	\$4,621	\$5,279	\$6,226	\$6,226	\$6,719
6122	City Share FICA and Medicare	\$66,446	\$66,181	\$71,177	\$71,105	\$70,202
6123	City Pension Contribution	\$510,948	\$595,000	\$691,630	\$691,630	\$697,577
6125	Unemployment Payments	\$4,710	\$3,204	\$2,500	\$2,500	\$2,500
6205	Memberships	\$3,472	\$3,170	\$5,240	\$5,000	\$5,300
6208	Education Reimbursement	\$0	\$6,795	\$0	\$0	\$0
6209	Training EMS	\$1,900	\$2,994	\$3,780	\$0	\$3,000
6210	Training & Seminars	\$19,454	\$5,939	\$17,800	\$12,000	\$17,525
6213	Fire Prevention	\$1,401	\$1,430	\$1,000	\$1,000	\$1,000
6215	Resource Materials	\$1,825	\$1,452	\$1,580	\$1,580	\$1,495
6225	Postage & Shipping	\$2,370	\$1,972	\$2,200	\$800	\$1,100
6230	Office Supplies	\$6,259	\$3,929	\$4,200	\$4,200	\$4,400
6233	Vehicle Supplies	\$23,288	\$19,390	\$23,520	\$23,000	\$18,000
6235	Printing	\$2,068	\$1,644	\$2,100	\$1,600	\$1,100
6237	Communication Supplies	\$27,003	\$13,291	\$13,000	\$7,000	\$7,000
6241	Fuel	\$41,019	\$21,455	\$24,150	\$27,000	\$28,755
6250	Telephone	\$12,120	\$10,406	\$10,700	\$8,000	\$9,445
6251	Education Program	\$9,815	\$4,609	\$6,000	\$5,000	\$5,000
6253	Haz-Mat Program	\$3,941	\$1,479	\$2,000	\$1,600	\$1,970
6255	Clothing & Uniforms	\$35,147	\$22,517	\$94,284	\$90,000	\$34,120
6256	Rescue Materials	\$931	\$40,921	\$6,000	\$5,000	\$21,045
6257	Medical Supplies	\$1,583	\$2,507	\$3,000	\$3,000	\$3,620
6259	Meals & Refreshments	\$2,719	\$1,982	\$2,500	\$2,500	\$2,715
6260	Utilities	\$46,082	\$43,346	\$49,000	\$42,000	\$46,000
6264	General Supplies	\$8,122	\$7,491	\$8,000	\$7,500	\$7,600
6310	R & M Vehicles	\$70,812	\$32,998	\$42,000	\$42,000	\$86,730
6315	R & M Building	\$9,259	\$14,825	\$20,000	\$20,000	\$18,000
6340	R & M Equipment	\$2,118	\$2,659	\$4,740	\$4,000	\$2,990
6355	Contractual Services	\$198,113	\$256,882	\$318,858	\$288,000	\$380,736
6373	S.C.B.A. Equipment	\$6,567	\$4,544	\$6,000	\$5,500	\$5,435
6445	Other Equipment	\$12,976	\$15,395	\$14,800	\$13,000	\$13,985
6505	Liability & Property Insurance	\$42,981	\$34,654	\$40,000	\$40,000	\$40,000
6515	Worker's Compensation Self-Ins.	\$159,335	\$182,125	\$177,500	\$177,500	\$177,500
Fire Services		\$4,444,816	\$4,525,280	\$4,695,019	\$4,629,849	\$4,767,819

City of Batavia 2011 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 Secretary
- (32) Paid On Call Firefighter

6120	City Health Ins Contribution	
	Normal Contributions	\$409,648
	PSEBA Contribution	\$25,737
	Total	\$435,385

6256	Rescue Materials	
	Thermal Imaging Camera - Grant for \$14,040	\$15,600
	Total	\$15,600

6355	Contractual Services	
	Tri-City Ambulance Services	\$379,486
	Fire Extinguisher Maintenance Services	\$1,250
	Total	\$380,736

City of Batavia 2011 Annual Budget

Expenditures

Fund #10 — General Activities

Department # 33 — E.S.D.A.

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2008	2009	Budget 2010	2010	Budget 2011
6107	Part-time Wages	\$9,494	\$9,927	\$9,550	\$9,550	\$9,741
6122	City Share FICA and Medicare	\$726	\$755	\$731	\$731	\$745
6202	Meal Allowance	\$61	\$39	\$250	\$75	\$75
6205	Memberships	\$379	\$283	\$400	\$400	\$400
6210	Training & Seminars	\$277	\$136	\$275	\$275	\$275
6220	Travel & Mileage	\$3,967	\$1,848	\$3,200	\$2,000	\$2,000
6230	Office Supplies	\$432	\$79	\$50	\$105	\$100
6241	Fuel	\$755	\$295	\$250	\$250	\$250
6242	Patrol Supplies	\$189	\$24	\$500	\$50	\$100
6250	Telephone	\$2,465	\$1,586	\$1,800	\$1,700	\$1,700
6255	Clothing & Uniforms	\$4	\$89	\$500	\$100	\$200
6260	Utilities	\$839	\$877	\$875	\$875	\$875
6310	R & M Vehicles	\$7,790	\$2,767	\$775	\$1,600	\$2,000
6315	R & M Building	\$1,485	\$89	\$250	\$100	\$100
6320	Equipment Rental	\$1,580	\$1,468	\$2,000	\$2,000	\$2,000
6340	R & M Equipment	\$7,032	\$6,825	\$3,000	\$3,000	\$3,000
6355	Contractual Services	\$0	\$0	\$12,000	\$12,000	\$1,500
6445	Other Equipment	\$180	\$363	\$1,200	\$400	\$500
E.S.D.A.		\$37,655	\$27,450	\$37,606	\$35,211	\$25,561

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. Treatments against the EAB infestation have improved; however, the cost is a significant issue. We plan to experiment with treatments in selected areas but, in most cases, removal is inevitable. 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.

Various contractual projects such as the sidewalk program, 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, as well as landscaping of AT&T's VRAD sites (which they have paid for in advance).

Initiatives for 2011:

- Plans include implementation of the first year of a new fleet replacement schedule for the Public Works Department's vehicle fleet. 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.
- 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. The pilot program, which began in 2009 will be expanded to other streets in 2011 to provide City staff with a larger area to analyze its success.

City of Batavia 2011 Annual Budget

Expenditures

Fund #10 — General Activities

Department # 45 — Streets and Sanitation

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2008	2009	Budget 2010	2010	Budget 2011
6101	Salaries and Wages	\$1,279,627	\$1,361,747	\$1,336,434	\$1,285,000	\$1,197,672
6102	Overtime	\$105,963	\$74,885	\$85,000	\$68,000	\$85,000
6103	Double-time	\$111,340	\$72,099	\$100,000	\$68,000	\$85,000
6104	Stand-by	\$29,723	\$32,149	\$17,584	\$33,252	\$31,000
6107	Part-time Wages	\$29,010	\$10,678	\$20,000	\$20,000	\$25,000
6120	City Health Ins Contribution	\$303,595	\$298,416	\$273,955	\$273,180	\$279,382
6121	City IMRF Pension Contribution	\$142,123	\$149,308	\$177,295	\$167,530	\$167,281
6122	City Share FICA and Medicare	\$112,923	\$109,234	\$119,265	\$112,780	\$108,911
6202	Meal Allowance	\$4,390	\$2,521	\$3,000	\$3,000	\$3,000
6210	Training & Seminars	\$3,534	\$2,858	\$4,500	\$4,500	\$3,000
6220	Travel & Mileage	\$9	\$25	\$250	\$50	\$50
6222	Supplies Other Equipment	\$21,010	\$14,392	\$15,000	\$15,000	\$15,000
6230	Office Supplies	\$1,914	\$1,731	\$2,500	\$2,000	\$2,000
6233	Vehicle Supplies	\$43,195	\$39,336	\$35,000	\$45,000	\$40,000
6237	Communication Supplies	\$885	\$3,692	\$5,000	\$5,000	\$2,000
6240	Materials	\$122,256	\$75,052	\$85,000	\$65,000	\$80,000
6241	Fuel	\$108,709	\$54,804	\$70,000	\$62,000	\$68,000
6243	Salt & Deicers	\$230,057	\$259,277	\$200,000	\$200,000	\$200,000
6245	Advertisements	\$796	\$626	\$1,000	\$1,000	\$1,000
6250	Telephone	\$9,079	\$9,057	\$10,000	\$8,000	\$8,000
6255	Clothing & Uniforms	\$12,011	\$11,277	\$12,000	\$12,000	\$12,000
6259	Meals & Refreshments	\$1,103	\$939	\$1,000	\$300	\$300
6260	Utilities	\$12,860	\$19,932	\$19,250	\$20,000	\$22,000
6261	Safety Supplies	\$1,879	\$2,566	\$2,500	\$2,000	\$2,500
6264	General Supplies	\$25,546	\$20,550	\$30,000	\$26,000	\$26,000
6286	Landfill Fees	\$10,108	\$1,216	\$3,000	\$3,000	\$6,000
6293	Ornamental Supplies	\$11,834	\$5,553	\$6,000	\$8,000	\$10,000
6310	R & M Vehicles	\$28,305	\$20,373	\$30,000	\$15,000	\$28,000
6315	R & M Building	\$24,843	\$20,484	\$27,700	\$17,000	\$34,000
6320	Equipment Rental	\$708	\$1,970	\$2,000	\$500	\$2,000
6340	R & M Equipment	\$10,891	\$9,769	\$13,000	\$8,000	\$13,000
6355	Contractual Services	\$302,846	\$263,985	\$250,000	\$200,000	\$250,500
6356	Mosquito Abatement	\$70,502	\$50,698	\$60,000	\$52,000	\$65,000
6357	Forestry and Tree Service	\$196,372	\$75,820	\$150,000	\$120,000	\$150,000
6445	Other Equipment	\$20,019	\$7,102	\$18,000	\$18,000	\$12,000
6505	Liability & Property Insurance	\$43,286	\$27,153	\$30,000	\$30,000	\$30,000
6515	Worker's Compensation Self-Ins.	\$101,494	\$140,000	\$140,000	\$140,000	\$140,000
Streets and Sanitation		\$3,534,745	\$3,251,274	\$3,355,233	\$3,110,092	\$3,204,596

City of Batavia 2011 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 Secretary
- (1) Public Works Laborer
- (1) PT Administrative Secretary

6237 Communication Supplies

4 Radios - FCC Narrow Band Requirements		\$2,000
	Total	\$2,000

6315 R & M Building

Building Maintenance of the Public Works Building		\$15,000
Fence Repair and Screening		\$5,000
Cleaning Services for the Public Works Building		\$5,000
Ventilation Public Works Garage		\$9,000
	Total	\$34,000

6355 Contractual Services

Alarm Detection at Public Works		\$2,500
Gravestone Repairs		\$1,000
Hauling of Snow and Spoils		\$15,000
Mowing, Maintenance of City Properties		\$65,000
Detention Pond Algae Treatments/Grading Repairs		\$15,000
Open Ditch Clearing and Grading		\$10,000
Temp Staff for Leaf Collection		\$15,000
Portable Toilet Rentals for Cemeteries		\$1,000

City of Batavia 2011 Annual Budget

Fund # 10 — General Activities

Department #45 — Streets and Sanitation

Detail on Significant Items

Account

Sidewalk Grinding	\$5,000
Brush Collection Program	\$95,000
Irrigation System Maintenance	\$1,000
Pavement Marking	\$8,000
Landscaping VRAD Sites	\$3,000
Re-grading of the East Fire Station Pond	\$10,000
Animal Control in City Ponds	\$4,000
Total	\$250,500

6356 Mosquito Abatement

Base Contract	\$52,000
Altosid Briquets	\$13,000
Total	\$65,000

6357 Forestry and Tree Service

Tree Removal, Trimming and Stump Removal. Also continuing efforts dealing with the spread of EAB.	\$150,000
Total	\$150,000

6445 Other Equipment

Small Equipment Replacement	\$6,000
Additional GPS Units for Trucks	\$6,000
Total	\$12,000

City of Batavia 2011 Annual Budget

Expenditures

Fund #10 — General Activities

Department #90 — Interfund Allocations

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2008	2009	Budget 2010	2010	Budget 2011
7018	Transfer to MFT/Street Imp. Fd18	\$719,334	\$500,011	\$500,000	\$500,000	\$500,000
7041	Transfer to Fire Station DS Fd41	\$730,369	\$736,969	\$737,768	\$737,768	\$742,970
7042	Transfer to Deerpath Bridge Fd42	\$0	\$0	\$22,080	\$14,501	\$34,480
7043	Transfer to Wilson TS Intercon Fd43	\$0	\$0	\$22,000	\$0	\$0
7046	Transfer to FS Renovations Fd46	\$85,362	\$0	\$0	\$0	\$0
7053	Transfer to Fire & PW DS Fd53	\$86,017	\$86,258	\$85,295	\$85,295	\$0
7055	Transfer to Flood DS Fd55	\$235,580	\$237,480	\$229,100	\$229,100	\$228,975
7071	Transfer to PW Capital Dev Fd71	\$200,000	\$175,000	\$175,000	\$175,000	\$150,000
7072	Transfer to Fire Capital Dev Fd72	\$125,000	\$100,000	\$50,000	\$50,000	\$50,000
Interfund Allocations		\$2,181,662	\$1,835,718	\$1,821,243	\$1,791,664	\$1,706,425