

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	Typical Total Tax Rate
7.5% on General Merchandise	2008 - \$7.076896
1.75% on Food and Drug	2007 - \$7.063989
7.0% on Registered Vehicles	2006 - \$7.087639
	2005 - \$7.134970
	2004 - \$7.042930
City Share	
1% of all Sales Tax	
.50% Non-Home Rule on General Merchandise	Total Equalized Assessed Valuation
	2008 - \$1,106,478,287
Utility Taxes/Fees	2007 - \$1,066,440,154
Water 4%	2006 - \$1,002,049,687
Gas 4%	2005 - \$ 919,811,190
Telecommunications 6%	2004 - \$ 844,222,085
Electric Franchise Fee 4%	
Municipal Property Tax Rate	
2008 - \$.549044	
2007 - \$0.54177	
2006 - \$0.55504	
2005 - \$0.57472	
2004 - \$0.55305	

City of Batavia 2010 Annual Budget

Fund #10 - General Activities Summary

Description	Actual 2007	Actual 2008	Approved Budget 2009	Estimated 2009	Proposed Budget 2010
Surplus and Reserves	\$9,248,590	\$9,445,207		\$9,114,342	\$8,408,174
01 Intergovernmental	\$3,540,205	\$3,365,572	\$3,491,924	\$2,933,601	\$3,078,277
01 Municipal Taxes/Fees	\$11,427,038	\$11,162,303	\$11,122,398	\$10,040,110	\$10,281,331
01 Property Taxes	\$5,148,597	\$5,348,484	\$5,611,826	\$5,641,760	\$5,667,760
03 Licenses and Permits	\$380,021	\$263,420	\$278,070	\$182,985	\$249,000
04 Charges for Services	\$919,674	\$1,002,293	\$1,067,777	\$1,168,462	\$1,355,630
05 Fines and Forfeitures	\$221,761	\$171,223	\$172,000	\$217,325	\$221,500
06 Other Revenues	\$1,246,781	\$535,511	\$375,300	\$240,867	\$252,875
07 Interfund Allocations	\$1,983,811	\$2,003,756	\$1,860,940	\$1,860,940	\$1,573,491
Total Revenue	\$24,867,888	\$23,852,562	\$23,980,235	\$22,286,050	\$22,679,864
Administration & Legislative	\$1,722,668	\$1,643,311	\$1,402,251	\$1,271,685	\$1,230,923
Human Resources	\$335,948	\$312,106	\$316,049	\$259,324	\$286,335
Community Development	\$954,388	\$984,097	\$1,018,812	\$985,234	\$922,097
Public Works Administration	\$391,306	\$299,858	\$332,715	\$361,838	\$184,792
Engineering	\$695,882	\$664,822	\$925,312	\$688,243	\$1,120,267
Building and Grounds	\$393,505	\$551,968	\$482,022	\$343,027	\$399,488
Finance and Accounting	\$509,228	\$516,160	\$525,169	\$520,763	\$508,480
Information Systems	\$993,794	\$1,128,160	\$875,346	\$813,086	\$599,785
Utility Billing	\$383,020	\$388,354	\$393,861	\$359,368	\$314,574
Subsidized Transportation	\$59,496	\$39,971	\$52,000	\$48,000	\$50,000
Police Admin & Operations	\$7,472,241	\$7,455,742	\$8,003,870	\$7,626,436	\$8,025,123
Fire Services	\$4,559,147	\$4,444,816	\$4,703,238	\$4,606,401	\$4,695,019
E.S.D.A.	\$35,899	\$37,655	\$51,145	\$29,396	\$37,606
Streets and Sanitation	\$3,237,290	\$3,534,745	\$3,406,462	\$3,243,710	\$3,355,233
Interfund Allocations	\$2,927,459	\$2,181,662	\$1,851,707	\$1,835,707	\$1,821,243
Total Expense	\$24,671,271	\$24,183,427	\$24,339,959	\$22,992,218	\$23,550,965
Surplus/(Deficit)	\$196,617	(\$330,865)	(\$359,724)	(\$706,168)	(\$871,101)
Surplus and Reserves	\$9,445,207	\$9,114,342		\$8,408,174	\$7,537,073

City of Batavia 2010 Annual Budget

Revenues

Fund #10 — General Activities

Acct.	Description	Actual 2007	Actual 2008	Approved Budget 2009	Estimated 2009	Proposed Budget 2010
4135	Local Use Tax	\$335,119	\$370,841	\$356,222	\$340,691	\$332,853
4210	Pers Property Repl Tax	\$221,048	\$215,708	\$186,943	\$183,009	\$180,000
4220	State Income Tax	\$2,255,335	\$2,388,787	\$2,362,184	\$2,025,446	\$1,957,560
4232	State & Federal Grants	\$422,703	\$74,026	\$295,775	\$96,482	\$318,064
4370	Countryside Fire Protect.	\$238,000	\$234,567	\$242,000	\$230,000	\$230,000
4386	Maintenance of State Highways	\$43,979	\$66,555	\$36,300	\$36,300	\$36,300
4402	Township Transit Reimb.	\$24,021	\$15,088	\$12,500	\$21,673	\$23,500
01 Intergovernmental		\$3,540,205	\$3,365,572	\$3,491,924	\$2,933,601	\$3,078,277
4110	State Sales Tax	\$5,540,329	\$5,159,608	\$5,120,967	\$4,523,825	\$4,704,775
4111	Non-Home Rule Sales Tax	\$2,081,187	\$1,928,285	\$1,916,890	\$1,635,150	\$1,700,556
4120	City Utility Taxes and Fees	\$3,081,641	\$3,300,786	\$3,335,541	\$3,140,135	\$3,132,000
4245	Waste Transfer Fee	\$421,117	\$457,743	\$435,000	\$427,000	\$430,000
4325	ROW Franchise Fee	\$302,764	\$315,881	\$314,000	\$314,000	\$314,000
01 Municipal Taxes/Fees		\$11,427,038	\$11,162,303	\$11,122,398	\$10,040,110	\$10,281,331
4010	Real Estate Taxes - General	\$3,808,339	\$3,858,205	\$4,001,269	\$4,035,194	\$3,723,423
4011	Real Estate Taxes - Pension	\$1,273,673	\$1,424,844	\$1,544,557	\$1,544,566	\$1,884,337
4240	Road & Bridge Tax	\$66,585	\$65,435	\$66,000	\$62,000	\$60,000
01 Property Taxes		\$5,148,597	\$5,348,484	\$5,611,826	\$5,641,760	\$5,667,760
4251	Licenses	\$62,183	\$59,254	\$57,140	\$48,734	\$50,000
4271	Building Permits	\$317,838	\$204,166	\$220,930	\$134,251	\$199,000
03 Licenses and Permits		\$380,021	\$263,420	\$278,070	\$182,985	\$249,000
4301	Engineering Plan Review Fee	\$27,135	\$27,994	\$37,575	\$62,130	\$30,000
4302	Engineering Inspection Fee	\$24,826	\$38,929	\$50,100	\$143,888	\$40,000
4305	Sale of Printed Material	\$7,683	\$5,720	\$5,250	\$3,200	\$3,200
4310	Plumbing Inspection Fee	\$53,833	\$41,727	\$35,000	\$23,500	\$30,000
4316	Planning & Zoning Fees	\$2,250	\$12,740	\$30,000	\$3,000	\$1,000
4317	Contractual Plan Review	\$5,614	\$6,149	\$3,500	\$11,181	\$9,500
4318	Survey Monumentation Fee	\$5,894	\$7,069	\$5,500	\$9,740	\$6,000
4320	Leaf & Brush Collection	\$0	\$0	\$0	\$0	\$306,000
4324	Payments in Lieu of Taxes	\$612,184	\$668,122	\$712,172	\$712,172	\$725,000
4330	Sale Of Burial Lots	\$14,850	\$12,950	\$12,000	\$13,700	\$14,250
4331	Grave Opening Fee	\$34,250	\$42,850	\$38,000	\$46,284	\$47,000
4343	Elevator Inspection Fee	\$3,284	\$3,840	\$3,680	\$0	\$3,680
4355	Police Reimbursements	\$127,871	\$134,203	\$135,000	\$139,667	\$140,000
04 Charges for Services		\$919,674	\$1,002,293	\$1,067,777	\$1,168,462	\$1,355,630

City of Batavia 2010 Annual Budget

Revenues

Fund #10 — General Activities

Acct.	Description	Actual 2007	Actual 2008	Approved Budget 2009	Estimated 2009	Proposed Budget 2010
4351	Fines & Fees	\$201,839	\$151,843	\$150,000	\$181,850	\$185,000
4352	Parking Tickets	\$19,922	\$19,380	\$22,000	\$35,475	\$36,500
05 Fines and Forfeitures		\$221,761	\$171,223	\$172,000	\$217,325	\$221,500
4397	Reimbursements	\$614,969	\$102,122	\$47,500	\$68,000	\$67,875
4399	Miscellaneous Revenue	\$108,511	\$141,806	\$67,800	\$80,000	\$80,000
5000	Investment Income	\$523,301	\$291,583	\$260,000	\$92,867	\$105,000
06 Other Revenues		\$1,246,781	\$535,511	\$375,300	\$240,867	\$252,875
5521	Transfer from Electric Fd21	\$797,684	\$800,719	\$775,766	\$775,766	\$679,146
5530	Transfer from Water Fd30	\$631,493	\$634,131	\$567,076	\$567,076	\$465,054
5531	Transfer from Wastewater Fd31	\$544,634	\$558,906	\$508,098	\$508,098	\$419,291
5560	Transfer from Perpetual Care Fd60	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
07 Interfund Allocations		\$1,983,811	\$2,003,756	\$1,860,940	\$1,860,940	\$1,573,491
Total Revenue		\$24,867,888	\$23,852,562	\$23,980,235	\$22,286,050	\$22,679,864

City of Batavia 2010 Annual Budget

Fund # 10 — General Activities

Department #00 — Revenues

Detail on Significant Items

Account

4011	Real Estate Taxes - Pension	
	Police Pension Levy	\$1,192,707
	Fire Pension Levy	\$691,630
	Total	\$1,884,337
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4220	State Income Tax	
	Projection of \$77.50 per Capita	\$1,957,560
	Total	\$1,957,560
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4232	State & Federal Grants	
	Safe Routes to School - Gustafson	\$78,700
	Remainder of Corridor Grant	\$44,080
	Safe Routes to School - Rotollo	\$138,000
	Fire Turnout Gear FEMA Grant	\$57,284
	Total	\$318,064
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4320	Leaf & Brush Collection	
	Implement \$3.00 Leaf & Brush Pickup Charge	\$306,000
	Total	\$306,000
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4343	Elevator Inspection Fee	
	No Revenue in 2009 Due to Change in Law	\$3,680
	Total	\$3,680
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4397	Reimbursements	
	Software Maintenance Reimbursement - Geneva	\$5,725
	Other Reimbursements	\$50,000
	Software Maintenance Reimbursement - STC	\$12,150
	Total	\$67,875

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 is working on county 911 services, and has taken a regional leadership role in water resources planning, protection and management.

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 the 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 submissions to Batavia Neighbors, the successor to CURRENTS. 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 fashioned relationships with industrial, commercial and other businesses regardless of location, but continues with a strong focus on the downtown. 2009 saw the successful launch of the Water Street Studios, which houses 28 separate artist studios, a 1600 sq. ft. gallery as well as 2 classrooms. The City's support for the property owner (Batavia Enterprises) with a grant and forgivable loan (based upon measurable success objectives) was instrumental in bringing this exciting venture into the heart of the City, and already is creating interested parties to the area to look at possible new ventures.

Initiatives for 2010 include:

- Finalization of Request for Proposals for the Baptist Church property, though the state of the economy may require a pause before issuing at this time.
- Continued work on redevelopment opportunities in the downtown.
- Sale of the City-owned parcel at 137 N. Water Street. This parcel was obtained to enlarge the Quarrystone Pond project, and could make a nice downtown site for a duplex or triplex, consistent with the City's goal of attracting more people to live downtown.
- Completing the next phase of the examination of potential second bridge crossing sites. As of this printing, the Citizens Advisory Committee is preparing to finish its report to the City Council, and the next phase to gather information for the Council will be an engineering and traffic study of the top few options as determined by the Council. This will be paid with grant money we received from the State of Illinois.
- Continue the City's 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 host a second of its successful Broker-Owner luncheons, which brings real estate interest together to develop synergy.

Most importantly, 2010 will be a year to focus on operational costs and development of additional revenue sources. It is clear that the economy will not be bouncing back to previous levels, and the City will have to be prepared for that situation. The City Council retreat will be an opportunity for the elected officials to prioritize services so staff can plan for utilization of diminished resources.

City of Batavia 2010 Annual Budget

Expenditures

Fund #10 — General Activities

Department #10 — Administration & Legislative

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2007	2008	Budget 2009	2009	Budget 2010
6101	Salaries and Wages	\$664,654	\$748,617	\$578,884	\$566,796	\$548,905
6102	Overtime	\$123	\$28	\$150	\$100	\$100
6107	Part-time Wages	\$7,245	\$30,699	\$5,600	\$8,050	\$0
6120	City Health Ins Contribution	\$110,540	\$82,989	\$73,812	\$73,812	\$70,859
6121	City IMRF Pension Contribution	\$48,566	\$72,993	\$60,625	\$59,354	\$63,245
6122	City Share FICA and Medicare	\$39,790	\$59,620	\$44,725	\$43,983	\$41,999
6123	City Pension Contribution	\$9,000	\$9,360	\$9,740	\$9,500	\$9,500
6125	Unemployment Payments	\$0	\$0	\$50,000	\$0	\$0
6205	Memberships	\$17,691	\$16,670	\$17,000	\$17,000	\$17,000
6210	Training & Seminars	\$14,498	\$4,502	\$5,000	\$3,000	\$3,000
6215	Resource Materials	\$1,415	\$1,276	\$1,500	\$1,500	\$1,500
6220	Travel & Mileage	\$34	\$64	\$300	\$300	\$400
6225	Postage & Shipping	\$2,256	\$2,074	\$3,000	\$3,000	\$3,000
6230	Office Supplies	\$19,810	\$11,936	\$18,500	\$11,000	\$12,000
6235	Printing	\$20,052	\$26,871	\$26,000	\$26,000	\$26,000
6245	Advertisements	\$3,952	\$975	\$2,500	\$375	\$500
6259	Meals & Refreshments	\$1,706	\$3,087	\$2,500	\$3,200	\$3,000
6352	Sales Tax Rebate	\$76,873	\$31,048	\$40,000	\$30,000	\$35,000
6353	Economic Development	\$6,000	\$8,000	\$18,200	\$12,400	\$12,600
6355	Contractual Services	\$151,393	\$183,697	\$111,600	\$105,000	\$91,000
6358	Legal Fees	\$158,667	\$138,134	\$150,000	\$115,000	\$130,000
6359	BATV (% Franchise Fee)	\$178,052	\$187,346	\$158,400	\$158,400	\$125,600
6465	Land Acquisition	\$170,682	\$0	\$0	\$0	\$0
6505	Liability & Property Insurance	\$17,640	\$22,735	\$23,500	\$23,200	\$35,000
6515	Worker's Compensation Self-Ins.	\$2,029	\$590	\$715	\$715	\$715
Administration & Legislative		\$1,722,668	\$1,643,311	\$1,402,251	\$1,271,685	\$1,230,923

City of Batavia 2010 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) Administrative Aide
- (1) Administrative Secretary
- (1) Economic Development Analyst
- (1) PT Administrative Secretary
- (2) PT Receptionist

6355 Contractual Services

Art in Your Eye	\$5,000
Batavia Main Street	\$40,000
Bond Fees & Various Professional Services	\$30,000
Recording Services	\$16,000
Total	\$91,000

6359 BATV (% Franchise Fee)

60% of Franchise Fee	\$188,400
Reduced Funding (to 40%)	\$-62,800
Total	\$125,600

6505 Liability & Property Insurance

Adjust for True Cost of Public Officials Liability	\$35,000
Total	\$35,000

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 2009, the focus of our efforts was on supporting the Financial Sustainability Initiative by identifying ways to cut costs in the areas of wages, benefits, and identifying potential retirement opportunities. The new payroll software, adjustments to staffing levels and changes to our benefit plan reflect those efforts.

In 2010, there will be a renewed focus on a review of employee safety and wellness. A newly constituted employee safety committee formed in 2009 will begin implementing an employee safety manual to help coordinate and support ongoing safety efforts in each department. In addition, due to short contract lengths, HR will begin preparations for another round of labor negotiations with five out of the City's six union contracts beginning in 2011.

City of Batavia 2010 Annual Budget

Expenditures

Fund #10 — General Activities

Department # 12 — Human Resources

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2007	2008	Budget 2009	2009	Budget 2010
6101	Salaries and Wages	\$141,077	\$150,573	\$160,690	\$158,095	\$153,324
6120	City Health Ins Contribution	\$30,113	\$17,971	\$17,459	\$17,459	\$16,761
6121	City IMRF Pension Contribution	\$13,654	\$14,231	\$16,824	\$16,553	\$17,663
6122	City Share FICA and Medicare	\$10,231	\$10,952	\$12,293	\$12,094	\$11,729
6205	Memberships	\$595	\$899	\$1,200	\$615	\$700
6210	Training & Seminars	\$21,747	\$16,122	\$15,400	\$15,023	\$14,000
6223	Employee Recruitment	\$4,949	\$4,639	\$7,000	\$900	\$2,000
6225	Postage & Shipping	\$58	\$67	\$300	\$50	\$200
6230	Office Supplies	\$1,345	\$2,116	\$4,800	\$4,200	\$2,500
6235	Printing	\$3,235	\$2,345	\$500	\$0	\$600
6254	Floral	\$1,830	\$1,476	\$1,600	\$1,600	\$0
6282	Employee Recognition	\$41,348	\$30,965	\$15,000	\$7,800	\$10,500
6285	Medical Examinations and Testing	\$39,241	\$41,243	\$35,000	\$7,000	\$15,000
6355	Contractual Services	\$11,294	\$9,181	\$13,000	\$12,000	\$14,000
6358	Legal Fees	\$14,176	\$8,424	\$14,000	\$5,000	\$12,000
6505	Liability & Property Insurance	\$760	\$606	\$625	\$577	\$15,000
6515	Worker's Compensation Self-Ins.	\$295	\$296	\$358	\$358	\$358
Human Resources		\$335,948	\$312,106	\$316,049	\$259,324	\$286,335

City of Batavia 2010 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 Secretary

6355 Contractual Services

Employee Assistance Program	\$8,900
Various Professional Services	\$5,100
Total	\$14,000

6505 Liability & Property Insurance

Adjust For True Cost of Employment Liability	\$15,000
Total	\$15,000

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: Building and Code Compliance, Planning, and Administration. The department is staffed by eight members, down from ten in 2009. 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 has responsibilities in both policy and regulatory areas. Community Development provides services 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 is given to the Plan Commission, the City Council Community Development Committee, the Historic Preservation Commission and the Zoning Board of Appeals.

Major projects undertaken in 2009 included administration of the downtown improvement and downtown facade grant programs, completion of a total rewrite of the City's Zoning Regulations and adoption of a new City zoning map, completion of a street and entry signage program for the Downtown Historic District, and establishment of a downtown historic building conservation program. The department applied for and was awarded a second state Safe Routes to School grant. Redevelopment was a focus of the department's activity, including continuing work with a consultant to prepare a redevelopment plan for the downtown Baptist Church property, and planning for the redevelopment of the former Siemens industrial complex. A new building permit and development review management software program came on line to improve efficiency in the review of zoning and development applications, and will improve communication with other departments in the development processes. The economy caused delay of several commercial projects.

Housing construction was slow during the past year, but staff reviewed a few major commercial expansion projects and new commercial projects including a medical facility and a neighborhood shopping center on the east side. Code compliance activity rose, largely due to an increase in foreclosures, where the City performed exterior maintenance on vacant houses to keep neighborhoods looking nice. The non-judicial process for code compliance sped up compliance efforts and increased revenues to the City. Industrial development included such projects as two significant businesses in our industrial park. The total of building permits and new construction valuation figures dropped due to the recession and tight credit markets.

The 2010 budget year will see the completion of staff work on the Zoning Code update and mapping project, continued activity in redevelopment projects and the resurvey of downtown historic properties. We will continue with facade and downtown improvement grants. Activity will also begin in earnest on a new program to ensure the continued maintenance of 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.

City of Batavia 2010 Annual Budget

Expenditures

Fund #10 — General Activities

Department #13 — Community Development

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2007	2008	Budget 2009	2009	Budget 2010
6101	Salaries and Wages	\$602,897	\$655,496	\$646,961	\$648,460	\$573,315
6102	Overtime	\$3,492	\$89	\$250	\$0	\$250
6120	City Health Ins Contribution	\$134,320	\$106,932	\$99,541	\$99,713	\$88,629
6121	City IMRF Pension Contribution	\$59,316	\$61,593	\$67,763	\$67,894	\$66,075
6122	City Share FICA and Medicare	\$44,490	\$48,072	\$49,512	\$49,607	\$43,878
6205	Memberships	\$1,453	\$2,162	\$1,500	\$1,650	\$1,900
6210	Training & Seminars	\$3,360	\$5,169	\$4,710	\$1,200	\$2,000
6215	Resource Materials	\$1,102	\$383	\$100	\$175	\$150
6225	Postage & Shipping	\$5,695	\$6,816	\$5,800	\$5,800	\$5,000
6230	Office Supplies	\$4,609	\$4,564	\$4,000	\$4,000	\$3,500
6235	Printing	\$2,036	\$84	\$2,000	\$2,000	\$2,000
6241	Fuel	\$3,401	\$2,833	\$3,250	\$1,500	\$1,725
6245	Advertisements	\$4,487	\$2,439	\$2,500	\$2,500	\$3,000
6250	Telephone	\$2,426	\$2,128	\$2,200	\$1,500	\$1,500
6255	Clothing & Uniforms	\$144	\$160	\$300	\$300	\$300
6259	Meals & Refreshments	\$941	\$410	\$100	\$300	\$250
6310	R & M Vehicles	\$3,100	\$1,527	\$3,000	\$1,000	\$1,500
6354	Plumbing Inspections	\$30,994	\$31,443	\$27,500	\$20,000	\$25,000
6355	Contractual Services	\$30,199	\$36,691	\$80,000	\$60,000	\$84,600
6505	Liability & Property Insurance	\$3,007	\$2,345	\$2,425	\$2,235	\$2,125
6515	Worker's Compensation Self-Ins.	\$12,919	\$12,761	\$15,400	\$15,400	\$15,400
Community Development		\$954,388	\$984,097	\$1,018,812	\$985,234	\$922,097

City of Batavia 2010 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

6235

Printing

Final Printing of New Zoning Code and Map

\$2,000

Total

\$2,000

6355

Contractual Services

Property Maintenance/Code Enforcement

\$10,000

Fire Sprinkler Plan Review

\$10,000

Administrative Adjudication - Hearing Officer & Clerk

\$1,600

Miscellaneous Consulting Services

\$5,000

Corridor Grant - Eng/Traffic Study

\$58,000

Total

\$84,600

Public Works Administration

Public Works is comprised of four departments: 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 departments 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 departments. An emphasis is placed on inter-departmental 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 departments. 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 2010 Annual Budget

Expenditures

Fund #10 — General Activities

Department #14 — Public Works Administration

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2007	2008	Budget 2009	2009	Budget 2010
6101	Salaries and Wages	\$282,590	\$175,576	\$216,991	\$261,347	\$117,461
6102	Overtime	\$12,104	\$7,146	\$3,000	\$2,802	\$0
6120	City Health Ins Contribution	\$32,320	\$24,886	\$34,179	\$29,318	\$19,330
6121	City IMRF Pension Contribution	\$29,202	\$16,761	\$23,033	\$27,656	\$13,532
6122	City Share FICA and Medicare	\$17,543	\$13,368	\$16,829	\$20,207	\$8,986
6205	Memberships	\$30	\$133	\$600	\$900	\$650
6210	Training & Seminars	\$675	\$3,065	\$1,300	\$450	\$400
6230	Office Supplies	\$432	\$1,427	\$1,000	\$200	\$500
6250	Telephone	\$1,599	\$689	\$1,800	\$650	\$650
6283	Household Hazardous Waste	\$7,000	\$7,000	\$8,800	\$0	\$0
6355	Contractual Services	\$5,028	\$48,729	\$24,000	\$17,200	\$22,200
6505	Liability & Property Insurance	\$2,488	\$782	\$825	\$750	\$725
6515	Worker's Compensation Self-Ins.	\$295	\$296	\$358	\$358	\$358
Public Works Administration		\$391,306	\$299,858	\$332,715	\$361,838	\$184,792

City of Batavia 2010 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

Traffic Signal Maintenance

\$19,500

MSDS

\$2,700

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 2010. This will include the Phase 1 Engineering for the Wilson Street Interconnect and Deerpath Road Bridge Rehabilitation, which the City's match is 20%.

The City also received another Safe Routes to School Grant. This new grant includes sidewalks near both Storm and Gustafson Schools. The design work for the first and second grant will continue into 2010. All improvements will be bid out together including the installation of sidewalks and a pedestrian bridge over Batavia Creek along Hart Road to provide a route to the Middle School. This grant is 100% funded by a federal grant.

In 2009, the City received American Recovery and Reinvestment Act (A.R.R.A.) funds for the Wilson Street LAPP Project. A significant amount of A.R.R.A. funds were remaining after the completion of the Wilson Street project. The City received IDOT approval to use the remaining funds to resurface Western Ave. (LAPP) from Fabyan Parkway to Western Ave in 2010

The 2010 Drainage Program will include improvements to the existing storm sewer infrastructure in several residential and industrial areas of the City. The improvements for the Braeburn Marsh Flooding Mitigation Project will start in early 2010. The City is also working with Fermi Lab to improve the flooding issues just south of the Batavia Business Park Detention Basin.

The 2010 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 standardized benchmark system so we can coordinate projects. In addition, creating a standardized benchmark system allows integration of the projects with GIS. The survey monuments are 100% funded by a fee collected from developers.

City of Batavia 2010 Annual Budget

Expenditures

Fund #10 — General Activities

Department #15 — Engineering

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2007	2008	Budget 2009	2009	Budget 2010
6101	Salaries and Wages	\$404,010	\$408,949	\$378,010	\$367,000	\$350,424
6102	Overtime	\$3,324	\$4,722	\$1,000	\$2,000	\$1,000
6103	Double-time	\$1,136	\$0	\$0	\$0	\$0
6107	Part-time Wages	\$14,988	\$8,913	\$0	\$1,827	\$0
6120	City Health Ins Contribution	\$87,747	\$65,793	\$64,701	\$67,350	\$64,779
6121	City IMRF Pension Contribution	\$40,118	\$38,931	\$39,682	\$38,634	\$40,484
6122	City Share FICA and Medicare	\$30,998	\$30,955	\$28,994	\$28,368	\$26,884
6125	Unemployment Payments	\$0	\$7,011	\$0	\$2,679	\$0
6205	Memberships	\$815	\$1,083	\$1,200	\$1,200	\$1,200
6210	Training & Seminars	\$4,071	\$4,058	\$6,000	\$4,000	\$3,000
6215	Resource Materials	\$393	\$448	\$500	\$500	\$500
6225	Postage & Shipping	\$350	\$73	\$500	\$150	\$350
6230	Office Supplies	\$5,830	\$4,600	\$4,000	\$3,000	\$3,150
6241	Fuel	\$3,954	\$2,536	\$3,000	\$1,540	\$1,771
6245	Advertisements	\$611	\$504	\$600	\$0	\$600
6248	Regulatory Fees	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
6250	Telephone	\$3,535	\$3,441	\$3,200	\$2,800	\$2,800
6255	Clothing & Uniforms	\$785	\$170	\$650	\$650	\$650
6288	Recording Fees	\$579	\$582	\$400	\$400	\$400
6310	R & M Vehicles	\$9,016	\$3,236	\$5,000	\$2,500	\$2,500
6355	Contractual Services	\$6,426	\$8,490	\$10,700	\$10,700	\$10,700
6360	Engineering Fees	\$45,059	\$25,777	\$216,000	\$7,500	\$232,700
6445	Other Equipment	\$891	\$5,782	\$0	\$0	\$500
6450	Vehicles & Equipment	\$21,107	\$0	\$0	\$0	\$0
6470	Drainage Projects	\$0	\$32,467	\$155,000	\$139,460	\$370,000
6505	Liability & Property Insurance	\$1,756	\$2,345	\$2,425	\$2,235	\$2,125
6515	Worker's Compensation Self-Ins.	\$7,383	\$2,956	\$2,750	\$2,750	\$2,750
Engineering		\$695,882	\$664,822	\$925,312	\$688,243	\$1,120,267

City of Batavia 2010 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
- (2) PT Engineering Assistant
- (1) 1/4 Administrative Secretary

6360	Engineering Fees	
	General Consultant Engineering Services	\$15,000
	Wetland Review Specialist	\$1,000
	Safe Routes to School - Rotollo (Grant-100%)	\$138,000
	Safe Routes to School - Storm/Gust (Grant 100%)	\$78,700
	Total	\$232,700
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6445	Other Equipment	
	Calibrate Survey Equipment	\$500
	Total	\$500
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6470	Drainage Projects	
	2010 Drainage Program	\$50,000
	Fermi Lab	\$80,000
	Batavia Creek Stabilization Ph 1 & 2	\$10,000
	Braeburn West Drainage Improvements	\$230,000
	Total	\$370,000

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 building 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. 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 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 are no unusual repairs scheduled for 2010. We plan to continue to strengthen the HVAC system, and 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 2010 Annual Budget

Expenditures

Fund #10 — General Activities

Acct.	Description	Actual 2007	Actual 2008	Approved Budget 2009	Estimated 2009	Proposed Budget 2010
6101	Salaries and Wages	\$38,930	\$46,445	\$54,625	\$54,430	\$52,528
6102	Overtime	\$1,100	\$2,326	\$1,500	\$1,200	\$1,000
6103	Double-time	\$546	\$993	\$700	\$1,400	\$1,000
6120	City Health Ins Contribution	\$2,492	\$0	\$0	\$7,325	\$7,032
6121	City IMRF Pension Contribution	\$4,016	\$4,852	\$5,950	\$5,971	\$6,282
6122	City Share FICA and Medicare	\$3,100	\$3,807	\$4,347	\$4,363	\$4,171
6225	Postage & Shipping	\$35	\$0	\$100	\$0	\$50
6230	Office Supplies	\$248	\$72	\$400	\$100	\$100
6241	Fuel	\$345	\$629	\$500	\$225	\$300
6250	Telephone	\$100,171	\$98,637	\$86,500	\$28,538	\$32,500
6260	Utilities	\$84,205	\$84,943	\$84,000	\$80,000	\$86,000
6264	General Supplies	\$16,088	\$16,942	\$31,000	\$16,000	\$20,000
6310	R & M Vehicles	\$126	\$544	\$350	\$350	\$1,500
6315	R & M Building	\$114,898	\$264,576	\$181,900	\$115,000	\$158,900
6320	Equipment Rental	\$22,982	\$24,082	\$28,000	\$26,000	\$26,000
6340	R & M Equipment	\$3,357	\$2,303	\$1,500	\$1,500	\$1,500
6505	Liability & Property Insurance	\$148	\$78	\$100	\$75	\$75
6515	Worker's Compensation Self-Ins.	\$718	\$739	\$550	\$550	\$550
		\$393,505	\$551,968	\$482,022	\$343,027	\$399,488

City of Batavia 2010 Annual Budget

Fund # 10 — General Activities

Department #16 — Building and Grounds

Detail on Significant Items

Account

6315	R & M Building	
	Review of Heat Exchangers	\$2,500
	Tuckpointing	\$4,000
	Gutter Repairs	\$5,400
	Sidewalk Brush Attachment	\$3,000
	Elevator Boot	\$6,000
	Carpet Cleaning Machine & Materials	\$3,000
	Police-Sally Port Floor, Carpet & Locker Room Repairs	\$14,000
	General Building Maintenance	\$60,000
	HVAC	\$20,000
	Janitorial	\$41,000
	Total	\$158,900

Finance Department

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 have submitted the 2008 Audit and we expect that it will also meet the criteria for the award.

Activity in 2009 focused on the budget and the City's financial sustainability project with close monitoring of both revenues and expenditures throughout the year. The department participated in several committees researching processes that might create efficiencies or reduce costs. One such recommendation for payroll was approved and it is expected to provide increased efficiencies in the payroll data entry and time reporting process, which we hope will help ease the burden of reduced working hours for administrative staff. We are working on a plan for our accounts payable process that should reduce duplicate work and record retention by the departments.

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.

The primary focus of the financial sustainability plan was to reduce expenses to the greatest extent possible. Every line item in every department has been reviewed for necessity and use. All personnel tasks were reviewed and evaluated as well. Much time was also spent researching new revenue sources for the general fund and evaluating the feasibility and implementation of those sources.

The department serves as an internal support department and expectations are that much of 2010 will be spent providing support to Administration and all departments as we experience the fallout of these very tough economic times. Prudent planning and spending in prior years will help to ease the transition to reduced funding of the City's General Fund as we move forward.

City of Batavia 2010 Annual Budget

Expenditures

Fund #10 — General Activities

Department #17 — Finance and Accounting

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2007	2008	Budget 2009	2009	Budget 2010
6101	Salaries and Wages	\$333,211	\$344,706	\$345,003	\$345,000	\$332,304
6102	Overtime	\$381	\$151	\$500	\$0	\$0
6120	City Health Ins Contribution	\$61,775	\$48,961	\$48,961	\$48,723	\$46,774
6121	City IMRF Pension Contribution	\$32,641	\$32,424	\$36,174	\$36,122	\$38,281
6122	City Share FICA and Medicare	\$23,633	\$24,490	\$26,431	\$26,393	\$25,421
6205	Memberships	\$709	\$400	\$500	\$545	\$550
6210	Training & Seminars	\$153	\$0	\$200	\$200	\$200
6215	Resource Materials	\$379	\$630	\$350	\$250	\$250
6220	Travel & Mileage	\$65	\$246	\$175	\$425	\$425
6225	Postage & Shipping	\$4,863	\$5,820	\$5,500	\$5,500	\$5,500
6230	Office Supplies	\$6,571	\$8,753	\$9,000	\$8,000	\$8,000
6235	Printing	\$2,313	\$3,474	\$3,000	\$3,000	\$3,000
6351	Auditing	\$40,700	\$44,830	\$48,000	\$45,305	\$46,500
6505	Liability & Property Insurance	\$1,343	\$782	\$825	\$750	\$725
6515	Worker's Compensation Self-Ins.	\$491	\$493	\$550	\$550	\$550
Finance and Accounting		\$509,228	\$516,160	\$525,169	\$520,763	\$508,480

City of Batavia 2010 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
-

6351

Auditing

Audit Services and GFOA Submittal	\$40,700
TIF Audit Services	\$2,800
GASB 45 OPEB Actuarial Report	\$3,000
Total	\$46,500

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 PC's with 240 users. An Information Systems Director, Systems Manager, and GIS Technician staff the department.

During the past year, our Disaster Recovery (DR) plan was completed. All servers have been virtualized and are now stored in a private cloud-computing environment. Our Storage Area Network (SAN) used to manage our cloud has reduced the amount of server downtime. The SAN's are protecting the City's data by replicating it to an offsite data center multiple times during the day.

Implementation of the first phase of the Land Development software, including modules for permitting, inspections, planning, code compliance, and work orders was completed in 2009. The second phase of asset, infrastructure, and financial valuation was delayed indefinitely due to budget constraints.

Also delayed due to budget constraints are any further expenditures for Document Management.

While working on the Financial Sustainability project with HR and Finance we identified and installed a cost saving payroll upgrade to our SunGard Pentamotion Financial system. The upgrade to payroll should greatly reduce the time and associated costs for processing payroll. The upgrade will be live for the first payroll of 2010.

Early in 2009, the City's GIS Analyst resigned and the position remains vacant due to the hiring freeze. The GIS Technician has been performing commendably in light of the vacancy. Much of the electric and water utility locating is complete and the departments are reviewing and verifying the assets. Work has started on the sanitary & storm sewers with completion expected in 2011. Signs will be added to the system after sewers.

City of Batavia 2010 Annual Budget

Expenditures

Fund #10 — General Activities

Department # 18 — Information Systems

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2007	2008	Budget 2009	2009	Budget 2010
6101	Salaries and Wages	\$312,386	\$340,351	\$341,909	\$298,313	\$234,951
6120	City Health Ins Contribution	\$57,762	\$55,345	\$51,365	\$47,168	\$39,004
6121	City IMRF Pension Contribution	\$30,378	\$31,623	\$35,798	\$31,233	\$27,066
6122	City Share FICA and Medicare	\$23,021	\$24,825	\$26,156	\$22,821	\$17,974
6205	Memberships	\$360	\$460	\$485	\$525	\$525
6210	Training & Seminars	\$2,440	\$2,883	\$2,400	\$2,080	\$3,200
6215	Resource Materials	\$0	\$589	\$800	\$800	\$800
6220	Travel & Mileage	\$310	\$390	\$700	\$300	\$250
6225	Postage & Shipping	\$20	\$45	\$100	\$100	\$100
6230	Office Supplies	\$4,774	\$1,067	\$1,350	\$1,350	\$500
6231	Computer Software and Access	\$92,385	\$132,331	\$88,050	\$100,728	\$4,900
6232	Computer Supplies	\$10,797	\$3,525	\$5,000	\$5,000	\$5,000
6241	Fuel	\$205	\$794	\$2,000	\$1,260	\$1,300
6250	Telephone	\$56,456	\$155,449	\$26,075	\$16,000	\$23,590
6255	Clothing & Uniforms	\$285	\$14	\$250	\$250	\$50
6325	Computer Maintenance	\$17,934	\$14,837	\$39,200	\$39,200	\$43,650
6355	Contractual Services	\$196,119	\$127,225	\$76,880	\$70,564	\$15,500
6362	Software Training	\$6,068	\$1,650	\$2,000	\$2,250	\$2,000
6375	Software Support	\$58,925	\$102,348	\$112,453	\$111,500	\$136,150
6405	Computer Hardware	\$121,815	\$131,134	\$61,000	\$60,344	\$42,000
6505	Liability & Property Insurance	\$1,059	\$782	\$825	\$750	\$725
6515	Worker's Compensation Self-Ins.	\$295	\$493	\$550	\$550	\$550
Information Systems		\$993,794	\$1,128,160	\$875,346	\$813,086	\$599,785

City of Batavia 2010 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	
	Add SunGard Pentamation Client Licenses (4)	\$1,300
	Server License for Backup	\$600
	Misc Software	\$1,000
	Windows 7 / Application Virtualization Pilot	\$2,000
	Total	\$4,900
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6232	Computer Supplies	
	Backup Tapes, Cables, Mice, and other Misc Supplies	\$5,000
	Total	\$5,000
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6250	Telephone	
	Additional Fire Cell cards & Reverse 911 Update	\$23,590
	Total	\$23,590
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6325	Computer Maintenance	
	Engineering - OCE	\$1,800
	IS - Firewalls, Servers	\$7,800
	IS - SAN	\$6,900
	IS - Repairs	\$5,000
	IS - Phone System	\$16,000
	Police - MDC's	\$4,650
	PW - Sign Printer	\$1,500
	Total	\$43,650

City of Batavia 2010 Annual Budget

Fund # 10 — General Activities

Department #18 — Information Systems

Detail on Significant Items

Account

6355	Contractual Services	
	Internet Services	\$7,000
	Messagelabs Antivirus	\$5,500
	Misc Programming	\$3,000
	Total	\$15,500
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6362	Software Training	
	Windows & Office Training	\$2,000
	Total	\$2,000
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6375	Software Support	
	Admin/HR - Munimetrix, Benefits Software	\$875
	Eng - MicroPaver, Eagle Point, AutoCAD	\$5,025
	Finance - SunGard Pentamation, Emphasys Evare	\$29,680
	Fire - Firehouse	\$5,200
	GIS - ESRI	\$17,200
	IS - Altiris, Trendmicro, VMWare, Track-IT, Symantec	\$12,625
	Police - New World Records Mgt (Shared Cost)	\$40,855
	Police - PIPS, Identi-Kit, FTK Forensics, Map Scene	\$2,765
	PW - HMIS, CFA, & AutoCAD	\$5,425
	CD - LAMA (New in 2010)	\$16,500
	Total	\$136,150
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6405	Computer Hardware	
	Computer Replacements	\$25,500
	Misc Hardware	\$2,500
	LTO Tape Library	\$14,000
	Total	\$42,000

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 strives to make working with the City as convenient as possible and recently 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. 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.

An upgrade to the current utility billing software was completed at the end of 2008. Much of 2009 has been spent optimizing the upgrade and implementing easier means of review during the billing process. The department was impacted by a layoff of a part time person as part of the 2009 budget and the resigning of the supervisor early in the year. The supervisor position was filled internally but that position was not replaced as a result of the hiring freeze. The remaining staff in the department has overcome the difficulties by embracing change and working diligently to provide quality customer service. The workload at the same time has increased due to the economy and many customers having difficulty paying their bills. Staff provides information for financial assistance and does their utmost to accommodate payment arrangements while at the same time ensuring collection of the amounts due.

The 2010 budget includes plans for providing access to customer bills on-line. The City was fortunate that the new on-line option was programmed by our own IS staff and required no additional costs from an outside source. It is expected that the department will be able to notify customers through e-mail when their bill is ready for viewing. The on-line program could also reduce costs for paper and postage as an option will be offered to eliminate the mailing of a paper bill. This supports the City's mission of being green and we hope many will participate in the program.

City of Batavia 2010 Annual Budget

Expenditures

Fund #10 — General Activities

Department #19 — Utility Billing

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2007	2008	Budget 2009	2009	Budget 2010
6101	Salaries and Wages	\$207,521	\$226,670	\$225,311	\$195,575	\$159,904
6102	Overtime	\$1,595	\$1,576	\$750	\$1,200	\$1,000
6120	City Health Ins Contribution	\$38,738	\$27,527	\$27,527	\$19,464	\$13,482
6121	City IMRF Pension Contribution	\$20,480	\$21,272	\$23,669	\$20,602	\$18,536
6122	City Share FICA and Medicare	\$15,420	\$16,691	\$17,294	\$15,053	\$12,309
6125	Unemployment Payments	\$0	\$0	\$0	\$6,000	\$6,000
6210	Training & Seminars	\$1,805	\$347	\$750	\$100	\$300
6225	Postage & Shipping	\$53,147	\$57,651	\$60,000	\$61,000	\$64,000
6230	Office Supplies	\$3,928	\$3,066	\$4,000	\$3,500	\$3,500
6231	Computer Software and Access	\$12,104	\$12,468	\$12,718	\$14,720	\$13,400
6232	Computer Supplies	\$20,619	\$10,014	\$10,000	\$10,000	\$10,000
6280	Collection Fees	\$1,599	\$855	\$1,600	\$1,600	\$1,600
6305	R & M Office Equipment	\$2,694	\$5,433	\$5,867	\$5,954	\$6,268
6355	Contractual Services	\$134	\$2,611	\$1,000	\$500	\$500
6505	Liability & Property Insurance	\$1,343	\$782	\$825	\$750	\$725
6515	Worker's Compensation Self-Ins.	\$491	\$493	\$550	\$550	\$550
6625	Bad Debt Expense	\$1,402	\$898	\$2,000	\$2,800	\$2,500
	Utility Billing	\$383,020	\$388,354	\$393,861	\$359,368	\$314,574

City of Batavia 2010 Annual Budget

Fund # 10 — General Activities

Department #19 — Utility Billing

Detail on Significant Items

Account

Personnel

- (1) Utility Billing Supervisor
- (2) Customer Service Representative

6231	Computer Software and Access		
	Utility Billing Software Maintenance		\$13,400
		Total	\$13,400
<hr/>			
6305	R & M Office Equipment		
	Intron Maintenance		\$4,216
	Insertter Maintenance		\$2,052
		Total	\$6,268

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 2010 Annual Budget

Expenditures

Fund #10 — General Activities

Department #27 — Subsidized Transportation

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2007	2008	Budget 2009	2009	Budget 2010
6241	Fuel	\$3,943	\$984	\$0	\$0	\$0
6310	R & M Vehicles	\$6,179	\$3,464	\$0	\$0	\$0
6355	Contractual Services	\$49,374	\$35,523	\$52,000	\$48,000	\$50,000
	Subsidized Transportation	\$59,496	\$39,971	\$52,000	\$48,000	\$50,000

Police

The Police Department will enter 2010 with an authorized strength of 45 sworn police officers, but with an actual strength of 43, and 11 civilian support staff available to serve the citizens of Batavia. In 2009, the department experienced work force shortages due to injuries and military service. Additionally, our Dare Officer retired in 2009 after serving the citizens of Batavia for 32 years. In light of staffing issues, the department was able to reduce overtime creating a cost savings for the City.

The department phased in a new Mobile Field Reporting system at the beginning of 2008 and continued to implement efficiencies of the new system in 2009. In 2010, the department, along with Geneva and St. Charles Police Departments and Tri-Com Central Dispatch, will benefit from the purchase of a state of the art CAD/LEADS system. The new system will provide enhanced wireless communications to patrol officers and will provide access to more information while in their squad such as driver's license photos and booking photos.

The Investigations Unit plans to continue the aggressive investigation of narcotics sale and use in Batavia. In 2009, the unit initiated and investigated numerous narcotics cases resulting in several felony arrests. Many of the offenders had extensive criminal histories. A reduction in drug activity should also reduce other crimes, such as burglary, theft, and gang activity.

A pilot assignment of a dedicated Traffic Officer was initiated in 2009. The position has proven beneficial by reducing overweight trucks and being a presence in high traffic areas. It is expected to continue in 2010.

Three Batavia police officers were nominated for the 2008 Kane County Police Officer of the Year. The officers successfully resolved a potentially serious domestic dispute without the use of deadly force and without any injuries.

The Batavia Police Department is proud to serve the citizens of Batavia and is dedicated to ensure Batavia continues to be a safe, family oriented community.

City of Batavia 2010 Annual Budget

Expenditures

Fund #10 — General Activities

Department #31 — Police Admin & Operations

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2007	2008	Budget 2009	2009	Budget 2010
6101	Salaries and Wages	\$3,870,472	\$4,107,358	\$4,446,880	\$4,340,184	\$4,302,579
6102	Overtime	\$518,523	\$334,529	\$374,885	\$263,084	\$282,509
6105	Outside Work Agreement	\$13,680	\$16,688	\$19,950	\$16,626	\$21,000
6107	Part-time Wages	\$14,657	\$16,608	\$32,825	\$32,470	\$45,626
6120	City Health Ins Contribution	\$1,017,740	\$808,298	\$821,143	\$841,814	\$898,881
6121	City IMRF Pension Contribution	\$52,259	\$52,045	\$53,125	\$58,387	\$57,489
6122	City Share FICA and Medicare	\$87,306	\$86,698	\$116,431	\$104,047	\$101,219
6123	City Pension Contribution	\$844,258	\$913,896	\$949,557	\$949,557	\$1,192,707
6147	Board of Police & Fire Commission	\$7,935	\$10,134	\$33,250	\$20,250	\$4,250
6205	Memberships	\$6,681	\$6,699	\$7,670	\$7,670	\$7,381
6208	Education Reimbursement	\$4,941	\$4,150	\$8,300	\$0	\$0
6210	Training & Seminars	\$38,604	\$16,897	\$26,470	\$16,470	\$18,076
6215	Resource Materials	\$1,447	\$1,088	\$2,430	\$1,200	\$1,500
6220	Travel & Mileage	\$1,632	\$557	\$1,710	\$500	\$600
6225	Postage & Shipping	\$3,290	\$4,254	\$5,500	\$5,500	\$5,500
6230	Office Supplies	\$15,794	\$14,972	\$18,500	\$17,000	\$16,600
6233	Vehicle Supplies	\$6,552	\$4,777	\$7,500	\$7,500	\$7,500
6235	Printing	\$8,177	\$6,224	\$8,000	\$8,000	\$6,300
6237	Communication Supplies	\$3,916	\$0	\$3,000	\$3,000	\$3,000
6239	Investigative Supplies	\$4,800	\$2,297	\$5,000	\$2,500	\$2,500
6241	Fuel	\$93,519	\$101,328	\$111,615	\$72,615	\$84,000
6242	Patrol Supplies	\$7,251	\$7,373	\$8,000	\$8,000	\$8,000
6246	Community Relations	\$7,989	\$1,839	\$650	\$650	\$1,000
6247	Ammunition & Safety	\$7,485	\$18,731	\$15,820	\$10,820	\$13,000
6250	Telephone	\$19,073	\$23,693	\$24,100	\$15,000	\$17,000
6255	Clothing & Uniforms	\$42,283	\$48,636	\$54,465	\$44,015	\$39,500
6259	Meals & Refreshments	\$1,351	\$1,055	\$1,900	\$1,200	\$1,500
6310	R & M Vehicles	\$43,094	\$57,999	\$66,000	\$66,000	\$58,000
6320	Equipment Rental	\$12,814	\$13,483	\$11,817	\$10,000	\$10,912
6340	R & M Equipment	\$5,783	\$4,318	\$9,540	\$9,540	\$7,680
6355	Contractual Services	\$443,255	\$449,616	\$429,837	\$379,837	\$442,644
6371	Narcotics & Enforcement	\$11,414	\$11,994	\$13,000	\$13,000	\$6,500
6445	Other Equipment	\$10,459	\$3,995	\$0	\$0	\$0
6450	Vehicles & Equipment	\$69,693	\$114,743	\$0	\$0	\$50,170
6505	Liability & Property Insurance	\$62,004	\$75,205	\$65,000	\$50,000	\$60,000
6515	Worker's Compensation Self-Ins.	\$112,110	\$113,565	\$250,000	\$250,000	\$250,000
Police Admin & Operations		\$7,472,241	\$7,455,742	\$8,003,870	\$7,626,436	\$8,025,123

City of Batavia 2010 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) Administrative Sergeant
- (1) Detective Sergeant
- (5) Detective
- (6) Patrol Sergeant
- (25) Patrol Officer
- (1) Traffic Officer
- (1) PT Evidence Custodian/Dare Instru
- (1) High School Resource Officer
- (1) Middle School Resource Officer
- (1) Administrative Secretary
- (1) Community Service Officer
- (1) Records Supervisor
- (4) Records Technician
- (4) PT Records Technician

6101	Salaries and Wages	
	Non-Sworn	\$479,036
	Sworn Officers	\$3,823,543
	Total	\$4,302,579

6120	City Health Ins Contribution	
	City Health Insurance Contributions (2 Plans)	\$843,763
	PSEBA (100% City Share)	\$55,118
	Total	\$898,881

6210	Training & Seminars	
	Conferences & Seminars	\$1,925
	Training	\$15,331
	Monthly Training & Association Meetings	\$820
	Total	\$18,076

City of Batavia 2010 Annual Budget

Fund # 10 — General Activities

Department #31 — Police Admin & Operations

Detail on Significant Items

Account

6250	Telephone	
	Budget for Modems Moved to IS 10-18-6250	\$17,000
	Total	\$17,000
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6255	Clothing & Uniforms	
	Clothing Allowance - 11 Officers @ \$825/each	\$9,075
	Clothing Allowance - 32 Officers @ \$460/each	\$14,720
	Records/CSO Uniforms & Equipment	\$3,805
	Insignias, nametags, patches, badges, etc.	\$2,000
	Commendation Bars/Pins	\$1,500
	Uniform Carryover Estimate	\$8,400
	Total	\$39,500
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6320	Equipment Rental	
	Copier Lease (Records)	\$4,212
	Copier Maintenance (2 Copiers)	\$4,500
	Portable Radio Rentals	\$500
	Gas Mask Testing & Fitting	\$1,700
	Total	\$10,912
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6355	Contractual Services	
	Tri-Com Dispatch	\$380,294
	Ordinance Prosecution Fees	\$19,200
	Kane County Animal Control	\$4,500
	Tower Cash Wash Contract	\$6,000
	Pension Actuarial/Audit	\$2,000
	Various Professional Services	\$5,000
	AID - Victim Services Program	\$10,000
	Undercover Vehicles	\$7,200
	Lexipol Policy Manual Updates	\$2,850
	Firearms Simulator (FATS) & Aurora Range Use	\$1,200
	Public Record Information Service	\$4,400

City of Batavia 2010 Annual Budget

Fund # 10 — General Activities

Department #31 — Police Admin & Operations

Detail on Significant Items

Account

	Total	\$442,644
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6450	Vehicles & Equipment	
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2 - Ford Crown Vics @ \$22,560		\$45,120
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Change Overs		\$3,900
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Striping		\$1,150
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Total		\$50,170
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Fire

The Fire Department provides emergency medical, fire and rescue, public fire education, and fire prevention services to the citizens and visitors of the City of Batavia and the Batavia Township and Countryside Fire Protection District. The department responded to 3,378 incidents in 2008, of which 1,673 were fire related and 1,705 were emergency medical. Projections for 2009 indicate calls will be slightly lower at about 3,200 incidents. The department has working agreements with the surrounding fire departments to receive and provide aid to supplement equipment and personnel. The department received assistance from neighboring fire departments 446 times and provided assistance 371 times in 2008.

The department currently has 23 fulltime firefighters, 38 paid-on-call firefighters and 12 contract paramedic/firefighters. The department tries to inspect all commercial and industrial complexes, schools and churches on an annual basis. Fire Prevention reviews building plans for new construction or renovations 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. Fire 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, Class 1 is the best Class and Class 10 is the poorest.

During 2009, the department replaced a 1986 Pierce Pumper. The new pumper is a 2009 Pierce Arrow with a 1500gpm pump, large EMS compartment, and LED Lighting. The department also received a FEMA grant to purchase \$40,000 worth of extrication equipment. In late 2008, the department received a donation of a new six wheel Polaris ATV through a grant from Smokeless Tobacco. The ATV will be used for EMS purposes at special events and for carrying equipment and ease of access to remote areas of the forest preserves or bike paths.

The fire department now runs a smaller squad on public assist calls instead of a larger fire engine. It is more fuel-efficient and reduces wear on more expensive vehicles. This has also allowed the department to extend the vehicle replacement schedule resulting in significant savings for the next few years.

In 2009, Fire Chief William Darin retired after serving as Chief for the past 27 years. His leadership helped guide the department to the professional level it is at today. Deputy Chief Randy Deicke served as Interim Chief for five months and before his official appointment to Chief.

City of Batavia 2010 Annual Budget

Expenditures

Fund #10 — General Activities

Department #32 — Fire Services

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2007	2008	Budget 2009	2009	Budget 2010
6101	Salaries and Wages	\$1,894,568	\$2,005,886	\$2,042,731	\$2,042,731	\$1,942,050
6102	Overtime	\$151,482	\$172,298	\$180,000	\$170,000	\$190,000
6107	Part-time Wages	\$463,805	\$488,036	\$492,081	\$492,081	\$482,498
6120	City Health Ins Contribution	\$537,129	\$439,191	\$431,093	\$431,005	\$404,986
6121	City IMRF Pension Contribution	\$4,625	\$4,621	\$5,957	\$5,957	\$6,226
6122	City Share FICA and Medicare	\$62,878	\$66,446	\$73,402	\$73,257	\$71,177
6123	City Pension Contribution	\$429,414	\$510,948	\$595,000	\$595,000	\$691,630
6125	Unemployment Payments	\$0	\$4,710	\$0	\$2,500	\$2,500
6205	Memberships	\$3,889	\$3,472	\$3,600	\$3,600	\$5,240
6208	Education Reimbursement	\$0	\$0	\$6,606	\$6,795	\$0
6209	Training EMS	\$1,098	\$1,900	\$3,200	\$3,200	\$3,780
6210	Training & Seminars	\$23,780	\$19,454	\$19,300	\$8,000	\$17,800
6213	Fire Prevention	\$2,138	\$1,401	\$1,500	\$1,500	\$1,000
6215	Resource Materials	\$1,879	\$1,825	\$1,500	\$1,500	\$1,580
6225	Postage & Shipping	\$2,173	\$2,370	\$2,000	\$2,000	\$2,200
6230	Office Supplies	\$4,567	\$6,259	\$4,000	\$4,000	\$4,200
6233	Vehicle Supplies	\$24,332	\$23,288	\$24,750	\$24,750	\$23,520
6235	Printing	\$4,613	\$2,068	\$2,000	\$2,000	\$2,100
6237	Communication Supplies	\$18,118	\$27,003	\$17,400	\$16,000	\$13,000
6241	Fuel	\$34,582	\$41,019	\$46,501	\$21,000	\$24,150
6250	Telephone	\$19,071	\$12,120	\$13,000	\$10,000	\$10,700
6251	Education Program	\$11,641	\$9,815	\$8,000	\$5,000	\$6,000
6253	Haz-Mat Program	\$2,857	\$3,941	\$1,500	\$1,500	\$2,000
6255	Clothing & Uniforms	\$30,538	\$35,147	\$36,000	\$32,000	\$94,284
6256	Rescue Materials	\$5,891	\$931	\$41,000	\$41,000	\$6,000
6257	Medical Supplies	\$2,103	\$1,583	\$2,500	\$2,500	\$3,000
6259	Meals & Refreshments	\$8,582	\$2,719	\$2,500	\$2,000	\$2,500
6260	Utilities	\$28,024	\$46,082	\$43,560	\$45,000	\$49,000
6264	General Supplies	\$8,182	\$8,122	\$8,000	\$8,000	\$8,000
6310	R & M Vehicles	\$29,426	\$70,812	\$34,600	\$34,600	\$42,000
6315	R & M Building	\$4,996	\$9,259	\$15,000	\$15,000	\$20,000
6340	R & M Equipment	\$3,712	\$2,118	\$5,000	\$3,000	\$4,740
6355	Contractual Services	\$338,681	\$198,113	\$304,550	\$260,000	\$318,858
6373	S.C.B.A. Equipment	\$164,556	\$6,567	\$5,000	\$5,000	\$6,000
6445	Other Equipment	\$22,610	\$12,976	\$14,800	\$14,800	\$14,800
6505	Liability & Property Insurance	\$38,806	\$42,981	\$40,607	\$38,000	\$40,000
6515	Worker's Compensation Self-Ins.	\$174,401	\$159,335	\$175,000	\$182,125	\$177,500
Fire Services		\$4,559,147	\$4,444,816	\$4,703,238	\$4,606,401	\$4,695,019

City of Batavia 2010 Annual Budget

Fund # 10 — General Activities

Department #32 — Fire Services

Detail on Significant Items

Account

Personnel

- (1) Fire Chief
- (1) Fire Marshal
- (3) Battalion Chief
- (6) Lieutenant
- (8) Firefighter/Paramedic
- (4) Firefighter
- (1) Administrative Secretary
- (39) Paid On Call Firefighter

6120 City Health Ins Contribution

	City Share of Insurance Contributions	\$380,942
	PSEBA (100% City Share)	\$24,044
	Total	\$404,986

6205 Memberships

	Membership Dues	\$2,900
	Administrative Meetings	\$1,140
	MABAS Dues	\$1,200
	Total	\$5,240

6209 Training EMS

	EMT Class for Six Firefighters	\$3,780
	Total	\$3,780

6210 Training & Seminars

	Firefighter II Academy	\$2,500
	Southern Kane County Training Association Classes	\$3,700
	IL Fire Service Institute Officer Training	\$5,800
	IL Fire Service Institute Fire Prevention Training	\$1,200
	Administrative Conferences	\$2,000

City of Batavia 2010 Annual Budget

Fund # 10 — General Activities

Department #32 — Fire Services

Detail on Significant Items

Account

	Other Conferences		\$2,600
		Total	\$17,800
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6253	Haz-Mat Program		
	Meters, Supplies, Calibrations		\$2,000
		Total	\$2,000
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6255	Clothing & Uniforms		
	Uniforms		\$16,060
	Protective Equipment		\$13,031
	Support Equipment and Replacement Glasses		\$1,545
	Turnout Gear - Grant Reimbursement of \$57,284		\$63,648
		Total	\$94,284
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6256	Rescue Materials		
	Hand Tools & Supplies		\$2,000
	Gas Powered Fan		\$2,000
	Repairs & Maintenance		\$2,000
		Total	\$6,000
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6310	R & M Vehicles		
	Brakes		\$7,875
	Ladder Testing		\$3,440
	Tires		\$3,990
	Repairs and Maintenance		\$20,195
	Pierce Maintenance Agreement		\$4,000
	Hydraulic Tool Maintenance		\$2,500
		Total	\$42,000

City of Batavia 2010 Annual Budget

Fund # 10 — General Activities

Department #32 — Fire Services

Detail on Significant Items

Account

6340	R & M Equipment	
	Repairs to Radios and Paging Equipment	\$3,300
	Radios & Copier	\$1,440
	Total	\$4,740
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6355	Contractual Services	
	Tri-City Ambulance	\$275,404
	Tri-Com Dispatch	\$42,254
	Fire Extinguisher Maintenance	\$1,200
	Total	\$318,858
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6373	S.C.B.A. Equipment	
	Testing and Repairs	\$3,960
	Equipment & Supplies	\$2,040
	Total	\$6,000
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6445	Other Equipment	
	Hose Replacement Program	\$12,060
	Nozzles and Valves	\$1,350
	Piston Intake	\$1,390
	Total	\$14,800
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6515	Worker's Compensation Self-Ins.	
	Contribution to Workers Compensation Fund	\$175,000
	Contribution to Paid On Call Insurance	\$2,500
	Total	\$177,500

ESDA

ESDA, or Emergency Services and Disaster Agency, is an outgrowth of the Civil Defense movement of the 1960's. Originally created as a reaction to the Cold War, it has developed into a citizen-based volunteer group engaging in a wide array of activities. These include help in traffic control, coordination of the City's Emergency Operations Centers and programs, potential assistance for particular rescues and first aid, and primary responsibility for the City's siren warning system. ESDA also gives support to many community wide activities involving large numbers of people, such as the 4th of July Fireworks

Over the last several years, with a seeming rise in serious weather situations, ESDA's major benefit to the community is related to weather alerts, communication of the presence of conditions out of which tornadoes and /or flooding can occur, or actual sightings of these events. Trained "spotters" are relied upon, and, along with access to the most up-to-date weather information give the community the ability to deal with these natural phenomena in the best way possible. As ESDA is a volunteer organization, it is as good as its volunteer force and Batavia is lucky to have a number of fully engaged members, who are constantly training and learning how to be of assistance.

As the City has grown, some of the services formerly supplied by ESDA are not now need to the former extent, or have been built into full-time staff duties, and 2010 will see the City Council working to refine the vision and mission of ESDA and its relationship to day-to-day City operations at this stage of the community's development. There will be a closer nexus among ESDA and the City departments and personnel whose primary job roles are similar to that of ESDA. This may involve changes to the City's organizational structure, in an effort to bolster communication, conserve resources, and continue to provide consistent, redundant emergency operations and notifications.

This structural work will be the biggest single initiative relating to ESDA, aside from completion of the City's warning siren system.

City of Batavia 2010 Annual Budget

Expenditures

Fund #10 — General Activities

Department # 33 — E.S.D.A.

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2007	2008	Budget 2009	2009	Budget 2010
6107	Part-time Wages	\$9,129	\$9,494	\$10,000	\$10,000	\$9,550
6122	City Share FICA and Medicare	\$698	\$726	\$765	\$765	\$731
6202	Meal Allowance	\$523	\$61	\$500	\$250	\$250
6205	Memberships	\$449	\$379	\$630	\$400	\$400
6210	Training & Seminars	\$134	\$277	\$500	\$275	\$275
6220	Travel & Mileage	\$3,623	\$3,967	\$3,500	\$3,200	\$3,200
6230	Office Supplies	\$1,601	\$432	\$1,000	\$50	\$50
6241	Fuel	\$200	\$755	\$700	\$225	\$250
6242	Patrol Supplies	\$635	\$189	\$1,000	\$200	\$500
6250	Telephone	\$3,595	\$2,465	\$2,500	\$1,525	\$1,800
6255	Clothing & Uniforms	\$529	\$4	\$750	\$250	\$500
6260	Utilities	\$700	\$839	\$900	\$825	\$875
6310	R & M Vehicles	\$4,640	\$7,790	\$3,000	\$1,481	\$775
6315	R & M Building	\$651	\$1,485	\$1,000	\$250	\$250
6320	Equipment Rental	\$1,621	\$1,580	\$2,500	\$2,000	\$2,000
6340	R & M Equipment	\$5,926	\$7,032	\$6,000	\$6,700	\$3,000
6355	Contractual Services	\$0	\$0	\$10,900	\$0	\$12,000
6445	Other Equipment	\$1,245	\$180	\$5,000	\$1,000	\$1,200
E.S.D.A.		\$35,899	\$37,655	\$51,145	\$29,396	\$37,606

City of Batavia 2010 Annual Budget

Fund # 10 — General Activities

Department #33 — E.S.D.A.

Detail on Significant Items

Account

Personnel

(1) ESDA Coordinator

6355

Contractual Services

Torando Siren #9 East Side

\$12,000

Total

\$12,000

Streets and Sanitation

The Streets and Sanitation 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 2010. The EAB is now in all four corners of the community, no meaningful solution other than removal has yet been determined, and it is important to keep up with timely removals so that the financial impact is phased.

Construction projects for next year include major repair work for a section of Batavia Creek in the rear yards of Norcross Drive. This project is part of the drainage program funded in the Engineering Department budget. The Kirk Road bike path is in very poor condition and needs significant restoration. This restoration is budgeted in MFT/Street Activities Fund, as are. Various contractual projects such as the sidewalk program, crack sealing, roadway patching, 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 (for which they have paid for in advance). In addition, the division has been working to bring the retention facility located on the East Side Fire Station site to its approved design.

Initiatives for 2010:

- 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 to replace a five-yard dump truck/plow and an existing one-ton dump truck/plow. Savings are expected in fuel and optimizing use of a smaller truck. The project will be reviewed after the first year to evaluate the viability and success of the plan.
- Pavement rejuvenation is a newer program used to lengthen the life of asphalt pavements. The pilot program begun in 2009 will be expanded to other streets in 2010 to give the City a larger area with which to analyze its success.
- Another notable item is the installation of GPS devices in 13 plow trucks. These devices will provide detailed vehicle information to make operations more efficient.

City of Batavia 2010 Annual Budget

Expenditures

Fund #10 — General Activities

Department #45 — Streets and Sanitation

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2007	2008	Budget 2009	2009	Budget 2010
6101	Salaries and Wages	\$1,201,461	\$1,279,627	\$1,320,575	\$1,316,000	\$1,336,434
6102	Overtime	\$85,298	\$105,963	\$85,000	\$78,200	\$85,000
6103	Double-time	\$101,123	\$111,340	\$100,000	\$94,500	\$100,000
6104	Stand-by	\$28,749	\$29,723	\$33,252	\$33,252	\$17,584
6107	Part-time Wages	\$22,543	\$29,010	\$25,000	\$11,000	\$20,000
6120	City Health Ins Contribution	\$353,603	\$303,595	\$293,387	\$298,294	\$273,955
6121	City IMRF Pension Contribution	\$137,697	\$142,123	\$161,115	\$159,348	\$177,295
6122	City Share FICA and Medicare	\$105,405	\$112,923	\$119,633	\$117,271	\$119,265
6125	Unemployment Payments	\$5,694	\$0	\$0	\$0	\$0
6202	Meal Allowance	\$3,836	\$4,390	\$3,500	\$3,000	\$3,000
6210	Training & Seminars	\$4,511	\$3,534	\$5,350	\$4,500	\$4,500
6220	Travel & Mileage	\$46	\$9	\$250	\$25	\$250
6222	Supplies Other Equipment	\$12,082	\$21,010	\$17,000	\$15,000	\$15,000
6230	Office Supplies	\$2,107	\$1,914	\$3,000	\$1,200	\$2,500
6233	Vehicle Supplies	\$37,201	\$43,195	\$40,000	\$35,000	\$35,000
6237	Communication Supplies	\$1,634	\$885	\$3,500	\$3,500	\$5,000
6240	Materials	\$114,576	\$122,256	\$75,000	\$75,000	\$85,000
6241	Fuel	\$73,958	\$108,709	\$58,000	\$58,500	\$70,000
6243	Salt & Deicers	\$209,723	\$230,057	\$255,000	\$255,000	\$200,000
6245	Advertisements	\$851	\$796	\$1,000	\$700	\$1,000
6250	Telephone	\$10,357	\$9,079	\$10,000	\$9,000	\$10,000
6255	Clothing & Uniforms	\$15,314	\$12,011	\$12,500	\$12,000	\$12,000
6259	Meals & Refreshments	\$1,053	\$1,103	\$1,200	\$1,000	\$1,000
6260	Utilities	\$14,773	\$12,860	\$14,500	\$18,120	\$19,250
6261	Safety Supplies	\$1,867	\$1,879	\$2,500	\$2,500	\$2,500
6264	General Supplies	\$27,034	\$25,546	\$30,000	\$25,000	\$30,000
6286	Landfill Fees	\$3,374	\$10,108	\$5,000	\$1,500	\$3,000
6293	Ornamental Supplies	\$0	\$11,834	\$5,500	\$4,000	\$6,000
6310	R & M Vehicles	\$27,029	\$28,305	\$20,000	\$26,000	\$30,000
6315	R & M Building	\$15,018	\$24,843	\$21,700	\$20,000	\$27,700
6320	Equipment Rental	\$523	\$708	\$1,500	\$2,000	\$2,000
6340	R & M Equipment	\$6,759	\$10,891	\$13,000	\$12,000	\$13,000
6355	Contractual Services	\$222,166	\$302,846	\$256,000	\$224,300	\$250,000
6356	Mosquito Abatement	\$80,335	\$70,502	\$75,000	\$50,000	\$60,000
6357	Forestry and Tree Service	\$116,397	\$196,372	\$160,000	\$100,000	\$150,000
6445	Other Equipment	\$67,554	\$20,019	\$13,500	\$12,000	\$18,000
6505	Liability & Property Insurance	\$24,095	\$43,286	\$25,000	\$25,000	\$30,000
6515	Worker's Compensation Self-Ins.	\$101,544	\$101,494	\$140,000	\$140,000	\$140,000
Streets and Sanitation		\$3,237,290	\$3,534,745	\$3,406,462	\$3,243,710	\$3,355,233

City of Batavia 2010 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
- (2) Public Works Laborer
- (1) PT Administrative Secretary

6237 Communication Supplies

10 Radios - FCC Narrow Band Requirements	\$5,000
Total	\$5,000

6293 Ornamental Supplies

Flowers for the Bridge	\$3,500
Seasonal Lighting & Ornamental	\$2,000
Flags	\$500
Total	\$6,000

6315 R & M Building

Building Maintenance of the Public Works Building	\$15,000
Ventilation System for Electric Warehouse	\$8,000
Cleaning Services for the Public Works Building	\$4,700
Total	\$27,700

6355 Contractual Services

Alarm Detection at Public Works	\$2,500
Gravestone Repairs	\$1,000
Hauling of Snow and Spoils	\$10,000
Mowing, Maintenance & Weed Control of City Properties	\$80,000
Detention Pond Grading, Planting & Algae Treatment	\$14,000

City of Batavia 2010 Annual Budget

Fund # 10 — General Activities

Department #45 — Streets and Sanitation

Detail on Significant Items

Account

Open Ditch Clearing and Grading	\$10,000
Animal Control for City Ponds	\$4,000
Temp Staff for Leaf Collection	\$10,000
Portable Toilet Rentals for Cemeteries	\$1,500
Sidewalk Grinding	\$5,000
Brush Collection Program	\$95,000
Irrigation Systems Maintenance	\$1,000
Pavement Marking Maintenance	\$8,000
Landscaping for VRAD Sites	\$3,000
Stewardship for the East Fire Station Pond	\$5,000
Total	\$250,000

6356 Mosquito Abatement

Base Contract	\$50,000
Altosid Briquets	\$10,000
Total	\$60,000

6357 Forestry and Tree Service

Reflects Spread of EAB	\$150,000
Total	\$150,000

6445 Other Equipment

Small Equipment Replacement	\$6,000
GPS units for 12 plow trucks	\$12,000
Total	\$18,000

City of Batavia 2010 Annual Budget

Expenditures

Fund #10 — General Activities

Department #90 — Interfund Allocations

Acct.	Description	Actual	Actual	Approved	Estimated	Proposed
		2007	2008	Budget 2009	2009	Budget 2010
7018	Transfer to MFT/Street Imp. Fd18	\$672,082	\$719,334	\$500,000	\$500,000	\$500,000
7041	Transfer to Fire Station DS Fd41	\$722,966	\$730,369	\$736,969	\$736,969	\$737,768
7042	Transfer to Deerpath Bridge Fd42	\$0	\$0	\$16,000	\$0	\$22,080
7043	Transfer to Wilson TS Intercon Fd43	\$0	\$0	\$0	\$0	\$22,000
7046	Transfer to FS Renovations Fd46	\$563,467	\$85,362	\$0	\$0	\$0
7053	Transfer to Fire & PW DS Fd53	\$84,633	\$86,017	\$86,258	\$86,258	\$85,295
7055	Transfer to Flood DS Fd55	\$284,311	\$235,580	\$237,480	\$237,480	\$229,100
7059	Transfer to Donovan Bridge Fd59	\$425,000	\$0	\$0	\$0	\$0
7071	Transfer to PW Capital Dev Fd71	\$75,000	\$200,000	\$175,000	\$175,000	\$175,000
7072	Transfer to Fire Capital Dev Fd72	\$100,000	\$125,000	\$100,000	\$100,000	\$50,000
Interfund Allocations		\$2,927,459	\$2,181,662	\$1,851,707	\$1,835,707	\$1,821,243

City of Batavia 2010 Annual Budget

Fund # 10 — General Activities

Department #90 — Interfund Allocations

Detail on Significant Items

Account

7042	Transfer to Deerpath Bridge Fd42	
	Deerpath Bridge Engineering 20% Share Phase I	\$22,080
	Total	\$22,080
7043	Transfer to Wilson TS Intercon Fd43	
	20% Ph II Eng Wilson Traffic Signal Interconnect	\$22,000
	Total	\$22,000
7053	Transfer to Fire & PW DS Fd53	
	Final transfer for Fire and Public Works Bonds - Bonds Mature 1/1/2011	\$85,295
	Total	\$85,295
7071	Transfer to PW Capital Dev Fd71	
	Transfer to Public Works Capital Replacement	\$175,000
	Total	\$175,000
7072	Transfer to Fire Capital Dev Fd72	
	Funding Reduced due to Modified Plan for Apparatus	\$50,000
	Total	\$50,000