

General Fund

General Activities

Activities financed by this sub- department of the General Fund include those of line and staff departments within the City except for activities of the Enterprise Funds. Services provided by General Activities include General Administration & Legislation, Human Resources, Community Development, Public Works Administration, Engineering, Buildings & Grounds, Finance, Information Systems, Utility Billing, 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 a transfer. Those transfers are separated as interfund allocations.

Sales Tax Rate

7.0% on General Merchandise

1.25% on Food and Drug

6.5% 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

2005 - \$0.57472

2004 - \$0.55305

2003 - \$0.62360

Typical Total Tax Rate

2005 - \$7.13497

2004 - \$7.04293

2003 - \$6.74680

Total Equalized Assessed Valuation

2005 - \$919,811,190

2004 - \$844,222,085

2003 - \$768,764,359

CITY OF BATAVIA 2007 BUDGET

Fund #10 — General Activities Summary

DESCRIPTION	APPROVED			PROPOSED	
	ACTUAL 2004	ACTUAL 2005	BUDGET 2006	ESTIMATED 2006	BUDGET 2007
Surplus and Reserves	\$4,816,559	\$6,181,333		\$7,734,869	\$8,870,739
01 Intergovernmental	\$2,357,843	\$2,606,033	\$2,821,398	\$2,822,252	\$3,065,387
01 Municipal Taxes/Fees	\$7,886,642	\$8,034,491	\$10,147,773	\$10,343,671	\$11,107,128
01 Property Taxes	\$4,551,533	\$4,425,613	\$4,828,980	\$4,861,848	\$5,139,311
03 Licenses and Permits	\$546,906	\$504,569	\$561,837	\$451,569	\$345,450
04 Charges for Services	\$973,231	\$985,082	\$846,317	\$940,427	\$1,185,384
05 Fines and Forfeitures	\$166,104	\$262,939	\$197,500	\$230,500	\$238,500
06 Other Revenues	\$410,389	\$1,169,303	\$555,000	\$550,296	\$505,000
07 Interfund Allocations	\$1,963,822	\$1,939,773	\$1,932,763	\$1,932,763	\$1,983,811
Total Revenue	\$18,856,470	\$19,927,803	\$21,891,568	\$22,133,326	\$23,569,971
Administration & Legislative	\$1,099,629	\$1,197,265	\$2,151,619	\$1,901,906	\$1,939,817
Human Resources	\$237,628	\$268,586	\$287,846	\$278,038	\$338,752
Community Development	\$682,232	\$716,006	\$942,139	\$830,849	\$988,954
Public Works Administration	\$299,351	\$313,907	\$332,569	\$325,191	\$354,892
Engineering	\$514,943	\$540,782	\$556,732	\$585,807	\$759,593
Building and Grounds	\$387,872	\$323,666	\$319,774	\$319,476	\$408,455
Finance and Accounting	\$421,245	\$428,739	\$467,818	\$468,450	\$517,426
Information Systems	\$448,683	\$616,524	\$631,946	\$588,394	\$1,263,038
Utility Billing	\$296,791	\$312,750	\$356,230	\$339,301	\$404,527
Subsidized Transportation	\$52,691	\$53,740	\$57,450	\$56,650	\$58,975
Police Admin & Operations	\$5,873,393	\$6,164,854	\$6,610,965	\$6,501,880	\$7,446,152
Fire Services	\$3,625,068	\$3,807,844	\$4,272,614	\$4,098,433	\$4,470,567
E.S.D.A.	\$32,532	\$27,390	\$44,915	\$29,560	\$31,781
Streets and Sanitation	\$2,487,150	\$2,647,815	\$2,897,408	\$2,718,015	\$3,232,501
Interfund Allocations	\$1,032,488	\$954,399	\$1,962,294	\$1,955,506	\$3,129,919
Total Expense	\$17,491,696	\$18,374,267	\$21,892,319	\$20,997,456	\$25,345,349
Surplus/(Deficit)	\$1,364,774	\$1,553,536	(\$751)	\$1,135,870	(\$1,775,378)
Surplus and Reserves	\$6,181,333	\$7,734,869		\$8,870,739	\$7,095,361

CITY OF BATAVIA 2007 BUDGET

REVENUE DETAIL

Fund #10 — General Activities

ACCT	DESCRIPTION	APPROVED			PROPOSED	
		ACTUAL 2004	ACTUAL 2005	BUDGET 2006	ESTIMATED 2006	BUDGET 2007
4135	Local Use Tax	\$260,437	\$288,892	\$272,498	\$299,793	\$305,000
4210	Pers Property Repl Tax	\$126,698	\$172,496	\$151,300	\$180,855	\$186,089
4220	State Income Tax	\$1,606,140	\$1,900,898	\$1,935,695	\$2,058,011	\$2,091,798
4232	State & Federal Grants	\$75,000	\$0	\$208,500	\$23,245	\$208,500
4370	Countryside Fire Protect.	\$230,637	\$190,320	\$192,000	\$194,000	\$205,000
4386	Maintenance of State Highways	\$30,880	\$23,554	\$31,405	\$33,348	\$35,000
4401	Pace Reimbursement Grant	\$10,217	\$9,254	\$10,500	\$9,000	\$10,000
4402	Township Dial a Bus Reimb.	\$17,834	\$20,619	\$19,500	\$24,000	\$24,000
01 Intergovernmental		\$2,357,843	\$2,606,033	\$2,821,398	\$2,822,252	\$3,065,387
4110	State Sales Tax	\$4,971,878	\$5,195,982	\$5,473,858	\$5,584,756	\$5,612,680
4111	Non-Home Rule Sales Tax	\$0	\$0	\$1,528,610	\$1,501,033	\$2,045,063
4120	City Utility Taxes and Fees	\$2,682,374	\$2,587,486	\$2,848,719	\$2,793,719	\$2,883,092
4245	Waste Transfer Fee	\$0	\$0	\$45,000	\$197,489	\$296,293
4325	Cable Franchise Fee	\$232,390	\$251,023	\$251,586	\$266,674	\$270,000
01 Municipal Taxes/Fees		\$7,886,642	\$8,034,491	\$10,147,773	\$10,343,671	\$11,107,128
4010	Real Estate Taxes - General	\$3,392,036	\$3,230,150	\$3,554,698	\$3,590,362	\$3,797,719
4011	Real Estate Taxes - Pension	\$1,085,697	\$1,125,246	\$1,206,282	\$1,206,286	\$1,273,592
4240	Road & Bridge Tax	\$73,800	\$70,217	\$68,000	\$65,200	\$68,000
01 Property Taxes		\$4,551,533	\$4,425,613	\$4,828,980	\$4,861,848	\$5,139,311
4251	Licenses	\$51,431	\$53,347	\$52,000	\$51,000	\$52,000
4271	Building Permits	\$495,475	\$451,222	\$509,837	\$400,569	\$293,450
03 Licenses and Permits		\$546,906	\$504,569	\$561,837	\$451,569	\$345,450
4301	Engineering Plan Review Fee	\$63,334	\$78,905	\$34,693	\$63,964	\$113,100
4302	Engineering Inspection Fee	\$93,920	\$94,561	\$59,386	\$81,084	\$150,800
4305	Sale of Printed Material	\$7,945	\$4,806	\$5,750	\$6,341	\$6,500
4310	Plumbing Inspection Fee	\$109,890	\$82,042	\$70,000	\$70,180	\$70,000
4315	Sidewalk Inspection Fee	\$2,100	\$1,395	\$1,000	\$790	\$1,000
4316	Planning & Zoning Fees	\$4,250	\$3,650	\$3,500	\$2,500	\$3,500
4317	Contractual Plan Review	\$5,775	\$12,898	\$5,000	\$7,500	\$8,000
4318	Survey Monumentation Fee	\$0	\$23,118	\$14,667	\$22,294	\$30,400
4324	Payments in Lieu of Taxes	\$532,973	\$506,499	\$496,521	\$496,774	\$622,684
4330	Sale Of Burial Lots	\$13,175	\$25,100	\$18,000	\$15,500	\$18,000
4331	Grave Opening Fee	\$21,700	\$29,425	\$20,000	\$43,000	\$28,000
4340	Snow Removal Fee	\$4,760	\$1,962	\$2,000	\$1,500	\$2,000
4343	Elevator Inspection Fee	\$2,222	\$2,910	\$2,800	\$3,500	\$3,300

CITY OF BATAVIA 2007 BUDGET

REVENUE DETAIL

Fund #10 — General Activities

ACCT	DESCRIPTION	ACTUAL 2004	ACTUAL 2005	APPROVED		PROPOSED
				BUDGET 2006	ESTIMATED 2006	BUDGET 2007
4355	Police Reimbursements	\$108,059	\$114,816	\$110,000	\$122,500	\$125,000
4404	Dial a Bus Ticket Sales	\$3,128	\$2,995	\$3,000	\$3,000	\$3,100
	04 Charges for Services	\$973,231	\$985,082	\$846,317	\$940,427	\$1,185,384
4351	Court Fines	\$148,041	\$235,591	\$175,000	\$208,000	\$212,500
4352	Parking Tickets	\$18,063	\$27,348	\$22,500	\$22,500	\$26,000
	05 Fines and Forfeitures	\$166,104	\$262,939	\$197,500	\$230,500	\$238,500
4397	Reimbursements	\$102,890	\$830,056	\$75,000	\$85,000	\$80,000
4399	Miscellaneous Revenue	\$194,883	\$103,308	\$100,000	\$80,000	\$60,000
5000	Investment Interest	\$112,616	\$235,939	\$380,000	\$385,296	\$365,000
	06 Other Revenues	\$410,389	\$1,169,303	\$555,000	\$550,296	\$505,000
5521	Transfer from Electric #21	\$606,007	\$712,500	\$725,261	\$725,261	\$797,684
5530	Transfer from Water #30	\$778,386	\$626,689	\$628,057	\$628,057	\$631,493
5531	Transfer from Wastewater #31	\$569,429	\$590,584	\$569,445	\$569,445	\$544,634
5560	Transfer from Perpetual Care #60	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
	07 Interfund Allocations	\$1,963,822	\$1,939,773	\$1,932,763	\$1,932,763	\$1,983,811
	Total Revenue	\$18,856,470	\$19,927,803	\$21,891,568	\$22,133,326	\$23,569,971

CITY OF BATAVIA 2007 BUDGET

Fund # 10 — General Activities

Department #00 — Revenues

JUSTIFICATION OF SIGNIFICANT BUDGETED ITEMS

Account

4010	Real Estate Taxes - General	
	Projecting EAV of \$1,001,490 & Rate of \$0.5604 (Total Rate with Debt Levy \$0.5547)	\$3,797,719.00
	Total	\$3,797,719.00
4011	Real Estate Taxes - Pension	
	Police Pension Tax Levy	\$844,208.00
	Fire Pension Tax Levy	\$429,384.00
	Total	\$1,273,592.00
4110	State Sales Tax	
	Budgeting 0.5% increase over 2006 - 9.7% over 2005 Anticipate Increased Competition for Sales Dollars	\$5,612,680.00
	Total	\$5,612,680.00
4111	Non-Home Rule Sales Tax	
	Full Year of Collection (2006 had 4 month lag)	\$2,045,063.00
	Total	\$2,045,063.00
4120	City Utility Taxes and Fees	
	4% Electric Franchise Fee (12% increase)	\$1,184,285.00
	4% Water Utility Tax (2.5% increase)	\$173,196.00
	6% Telecom Tax (2.4% decrease)	\$1,010,421.00
	4% Natural Gas Utility Tax (3% decrease)	\$515,190.00
	Total	\$2,883,092.00

CITY OF BATAVIA 2007 BUDGET

Fund # 10 — General Activities

Department #00 — Revenues

JUSTIFICATION OF SIGNIFICANT BUDGETED ITEMS

Account

4220	State Income Tax	
	State Estimate of \$82.50 Per Capita	\$2,091,798.00
	Total	\$2,091,798.00
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4232	State & Federal Grants	
	Records Management System Grant (carryover)	\$147,000.00
	Wilson Street Corridor Grant (carryover)	\$61,500.00
	Total	\$208,500.00
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4245	Waste Transfer Fee	
	Expect Increase in Host Fees due to Settlers Hill Closing Grant from Kane County (\$100,000) was Paid in 2006 from 10-10-6605	\$296,293.00
	Total	\$296,293.00
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4324	Payments in Lieu of Taxes	
	Payment from Electric Utility	\$612,184.00
	Total	\$612,184.00
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4325	Cable Franchise Fee	
	60% Paid to BATV	\$270,000.00
	Total	\$270,000.00
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4352	Parking Tickets	
	Increased Enforcement	\$26,000.00
	Total	\$26,000.00
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4355	Police Reimbursements	
	School Resource Officers	\$110,000.00
	Total	\$110,000.00

Administration

The Administration Department is responsible for the day-to-day administration of City government and is comprised of the 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'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 publication of the Currents newsletter. 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.

The City's Economic Development efforts are part of the Administration budget and are coordinated by the Assistant City Administrator, along with Community Development Staff, the City Administrator and the Mayor. Staff is currently working with the Chamber of Commerce and Batavia MainStreet on a business information guide and other marketing materials. A video production company is preparing a brief marketing piece to promote Batavia. A new graduate intern will be utilized in 2007 to better integrate available demographic information into marketing materials and to assist in the study of the City's development review processes to identify opportunities for improvements in efficiency and communications.

Downtown redevelopment continues to be a priority for Administration in 2007, with the reconstruction of the bridge and the redevelopment of Wilson Street in the immediate vicinity. Administration strives to ensure that the City Council's vision is advanced through proposed projects, such as the Wilson Street improvements which includes extending oversized water services to the buildings to provide increased residential housing in the heart of the City. This budget includes planning for the North River Street streetscape for construction in 2008 and TIF funding to facilitate redevelopment of some of the downtown properties currently available.

Lastly the Administration Department plays a key role in coordinating the major projects that impact the community, such as the rebuilding of the William J. Donovan Bridge, the fire stations reconstruction, discussions of the continued viability of the Rt. 25 "jog" project and the examination of a second bridge location.

CITY OF BATAVIA 2007 BUDGET

EXPENSE SUMMARY

Fund #10 — General Activities

Department #10 — Administration & Legislative

ACCT	DESCRIPTION	APPROVED			PROPOSED	
		ACTUAL 2004	ACTUAL 2005	BUDGET 2006	ESTIMATED 2006	BUDGET 2007
6101	Salaries and Wages	\$493,798	\$505,768	\$514,215	\$529,742	\$558,878
6102	Overtime	\$648	\$101	\$500	\$0	\$0
6107	Part-time Wages	\$8,327	\$0	\$0	\$0	\$22,000
6120	City Health Ins Contribution	\$47,233	\$58,094	\$67,516	\$74,546	\$109,556
6121	City IMRF Pension Contribution	\$41,440	\$46,684	\$55,280	\$56,894	\$56,782
6122	City Share FICA and Medicare	\$35,367	\$34,684	\$39,376	\$40,525	\$44,437
6125	Unemployment Payments	\$5,229	\$0	\$0	\$0	\$0
6205	Memberships	\$8,543	\$14,622	\$14,000	\$13,975	\$14,500
6210	Training & Seminars	\$5,343	\$0	\$2,000	\$1,800	\$12,000
6214	Business Meetings	\$5,090	\$1,694	\$2,000	\$1,975	\$2,500
6215	Resource Materials	\$1,649	\$986	\$500	\$950	\$1,000
6220	Travel & Mileage	\$359	\$494	\$500	\$250	\$500
6225	Postage & Shipping	\$8,378	\$6,990	\$8,000	\$8,000	\$8,500
6230	Office Supplies	\$8,409	\$9,684	\$15,000	\$15,000	\$15,000
6235	Printing	\$20,783	\$27,497	\$25,000	\$25,000	\$30,000
6245	Advertisements	\$0	\$3,360	\$1,500	\$3,500	\$3,500
6259	Meals & Refreshments	\$369	\$572	\$750	\$750	\$750
6352	Sales Tax Rebate	\$43,564	\$0	\$226,721	\$80,000	\$125,000
6353	Economic Development	\$0	\$0	\$5,000	\$5,000	\$11,000
6355	Contractual Services	\$100,211	\$102,977	\$122,900	\$105,000	\$127,600
6358	Legal Fees	\$121,135	\$117,854	\$120,000	\$160,000	\$150,000
6359	BATV (3% Franchise Fee)	\$137,517	\$147,777	\$150,952	\$160,004	\$162,000
6425	Office Furniture & Equipment	\$0	\$2,632	\$4,000	\$4,000	\$3,000
6465	Land Acquisition	\$0	\$0	\$715,000	\$500,000	\$215,000
6505	Liability & Property Insurance	\$6,136	\$18,014	\$15,160	\$14,246	\$15,528
6515	Worker's Compensation Self-Ins.	\$101	\$997	\$749	\$749	\$786
6605	Other Expense	\$0	\$95,784	\$45,000	\$100,000	\$250,000
Administration & Legislative		\$1,099,629	\$1,197,265	\$2,151,619	\$1,901,906	\$1,939,817

CITY OF BATAVIA 2007 BUDGET

Fund # 10 — General Activities

Department #10 — Administration & Legislative

JUSTIFICATION OF SIGNIFICANT BUDGETED 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 Assistant
- (1) Administrative Aide
- (1) Administrative Secretary
- (1) PT Administrative Secretary
- (2) PT Receptionist

6107	Part-time Wages		
	Graduate Intern		\$22,000.00
		Total	\$22,000.00
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6235	Printing		
	Printing of Proclamations & Official Documents		\$2,000.00
	Currents Newsletter		\$20,000.00
	Sterling Code & Other Printing		\$8,000.00
		Total	\$30,000.00
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6352	Sales Tax Rebate		
	Wal-Mart Sales Tax Rebate		\$125,000.00
		Total	\$125,000.00
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6355	Contractual Services		
	Art in your Eye Festival		\$20,000.00
	Batavia Teen Center		\$10,000.00
	Mid Valley Neighborhood Improvement Association		\$10,000.00
	GO Bond Administrative Fees		\$3,600.00

CITY OF BATAVIA 2007 BUDGET

Fund # 10 — General Activities

Department #10 — Administration & Legislative

JUSTIFICATION OF SIGNIFICANT BUDGETED ITEMS

Account

Secretarial Services	\$12,000.00
Batavia MainStreet Support	\$30,000.00
HAVE Support	\$2,000.00
Other Professional Services	\$25,000.00
Space Study	\$10,000.00
Environmental Support	\$5,000.00
Total	\$127,600.00

6358

Legal Fees

Reimbursable Fees in 10-4397	\$150,000.00
Total	\$150,000.00

6605

Other Expense

Full Census Estimate	\$250,000.00
Total	\$250,000.00

Human Resources

The City currently has over 200 full and part-time employees that require support in a variety of ways. 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 five collective bargaining groups (IBEW-Street Department, IBEW-Electric Department, FOP-Police, 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.

The projects to be undertaken in 2007 include a redesign of the Supervisory Modules of Leadership Excellence (SMILE) program. With this program, the City of Batavia has partnered with the Cities of St. Charles and Elgin to conduct relevant, and professional, in-house supervisor training. The program is undergoing a retooling as a result of a feedback process in 2006.

The HR Department also plans to conduct focus groups with targeted employees as a follow-up to the Employee Input Survey in 2005. These focus groups will be facilitated by an outside professional to encourage employees to be as open and candid as they wish about the City as a place to work.

Other plans for 2007 include working with the City's health insurance broker to identify areas of potential cost savings for the City's health benefit plan.

CITY OF BATAVIA 2007 BUDGET

EXPENSE SUMMARY

Fund #10 — General Activities

Department #12 — Human Resources

ACCT	DESCRIPTION	APPROVED			PROPOSED
		ACTUAL 2004	ACTUAL 2005	BUDGET 2006	ESTIMATED 2006 BUDGET 2007
6101	Salaries and Wages	\$96,976	\$114,733	\$106,369	\$106,369 \$115,069
6107	Part-time Wages	\$1,158	\$0	\$18,853	\$18,853 \$19,890
6120	City Health Ins Contribution	\$10,038	\$12,491	\$14,985	\$19,820 \$29,128
6121	City IMRF Pension Contribution	\$8,628	\$10,698	\$11,424	\$11,424 \$11,691
6122	City Share FICA and Medicare	\$7,317	\$8,533	\$9,579	\$9,579 \$10,324
6205	Memberships	\$485	\$500	\$600	\$1,452 \$1,500
6210	Training & Seminars	\$714	\$17,274	\$22,000	\$21,356 \$36,000
6214	Business Meetings	\$274	\$127	\$400	\$200 \$400
6215	Resource Materials	\$273	\$0	\$500	\$500 \$500
6223	Employee Recruitment	\$6,959	\$4,939	\$7,500	\$7,100 \$18,000
6225	Postage & Shipping	\$158	\$89	\$300	\$300 \$300
6230	Office Supplies	\$2,462	\$1,549	\$1,500	\$1,500 \$1,500
6235	Printing	\$742	\$153	\$3,000	\$2,700 \$3,500
6254	Floral	\$895	\$1,419	\$1,250	\$1,250 \$1,250
6282	Employee Recognition	\$34,504	\$37,940	\$42,900	\$40,824 \$45,000
6285	Medical Examinations and Testing	\$23,565	\$25,358	\$25,000	\$13,000 \$20,000
6355	Contractual Services	\$25,999	\$6,732	\$7,500	\$8,700 \$9,000
6358	Legal Fees	\$11,439	\$24,740	\$12,500	\$11,500 \$14,000
6425	Office Furniture & Equipment	\$3,968	\$88	\$500	\$500 \$500
6505	Liability & Property Insurance	\$1,058	\$850	\$905	\$830 \$905
6515	Worker's Compensation Self-Ins.	\$16	\$373	\$281	\$281 \$295
Human Resources		\$237,628	\$268,586	\$287,846	\$278,038 \$338,752

CITY OF BATAVIA 2007 BUDGET

Fund # 10 — General Activities

Department #12 — Human Resources

JUSTIFICATION OF SIGNIFICANT BUDGETED ITEMS

Account

PERSONNEL

- (1) 1/2 Assistant City Administrator
- (1) Human Resource Assistant
- (1) Part-time Administrative Secretary

6210	Training & Seminars		
	City-Wide Training		\$10,000.00
	Human Resources Staff Training		\$1,000.00
	SMILE Supervisory Training		\$25,000.00
		Total	\$36,000.00
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6223	Employee Recruitment		
	Paid-on-Call Recruitment		\$10,000.00
		Total	\$10,000.00

Community Development

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 ordinances, including the 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—Administration, Building and Code Compliance, and Planning with a staff of eleven, including an administrative support position that is shared with Engineering and one part-time Building Inspector. 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. Services are provided to the public, homeowners, builders, contractors, realtors, developers, neighborhoods, businesses and other agencies. The Department coordinates input from a variety of sources on development reviews, policy and code analysis, new ordinances, building applications and code compliance cases. In addition, staff provides recommendations for the Plan Commission, the City Council Community Development Committee, the Historic Preservation Commission and the Zoning Board of Appeals.

The major projects undertaken in 2006 saw substantial progress under the direction of the Plan Commission to update the City's Comprehensive Plan, completion of a four-year effort to adopt the City's first historic district, several significant amendments to the zoning regulations, and the start of a process to adopt new International Building Codes. Downtown redevelopment was a focus of the department's activity, including work with a consultant to prepare a downtown development opportunities report. Work with Batavia Main Street involved preparation for the 2007 start of the Donovan (Wilson Street) bridge reconstruction, and another year of Façade Improvement Program grant application review, approval and implementation. Major construction projects included the construction of a new Wickes Furniture store and freestanding retail building, plus several industrial buildings. Planning approval was given for a major expansion of the Heritage Woods retirement facility and for new construction of a mixed-use retail and residential project on E. Wilson St. and a Town Center building at the Holmstad. The City's plans for reconstruction of its two fire stations were given planning and building approval during the year. Code compliance activity continued at a high level, with the large majority of cases resolved voluntarily. Industrial development stayed at a high level, but residential construction felt the effects of the national housing downturn; however many homeowners made improvements to their existing properties during 2006.

The 2007 budget year will see the completion of work on the Comprehensive Plan, start of work on a comprehensive zoning ordinance update, significant activity in redevelopment projects, review of the new Dreyer Medical clinic on Fabyan Parkway, and planning for redevelopment of the Larson-Becker property on N. River St. The fire stations will be under construction and should be completed in 2007. A planned new permit management software program will improve efficiency in the Community Development Department, and will allow improved communication with other departments involved in the development process.

CITY OF BATAVIA 2007 BUDGET

EXPENSE SUMMARY

Fund #10 — General Activities

Department #13 — Community Development

ACCT	DESCRIPTION	ACTUAL		APPROVED	ESTIMATED	PROPOSED
		2004	2005	BUDGET 2006	2006	BUDGET 2007
6101	Salaries and Wages	\$447,162	\$401,202	\$535,622	\$535,622	\$565,081
6102	Overtime	\$10,415	\$6,481	\$6,000	\$2,000	\$2,000
6107	Part-time Wages	\$9,345	\$36,804	\$0	\$0	\$0
6120	City Health Ins Contribution	\$57,599	\$57,085	\$85,438	\$90,096	\$132,408
6121	City IMRF Pension Contribution	\$40,109	\$40,643	\$62,630	\$57,741	\$57,615
6122	City Share FICA and Medicare	\$34,352	\$33,062	\$44,611	\$41,128	\$43,382
6205	Memberships	\$1,929	\$984	\$2,700	\$1,200	\$1,250
6210	Training & Seminars	\$4,138	\$3,024	\$6,000	\$6,500	\$7,965
6215	Resource Materials	\$1,101	\$992	\$1,000	\$1,400	\$1,250
6225	Postage & Shipping	\$4,007	\$5,100	\$5,500	\$5,000	\$5,000
6230	Office Supplies	\$3,707	\$4,960	\$6,000	\$4,000	\$4,250
6235	Printing	\$1,149	\$660	\$3,500	\$500	\$4,500
6241	Fuel	\$2,373	\$2,352	\$3,000	\$2,500	\$2,500
6245	Advertisements	\$1,651	\$917	\$2,000	\$2,000	\$2,500
6250	Telephone	\$3,749	\$3,343	\$4,250	\$2,620	\$2,700
6255	Clothing & Uniforms	\$0	\$258	\$750	\$750	\$300
6259	Meals & Refreshments	\$0	\$0	\$1,000	\$700	\$750
6310	R & M Vehicles	\$778	\$1,809	\$2,250	\$2,500	\$3,000
6354	Plumbing Inspections	\$38,974	\$39,991	\$37,000	\$35,000	\$37,000
6355	Contractual Services	\$8,819	\$57,298	\$115,000	\$22,000	\$96,000
6425	Office Furniture & Equipment	\$538	\$5,908	\$2,000	\$2,000	\$3,000
6505	Liability & Property Insurance	\$4,783	\$2,258	\$3,584	\$3,288	\$3,584
6515	Worker's Compensation Self-Ins.	\$5,554	\$10,875	\$12,304	\$12,304	\$12,919
Community Development		\$682,232	\$716,006	\$942,139	\$830,849	\$988,954

CITY OF BATAVIA 2007 BUDGET

Fund # 10 — General Activities

Department #13 — Community Development

JUSTIFICATION OF SIGNIFICANT BUDGETED ITEMS

Account

PERSONNEL

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

6210 Training & Seminars

Building & Planning Conferences	\$4,500.00
Certifications & Seminars	\$3,465.00
Total	\$7,965.00

6235 Printing

Comprehensive Plan with CD	\$3,500.00
Sidwell Map Updates	\$1,000.00
Total	\$4,500.00

6355 Contractual Services

Wilson Street Corridor Planning (Grant Funded)	\$80,000.00
Property Maintenance & Landscape Review	\$4,000.00
Various Professional Services	\$10,000.00
Plan Commission	\$2,000.00
Total	\$96,000.00

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 budget for Administration is comprised mostly of salaries for the Public Works Director, an Assistant and a part-time Administrative Secretary. 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 2007 BUDGET

EXPENSE SUMMARY

Fund #10 — General Activities

Department # 14 — Public Works Administration

ACCT	DESCRIPTION	ACTUAL 2004	ACTUAL 2005	APPROVED		PROPOSED
				BUDGET 2006	ESTIMATED 2006	BUDGET 2007
6101	Salaries and Wages	\$209,801	\$214,490	\$220,847	\$221,431	\$235,627
6102	Overtime	\$6,908	\$10,606	\$7,500	\$8,382	\$7,500
6120	City Health Ins Contribution	\$18,145	\$20,094	\$24,112	\$24,110	\$35,433
6121	City IMRF Pension Contribution	\$18,889	\$20,822	\$24,524	\$24,682	\$24,702
6122	City Share FICA and Medicare	\$14,779	\$15,406	\$17,469	\$17,581	\$18,599
6205	Memberships	\$113	\$146	\$200	\$150	\$150
6210	Training & Seminars	\$724	\$460	\$3,000	\$2,500	\$2,500
6214	Business Meetings	\$1,119	\$162	\$1,000	\$500	\$500
6230	Office Supplies	\$701	\$504	\$600	\$750	\$750
6250	Telephone	\$1,024	\$1,174	\$1,200	\$2,078	\$2,000
6283	Household Hazardous Waste	\$7,000	\$7,000	\$7,500	\$7,500	\$7,500
6355	Contractual Services	\$16,202	\$21,786	\$22,000	\$14,000	\$18,000
6425	Office Furniture & Equipment	\$1,890	\$0	\$1,250	\$250	\$250
6505	Liability & Property Insurance	\$1,386	\$864	\$1,086	\$996	\$1,086
6515	Worker's Compensation Self-Ins.	\$670	\$393	\$281	\$281	\$295
Public Works Administration		\$299,351	\$313,907	\$332,569	\$325,191	\$354,892

CITY OF BATAVIA 2007 BUDGET

Fund # 10 — General Activities

Department #14 — Public Works Administration

JUSTIFICATION OF SIGNIFICANT BUDGETED ITEMS

Account

PERSONNEL

- (1) Director of Public Works
- (1) Assistant to Public Works Director
- (1) Part-time Administrative Secretary

6355	Contractual Services	
	Maintenance of Traffic Signals	\$15,000.00
	MSDS Contract	\$3,000.00
	Total	\$18,000.00

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 and construction inspection of private improvements, assisting private property owners resolve drainage and grading concerns. The Engineering Department also coordinates with federal, state, and county agencies on funding, infrastructure improvements, and regulations. The Engineering Department assists the Community Development, Public Works and the Public Safety departments with their engineering needs.

After years of planning and engineering, the Donovan (Wilson Street) Bridge reconstruction is slated to start in February 2007. This very complex project will be involve most departments including Engineering, Community Development, Police, Fire and Public Works, as well as consultants, and community volunteers to assist in management of the project. Total reconstruction of the 0-100 block of East and West Wilson Street including street enhancements of sidewalks, pavers, street lights, and trees will be done in conjunction with the bridge project.

The 2007 budget includes an addition to staff of a part-time Engineering Assistant. This person will be providing technical and administrative assistance. Duties include computer drafting, GIS data management, file and plan management, project design assistance and providing technical assistance to residents. The budget also reflects a reduction in hours for the City's Staff Engineer, which will help offset some of the cost of the Engineering Technician.

Continuing the City Council's emphasis on downtown redevelopment in 2007, the Engineering Department will be concentrating efforts on the following: Phase 1 & 2 Engineering for North River Street, Phase 1 Engineering for Wilson Street Corridor (Island Avenue to Water Street), Wilson Street Interconnect Project preliminary work to link all the downtown traffic signals.

The 2007 Storm Water projects include engineering for McKee Street – Randall Road Storm Water Overflow Improvements and the annual Drainage and Sump Pump Program. A continuing engineering project for 2007 is the McKee Wetland Monitoring Project for which ownership is planned for transfer to the Kane County Forest Preserve by the end of the year.

The 2007 Utility Projects include the water main and sanitary sewer replacement on the east side of the Donovan (Wilson Street) Bridge at South River Street. This project is providing sprinkler connections for the businesses east of the bridge up to South River Street. The sanitary sewers will be relocated because of the bridge reconstruction. Lastly, the Timber Trail and Waubensee water main project will be completed along with the sanitary sewer on Waubensee.

CITY OF BATAVIA 2007 BUDGET

EXPENSE SUMMARY

Fund #10 — General Activities

Department #15 — Engineering

ACCT	DESCRIPTION	APPROVED			PROPOSED	
		ACTUAL 2004	ACTUAL 2005	BUDGET 2006	ESTIMATED 2006 BUDGET 2007	
6101	Salaries and Wages	\$300,075	\$363,228	\$361,422	\$364,950	\$380,028
6102	Overtime	\$2,571	\$4,070	\$4,000	\$4,000	\$5,000
6107	Part-time Wages	\$7,436	\$4,097	\$12,000	\$12,000	\$12,000
6108	Request For Add'l Staff	\$0	\$0	\$0	\$0	\$21,974
6120	City Health Ins Contribution	\$31,065	\$47,778	\$57,394	\$57,931	\$85,137
6121	City IMRF Pension Contribution	\$26,676	\$34,221	\$39,246	\$39,625	\$41,351
6122	City Share FICA and Medicare	\$23,169	\$27,410	\$28,873	\$29,143	\$32,054
6205	Memberships	\$218	\$1,275	\$1,100	\$1,100	\$1,100
6210	Training & Seminars	\$2,269	\$3,260	\$5,000	\$5,000	\$7,500
6215	Resource Materials	\$233	\$532	\$350	\$350	\$350
6225	Postage & Shipping	\$0	\$155	\$100	\$300	\$300
6230	Office Supplies	\$3,033	\$3,583	\$3,500	\$3,500	\$4,000
6241	Fuel	\$1,967	\$2,651	\$3,250	\$3,250	\$3,400
6245	Advertisements	\$329	\$219	\$300	\$450	\$300
6248	Regulatory Fees	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
6250	Telephone	\$2,992	\$2,853	\$3,000	\$2,500	\$3,650
6255	Clothing & Uniforms	\$140	\$282	\$500	\$500	\$800
6288	Recording Fees	\$913	\$744	\$1,000	\$500	\$500
6310	R & M Vehicles	\$2,265	\$3,907	\$4,000	\$4,000	\$7,000
6340	R & M Equipment	\$701	\$65	\$500	\$549	\$500
6355	Contractual Services	\$22,013	\$0	\$0	\$14,000	\$10,600
6360	Engineering Fees	\$66,911	\$28,463	\$20,000	\$31,000	\$100,500
6425	Office Furniture & Equipment	\$897	\$604	\$1,000	\$1,100	\$5,000
6445	Other Equipment	\$8,145	\$1,773	\$500	\$500	\$1,500
6450	Vehicles & Equipment	\$0	\$0	\$0	\$0	\$25,000
6505	Liability & Property Insurance	\$2,728	\$2,278	\$1,666	\$1,528	\$1,666
6515	Worker's Compensation Self-Ins.	\$7,197	\$6,334	\$7,031	\$7,031	\$7,383
Engineering		\$514,943	\$540,782	\$556,732	\$585,807	\$759,593

CITY OF BATAVIA 2007 BUDGET

Fund # 10 — General Activities

Department #15 — Engineering

JUSTIFICATION OF SIGNIFICANT BUDGETED ITEMS

Account

PERSONNEL

- (1) City Engineer
- (1) Assistant City Engineer
- (1) Staff Engineer
- (1) Senior Engineering Assistant
- (1) Part-time Engineering Assistant
- (1) 1/4 Administrative Secretary

6108 Request For Add'l Staff

Part-time Engineering Assistant (20 hours)	\$21,974.00
Total	\$21,974.00

6210 Training & Seminars

Illinois Public Services Institute	\$2,300.00
Various Seminars & Training	\$5,200.00
Total	\$7,500.00

6250 Telephone

Cellular Service for GPS	\$650.00
Total	\$650.00

6310 R & M Vehicles

Restoration of Exterior Panels on Ford Pick-up	\$2,000.00
Cap for Dodge Pick-up	\$2,000.00
Total	\$4,000.00

6355 Contractual Services

Survey Monumentation	\$10,000.00
Annual Fee for GPS Base Service	\$600.00
Total	\$10,600.00

CITY OF BATAVIA 2007 BUDGET

Fund # 10 — General Activities

Department #15 — Engineering

JUSTIFICATION OF SIGNIFICANT BUDGETED ITEMS

Account

6360 Engineering Fees

Mahoney Creek Trib. Control Design (Johnson Woods)	\$15,000.00
General Consultant Engineering	\$20,000.00
McKee St. & Randall Rd. Stormwater Overflow Design	\$50,000.00
Wilson St. Interconnect Construction & IDOT Agreement	\$2,500.00
McKee Wetland Maintenance	\$3,000.00
Wetland Review	\$10,000.00
Total	\$100,500.00

6425 Office Furniture & Equipment

Desk - City Engineer	\$2,000.00
Flat Files for Plans	\$3,000.00
Total	\$5,000.00

6445 Other Equipment

Modem for GPS unit	\$1,500.00
Total	\$1,500.00

6450 Vehicles & Equipment

Pick-up Truck 4X4	\$25,000.00
Total	\$25,000.00

Building & Grounds

The Buildings & Grounds budget includes one part time Maintenance Technician for general maintenance and repair at the City Government Center. The Administrative Assistant to the Mayor oversees this department. All maintenance and repairs to the building is paid from this budget, including janitorial and cleaning service, which are contract services. The phone costs for the general telephone system and utilities for the entire building are also paid from this budget, along with the capital leases for two copiers and the postage machine.

The Administrative Assistant to the Mayor 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 the overseeing the landscaping and snow removal around the perimeter of the building and ensuring proper maintenance of the City's historic windmill collection.

Repairs planned for 2007 include replacement of windowsills on the west side of the building, replacement of two rooftop HVAC units and replacement of carpeting on the first and second floor.

CITY OF BATAVIA 2007 BUDGET

EXPENSE SUMMARY

Fund #10 — General Activities

Department #16 — Building and Grounds

ACCT	DESCRIPTION	APPROVED			PROPOSED	
		ACTUAL 2004	ACTUAL 2005	BUDGET 2006	ESTIMATED 2006 BUDGET 2007	
6101	Salaries and Wages	\$46,921	\$24,214	\$24,211	\$24,343	\$26,000
6120	City Health Ins Contribution	\$9,073	\$5,288	\$6,346	\$6,345	\$9,325
6121	City IMRF Pension Contribution	\$4,093	\$1,669	\$2,600	\$2,614	\$2,642
6122	City Share FICA and Medicare	\$3,471	\$1,331	\$1,852	\$1,862	\$1,989
6225	Postage & Shipping	\$203	\$189	\$300	\$200	\$300
6230	Office Supplies	\$67	\$282	\$300	\$297	\$450
6234	Building & Maint. Supplies	\$11,444	\$10,941	\$11,000	\$11,000	\$12,600
6241	Fuel	\$258	\$209	\$250	\$750	\$500
6250	Telephone	\$72,882	\$68,625	\$67,200	\$75,650	\$72,000
6260	Utilities	\$67,527	\$71,877	\$74,500	\$70,000	\$78,000
6264	General Supplies	\$3,324	\$3,937	\$6,000	\$5,000	\$7,500
6310	R & M Vehicles	\$2,160	\$412	\$350	\$315	\$350
6315	R & M Building	\$137,413	\$112,667	\$103,000	\$100,000	\$164,900
6320	Equipment Rental	\$23,151	\$16,523	\$15,000	\$14,750	\$23,500
6340	R & M Equipment	\$1,565	\$3,853	\$5,000	\$4,500	\$6,500
6425	Office Furniture & Equipment	\$2,172	\$0	\$500	\$500	\$500
6435	Photo Equipment	\$169	\$55	\$500	\$500	\$500
6505	Liability & Property Insurance	\$681	\$274	\$181	\$166	\$181
6515	Worker's Compensation Self-Ins.	\$1,298	\$1,320	\$684	\$684	\$718
Building and Grounds		\$387,872	\$323,666	\$319,774	\$319,476	\$408,455

CITY OF BATAVIA 2007 BUDGET

Fund # 10 — General Activities

Department #16 — Building and Grounds

JUSTIFICATION OF SIGNIFICANT BUDGETED ITEMS

Account

PERSONNEL

(1) Part-time Maintenance Technician

6315	R & M Building	
	Janatorial & Maintenance Services	\$20,000.00
	Carpet & Mat Cleaning	\$5,500.00
	Landscaping Services	\$12,000.00
	Tuckpoint and Paint Police Garage	\$5,800.00
	Replace Countertops	\$6,600.00
	Replace 2 HVAC Units	\$22,000.00
	Windowsill Replacement (West Side)	\$14,000.00
	Replace Carpet 2nd Floor Hallways & Stairway	\$19,000.00
	Replace Carpet Council Chambers & Adjacent Rooms	\$20,000.00
	General Repairs	\$10,000.00
	Interior Renovations of City Hall Offices	\$30,000.00
	Total	\$164,900.00
6320	Equipment Rental	
	Copier Leases (2), Fax Lease & Postage Lease	\$23,500.00
	Total	\$23,500.00

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 and 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.

Activity in 2006 included the investment of \$2,000,000 in 2005 bond proceeds for the reconstruction of the Donovan (Wilson Street) Bridge. The issuance and construction has gone through various setbacks that have delayed the actual construction until early 2007. As part of that bond issuance, the City's Bond Rating was evaluated by Moody's and as a result was upgraded from A1 to Aa3 moving from Upper Medium Grade to High Grade High Quality. A better bond rating broadens the City's market access and results in lower interest costs for debt service. The City also issued \$10,000,000 in Alternate Revenue Bonds in April 2006 to fund the reconstruction of the City's two fire stations. The Finance Department has the responsibility to invest the bond proceeds and manage the cash flow of funds throughout the construction process.

The department has also been actively submitting paperwork for two EPA water grants, which should close out by the end of 2006 or early 2007 for which \$1,485,000 has been received over the last three years. In addition, the department has continued submittal of loan documentation for five IEPA low-interest water loans. These loans will ultimately fund approximately \$15,000,000 of capital improvements for the water utility.

The electric utility also has plans to finance \$26,000,000 in Electric Revenue Bonds at the end of 2006 to fund the construction of two 138 kV substations and 138 kV transmission line. The finance department has been working closely with a financial consultant to facilitate the bond issue.

The 2007 budget mirrors the 2006 budget with no major changes. The department serves as an internal support department and expectations are that much of 2007 will be providing financial support for the major construction projects mentioned above. An additional initiative is continuing coordination for implementing a multi-year Capital Improvements Plan. Lastly, as always, the Department will continue to strive to improve and enhance financial information and communication provided to City Officials and the general public.

CITY OF BATAVIA 2007 BUDGET

EXPENSE SUMMARY

Fund #10 — General Activities

Department #17 — Finance and Accounting

ACCT	DESCRIPTION	APPROVED			PROPOSED
		ACTUAL 2004	ACTUAL 2005	BUDGET 2006	ESTIMATED 2006 BUDGET 2007
6101	Salaries and Wages	\$276,236	\$288,822	\$306,483	\$306,730 \$331,500
6102	Overtime	\$204	\$675	\$500	\$350 \$500
6120	City Health Ins Contribution	\$31,622	\$35,028	\$42,034	\$42,036 \$61,777
6121	City IMRF Pension Contribution	\$24,160	\$26,828	\$32,970	\$32,980 \$33,731
6122	City Share FICA and Medicare	\$19,946	\$20,692	\$23,484	\$23,492 \$25,398
6125	Unemployment Payments	\$4,053	\$0	\$0	\$0 \$0
6205	Memberships	\$585	\$425	\$450	\$450 \$500
6210	Training & Seminars	\$262	\$715	\$900	\$100 \$500
6215	Resource Materials	\$552	\$386	\$400	\$500 \$500
6220	Travel & Mileage	\$451	\$509	\$500	\$500 \$500
6225	Postage & Shipping	\$3,528	\$4,275	\$5,000	\$4,500 \$5,000
6230	Office Supplies	\$7,788	\$6,323	\$8,000	\$8,000 \$8,000
6235	Printing	\$2,160	\$2,353	\$3,200	\$3,200 \$3,200
6250	Telephone	\$77	\$247	\$300	\$250 \$200
6351	Auditing	\$45,083	\$38,870	\$40,500	\$42,650 \$43,500
6425	Office Furniture & Equipment	\$1,623	\$442	\$1,000	\$750 \$500
6505	Liability & Property Insurance	\$2,854	\$1,526	\$1,629	\$1,494 \$1,629
6515	Worker's Compensation Self-Ins.	\$61	\$623	\$468	\$468 \$491
Finance and Accounting		\$421,245	\$428,739	\$467,818	\$468,450 \$517,426

CITY OF BATAVIA 2007 BUDGET

Fund # 10 — General Activities

Department #17 — Finance and Accounting

JUSTIFICATION OF SIGNIFICANT BUDGETED ITEMS

Account

PERSONNEL

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

6351

Auditing

Base Audit Fee	\$37,000.00
Single Audit Fee	\$3,500.00
TIF Audit Fees	\$3,000.00
Total	\$43,500.00

Information Systems Department

The Information Systems (IS) department provides Information Technology (IT) services to all City departments. The IS department is responsible for all computers, internal networking, software applications, and the City's website. Our focus is to provide cost effective technology solutions for the City employees to serve the residents of Batavia.

Our department consists of an Information Systems Coordinator, Network Engineer, Desktop Specialist, and Geographical Information System (GIS) Analyst. We have requested a GIS Technician this year to assist in the collection of field infrastructure data for the City's utilities. Our team of IT professionals manage over 160 PC's/Laptops and the 240-user's on the network.

The 2007 IS budget reflects an increase in both hardware and software spending. During 2006 we began to address "big-picture" software solutions that benefit and integrate multiple departments. We will continue those efforts in 2007 with a couple of large-scale software solutions and a new citywide phone system upgrade.

On the software side, we continue to negotiate for a Police Records Management System (RMS). The City received a COPS grant of over \$147,000 that will be applied to the cost of the system. We also issued an RFP on August 7th, 2006 for a Land Development Software package. The Land Development software will integrate permitting, code compliance, inspection tracking, pre-development planning, GIS, and asset/infrastructure management. We are in the process of evaluating the proposals that were received with hope to make a recommendation to the City Council during the first quarter of 2007.

On the hardware side, we are reviving our PC replacement program. After skipping a year of replacements, we are proposing that PC's with 5 years of service be replaced. Much of the software we are trying to obtain will require more powerful PC's. We would like to spread out the purchase and installation of PC's by operating on a five-year replacement schedule. This will distribute the yearly costs in the budget and allow the IS staff to better manage the implementation.

The replacement of the 20 year-old fire department phone system, which was not part of the City's main phone network, was delayed to coincide with the Fire Station's reconstruction. Additionally, the main network and the network at Public Works are at capacity so this budget includes funding for a citywide upgrade to the phones.

CITY OF BATAVIA 2007 BUDGET

EXPENSE SUMMARY

Fund #10 — General Activities

Department #18 — Information Systems

ACCT	DESCRIPTION	ACTUAL 2004	ACTUAL 2005	APPROVED		PROPOSED
				BUDGET 2006	ESTIMATED 2006	BUDGET 2007
6101	Salaries and Wages	\$149,445	\$237,367	\$249,501	\$249,501	\$280,682
6108	Request For Add'l Staff	\$0	\$0	\$0	\$0	\$38,500
6120	City Health Ins Contribution	\$14,911	\$25,519	\$30,589	\$30,217	\$44,408
6121	City IMRF Pension Contribution	\$13,065	\$22,275	\$26,796	\$26,796	\$32,429
6122	City Share FICA and Medicare	\$11,285	\$17,769	\$19,087	\$19,087	\$24,417
6205	Memberships	\$0	\$550	\$375	\$375	\$425
6210	Training & Seminars	\$619	\$11,846	\$4,650	\$4,650	\$2,400
6215	Resource Materials	\$113	\$251	\$500	\$500	\$500
6220	Travel & Mileage	\$498	\$458	\$1,400	\$1,400	\$1,600
6225	Postage & Shipping	\$12	\$231	\$100	\$100	\$100
6230	Office Supplies	\$795	\$718	\$1,000	\$1,000	\$750
6231	Computer Software and Access	\$43,021	\$102,608	\$36,150	\$34,100	\$247,845
6232	Computer Supplies	\$11,898	\$8,518	\$10,000	\$10,000	\$12,500
6241	Fuel	\$0	\$0	\$0	\$0	\$1,000
6250	Telephone	\$1,862	\$12,289	\$13,000	\$13,000	\$84,500
6325	Computer Maintenance	\$14,656	\$22,557	\$24,325	\$24,325	\$29,100
6355	Contractual Services	\$26,794	\$29,335	\$65,900	\$25,000	\$190,250
6362	Software Training	\$0	\$0	\$19,750	\$17,250	\$12,500
6375	Software Support	\$38,530	\$48,613	\$68,825	\$72,500	\$91,525
6405	Computer Hardware	\$118,055	\$68,528	\$56,150	\$56,150	\$162,045
6425	Office Furniture & Equipment	\$2,376	\$5,841	\$2,300	\$1,000	\$4,000
6505	Liability & Property Insurance	\$729	\$878	\$1,267	\$1,162	\$1,267
6515	Worker's Compensation Self-Ins.	\$19	\$373	\$281	\$281	\$295
Information Systems		\$448,683	\$616,524	\$631,946	\$588,394	\$1,263,038

CITY OF BATAVIA 2007 BUDGET

Fund # 10 — General Activities

Department #18 — Information Systems

JUSTIFICATION OF SIGNIFICANT BUDGETED ITEMS

Account

PERSONNEL

- (1) Information Systems Network Coord.
- (1) Network Engineer
- (1) GIS Analyst
- (1) Part-time Desktop Specialist

6108	Request For Add'l Staff		
	GIS Technician		\$38,500.00
		Total	\$38,500.00
<hr/>			
6231	Computer Software and Access		
	Microsoft Office Licenses - Compliance Audit		\$25,000.00
	Parcel Permit Software (Phase I)		\$75,000.00
	Finance - Utility Billing Upgrade		\$21,500.00
	Fire - Firehouse Lic, Incident Command, MotoCAD		\$12,125.00
	Adobe Upgrade, Microsoft Visio, Roxio		\$11,020.00
	Police - MotoCAD Client (4) & MS Word for Squads		\$12,600.00
	PW - HMIS Doc Mgt, Petrovend, Sign Shop		\$5,600.00
	Police Records Management System		\$85,000.00
		Total	\$247,845.00
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6241	Fuel		
	GPS Locating		\$1,000.00
		Total	\$1,000.00
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6250	Telephone		
	ALERTS for Police and Fire & Cellular Service		\$14,500.00
	Phone System Upgrade for Fire & WWTP		\$70,000.00
		Total	\$84,500.00

CITY OF BATAVIA 2007 BUDGET

Fund # 10 — General Activities

Department #18 — Information Systems

JUSTIFICATION OF SIGNIFICANT BUDGETED ITEMS

Account

6325	Computer Maintenance	
	GIS Server, Mail Server, PW File Server	\$3,600.00
	LTO Tape Library for Backup	\$1,200.00
	Engineering - Printer/Copier/Scanner/HP Plotter	\$2,500.00
	Police - Livescan, Booking System & MDT's	\$11,600.00
	Firewalls, Routers, Switches and Misc Repairs	\$10,200.00
	Total	\$29,100.00
6355	Contractual Services	
	Internet (ISP), Antivirus/Antispam, Domain Registration	\$14,350.00
	Document Management Consultant	\$15,000.00
	Various Professional Services	\$4,400.00
	Police Records Management Implementation	\$81,500.00
	Parcel Permit Software (Phase I)	\$75,000.00
	Total	\$190,250.00
6362	Software Training	
	Windows and Office Training for City Personnel	\$3,000.00
	Pentamation Training for Finance and HR	\$5,500.00
	Phone System Administration Training	\$4,000.00
	Total	\$12,500.00
6375	Software Support	
	Engineering - Micropaver, Eagle Point & AutoCAD	\$3,600.00
	Finance - Pentamation & Evare Investment Mgt	\$25,400.00
	Fire - Firehouse, MotoCAD & Group1 Remote Access	\$6,400.00
	GIS - ESRI	\$13,800.00
	PIPS, Identi-Kit, Map Scene Total Station, MotoCAD	\$3,050.00
	Police Records Management System	\$26,895.00
	Various Software Licenses	\$8,230.00

CITY OF BATAVIA 2007 BUDGET

Fund # 10 — General Activities

Department #18 — Information Systems

JUSTIFICATION OF SIGNIFICANT BUDGETED ITEMS

Account

HMIS, CFA, Autocad & Arborvision		\$4,150.00
	Total	\$91,525.00

6405

Computer Hardware

Administration - 2 PC's, 1 Laptop, 1 Monitor, 1 Printer		\$4,533.00
Audio Visual for Council Chambers & Great Room		\$12,500.00
Human Resources - 1 PC & ID Badge System		\$7,500.00
Engineering - 2 PC's		\$3,500.00
Finance - 2 PC's, 2 Printers		\$10,500.00
Fire - 7 PC's, 1 MDC		\$14,400.00
Community Development - Monitors for Mapping		\$2,100.00
IS - 1 PC, 1 GIS PC & Other Hardware		\$10,500.00
Police - Laptop, 4 MDT's, Monitor & Misc		\$30,493.00
PW - 4 PC's, Laptop, Sign Printer/Cutter, Scanner HMIS		\$25,269.00
Electric - 2 PC's, 2 Monitors		\$3,500.00
Water - 2 PC's, 1 Monitor, Laptop, SCADA Monitor		\$10,250.00
WWT - 3 PC's		\$3,000.00
ESDA - 4 PC's		\$4,000.00
Disk Storage		\$20,000.00
	Total	\$162,045.00

6425

Office Furniture & Equipment

Office Furniture for GIS Tech and Desktop Specialist		\$4,000.00
	Total	\$4,000.00

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. All new customers are asked to fill out a general application and are provided with a new resident packet. Customers are offered a direct payment option, which deducts the bill from the customer's checking account on the due date. 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. This program can be used in conjunction with the direct payment option. In addition to the utility billing function, the department also sells refuse stickers and can register people to vote.

The 2007 budget includes funding for replacement of the inserter used to fold and stuff the utility bills. The machine is used to fold and stuff over 10,000 invoices each month. In addition, the Information Systems budget includes funding to replace the printer used to print the invoices. The IS budget also includes a planned upgrade to the software program used for billing. The upgrade will provide better functionality for servicing customer accounts.

CITY OF BATAVIA 2007 BUDGET

EXPENSE SUMMARY

Fund #10 — General Activities

Department #19 — Utility Billing

ACCT	DESCRIPTION	ACTUAL	ACTUAL	APPROVED	ESTIMATED	PROPOSED
		2004	2005	BUDGET 2006	2006	BUDGET 2007
6101	Salaries and Wages	\$148,606	\$159,028	\$177,496	\$174,560	\$201,055
6102	Overtime	\$3,226	\$1,691	\$1,500	\$1,250	\$1,500
6120	City Health Ins Contribution	\$35,567	\$35,042	\$42,050	\$35,095	\$51,577
6121	City IMRF Pension Contribution	\$12,037	\$13,804	\$20,783	\$18,882	\$20,580
6122	City Share FICA and Medicare	\$11,025	\$11,690	\$14,804	\$13,449	\$15,495
6210	Training & Seminars	\$629	\$170	\$3,000	\$2,885	\$2,000
6225	Postage & Shipping	\$44,659	\$51,525	\$52,000	\$52,500	\$55,000
6230	Office Supplies	\$1,853	\$2,911	\$4,500	\$4,000	\$4,000
6231	Computer Software and Access	\$10,500	\$11,236	\$11,500	\$11,718	\$12,000
6232	Computer Supplies	\$11,520	\$10,643	\$12,500	\$11,500	\$12,000
6280	Collection Fees	\$7,405	\$2,756	\$4,500	\$2,800	\$3,000
6305	R & M Office Equipment	\$5,950	\$5,793	\$6,200	\$5,500	\$6,200
6355	Contractual Services	\$0	\$133	\$300	\$200	\$500
6425	Office Furniture & Equipment	\$0	\$2,088	\$500	\$500	\$15,000
6505	Liability & Property Insurance	\$2,092	\$1,426	\$1,629	\$1,494	\$1,629
6515	Worker's Compensation Self-Ins.	\$28	\$622	\$468	\$468	\$491
6625	Bad Debt Expense	\$1,694	\$2,192	\$2,500	\$2,500	\$2,500
	Utility Billing	\$296,791	\$312,750	\$356,230	\$339,301	\$404,527

CITY OF BATAVIA 2007 BUDGET

Fund # 10 — General Activities

Department #19 — Utility Billing

JUSTIFICATION OF SIGNIFICANT BUDGETED ITEMS

Account

PERSONNEL

- (1) Utility Billing Supervisor
- (3) Customer Service Representatives
- (1) Part-time Customer Service Rep

6305	R & M Office Equipment		
	Annual Maintenance Inserter		\$1,800.00
	Annual Maintenance Itron		\$4,400.00
		Total	\$6,200.00
<hr/>			
6425	Office Furniture & Equipment		
	Replacement of Inserter for Utility Bills		\$15,000.00
		Total	\$15,000.00

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 City of Batavia has a contract with Aurora Township to provide this intergovernmental function. Expenses are tracked and reported each month by the Finance Department to PACE. Partial funding is reimbursed through a grant from Pace and minor revenues are received from ticket sales. The service is not self-supporting and the remaining expenses are funded by a split between the City and Batavia Township, which also benefits from this activity.

The Administrative Assistant to the Mayor coordinates the contract with Aurora Township and is the City liaison for this valuable service.

CITY OF BATAVIA 2007 BUDGET

EXPENSE SUMMARY

Fund #10 — General Activities

Department #27 — Subsidized Transportation

ACCT	DESCRIPTION	ACTUAL	ACTUAL	APPROVED	ESTIMATED	PROPOSED
		2004	2005	BUDGET	2006	BUDGET
				2006		2007
6235	Printing	\$0	\$191	\$400	\$0	\$0
6241	Fuel	\$2,774	\$3,679	\$4,800	\$4,100	\$4,100
6310	R & M Vehicles	\$4,819	\$3,645	\$4,500	\$4,800	\$5,500
6355	Contractual Services	\$45,098	\$46,225	\$47,750	\$47,750	\$49,375
	Subsidized Transportation	\$52,691	\$53,740	\$57,450	\$56,650	\$58,975

Police

The Police Department provides continuous, comprehensive law enforcement services and police protection through uniformed patrol, criminal investigations, traffic accident investigations, traffic enforcement, crime prevention, community relations programs, juvenile services and school resource officers. Forty-three police officers and a civilian support staff of twelve provide professional police services to Batavia residents and businesspersons. The Police Department continued to focus on its goal of providing the best in public safety and service delivery in 2006 with projected calls for service of 22,000. The 10% increase over 2005 reflects the growth within the community, as well as increased traffic volumes.

In response to increased truck traffic and in efforts to reduce damage to City streets, the police department has ardently enforced overweight truck violations in 2006. Enforcement was aided through the use of the scales purchased in 2006. In 2007 the Police Department will continue to make traffic enforcement and accident reduction top priorities. It is anticipated that three grants will be awarded from the Illinois Department of Transportation in 2007: Operation Buckle-Up Seatbelt Campaign Grant, DUI Enforcement Grant, and Speed Enforcement Program Grant.

Along with enforcement is the objective to minimize the traffic congestion and maximize the efficient flow of traffic in a safe manner during the reconstruction of the Donovan Bridge. This will include thorough enforcement of parking violations in the downtown area to ensure consumers have adequate parking opportunities while patronizing downtown businesses.

The introduction of a Middle School D.A.R.E. Program aimed at 7th grader students will begin in 2007. The City School Resource Officer assigned to Rotolo Middle School will teach the class. This will serve to reinforce the D.A.R.E. lessons learned as part of the fifth grade curriculum. The sixteen-year Batavia D.A.R.E. program, teaches students ways to say no to drugs, alcohol, tobacco and negative peer pressure, along with lessons in self-esteem.

A further element of drug prevention is enforcement of illegal possession, use and sales of drugs. A newly formed drug unit implemented in 2006, spearheaded by the Batavia Police Department Criminal Investigations Section, has proven to be very successful in removing offenders from the street and the seizure of illegal drugs and vehicles used in the commission of these crimes.

Community outreach and community partnerships will be a focus for 2007, with the reenergizing of the Neighborhood Watch Program and the implementation of a Citizen Police Academy, where residents and businesspersons of Batavia can learn about the intricacies of the police department, how it operates, and most importantly, how they can provide a key role in preserving the "quality of life" everyone enjoys in Batavia. Further, police officers and all other police employees will become community "problem-solvers" using a community-oriented policing approach and philosophy. Visibility of the police in the community will be enhanced, as will two-way communications between the police and the community.

CITY OF BATAVIA 2007 BUDGET

EXPENSE SUMMARY

Fund #10 — General Activities

Department # 31 — Police Admin & Operations

ACCT	DESCRIPTION	APPROVED			PROPOSED	
		ACTUAL 2004	ACTUAL 2005	BUDGET 2006	ESTIMATED 2006 BUDGET 2007	
6101	Salaries and Wages	\$3,290,574	\$3,311,855	\$3,536,733	\$3,519,218	\$3,875,130
6102	Overtime	\$254,863	\$287,112	\$268,375	\$303,375	\$308,375
6105	Outside Work Agreement	\$6,975	\$8,928	\$13,500	\$10,000	\$13,500
6107	Part-time Wages	\$111,351	\$120,742	\$130,489	\$127,314	\$123,608
6120	City Health Ins Contribution	\$525,253	\$590,217	\$708,846	\$701,003	\$1,030,215
6121	City IMRF Pension Contribution	\$35,369	\$39,768	\$47,554	\$36,194	\$43,876
6122	City Share FICA and Medicare	\$66,470	\$67,565	\$85,877	\$86,206	\$97,088
6123	City Pension Contribution	\$681,717	\$721,691	\$776,898	\$776,898	\$844,208
6147	Board of Police & Fire Commission	\$2,739	\$29,992	\$14,675	\$2,175	\$18,000
6205	Memberships	\$5,747	\$5,642	\$7,875	\$6,875	\$7,770
6208	Education Reimbursement	\$10,791	\$4,402	\$13,000	\$2,200	\$10,000
6210	Training & Seminars	\$16,813	\$19,772	\$28,380	\$25,380	\$47,255
6215	Resource Materials	\$605	\$898	\$1,200	\$1,200	\$1,550
6220	Travel & Mileage	\$1,671	\$98	\$1,550	\$1,050	\$2,550
6225	Postage & Shipping	\$2,802	\$3,444	\$4,000	\$4,000	\$5,000
6230	Office Supplies	\$10,719	\$13,591	\$14,500	\$14,500	\$15,500
6233	Vehicle Supplies	\$5,619	\$7,465	\$7,000	\$7,000	\$7,500
6235	Printing	\$7,433	\$5,535	\$9,000	\$6,000	\$13,000
6239	Investigative Supplies	\$5,015	\$1,489	\$5,000	\$4,000	\$5,000
6241	Fuel	\$57,871	\$65,013	\$89,725	\$91,217	\$92,000
6242	Patrol Supplies	\$4,849	\$6,513	\$15,000	\$15,000	\$15,540
6246	Community Relations	\$2,802	\$2,057	\$3,800	\$3,000	\$7,550
6247	Ammunition & Safety	\$8,750	\$6,351	\$9,200	\$7,500	\$7,500
6250	Telephone	\$21,500	\$25,472	\$25,000	\$22,000	\$29,600
6255	Clothing & Uniforms	\$40,092	\$37,257	\$41,450	\$41,450	\$57,675
6259	Meals & Refreshments	\$1,019	\$1,065	\$1,200	\$1,200	\$1,200
6310	R & M Vehicles	\$48,701	\$45,114	\$60,000	\$55,000	\$58,000
6320	Equipment Rental	\$9,064	\$9,988	\$14,000	\$13,400	\$14,850
6330	Radio Maintenance	\$2,002	\$1,582	\$2,000	\$1,500	\$2,000
6340	R & M Equipment	\$7,568	\$7,368	\$8,000	\$8,000	\$8,700
6355	Contractual Services	\$360,799	\$390,206	\$435,856	\$380,856	\$426,715
6371	Narcotics & Enforcement	\$2,400	\$3,864	\$5,000	\$5,000	\$14,600
6425	Office Furniture & Equipment	\$997	\$1,861	\$4,300	\$4,300	\$8,050
6435	Photo Equipment	\$1,419	\$1,963	\$2,500	\$2,000	\$3,000
6440	Communication Equipment	\$10,304	\$6,514	\$3,100	\$3,100	\$3,970
6445	Other Equipment	\$3,434	\$19,260	\$6,600	\$6,600	\$6,300
6450	Vehicles & Equipment	\$102,570	\$146,343	\$57,944	\$57,944	\$62,482
6505	Liability & Property Insurance	\$48,177	\$47,955	\$45,067	\$41,454	\$45,185
6515	Worker's Compensation Self-Ins.	\$96,549	\$98,902	\$106,771	\$106,771	\$112,110
Police Admin & Operations		\$5,873,393	\$6,164,854	\$6,610,965	\$6,501,880	\$7,446,152

CITY OF BATAVIA 2007 BUDGET

Fund # 10 — General Activities

Department #31 — Police Admin & Operations

JUSTIFICATION OF SIGNIFICANT BUDGETED ITEMS

Account

PERSONNEL

- (1) Chief of Police
- (2) Commander
- (1) Administrative Sergeant
- (1) Detective Sergeant
- (5) Detectives
- (6) Patrol Sergeant
- (24) Patrol Officer
- (1) Community Relations/Dare Officer
- (1) High School Resource Officer
- (1) Middle School Resource Officer
- (1) Administrative Secretary
- (2) Community Service Officer
- (1) Records Supervisor
- (4) Records Technician
- (4) Part-time Records Technician

6101	Salaries and Wages	
	Temp CSO during Bridge Construction	\$36,704.00
	Total	\$36,704.00

6210	Training & Seminars	
	Various Conferences & Seminars	\$14,425.00
	Advanced Training & Classes	\$31,530.00
	Monthly Training & Association Meetings	\$1,300.00
	Total	\$47,255.00

6235	Printing	
	O-Tickets & State Citations	\$4,000.00
	BPD Brochures	\$4,000.00
	Envelopes, Letterhead, Forms, Hang Tags	\$4,300.00
	Community & Public Relations Printing	\$700.00

CITY OF BATAVIA 2007 BUDGET

Fund # 10 — General Activities

Department #31 — Police Admin & Operations

JUSTIFICATION OF SIGNIFICANT BUDGETED ITEMS

Account

Total \$13,000.00

6242 Patrol Supplies

Gloves, Blankets, Radio Batteries, Flares \$9,900.00

Radio Ear Pieces \$5,640.00

Total \$15,540.00

6246 Community Relations

Citizen Police Academy \$800.00

Neighborhood Watch \$800.00

National Night Out \$1,000.00

Halloween Safety Items \$2,000.00

Promotional Items, Awards & Other \$2,950.00

Total \$7,550.00

6250 Telephone

Cellular Phone Service \$17,780.00

Landline Phones \$5,820.00

Cell Phones for 10 Marked Units - Phones & Service \$6,000.00

Total \$29,600.00

6255 Clothing & Uniforms

Officer Clothing Allowances \$32,550.00

Uniforms & Equipment Records/CSO's \$4,500.00

Patches, Badges, Nametags \$3,000.00

Body Armor Replacement Costs & Gear \$5,500.00

Award Ribbons, Commendation Bars \$4,500.00

Damaged Uniform Replacements \$1,000.00

Gas Masks \$5,625.00

CSO Uniform Bridge Project \$1,000.00

Total \$57,675.00

CITY OF BATAVIA 2007 BUDGET

Fund # 10 — General Activities

Department #31 — Police Admin & Operations

JUSTIFICATION OF SIGNIFICANT BUDGETED ITEMS

Account

6320	Equipment Rental	
	Copier Leases & Maintenance	\$14,100.00
	Portable Radios Rental	\$750.00
	Total	\$14,850.00
6340	R & M Equipment	
	Maintenance of Various Equipment	\$5,500.00
	Portable Truck Scale Maint. & Recertification	\$3,200.00
	Total	\$8,700.00
6355	Contractual Services	
	Building Maintenance	\$25,785.00
	TriCom Agreement	\$337,330.00
	Ordinance Prosecution Fees	\$23,650.00
	Kane County Animal Control	\$5,100.00
	BPD Portion BHS Drug Coordinator Salary	\$18,300.00
	Car Wash Contract	\$6,000.00
	Pension Actuarial	\$2,000.00
	Firearm Training & Range Agreements	\$1,700.00
	Various Professions Services	\$6,850.00
	Total	\$426,715.00
6371	Narcotics & Enforcement	
	Increased Undercover Operations	\$12,000.00
	Surveillance Radios & Equipment	\$2,600.00
	Total	\$14,600.00

CITY OF BATAVIA 2007 BUDGET

Fund # 10 — General Activities

Department #31 — Police Admin & Operations

JUSTIFICATION OF SIGNIFICANT BUDGETED ITEMS

Account

6440 Communication Equipment

Mobile Radio & Vehicle Installation	\$1,270.00
Two Portable Radios (XTS-1500)	\$2,700.00
Total	\$3,970.00

6445 Other Equipment

Radar Equipment	\$6,300.00
Total	\$6,300.00

6450 Vehicles & Equipment

Opticoms for Marked Units (includes installation)	\$6,400.00
Two Ford Crown Victoria	\$40,932.00
Registrations/Plates/Titles (includes undercover vehicles)	\$2,000.00
Change Out Communications & Striping	\$7,150.00
Lightbars	\$2,000.00
Repaint Replaced Squads	\$4,000.00
Total	\$62,482.00

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 2,935 incidents in 2005, of which 1,255 were fire related and 1,680 were emergency medical. Projections for 2006 are expected to be 3,100 incidents. Annual inspections are made in all commercial and industrial complexes, schools and churches. 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 drills, daily inspection and maintenance of apparatus and equipment and daily maintenance and cleaning of both fire stations. The Department has an Insurance Services Office rating of Class 3.

A major initiative in 2006 was the implementation of a Battalion Chief program and a reorganization of the department, including a new Deputy Chief to replace the retiring Deputy Chief. Plans for 2007 also include efforts to recruit additional paid-on-call firefighters to keep the part-time firefighter core working successfully. Engine #1, a 1986 Pumper, was planned for replacement in 2006, but this was delayed due to lack of funds in the capital development fund. Sufficient funds are expected in 2007 to purchase the engine.

Three paid-on-call firefighters were certified as paramedics in 2006 for a total of seven and two more will become certified in 2007. There are currently eight full-time firefighter/paramedics and twelve contractual paramedics for a total of 27 paramedics to support and enhance the growing emergency medical needs of the community. In 2006, an engine was equipped as an ALS unit with paramedic care, to increase the quality of advanced life support provided.

It is anticipated that more will be known in 2007 in regards to the operational structure of the cooperative Tri-City Ambulance program. It is expected that there will be changes to the funding methods, which have been in place for many years and that coupled with other possible factors may result in significant changes that will substantially impact Batavia's costs. Tri-Com Dispatch moved into a new facility in 2005 and will provide a long overdue state of the art computer aided dispatch system in 2007.

Included in the 2007 capital projects budget are plans to complete renovations of both fire stations to accommodate the needs of a growing department. The east and west station renovation projects will be a major priority for the department with many operational challenges that will need to be addressed during the transition period. The entire department looks forward to the planned completion in October 2007. The department is thankful to the citizens, the Mayor and City Council for supporting the expansions and improvements.

CITY OF BATAVIA 2007 BUDGET

EXPENSE SUMMARY

Fund #10 — General Activities

Department #32 — Fire Services

ACCT	DESCRIPTION	APPROVED			PROPOSED	
		ACTUAL 2004	ACTUAL 2005	BUDGET 2006	ESTIMATED 2006 BUDGET 2007	
6101	Salaries and Wages	\$1,553,414	\$1,571,850	\$1,793,000	\$1,793,000	\$1,867,668
6102	Overtime	\$194,593	\$251,659	\$140,000	\$140,000	\$140,000
6107	Part-time Wages	\$363,321	\$377,731	\$426,996	\$430,000	\$489,315
6120	City Health Ins Contribution	\$260,364	\$277,549	\$335,791	\$350,367	\$514,910
6121	City IMRF Pension Contribution	\$7,730	\$8,017	\$5,198	\$5,198	\$5,344
6122	City Share FICA and Medicare	\$49,569	\$52,043	\$64,395	\$63,925	\$69,805
6123	City Pension Contribution	\$403,980	\$403,554	\$429,384	\$429,384	\$429,384
6205	Memberships	\$2,568	\$2,856	\$2,600	\$2,600	\$2,600
6209	Training EMS	\$3,267	\$1,511	\$2,000	\$500	\$1,500
6210	Training & Seminars	\$17,494	\$18,685	\$24,000	\$24,000	\$24,000
6213	Fire Prevention	\$2,705	\$2,250	\$2,500	\$2,500	\$2,500
6215	Resource Materials	\$1,139	\$1,001	\$2,000	\$2,000	\$2,000
6225	Postage & Shipping	\$1,572	\$1,890	\$1,800	\$1,100	\$1,800
6230	Office Supplies	\$5,013	\$5,434	\$5,500	\$4,800	\$4,300
6233	Vehicle Supplies	\$24,142	\$25,516	\$24,750	\$24,750	\$24,750
6235	Printing	\$1,790	\$7,085	\$3,600	\$3,600	\$3,600
6237	Radio Supplies	\$3,342	\$2,874	\$2,900	\$2,900	\$2,000
6239	Investigative Supplies	\$1,280	\$818	\$2,500	\$2,500	\$2,500
6241	Fuel	\$14,612	\$18,318	\$22,629	\$25,651	\$25,651
6250	Telephone	\$21,189	\$18,430	\$20,000	\$20,000	\$20,000
6251	Education Program	\$13,593	\$14,445	\$14,000	\$14,000	\$14,000
6253	Haz-Mat Program	\$2,250	\$1,731	\$2,900	\$2,900	\$3,200
6255	Clothing & Uniforms	\$25,532	\$26,764	\$27,500	\$29,500	\$27,500
6256	Rescue Materials	\$6,551	\$7,031	\$5,000	\$5,000	\$5,000
6257	Medical Supplies	\$2,878	\$2,955	\$13,000	\$13,000	\$2,600
6259	Meals & Refreshments	\$3,305	\$3,623	\$3,400	\$4,950	\$6,000
6260	Utilities	\$21,215	\$22,550	\$26,000	\$19,000	\$20,000
6264	General Supplies	\$7,845	\$7,461	\$7,600	\$7,900	\$8,000
6310	R & M Vehicles	\$35,753	\$31,356	\$29,400	\$29,400	\$28,500
6315	R & M Building	\$14,420	\$30,862	\$15,000	\$15,000	\$5,000
6340	R & M Equipment	\$7,360	\$6,142	\$7,800	\$6,800	\$7,800
6355	Contractual Services	\$372,694	\$372,924	\$543,696	\$362,400	\$442,804
6373	S.C.B.A. Equipment	\$6,938	\$10,741	\$14,000	\$14,000	\$18,000
6425	Office Furniture & Equipment	\$1,856	\$1,610	\$0	\$0	\$6,500
6440	Communication Equipment	\$0	\$11,820	\$13,500	\$13,500	\$15,000
6445	Other Equipment	\$3,579	\$12,493	\$29,650	\$30,000	\$13,110
6505	Liability & Property Insurance	\$21,208	\$37,882	\$46,590	\$40,173	\$43,789
6515	Worker's Compensation Self-Ins.	\$145,007	\$156,383	\$162,035	\$162,135	\$170,137
Fire Services		\$3,625,068	\$3,807,844	\$4,272,614	\$4,098,433	\$4,470,567

CITY OF BATAVIA 2007 BUDGET

Fund # 10 — General Activities

Department #32 — Fire Services

JUSTIFICATION OF SIGNIFICANT BUDGETED ITEMS

Account

PERSONNEL

- (1) Fire Chief
- (1) Deputy Chief
- (1) Fire Marshal
- (3) Battalion Chiefs
- (6) Lieutenants
- (8) Firefighter/Paramedic
- (3) Firefighter
- (1) Administrative Secretary
- (30) Paid On Call Firefighter

6210 Training & Seminars

FDIC Conference	\$2,700.00
Paid On Call Recruit Academy Training	\$6,400.00
Officer Fireground and Command School	\$4,500.00
Advanced Firefighting & Fire Academy	\$2,900.00
Fire Chiefs Conferences	\$2,700.00
Miscellaneous Training	\$2,300.00
State Certification Classes	\$2,500.00
Total	\$24,000.00

6310 R & M Vehicles

Service Maintenance	\$7,000.00
Brake Inspections	\$3,500.00
Ladder Inspection and Testing	\$2,500.00
General Repairs	\$8,000.00
Tires	\$7,500.00
Total	\$28,500.00

CITY OF BATAVIA 2007 BUDGET

Fund # 10 — General Activities

Department #32 — Fire Services

JUSTIFICATION OF SIGNIFICANT BUDGETED ITEMS

Account

6355	Contractual Services	
	General Consulting	\$1,000.00
	Fire Protection Engineer	\$2,000.00
	Tri-City Ambulance (Based on # of calls)	\$385,154.00
	Tri-Com Dispatch	\$38,000.00
	M.A.B.A.S.	\$1,250.00
	Pension Actuarial	\$2,000.00
	Fire Extinguisher Maintenance	\$800.00
	Opticoms - Kirk & Hubbard; Kirk & Pine	\$12,600.00
	Total	\$442,804.00
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6425	Office Furniture & Equipment	
	Replacement Copiers Station 1 & 2	\$6,500.00
	Total	\$6,500.00
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6440	Communication Equipment	
	Pagers	\$5,000.00
	Portable Radios	\$4,000.00
	Portable Station Chargers	\$6,000.00
	Total	\$15,000.00
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6445	Other Equipment	
	Hose Replacement	\$8,150.00
	Various Rescue Equipment Tools	\$4,960.00
	Total	\$13,110.00

CITY OF BATAVIA 2007 BUDGET

EXPENSE SUMMARY

Fund #10 — General Activities

Department #33 — E.S.D.A.

ACCT	DESCRIPTION	APPROVED			PROPOSED	
		ACTUAL 2004	ACTUAL 2005	BUDGET 2006	ESTIMATED 2006 BUDGET 2007	
6107	Part-time Wages	\$8,195	\$8,482	\$8,200	\$8,778	\$8,900
6122	City Share FICA and Medicare	\$627	\$649	\$627	\$672	\$681
6202	Meal Allowance	\$435	\$44	\$200	\$210	\$250
6210	Training & Seminars	\$1,342	\$1,977	\$1,500	\$1,000	\$1,000
6220	Travel & Mileage	\$2,215	\$2,815	\$2,000	\$3,200	\$3,200
6230	Office Supplies	\$1,013	\$193	\$300	\$231	\$250
6235	Printing	\$484	\$0	\$300	\$0	\$0
6237	Radio Supplies	\$307	\$83	\$200	\$0	\$0
6241	Fuel	\$389	\$36	\$188	\$280	\$300
6242	Patrol Supplies	\$496	\$175	\$0	\$200	\$200
6250	Telephone	\$1,993	\$851	\$1,500	\$1,008	\$1,000
6255	Clothing & Uniforms	\$416	\$305	\$300	\$750	\$500
6260	Utilities	\$3,698	\$2,383	\$1,500	\$1,856	\$1,250
6282	Employee Recognition	\$519	\$6	\$100	\$0	\$0
6310	R & M Vehicles	\$2,049	\$78	\$500	\$500	\$500
6315	R & M Building	\$3,906	\$652	\$500	\$100	\$250
6320	Equipment Rental	\$405	\$1,212	\$1,500	\$1,275	\$1,500
6340	R & M Equipment	\$3,736	\$1,033	\$3,000	\$2,500	\$2,500
6355	Contractual Services	\$0	\$6,416	\$6,000	\$6,000	\$8,500
6445	Other Equipment	\$307	\$0	\$16,500	\$1,000	\$1,000
E.S.D.A.		\$32,532	\$27,390	\$44,915	\$29,560	\$31,781

Streets and Sanitation

The Street and Sanitation Department is responsible for a variety of public services such as snow plowing, street sweeping, roadway maintenance, maintenance of the city storm sewer system, lawn maintenance of city properties, detention/retention pond maintenance, brush collection, fall leaf collection, parkway tree planting and maintenance, sidewalk programs and mosquito control. In addition, all maintenance operation of the City's two cemeteries is provided by the Street & Sanitation Department.

Projects for 2007 include: continuing the paving in the west side cemetery and public works, cold storage building at Public Works, (Carryover from 2006) storm sewer replacement to the rear yards between Giese Road & Hillsboro Drive, (Carryover from 2006) storm sewer improvements in rear yards off the end of Cardinal Court & Orchard Court, (Carryover from 2006) for the Woodland Hills Sump Pump Program and engineering services to complete the listed storm sewer projects, two new small SUV's for administrative personnel and continuing the new & replacement sidewalk programs. Public Works projects budgeted in the TIF include new membrane for the State Street Garage. Also in 2007 we plan to continue contracting the brush collection program. The budget also includes plans to contract with a Certified Arborist consultant to inspect and re-inventory all the parkway & City owned trees in town. This tree inspection will assist us in identifying the work that is needed & budget amounts that would be necessary to maintain our parkway trees for next several years.

CITY OF BATAVIA 2007 BUDGET

EXPENSE SUMMARY

Fund #10 — General Activities

Department #45 — Streets and Sanitation

ACCT	DESCRIPTION	APPROVED			PROPOSED	
		ACTUAL 2004	ACTUAL 2005	BUDGET 2006	ESTIMATED 2006 BUDGET 2007	
6101	Salaries and Wages	\$1,042,727	\$1,056,130	\$1,141,271	\$1,100,000	\$1,244,460
6102	Overtime	\$41,941	\$54,790	\$39,000	\$40,000	\$43,000
6103	Double-time	\$39,583	\$61,258	\$47,000	\$40,000	\$43,000
6104	Stand-by	\$23,638	\$23,227	\$24,500	\$24,500	\$26,000
6107	Part-time Wages	\$17,668	\$19,760	\$25,000	\$19,000	\$23,000
6120	City Health Ins Contribution	\$190,198	\$214,439	\$254,425	\$238,635	\$350,705
6121	City IMRF Pension Contribution	\$99,143	\$109,985	\$139,810	\$129,363	\$137,816
6122	City Share FICA and Medicare	\$85,359	\$88,577	\$101,498	\$93,598	\$105,529
6202	Meal Allowance	\$412	\$2,244	\$2,000	\$1,200	\$2,000
6210	Training & Seminars	\$2,938	\$2,940	\$4,000	\$3,000	\$4,000
6220	Travel & Mileage	\$244	\$47	\$500	\$50	\$600
6222	Supplies Other Equipment	\$14,771	\$16,727	\$15,000	\$12,000	\$15,000
6230	Office Supplies	\$1,969	\$1,193	\$1,400	\$1,000	\$1,200
6233	Vehicle Supplies	\$22,292	\$32,776	\$30,000	\$30,000	\$30,000
6234	Building & Maint. Supplies	\$1,045	\$5,310	\$1,700	\$1,700	\$1,800
6240	Materials	\$88,731	\$90,000	\$95,000	\$85,000	\$95,000
6241	Fuel	\$39,715	\$49,405	\$57,265	\$51,100	\$51,800
6243	Salt & Deicers	\$81,004	\$115,890	\$100,000	\$100,000	\$105,000
6245	Advertisements	\$830	\$1,290	\$1,500	\$500	\$1,000
6250	Telephone	\$8,255	\$8,322	\$8,250	\$8,250	\$9,000
6255	Clothing & Uniforms	\$14,388	\$14,214	\$14,000	\$11,000	\$12,000
6259	Meals & Refreshments	\$1,108	\$1,268	\$1,200	\$1,200	\$1,300
6260	Utilities	\$13,539	\$9,861	\$15,000	\$11,000	\$13,000
6261	Safety Supplies	\$2,524	\$5,239	\$6,000	\$2,500	\$6,000
6264	General Supplies	\$17,120	\$22,110	\$20,000	\$20,000	\$22,000
6286	Landfill Fees	\$64,975	\$53,151	\$20,000	\$5,000	\$10,000
6310	R & M Vehicles	\$5,043	\$5,613	\$7,000	\$10,540	\$12,500
6315	R & M Building	\$25,253	\$34,600	\$40,000	\$40,000	\$44,000
6320	Equipment Rental	\$1,829	\$6,602	\$4,000	\$1,000	\$3,000
6340	R & M Equipment	\$6,297	\$13,858	\$16,000	\$15,959	\$16,000
6355	Contractual Services	\$232,353	\$200,999	\$338,500	\$284,115	\$410,800
6356	Mosquito Abatement	\$65,062	\$74,430	\$75,000	\$75,000	\$80,000
6357	Forestry and Tree Service	\$92,426	\$78,721	\$85,000	\$85,000	\$115,000
6425	Office Furniture & Equipment	\$573	\$6,948	\$11,200	\$11,200	\$3,500
6440	Communication Equipment	\$953	\$637	\$1,200	\$3,000	\$3,000
6445	Other Equipment	\$7,978	\$11,230	\$45,500	\$53,100	\$25,000
6450	Vehicles & Equipment	\$33,973	\$50,211	\$0	\$0	\$50,000
6505	Liability & Property Insurance	\$16,734	\$13,535	\$11,980	\$12,796	\$13,947
6515	Worker's Compensation Self-Ins.	\$82,559	\$90,278	\$96,709	\$96,709	\$101,544
Streets and Sanitation		\$2,487,150	\$2,647,815	\$2,897,408	\$2,718,015	\$3,232,501

CITY OF BATAVIA 2007 BUDGET

Fund # 10 — General Activities

Department #45 — Streets and Sanitation

JUSTIFICATION OF SIGNIFICANT BUDGETED ITEMS

Account

PERSONNEL

- (1) Superintendent of Streets
- (1) Assistant to Superintendent
- (3) Public Works Crewleader
- (1) Mechanic
- (12) Public Works Maintenance Worker
- (1) Administrative Secretary
- (4) Public Works Laborer
- (1) Part-time Administrative Secretar

6315	R & M Building	
	General Maintenance of the Public Works Building	\$15,000.00
	Paving Gravel Areas at South End of PW Yard	\$25,000.00
	Cleaning Service for Public Works Building	\$4,000.00
	All expenses in this line item represent a 1/3 split between 10-45, 21-64 and 30-73	
	Total	\$44,000.00

6355	Contractual Services	
	Alarm Detection Public Works	\$4,000.00
	Hauling of Spoils & Snow	\$15,000.00
	Gravestone Repairs	\$4,000.00
	Paving West Side Cemetery (Yr 3 of 4)	\$25,000.00
	Lawn Maintenance of City Properties	\$75,000.00
	Weed Control of City Properties	\$14,000.00
	Detention Pond Grading & Planting	\$6,000.00
	Open Ditch Clearing & Grading	\$10,000.00
	Fence Replacements	\$5,000.00
	Temp. Staff Leaf Collection	\$17,000.00
	Pond Algae Treatments	\$9,000.00

CITY OF BATAVIA 2007 BUDGET

Fund # 10 — General Activities

Department #45 — Streets and Sanitation

JUSTIFICATION OF SIGNIFICANT BUDGETED ITEMS

Account

Portable Toilet Rentals	\$1,800.00
Mudjacking Sidewalks	\$5,000.00
Brush Collection Program	\$87,500.00
Cherry Park Storm Sewer (Carryover)	\$50,000.00
Cardinal & Orchard @ Kirk Rd Storm Sewer	\$50,000.00
Woodland Hills Sump Pump Improvements (Carryover)	\$25,000.00
Irrigation System Maintenance	\$1,500.00
Roadway Striping	\$6,000.00
Total	\$410,800.00

6357 Forestry and Tree Service

Tree Trimming, Removal and Stump Removal	\$80,000.00
Parkway Tree Inventory and Assessment	\$25,000.00
Tree Replacements	\$10,000.00
Total	\$115,000.00

6445 Other Equipment

Mower Replacement	\$8,000.00
Mower Deck for Trackless Machine	\$12,000.00
Misc. Equipment Replacement	\$5,000.00
Total	\$25,000.00

6450 Vehicles & Equipment

Vehicle for Street Superintendent	\$25,000.00
Vehicle for Assist to Street Superintendent	\$25,000.00
Total	\$50,000.00

CITY OF BATAVIA 2007 BUDGET

EXPENSE SUMMARY

Fund #10 — General Activities

Department #90 — Interfund Allocations

ACCT	DESCRIPTION	ACTUAL 2004	ACTUAL 2005	APPROVED		PROPOSED
				BUDGET 2006	ESTIMATED 2006	BUDGET 2007
7018	Transfer to MFT/Street Imp. #18	\$577,048	\$498,441	\$617,021	\$610,233	\$636,571
7041	Transfer to Fire Station DS #41	\$0	\$0	\$738,727	\$738,727	\$728,168
7046	Transfer to FS Renovations #46	\$0	\$0	\$0	\$0	\$792,542
7053	Transfer to Fire & PW DS #53	\$112,117	\$113,474	\$65,387	\$65,387	\$84,633
7055	Transfer to Flood DS #55	\$343,323	\$342,484	\$341,159	\$341,159	\$284,324
7059	Transfer to Bridge Construction #59	\$0	\$0	\$0	\$0	\$428,681
7071	Transfer to PW Capital Dev #71	\$0	\$0	\$0	\$0	\$75,000
7072	Transfer to Fire Capital Dev #72	\$0	\$0	\$200,000	\$200,000	\$100,000
Interfund Allocations		\$1,032,488	\$954,399	\$1,962,294	\$1,955,506	\$3,129,919

CITY OF BATAVIA 2007 BUDGET

Fund # 10 — General Activities

Department #90 — Interfund Allocations

JUSTIFICATION OF SIGNIFICANT BUDGETED ITEMS

Account

7018	Transfer to MFT/Street Imp. #18	
	Transfer of Non-Home Rule Sales Tax (Calculated at 1% of Utility Taxes)	\$636,571.00
	Total	\$636,571.00
7041	Transfer to Fire Station DS #41	
	Fire Station Debt Service - Bond Maturity 1/1/2026	\$728,168.00
	Total	\$728,168.00
7046	Transfer to FS Renovations #46	
	Supplement Fire Station Construction Expenditures	\$792,542.00
	Total	\$792,542.00
7053	Transfer to Fire & PW DS #53	
	Fire & Public Works Debt Service - Bond Maturity 2010	\$84,633.00
	Total	\$84,633.00
7055	Transfer to Flood DS #55	
	McKee Tributary Installment Loan - Final Payment	\$51,094.00
	Flood Bonds Debt Service - Bond Maturity 2013	\$233,230.00
	Total	\$284,324.00
7059	Transfer to Bridge Construction #59	
	Transfer for Unfunded Bridge Construction Expenditures	\$428,681.00
	Total	\$428,681.00

CITY OF BATAVIA 2007 BUDGET

Fund # 10 — General Activities

Department #90 — Interfund Allocations

JUSTIFICATION OF SIGNIFICANT BUDGETED ITEMS

Account

7071	Transfer to PW Capital Dev #71		
	Public Works Capital Development Reserve Funding		\$75,000.00
		Total	\$75,000.00
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7072	Transfer to Fire Capital Dev #72		
	Fire Capital Development Reserve Funding		\$100,000.00
		Total	\$100,000.00