



City of Urbana Budget Fiscal Year 2003-04

Mayor:

Tod Satterthwaite

City Clerk:

Phyllis D. Clark

Council Members:

Esther Patt

Ruth E. Wyman

James H. Hayes, Jr.

Danielle Chynoweth

Laura Huth

Joseph A. Whelan

Milton E. Otto

Chief Administrative Officer:

Bruce K. Walden

Comptroller:

Ronald C. Eldridge

Finance Department Staff

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Mayor's Message

To the Citizens of Urbana and the Urbana City Council:

I hereby submit to the citizens of Urbana and the Urbana City Council my recommended budget for FY 2003-2004. Total expenditures are recommended at \$32,007,028 with total revenues of \$32,051,045. The general operating fund portion of this budget recommends revenues of \$21,675,100 and expenses of \$21,653,200.

Urbana's long string of budget surpluses has come to an end. In recent years, we have enjoyed many budget years with significant surpluses (some exceeding \$2 million), which have enabled us to fund capital projects such as the expansion of the Urbana Free Library and various economic development and infrastructure projects. Nearly every governmental body is facing a very difficult time financially as budgets are drafted this year. While Urbana is no exception, this budget maintains all city services and personnel at current levels. This is a remarkable feat as many governments are cutting programs or personnel or both. Our philosophy of controlled growth in general fund staffing and programs is serving us well even in these times of stagnant revenue growth.

I am able to submit a balanced budget without service or staffing cuts and without a property tax increase in part because of cost controls that were put in place in every department during FY 2002-2003. I want to thank City employees for their belt-tightening efforts in anticipation of the tough economic times that we are currently experiencing. We are fortunate that there is no deficit to address this year; however, if we do not see our local economy improve, we will be facing a deficit situation next year.

While there is no surplus this year, we will be able to honor all of our previous commitments to capital projects including the expansion of the library, various infrastructure improvements and our economic development obligations.

Respectfully submitted,

Tod Satterthwaite
Mayor

Chief Administrative Officer's Message

To The Mayor Of The City Of Urbana:

The City of Urbana, like other municipalities and state governments across the United States, faces the challenge of continuing to provide high quality services to our citizens with declining revenues. The current economy has depressed revenues to the point where two of the most important revenue sources for the City (sales tax and income tax) are less than amounts received 4 years ago. This budget meets that challenge by not reducing city services or programs. This budget meets that challenge by not raising taxes.

By following our financial plan over the past 8 years and exercising spending discipline, the City was able to generate general fund surpluses to pay for needed capital improvements including the Urbana City Building, the Urbana Free Library Building Project, city-wide road, sewer and infrastructure improvements and street lighting replacement. These capital projects were all accomplished without issuing debt. Nearly \$20,000,000 has been invested in these priority needs in addition to normal operations and maintenance improvements during this period. Much credit is due the Urbana City Council for their confidence and support in the management team to execute on this plan. While we face the future with uncertainty, firm adherence to our financial policies has enabled Urbana to be in a better position to weather the storm than most Illinois municipalities. In a time when budgets of local government are highlighted by employee layoffs, service reductions, new taxes, and employee benefit restructuring, Urbana has been able to avoid such negative impacts on our employees and citizens. The city management team is very grateful to all city employees for their dedication, innovation and for doing more with less during these difficult times.

Due to the uncertainty as to when the economy will begin to rebound, this budget was prepared with caution. Cost increases have been limited to the absolute lowest possible amounts. Department Heads were asked to identify methods to provide the same level of services at a lower cost. They accomplished this task, with departmental costs increasing only 1.2% for FY03-04 for the same service level as FY02-03. Even though our current revenue structure has presented a huge challenge, this budget maintains our investment in core capital assets and continues our pledge to all citizens to maintain and improve their quality of life.

The 2003-04 Budget Focuses on the Following Themes:

1. Maintaining all city services.
2. Funding the final city payment for the Library building project.
3. Continuing the City's investment in economic development and downtown revitalization
4. Maintaining and updating the City's infrastructure of streets, sewers, sidewalks, and streetlights.
5. Avoiding a property tax rate increase or other new taxes.
6. Investing our most important asset, our employees.

Chief Administrator Officer's Message

7. Providing modest service enhancements in the public works area of asphalt patching, encephalitis prevention, salt for snow and ice abatement, traffic signage, and landscape recycling services.

Major Changes in Our Financial Position:

While the Urbana 2003-04 budget maintains all core services, funds priority projects, and provides for modest service enhancements, the economic influences of the last few years have negatively impacted our financial position and future financial forecasts. The following factors have contributed to this downturn:

1. A significant decline (and delays) in State of Illinois income tax receipts.
2. Reductions in local sales tax receipts due to the closing of Bergner's and K-Mart and a generally depressed economy.
3. Removal of the photo-finish processing portion of the sales tax by the State Legislature
4. Continued decline in the stock market and earnings on investment interest are increasing employee pension costs significantly past inflation (12%)
5. Continued cost increases in employee health insurance (12%)
6. Uncertainty in the possible negative impacts that the State and Federal governments may impose in resolving their budgetary problems
7. Uncertainty in future costs that the City may be required to pay in environmental mitigation efforts at the old landfill

Decline in Revenues:

In the simplest of terms, the operating fund revenues are at virtually the same amount that was received 3 years ago. If these revenues had grown at a rate comparable to inflation during time, the City would be receiving an additional \$1.8 million in FY03-04. Because we began this period with revenues exceeding expenses in the operating funds, the negative impact on Urbana's budget has been delayed. The Revenues Section of this budget clearly illustrates these trends.

Total Revenue And Expenditures, All Funds:

Total revenues for all City funds for next year are \$32,051,045. Total expenses are \$32,007,028. This revenue figure is an increase of less than 1% over the estimated amount for the current year. Total expenditures are approximately \$5.8 million less than current. This is because last year's budget included funds for the Library project and the downtown streetscape improvements.

General Operating Funds Budgets:

Revenues Over Expenses:

| FY 2000-01 | FY 2001-02 | FY 2002-03 | FY 2003-04 |
|------------|------------|------------|------------|
| \$2.3 mil | \$1.3 mil | \$600,000 | \$21,900 |

As the chart above illustrates, for next year, general operating revenues are in balance with expenses. However, without a number of cost cutting measures that were implemented, the budget would have been projecting a deficit of approximately \$300,000.

No Property Tax Rate Increase:

Over the last nine years, the City's commitment to increasing economic development has resulted in an average annual increase in the assessed valuation of 5%. This has allowed the City to reduce its property tax rate 17% (from \$1.58 to \$1.31). This increase in assessed value has also allowed the Urbana taxing districts to lower the overall tax rate by 62 cents (from \$9.25 to \$8.63) over the last 5 years. This 62 cent reduction saves a homeowner of a \$150,000 valued home \$310 annually. Urbana will maintain a property tax rate of 1.31, which is approximately equal to the City of Champaign rate. Assessed value is expected to increase 5.5% (4.5% expansion on current property plus 1% due to the addition of TIF One property to the assessed value).

Modest Service Improvements Proposed:

Because Department Heads were able to propose a budget at only a 1.2% increase, this budget is able to expand services to the public in a few critical areas:

1. Additional \$10,000 for additional asphalt street patching
2. Additional \$17,000 for salt for snow and ice abatement
3. Additional \$7,000 to begin traffic sign modernization
4. Additional \$13,200 for expanded encephalitis prevention program to help prevent West Nile Virus.

Carry Forward Allocation:

In order to ensure that a general operating revenues would exceed expenses by at least \$500,000, spending controls were put in place in January of 2003. These controls included an across the board reduction and prohibitions on spending in certain areas such as out of state travel. As a result of these spending controls, \$501,300 was saved in this year's budget and will be transferred into the general reserve fund. These funds will be available to fund additional landfill mitigation costs or to replenish the General Reserve Fund, whose fund balance has been significantly reduced.

Reserve Funds:

The City reserve funds are projected to have the following expenditures and fund balances:

Chief Administrator Officer's Message

General Reserve Fund: (formerly Tax Stabilization)

| | |
|---------------------------|--------------|
| Balance 7/1/03 | \$ 1,956,892 |
| Carle payment | 3,900 |
| Interest | + 40,000 |
| Recycling Toter Repayment | + 3,900 |
| Transfer to Library Bldg. | - 807,160 |
| Balance, 7/1/04 | \$ 1,193,632 |

Economic Development Reserve Fund:

| | |
|--------------------------------------|--------------|
| Balance, 7/1/03 | \$ 2,148,032 |
| Interest | + 68,000 |
| 3rd University Payment | + 725,000 |
| Development Costs | - 118,000 |
| Transfer, N. Cunningham Improvements | - 1,000,000 |
| Balance, 7/1/03 | \$ 1,823,432 |

Economic Development:

This budget continues to emphasize efforts at economic development as the most significant action the City can take for its future economic viability. The budget contains \$1.3 million next year for these efforts in some of the following areas:

- Continued funding of EDC and CVB
- Continued funding for City redevelopment loan incentive program
- Funds for marketing studies for unidentified possible future development efforts
- \$45,000 for Urbana Business Alliance
- \$1,000,000 for N. Cunningham improvements
- Continued funding for Build Urbana property tax abatement program

Social Services:

This budget continues the City's long-range commitment to fund social service agencies. The transfer from the general fund is increased 4%. The total amount available from the City is up 3.5% to \$162,500. The total allocation is \$260,033 (\$162,500 from City, \$70,000 from Township, and \$28,033 from CDBG.) The City funding level can be increased approximately 3.5% each year until FY05-06 when all excess cash will be distributed. At that time, the allocation will be able to be increased annually for inflation. Included in this fund is \$5,000 for Fighting Back and \$7,500 for the domestic violence initiative as in last year's budget.

Workers' Compensation:

The safety record of City employees remains remarkable. Due to the success of this initiative by management and employees, the amount charged to the general operating funds has been decreased 75% since the inception of the program 9 years ago, saving approximately \$500,000 annually. At the level of claims experienced over these 9 years, the program is now self-sustaining with contributions from the general fund at 25% of previous levels and interest earned on the fund balance. It is estimated the fund balance will be sustained at \$2.8 million at June 30, 2004.

Capital Improvements:

Capital improvement expenditures total approximately \$5.7 million (18% of total budget). The allocation for capital improvements for the previous 2 years was approximately \$6.5 million higher due to 2 unusual large projects, the Library Building and the Downtown street and lighting improvements. Projects highlights include:

1. Oakland Avenue reconstruction
2. Annual street maintenance
3. Neighborhood street and sidewalk projects (Huff/Boudreau area)
4. Annual storm/sanitary sewer improvements
5. Washington/Vine Intersection improvement
6. Continuation of 10 year street lighting improvement
7. Resurfacing and lighting improvements downtown parking lots
8. Goodwin Avenue street/bike path improvements

Personnel and Salary Adjustments:

The City employs 306.3 FTE positions (253 full-time and 53.3 part-time). There is no change in the number of personnel for next year.

The budget contains a 2.5% cost of living salary increase for non-bargaining unit employees and 3.0% adjustment for employees under IAFF contract (expires June 30, 2004). AFSCME and FOP contracts expire June 30, 2003. Funds for any adjustments under these two contracts above inflation will have to be identified as a cut as the reserve fund is depleted after landfill remediation costs. Health insurance costs rose 12%.

The City budget includes approximately \$2.8 million for employee pensions. An important factor in pension costs is the earnings on funds invested for future employee retirements. The low interest rates and depressed stock market is having a significant negative impact on the amount the City must contribute. Pension costs are estimated to increase 12%. This budget includes complete and full funding of employee pension needs.

Chief Administrator Officer's Message

TIF Districts:

Of major significance is the retirement of the real estate tax component of the TIF one district. Successful planning in this district has resulted in \$600,000 that will now flow annually to all overlapping taxing districts. Other highlights include:

1. \$200,000 in TIF 2 for 5 points redevelopment costs
2. \$280,000 in TIF 4 for the O'Brien Automotive development agreement obligations
3. \$150,000 in TIF 4 for Oakland avenue improvements
4. Continuation of loan/grant programs

Library:

The budget includes an increase of 3.2% in operating expenditures. This includes a 2.5% cost of living adjustment in salaries and a 12% increase in employee insurance. The Levy amount is up 4% due to static changes in other library fees and state revenues.

Bruce K. Walden
Chief Administrative Officer

Adopting Ordinance

ORDINANCE NO. _____

AN ORDINANCE
APPROVING THE ANNUAL BUDGET

WHEREAS, the City of Urbana, Illinois, is a home rule unit pursuant to the provisions of Section 6, Article VII of the 1970 Constitution of the State of Illinois, and may exercise any power and perform any function pertaining to its government and affairs, including, but not limited to, the power to regulate for the protection of the public health, safety, morals and welfare; to license; to tax; and to incur debt; and

WHEREAS, the proposed Annual Budget for the City of Urbana for the fiscal year beginning July 1, 2003, and ending June 30, 2004, has been prepared by the Budget Director in accordance with the provision of Division 2, entitled "Budget", of Article VI, entitled "Finances and Purchases", of Chapter 2, entitled "Administration", of the Code of Ordinances, City of Urbana, Illinois; and

WHEREAS, the proposed Annual Budget was made conveniently available for public inspection by publication in pamphlet form as prescribed by the corporate authorities at least fourteen (14) days prior to a public hearing on said proposed Annual Budget duly held at 7:30 p.m. on Monday, May 19, 2003, after due and proper notice of the availability for inspection of the proposed Annual Budget and the said public hearing having been given by publication in the News-Gazette, a newspaper having a general circulation in the City of Urbana on a date at least fourteen (14) days prior to the date of said public hearing; and

WHEREAS, the City Council of the City of Urbana, Illinois, hereby desires to pass, approve and adopt the proposed Annual Budget as heretofore further changed, modified and amended by the City Council.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF URBANA, ILLINOIS, as follows:

That the City of Urbana Budget 2003-04, a complete copy of which such document including all relevant elements thereof has been presented to and is now before this meeting, a true copy of which is attached hereto, be and the same is hereby passed, approved and adopted as the Annual Budget Ordinance of and for the City of Urbana, Champaign County, Illinois, for the fiscal year beginning July 1, 2003, and ending June 30, 2004.

The City Clerk is directed to publish this Ordinance in pamphlet form by authority of the corporate authorities, and this Ordinance shall be in full force and effect from and after its passage and publication in accordance with Section 1-2-4 of the Illinois Municipal Code.

Adopting Ordinance

This ordinance is hereby passed by the affirmative vote, the "ayes" and nays" being called, of a majority of the members of the Council of the City of Urbana, Illinois, at a regular meeting of said City Council.

AYES:

NAYS:

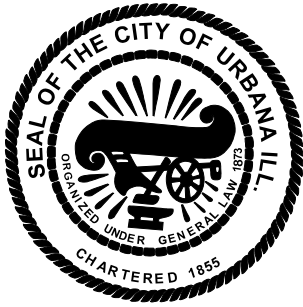
ABSTAINED:

PASSED by the City Council this _____ day of _____, 2003.

Phyllis D. Clark, City Clerk

APPROVED by the Mayor this _____ day of _____, 2003.

Tod Satterthwaite, Mayor



Staff Mission And Principles

Our Mission

The staff of the City of Urbana recognizes its primary mission is to effectively deliver municipal services to its citizens.

Our staff is committed to:

1. Fulfilling essential public needs that citizens are generally unable to provide for themselves.
2. Protecting public health, safety and welfare for present and future generations.
3. Enhancing the quality of life in ways that are well planned and cost-effective.

We seek to accomplish our mission guided by the following principles:

Vision

The City of Urbana is a strong and effective government. Our staff is committed to maintaining the City's leadership status by continuing to implement long range planning strategies and innovative programs that will positively influence and shape the future growth and development of the City and positively impact the lives of our citizens.

Responsibility

Providing reliable, quality service to the public is an essential function of city staff. Therefore, it is the goal of all staff members to take a proactive and resourceful approach in the performance of their job and to take personal responsibility for the success of our City.

Mutual Understanding

The City of Urbana is a culturally diverse community. As staff it is our goal to foster an environment that recognizes the value in differences and mutual responsibility – an environment of inclusion and unity, not exclusion. The City is committed to having a workforce that reflects the community in which we serve. Each staff member's behavior should reflect the City's commitment to mutual respect, acceptance and understanding of others.

Integrity

In order to maintain effectiveness, staff recognizes the importance of maintaining a high degree of integrity. It is our goal to execute our responsibilities in an honest, polite, respectful, trustworthy and knowledgeable manner.

Creative Cooperation/Collaboration

City staff recognizes that only through working together in collaboration and cooperation with our citizens, businesses other governments and agencies can we achieve our mission. It is our goal to reach out to others to provide quality results for our community and environment.

Mutual Benefit/Safety

It is the City's goal to identify solutions, which create a safe environment for the work place and our community as a whole. Each staff member must take personal responsibility for the safety of his or her self as well as others.

Progress

It is an ongoing goal of city staff to continuously explore new and innovative ideas in an effort to better serve our community and its citizens.

January 2002

General Information:

Organization Structure - Program Budgeting

The City of Urbana budget organizes costs for general operations into departments, divisions and programs (cost centers). Following is a listing of these departments and programs:


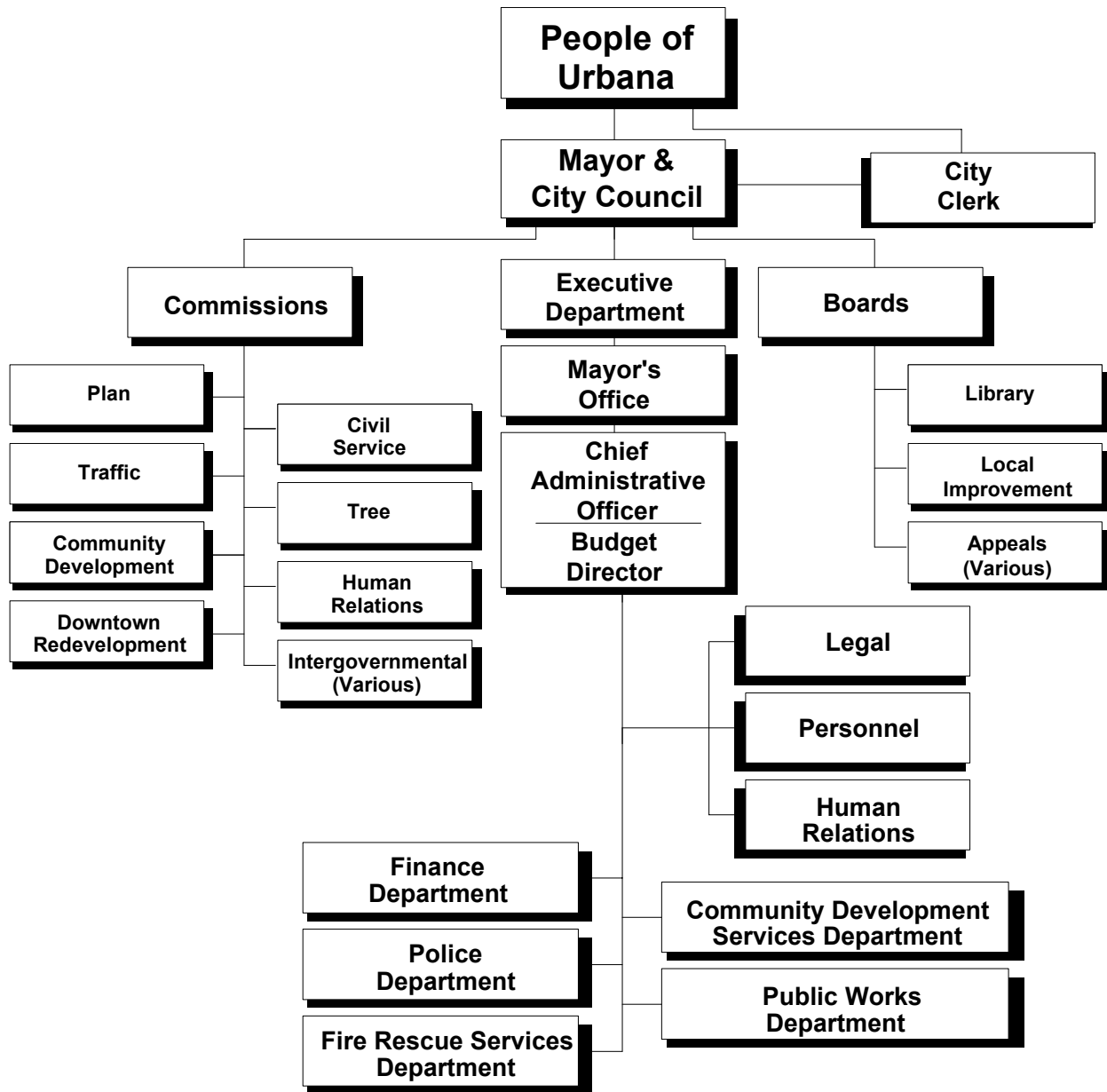
- City Council
- Executive Department
 - Administration
 - Legal
 - Human Relations
 - Personnel
- Finance Department
 - Administration
 - Parking Tickets, Permits and Licenses
 - Financial Services
 - Information Services
 - Police Records Management System (in special fund)
 - C.A.T.V. P.E.G. (in special fund)
- City Clerk
- Community Development Services Department
 - Administration
 - Economic Development
 - Planning and Zoning
 - Building Safety Division
 - New Construction
 - Housing
 - Community Development Block Grant and other H.U.D. housing development and rehabilitation programs (in various special funds)
- Police Department
 - Administration
 - Patrol
 - Criminal Investigations

General Information

- Support Services
- School Crossing Guards
- Meter Enforcement
- Animal Control
- Fire Rescue Services Department
- Public Works Department
 - Administration
 - Arbor Division
 - Urban Forestry
 - Landscape Management
 - Landscape Recycling Center (in special fund)
 - Public Facilities Division
 - Facilities Maintenance
 - Civic Center
 - Parking System Maintenance (M.V.P.S. Special Fund)
 - Parking Garage (M.V.P.S. Special Fund)
 - Operations Division
 - Tool room
 - Snow and Ice Removal
 - Traffic Control
 - Street Lighting
 - Street Maintenance and Construction
 - Concrete Repair
 - Sewer Maintenance and Construction
 - Traffic Signals
 - Right of Way and Technical Support
 - Engineering Division
 - Planning and Mapping
 - Transportation Improvements
 - Sewer Improvements
 - Environmental Management Division
 - Environmental Planning
 - Environmental Control

- U-Cycle (in special fund)
- Equipment Services (in special fund)
- Urbana Free Library (in special fund)
 - Centralized Costs
 - Administration
 - Adult Division
 - Children's Division
 - Archives Division
 - Maintenance Division
 - Acquisitions Division
 - Circulation Division
 - Documents Project

Organizational Chart



City of Urbana
Organization Chart
Structure And Major Service Functions

FINANCIAL AND ACCOUNTING INFORMATION

The City of Urbana was chartered in 1855, and operates under a mayor/city council form of government. The legislative authority of the City is vested in a seven-member council, each elected from their respective districts. The Mayor is elected at large. Each member and the Mayor serve a four-year term. Major City services are police and fire rescue protection, public works, library, and general administration. Public parking facilities are provided as an enterprise activity. Urbana's population is estimated at 38,600 and 10.2 square miles are within the City boundaries.

This document has been prepared on a program budgeting basis. Program budgeting provides that costs necessary to provide specific services will be accounted for in cost centers, or programs. Program budgeting has been acknowledged as the preferred method of budgeting by various municipal financial associations.

This document is only one part of the financial reporting information system for the City of Urbana. Described below are the 5 major financial documents which comprise the public reporting part of the City's financial reporting system:

- This document, the Annual Budget, is the mechanism that the elected authorities and the public use to (1) legally control the level of monies being collected and being spent by the City for the immediate upcoming fiscal year. The emphasis of this document is to present information that will allow the public and elected officials to make informed decisions on services and the financing of these services for the short term future.
- A Multi-Year Financial Plan is normally published approximately 2 months before this document. The multi-year financial plan describes and explains financial policies and assumptions that are used in compiling this budget document and in financial decision-making. The multi-year plan presents the impacts that current financial decisions will have on a longer-term picture.
- The 10 year Capital Improvement and Replacement Plan (C.I.P.) is published approximately 30 days before the release of this document. This plan presents the impacts that current financial decisions concerning major capital infrastructure (streets, lighting, storm and sanitary sewers, and sidewalks) improvements will have on a long-term perspective. It also details information that the City has gathered concerning the current conditions of these assets and explains the decision making process used to prioritize certain capital improvement projects.
- The City also publishes a detailed line item expenditure report. The information presented in this report is probably too detailed to be very useful to elected officials and the public in making financial policy decisions. It is very useful to the City staff in managing the budget on a daily basis.
- The Comprehensive Annual Financial Report is published annually in the first week of December. It presents a historical financial picture of operations of

General Information

the City for the immediately preceding fiscal year. This information in this report is reviewed by external auditors to assure it is accurate and prepared with acceptable methods. A comparison of actual results to the budget or expected results is a part of this report.

All funds are balanced from all perspectives.

Included in this document are all funds of the City except for special assessments and the Champaign-Urbana Solid Waste Disposal System (C.U.S.W.D.S.). Budgetary authority for special assessments is controlled by the original Court order and assessment ordinance. C.U.S.W.D.S., which is the joint venture agency with the City of Champaign that manages the old regional landfill, has a separate annual budget, which is approved by each City Council.

The Capital Improvements Section of this budget authorizes costs and reports estimated revenues for the 1-year period July 1 to June 30. Because the construction season runs approximately from April to November, It is important to view these one year expenditures in conjunction with the City's long-range or 10 year Capital Improvements Plan, which is issued separately from this budget document. Many projects that are approved and included in the city's fiscal year budget (ends June 30) will not be completed until near the end of the construction season (fall). Therefore, unspent monies for these projects will be carried over and rebudgeted in the following year.

It is often necessary to amend this budget during the year. All changes which increase the departmental total authorized expenditure level or transfer monies from one major category level to another (major categories are defined as personnel services, supplies, contractual and operations, and capital outlay) require Council approval. In special funds, all changes above 10% and those, which change the basic nature of the project, require Council approval. Other changes are approved administratively.

The City passes its annual tax levy ordinance on or before the 1st Tuesday in December. The first half of the tax bills is due and payable to the County in May and the balance in July. Amounts are remitted to the City from the County Treasurer within a short period after collection. The amount of property tax revenue reported in 2003-04 is the proposed amount to be levied in December 2003 and collected by the City approximately ½ in June of 2004 and ½ in Jul-Sep. 2004. Increases in the amount proposed to be levied after the budget is adopted, will require a budget amendment to be approved by the City Council. Decreases may mean a deficit spending position.

City bonds continue to receive an AA2 rating from Moody's. This rating can be considered as very good for a city the size and nature of Urbana. There is currently no debt being retired from general property taxes. All outstanding debt is being retired from other dedicated revenue sources. A description of each outstanding individual bond issue is included in the Multi-Year Financial Plan.

Cash temporarily idle during the year is invested in bank certificates of deposit, U.S. Government securities, the Illinois Public Treasurer's Fund and in common stocks

and mutual funds. Investments above insured limits are collateralized by the bank pledging U.S. Government securities to the City.

This budget is presented to the City Council and the public during the first week of May. Public hearings and study sessions are conducted to obtain citizen comments prior to adoption, which occurs sometime before July 1.

The City of Urbana is a home-rule unit under provisions of the Illinois Constitution; thus no statutory limit exists on the issuance of debt or the levying of property taxes.

The City maintains three employee pension plans as follows. Financial information concerning the property tax levy for each plan is contained in the budget document under each fund:

- All employees, except sworn police and fire personnel, who meet certain minimum hourly standards, participate in the Illinois Municipal Retirement Fund (IMRF). IMRF is a multiple employer retirement system that acts as a common investment and administrative agent for local government in Illinois. Employees contribute 4.5% of their annual salary and the City is required to contribute the remaining amounts necessary to fund the system, based on an actuarially determined amount that accumulates sufficient assets to pay benefits when due.
- Sworn police personnel are covered by the Police Pension Plan, which is a defined benefit, single employer plan, whose benefits and contribution levels are established by state statute. Members are required to contribute 9.9% of their salary and the City is required to contribute an amount actuarially determined, such that sufficient assets will be available to pay benefits when due.
- Sworn fire personnel are covered by the Firemen's Pension Plan, which is a defined benefit, single employer plan, whose benefits and contribution levels are established by state statute. Members are required to contribute 8.455% of their salary and the City is required to contribute an amount actuarially determined, such that sufficient assets will be available to pay benefits when due.

The City of Urbana utilizes conventional outside insurance to cover its exposure to liability claims with standard retention levels. These costs are reported in each department in the general fund. The City on November 1, 1993, became self-insured with standard minimum stop-loss limits for worker's compensation coverage. A financial summary of this fund is included in the Allocated Reserve Section, Worker's Compensation Retained Risk Fund in this document.

SUMMARIES

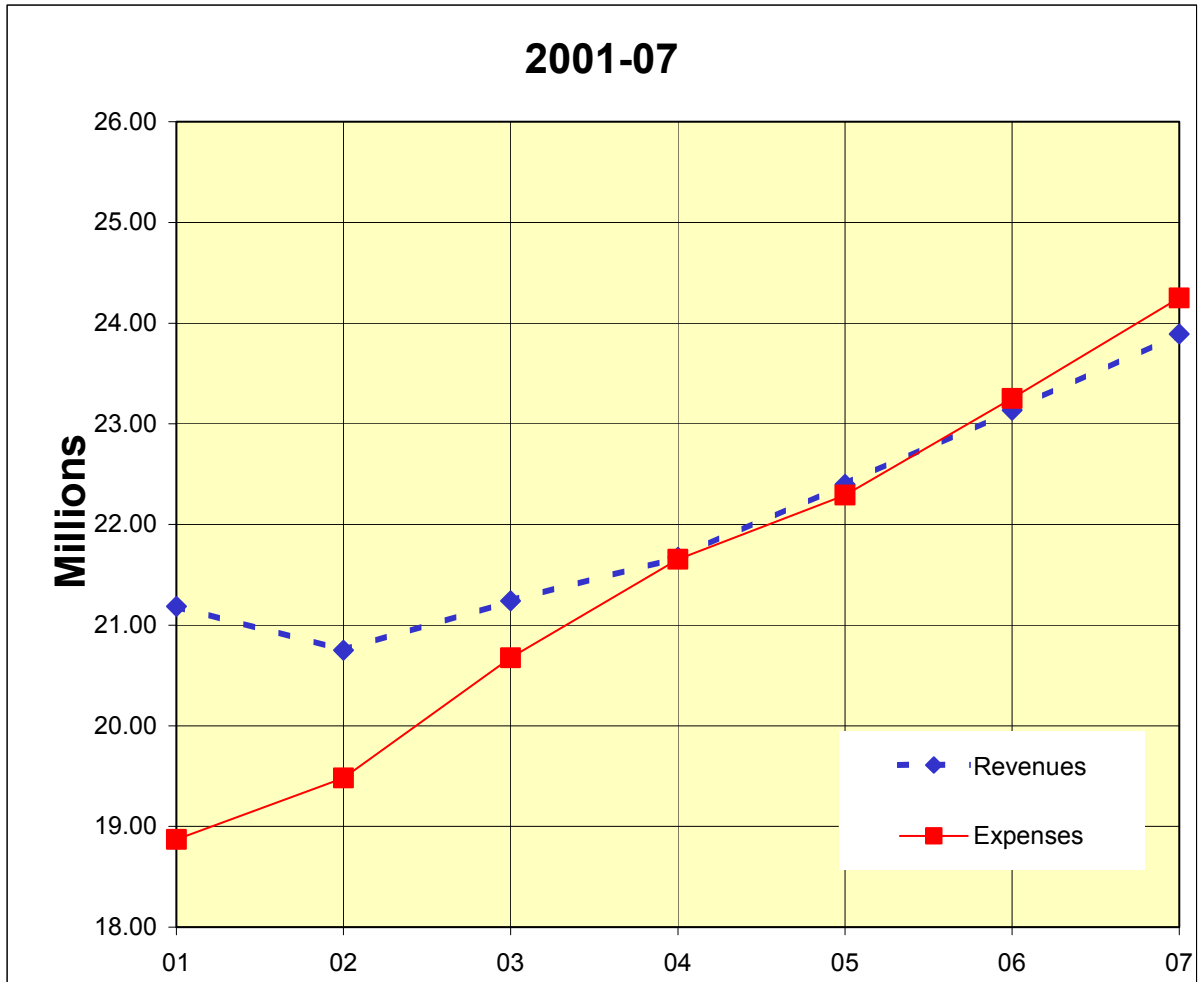
REVENUES, EXPENSES AND FUND BALANCES: ALL FUNDS SUMMARY

| | 2001-02 | 2002-03 | % CHG. | 2003-04 | % CHG. | % CHG. |
|------------------------------|--------------|--------------|--------|--------------|--------|-----------|
| FUND BAL., BEG. YEAR | \$27,396,504 | \$23,010,864 | | \$16,995,537 | | 2 YR. AVE |
| REVENUES, PER DETAIL | | | | | | |
| IN REVENUES SECTION | \$31,536,316 | \$31,805,755 | 0.9% | \$32,051,045 | 0.8% | 0.8% |
| EXPENSES: | | | | | | |
| POLICE | \$5,456,388 | \$5,746,023 | 5.3% | \$5,942,366 | 3.4% | 4.4% |
| FIRE | 4,316,968 | 4,713,027 | 9.2% | 4,898,003 | 3.9% | 6.5% |
| PUBLIC WORKS | 4,506,962 | 4,668,817 | 3.6% | 4,761,943 | 2.0% | 2.8% |
| EXECUTIVE | 980,830 | 1,042,839 | 6.3% | 1,063,699 | 2.0% | 4.2% |
| FINANCE | 891,977 | 972,271 | 9.0% | 999,922 | 2.8% | 5.9% |
| COMMUNITY DEVELOPMENT | 2,737,081 | 2,917,805 | 6.6% | 2,532,355 | -13.2% | -3.3% |
| ECONOMIC DEVELOPMENT | 634,884 | 905,218 | 42.6% | 1,331,456 | 47.1% | 44.8% |
| CITY CLERK | 148,865 | 150,491 | 1.1% | 150,929 | 0.3% | 0.7% |
| LIBRARY | 2,302,148 | 2,541,747 | 10.4% | 2,593,199 | 2.0% | 6.2% |
| CITY COUNCIL | 36,963 | 37,935 | 2.6% | 38,013 | 0.2% | 1.4% |
| DEBT SERVICE | 831,008 | 739,335 | -11.0% | 738,000 | -0.2% | -5.6% |
| HOME RECYCLING | 355,776 | 382,669 | 7.6% | 392,830 | 2.7% | 5.1% |
| LANDSCAPE RECYCLING | 265,410 | 285,120 | 7.4% | 320,700 | 12.5% | 10.0% |
| PARKING SYSTEM | 322,212 | 332,355 | 3.1% | 338,150 | 1.7% | 2.4% |
| POLICE RECORDS MGT. | 59,321 | 69,870 | 17.8% | 71,770 | 2.7% | 10.3% |
| PUBLIC TELEVISION | 45,492 | 75,410 | 65.8% | 74,430 | -1.3% | 32.2% |
| SOCIAL SERVICES | 145,920 | 169,550 | 16.2% | 175,000 | 3.2% | 9.7% |
| AMOUNTS NOT SPENT | (1,561,569) | (1,250,470) | -19.9% | (903,729) | -27.7% | -23.8% |
| SUBTOTAL BEFORE EQ. | | | | | | |
| PURCHASES/CAP. IMPR. | \$22,476,636 | \$24,500,012 | 9.0% | \$25,519,036 | 4.2% | 6.6% |
| CAPITAL IMPROVEMENTS | 12,216,503 | 12,152,385 | -0.5% | 5,728,622 | -52.9% | -26.7% |
| EQUIPMENT PURCHASES | 1,228,817 | 1,168,685 | -4.9% | 759,370 | -35.0% | -20.0% |
| TOTAL EXPENSES | \$35,921,956 | \$37,821,082 | 5.3% | \$32,007,028 | -15.4% | -5.0% |
| FUND BALANCE, END YR | \$23,010,864 | \$16,995,537 | | \$17,039,554 | | |

OPERATING FUNDS SUMMARY

| | ACTUAL | ACTUAL | PROJECTED | BUDGET | % |
|---|--------------|--------------|--------------|--------------|--------|
| | 2000-01 | 2001-02 | 2002-03 | 2003-04 | CHANGE |
| NORMAL CARRYOVER, PREV. YEAR | \$547,300 | \$569,200 | \$782,200 | \$824,680 | |
| REVENUES AND TRANSFERS IN: CITY, PER DETAIL INCLUDED IN REVENUES SECTION | 16,732,452 | 16,280,946 | 16,612,398 | 16,759,320 | 0.9% |
| PROPERTY TAX | 4,452,400 | 4,469,660 | 4,659,600 | 4,915,780 | 5.5% |
| TOTAL, REV. & PROP. TAX | 21,184,852 | 20,750,606 | 21,271,998 | 21,675,100 | 1.9% |
| BUDGET EXPENSES: | | | | | |
| GENERAL FUND: | | | | | |
| CITY COUNCIL | 35,810 | 35,810 | 36,650 | 36,650 | 0.0% |
| EXECUTIVE | 866,077 | 907,807 | 944,621 | 960,360 | 1.7% |
| FINANCE | 809,283 | 867,160 | 990,564 | 990,170 | 0.0% |
| CITY CLERK | 193,369 | 202,633 | 146,800 | 148,170 | 0.9% |
| POLICE | 4,356,786 | 4,550,450 | 4,772,310 | 4,828,310 | 1.2% |
| FIRE RESCUE | 3,735,517 | 3,920,790 | 4,124,900 | 4,222,760 | 2.4% |
| PUBLIC WORKS | 4,287,420 | 4,500,540 | 4,720,340 | 4,759,670 | 0.8% |
| COMMUNITY DEVELOPMENT | 894,402 | 921,939 | 937,630 | 929,720 | -0.8% |
| SUBTOTAL, BEFORE TRANSFERS | \$15,178,664 | \$15,907,129 | \$16,673,815 | \$16,875,810 | 1.2% |
| RECURRING TRANSFERS OUT: | | | | | |
| TRANSFER, SOCIAL SERVICES | 120,590 | 125,650 | 158,470 | 164,310 | 3.7% |
| TRANSFER, MERIT PAY PLAN | 30,623 | 27,740 | 28,710 | 29,430 | 2.5% |
| TRANSFER, UNEMPLOYMENT COMP. | 16,556 | 1,555 | 18,810 | 19,280 | 2.5% |
| TRANSFER, ANNEXATIONS FUND | 58,324 | 65,374 | 80,000 | 80,000 | 0.0% |
| LANDFILL MITIGATION EFFORTS | 0 | 0 | 0 | 280,000 | |
| TRANSFER, I.M.R.F. | 450,000 | 440,000 | 550,000 | 650,000 | 18.2% |
| TRANSFER, CAP. IMPR. PLAN | 658,530 | 688,160 | 715,700 | 484,300 | -32.3% |
| TRANSFER, PUBLIC SAFETY O/T | 20,000 | 0 | 21,630 | 22,170 | 2.5% |
| TOTAL GEN. FUND EXPENSES | \$16,533,287 | \$17,255,608 | \$18,247,135 | \$18,605,300 | 2.0% |
| PENSION SHARE PROP. TAX | 1,399,280 | 1,494,500 | 1,679,571 | 1,881,120 | 12.0% |
| LIBRARY SHARE PROP. TAX | 1,698,300 | 1,823,800 | 1,935,524 | 2,012,940 | 4.0% |
| TOTAL OPERATING EXPENSES | 19,630,867 | 20,573,908 | 21,862,230 | 22,499,360 | 2.9% |
| AMOUNT UNSPENT /UNDER BUDGET | 758,749 | 1,091,730 | 1,191,880 | 846,160 | |
| NET TOTAL OPERATING EXPENSES | 18,872,118 | 19,482,178 | 20,670,350 | 21,653,200 | 4.8% |
| REV. OVER (UNDER) EXPENSES, END YEAR | 2,312,734 | 1,268,428 | 601,648 | 21,900 | |
| NON-RECURRING CARRYOVER, PREV. YEAR | 1,509,729 | 1,755,054 | 42 | 10 | |
| NON-RECURRING, TRANSFERS TO: | | | | | |
| VEH. EQ. REPL. FUND | (180,670) | (98,650) | (57,900) | 0 | |
| CAP. IMPR. FUND | (923,344) | (1,000,000) | 0 | 0 | |
| EC. DEV./GEN. RESERVE FUNDS | (176,630) | (961,790) | (501,300) | 0 | |
| LIBRARY BUILDING FUND | (750,000) | (750,000) | 0 | 0 | |
| PW FACILITY FUND | (14,865) | 0 | 0 | 0 | |
| NORMAL CARRYOVER, END YEAR | (\$569,200) | (\$782,200) | (\$824,680) | (\$846,170) | |
| NON-RECURRING CARRYOVER, END YEAR | \$1,755,054 | \$42 | \$10 | \$420 | |

GENERAL OPERATING FUNDS LONG-TERM FINANCIAL PROJECTIONS



PERSONNEL SUMMARY

EXECUTIVE DEPARTMENT:

| FULL-TIME POSITIONS: | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|-----------------------------------|---------|---------|---------|---------|
| MAYOR | 1.00 | 1.00 | 1.00 | 1.00 |
| CHIEF ADMINISTRATIVE OFFICER | 1.00 | 1.00 | 1.00 | 1.00 |
| EXECUTIVE SECRETARY | 1.00 | 1.00 | 1.00 | 1.00 |
| ADMINISTRATIVE SECRETARY | 1.00 | 1.00 | 1.00 | 1.00 |
| CITY ATTORNEY | 1.00 | 1.00 | 1.00 | 1.00 |
| ASST. CITY ATTORNEY | 1.00 | 1.00 | 1.00 | 1.00 |
| PARALEGAL SPECIALIST | 0.00 | 0.00 | 0.00 | 1.00 |
| LEGAL SECRETARY | 1.00 | 1.00 | 1.00 | 1.00 |
| HUMAN RELATIONS OFFICER | 1.00 | 1.00 | 1.00 | 1.00 |
| PERSONNEL MANAGER | 1.00 | 1.00 | 1.00 | 1.00 |
| PERSONNEL REPRESENTATIVE | 1.00 | 1.00 | 1.00 | 1.00 |
| C.A.T.V. P.E.G. COORDINATOR | 1.00 | 0.00 | 0.00 | 0.00 |
| SECRETARY | 1.00 | 1.00 | 1.00 | 1.00 |
| INFORMATION SPECIALIST | 0.00 | 0.00 | 0.00 | 0.00 |
| SUBTOTAL, FULL-TIME | 12.00 | 11.00 | 11.00 | 12.00 |
| PART-TIME POSITIONS: | | | | |
| INFORMATION SPECIALIST P-T | 0.00 | 0.00 | 0.00 | 0.00 |
| LEGAL INTERN P-T | 1.00 | 1.00 | 1.00 | 0.00 |
| LEGAL CLERK-TYPIST P-T | 0.75 | 0.75 | 0.75 | 0.75 |
| FARMER'S MARKET SPEC. P-T | 0.30 | 0.00 | 0.00 | 0.00 |
| CATV CAMERA OPERATORS | 0.15 | 0.00 | 0.00 | 0.00 |
| P.E.G. PRODUCTION INTERN P-T | 0.25 | 0.00 | 0.00 | 0.00 |
| EXECUTIVE INTERN | 0.50 | 0.50 | 0.50 | 0.50 |
| PERSONNEL REPR. P-T | 0.00 | 0.00 | 0.00 | 0.00 |
| SUBTOTAL, PART-TIME | 2.95 | 2.25 | 2.25 | 1.25 |
| EXECUTIVE DEPARTMENT TOTAL | 14.95 | 13.25 | 13.25 | 13.25 |

FINANCE DEPARTMENT:

| FULL-TIME POSITIONS: | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|-----------------------------------|----------------|----------------|----------------|----------------|
| COMPTROLLER | 1.00 | 1.00 | 1.00 | 1.00 |
| SECRETARY | 1.00 | 1.00 | 1.00 | 1.00 |
| OFFICE SUPERVISOR | 1.00 | 1.00 | 1.00 | 1.00 |
| CLERK-CASHIER | 2.00 | 2.00 | 2.00 | 2.00 |
| ACCOUNT CLERK SUPV. | 1.00 | 1.00 | 1.00 | 1.00 |
| ACCOUNT CLERK II | 1.00 | 1.00 | 1.00 | 1.00 |
| ACCOUNT CLERK I | 1.00 | 1.00 | 1.00 | 1.00 |
| DATA PROCESSING SUPV. | 1.00 | 1.00 | 1.00 | 1.00 |
| COMPUTER PROGRAMMER II | 1.00 | 1.00 | 1.00 | 1.00 |
| PC ANALYST/NETWORK COORD. | 1.00 | 1.00 | 1.00 | 1.00 |
| POLICE RECORDS PROGRAMMER | 1.00 | 1.00 | 1.00 | 1.00 |
| COMPUTER SYSTEM TECHNICIAN | 1.00 | 1.00 | 1.00 | 1.00 |
| CITY DOCUMENTS COORDINATOR | 0.00 | 0.00 | 1.00 | 1.00 |
| U.P.T.V. COORDINATOR | 0.00 | 1.00 | 1.00 | 1.00 |
| SUBTOTAL, FULL-TIME | 13.00 | 14.00 | 15.00 | 15.00 |
| PART-TIME POSITIONS: | | | | |
| WEB DOCUMENTS COORDINATOR | 0.25 | 0.75 | 0.75 | 0.75 |
| U.P.T.V. PRODUCTION INTERN | 0.00 | 0.25 | 0.75 | 0.75 |
| U.P.T.V. CAMERA OPERATORS | 0.00 | 0.15 | 0.15 | 0.15 |
| PERSONAL COMPUTER TECH. | 0.25 | 0.25 | 0.75 | 0.75 |
| SUBTOTAL, PART-TIME | 0.50 | 1.40 | 2.40 | 2.40 |
| FINANCE DEPARTMENT TOTAL | 13.50 | 15.40 | 17.40 | 17.40 |

CITY CLERK'S OFFICE:

| FULL-TIME POSITIONS: | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|----------------------------------|----------------|----------------|----------------|----------------|
| CITY CLERK | 1.00 | 1.00 | 1.00 | 1.00 |
| ADMINISTRATIVE SECRETARY | 1.00 | 1.00 | 1.00 | 1.00 |
| SECRETARY | 1.00 | 1.00 | 1.00 | 1.00 |
| CITY CLERK'S OFFICE TOTAL | 3.00 | 3.00 | 3.00 | 3.00 |

Summaries

POLICE DEPARTMENT:

| FULL-TIME POSITIONS: | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|--------------------------------|----------------|----------------|----------------|----------------|
| POLICE CHIEF | 1 | 1 | 1 | 1 |
| ASSISTANT CHIEF | 1 | 1 | 1 | 1 |
| LIEUTENANT | 4 | 4 | 3 | 3 |
| SERGEANT | 7 | 7 | 11 | 11 |
| K9 OFFICER | 0 | 1 | 1 | 1 |
| OFFICER | 36 | 35 | 33 | 33 |
| EVIDENCE/PHOTO TECHNICIAN | 1 | 1 | 1 | 1 |
| AD. ASSISTANT (GRANT) | 1 | 1 | 1 | 1 |
| SUPPORT SERVICES SUPV. | 1 | 1 | 1 | 1 |
| SUPPORT SERVICES CLERK | 7 | 7 | 7 | 7 |
| SECRETARY | 1 | 1 | 1 | 1 |
| ANIMAL CONTROL OFFICER | 1 | 1 | 1 | 1 |
| METER PATROL SUPERVISOR | 1 | 1 | 1 | 1 |
| METER PATROL OFFICER | 0 | 0 | 1 | 1 |
| SUBTOTAL, FULL-TIME | 62.00 | 62.00 | 64.00 | 64.00 |
| PART-TIME POSITIONS: | | | | |
| P-T METER PATROL | 4.00 | 4.00 | 3.50 | 3.50 |
| P-T ABANDONED VEH. SPEC. | 0.00 | 0.00 | 0.50 | 0.50 |
| P-T SCHOOL X-GUARD | 3.75 | 3.75 | 3.75 | 3.75 |
| SUBTOTAL, PART-TIME | 7.75 | 7.75 | 7.75 | 7.75 |
| POLICE DEPARTMENT TOTAL | 69.75 | 69.75 | 71.75 | 71.75 |

FIRE DEPARTMENT:

| FULL-TIME POSITIONS: | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------------------|----------------|----------------|----------------|----------------|
| FIRE CHIEF | 1.00 | 1.00 | 1.00 | 1.00 |
| ASSISTANT CHIEF | 0.00 | 0.00 | 0.00 | 0.00 |
| SHIFT DIVISION OFFICER | 3.00 | 3.00 | 3.00 | 3.00 |
| PREV/ED. DIVISION OFFICER | 1.00 | 1.00 | 1.00 | 1.00 |
| PREV/ED. INSPECTOR | 1.00 | 1.00 | 1.00 | 1.00 |
| COMPANY OFFICER | 15.00 | 15.00 | 15.00 | 15.00 |
| FIREFIGHTER | 37.00 | 37.00 | 37.00 | 37.00 |
| SECRETARY | 1.00 | 1.00 | 1.00 | 1.00 |
| SUBTOTAL, FULL-TIME | 59.00 | 59.00 | 59.00 | 59.00 |
| PART-TIME POSITIONS: | | | | |
| PART-TIME | 0.00 | 0.00 | 0.00 | 0.00 |
| FIRE DEPARTMENT TOTAL | 59.00 | 59.00 | 59.00 | 59.00 |

PUBLIC WORKS DEPARTMENT:

| FULL-TIME POSITIONS: | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|--------------------------------------|----------------|----------------|----------------|----------------|
| PUBLIC WORKS DIRECTOR | 1.00 | 1.00 | 1.00 | 1.00 |
| SECRETARY | 2.00 | 2.00 | 2.00 | 2.00 |
| ASSISTANT TO THE DIRECTOR | 1.00 | 0.00 | 1.00 | 1.00 |
| ASSISTANT CITY ENGINEER | 0.00 | 1.00 | 1.00 | 1.00 |
| P.W. CLERK | 1.00 | 1.00 | 0.00 | 0.00 |
| CITY ARBORIST | 1.00 | 1.00 | 1.00 | 1.00 |
| FORESTRY SUPERVISOR | 1.00 | 1.00 | 1.00 | 1.00 |
| LANDSCAPE SUPERVISOR | 1.00 | 1.00 | 1.00 | 1.00 |
| ARBOR TECHNICIAN | 3.00 | 3.00 | 3.00 | 3.00 |
| L.R.C. TECHNICIAN | 0.00 | 0.00 | 1.00 | 1.00 |
| EQUIPMENT OPERATOR | 8.00 | 8.00 | 10.00 | 10.00 |
| PUBLIC FACILITIES MANAGER | 1.00 | 1.00 | 1.00 | 1.00 |
| BUILDING MAINTENANCE WORKER | 1.00 | 1.00 | 1.00 | 1.00 |
| OPERATIONS MANAGER | 1.00 | 1.00 | 1.00 | 1.00 |
| OPERATIONS SUPERVISOR | 3.00 | 3.00 | 3.00 | 3.00 |
| MAINTENANCE WORKER | 9.00 | 10.00 | 8.00 | 8.00 |
| ELECTRICIAN | 2.00 | 2.00 | 2.00 | 2.00 |
| TRAFFIC SIGNAL TECHNICIAN | 1.00 | 1.00 | 1.00 | 1.00 |
| R.O.W. TECHNICIAN | 1.00 | 1.00 | 1.00 | 1.00 |
| SR. CIVIL ENGINEER | 1.00 | 1.00 | 1.00 | 1.00 |
| CIVIL ENGINEER | 2.00 | 2.00 | 2.00 | 2.00 |
| PROJECT COORDINATOR | 2.00 | 2.00 | 2.00 | 2.00 |
| ENGINEERING TECHNICIAN | 3.00 | 3.00 | 4.00 | 4.00 |
| INFORMATION TECHNICIAN | 2.00 | 2.00 | 1.00 | 1.00 |
| ENVIRONMENTAL CONTROL MANAGER | 1.00 | 1.00 | 1.00 | 1.00 |
| ENVIRONMENTAL CONTROL OFFICER | 1.00 | 1.00 | 1.00 | 1.00 |
| FLEET MANAGER | 1.00 | 1.00 | 1.00 | 1.00 |
| MECHANIC | 3.00 | 3.00 | 3.00 | 3.00 |
| TOOL ROOM CLERK | 0.00 | 0.00 | 1.00 | 1.00 |
| METER MAINTENANCE TECHNICIAN | 2.00 | 2.00 | 2.00 | 2.00 |
| SUBTOTAL, FULL-TIME | 56.00 | 57.00 | 59.00 | 59.00 |
| PART-TIME POSITIONS: | | | | |
| CLERK-TYPIST | 0.75 | 0.75 | 0.75 | 0.75 |
| SEASONAL, ARBOR | 4.37 | 4.37 | 4.52 | 4.52 |
| L.R.C. LABORERS | 2.00 | 2.15 | 1.75 | 1.75 |
| BUILDING MAINT. | 0.34 | 0.50 | 0.50 | 0.50 |
| CIVIC CENTER | 2.00 | 2.00 | 2.00 | 2.00 |
| SEASONAL, OPERATIONS | 3.26 | 3.26 | 3.26 | 3.26 |
| TOOL ROOM CLERK | 1.00 | 1.00 | 0.00 | 0.00 |
| ENGINEERING AIDE | 1.10 | 1.10 | 0.35 | 0.35 |
| U-CYCLE/ENV. AIDE | 0.58 | 0.58 | 0.54 | 0.54 |
| ENVIRONMENTAL AIDE | 0.50 | 0.34 | 0.27 | 0.27 |
| FLEET SERVICES PARTS CLERK | 0.50 | 0.50 | 0.50 | 0.50 |
| SEASONAL, MVPS | 0.28 | 0.28 | 0.28 | 0.28 |
| SEASONAL, GARAGE | 2.50 | 2.50 | 2.50 | 2.50 |
| SUBTOTAL, PART-TIME | 19.18 | 19.33 | 17.22 | 17.22 |
| PUBLIC WORKS DEPARTMENT TOTAL | 75.18 | 76.33 | 76.22 | 76.22 |

COMMUNITY DEVELOPMENT DEPARTMENT:

| FULL-TIME POSITIONS: | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|---|----------------|----------------|----------------|----------------|
| COMM. DEV. DIRECTOR/CITY PLANNER | 1.00 | 1.00 | 1.00 | 1.00 |
| EC. DEV. MANAGER | 1.00 | 1.00 | 1.00 | 1.00 |
| PLANNING MANAGER | 1.00 | 1.00 | 1.00 | 1.00 |
| SENIOR PLANNER | 1.00 | 1.00 | 1.00 | 1.00 |
| PLANNER | 1.00 | 1.00 | 1.00 | 1.00 |
| BUILDING SAFETY MANAGER | 1.00 | 1.00 | 1.00 | 1.00 |
| BUILDING INSPECTOR | 1.00 | 1.00 | 1.00 | 1.00 |
| HOUSING INSPECTOR | 1.00 | 1.00 | 1.00 | 1.00 |
| PLUMBING & BLDG. INSPECTOR | 1.00 | 1.00 | 1.00 | 1.00 |
| ELECTRICAL INSPECTOR | 1.00 | 1.00 | 1.00 | 1.00 |
| ADMIN. CLERK-TYPIST | 1.00 | 1.00 | 1.00 | 1.00 |
| BLDG. SAFETY SECRETARY | 1.00 | 1.00 | 1.00 | 1.00 |
| C.D.B.G. SECRETARY | 1.00 | 1.00 | 1.00 | 1.00 |
| PLANNING SECRETARY | 1.00 | 1.00 | 1.00 | 1.00 |
| C.D.B.G. MANAGER | 1.00 | 1.00 | 1.00 | 1.00 |
| GRANTS COORDINATOR II | 2.00 | 2.00 | 2.00 | 2.00 |
| C.D.B.G. REHAB SPECIALIST | 1.00 | 1.00 | 1.00 | 1.00 |
| EC. DEV. SPECIALIST/MARKET DIR. | 1.00 | 1.00 | 1.00 | 1.00 |
| TIF REDEVELOPMENT SPECIALIST | 0.00 | 0.00 | 1.00 | 1.00 |
| TRANS. HOUSING COORDINATOR | 1.00 | 1.00 | 1.00 | 1.00 |
| SUBTOTAL, FULL-TIME | 20.00 | 20.00 | 21.00 | 21.00 |
| PART-TIME POSITIONS: | | | | |
| C.D. INTERN | 0.50 | 0.50 | 0.65 | 0.65 |
| FARMER'S MARKET SPEC. | 0.30 | 0.30 | 0.30 | 0.30 |
| CLERK-TYPIST | 0.50 | 0.50 | 0.50 | 0.50 |
| GRAPHICS TECHNICIAN | 0.50 | 0.50 | 0.50 | 0.50 |
| SUBTOTAL, PART-TIME | 1.80 | 1.80 | 1.95 | 1.95 |
| COMMUNITY DEVELOPMENT DEPARTMENT TOTAL | 21.80 | 21.80 | 22.95 | 22.95 |

CITY TOTAL, BEFORE LIBRARY:

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------------------------|----------------|----------------|----------------|----------------|
| FULL-TIME POSITIONS | 225.00 | 226.00 | 232.00 | 233.00 |
| PART-TIME POSITIONS | 32.18 | 32.53 | 31.57 | 30.57 |
| CITY TOTAL (BEFORE LIBRARY) | 257.18 | 258.53 | 263.57 | 263.57 |

LIBRARY:

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------------------|----------------|----------------|----------------|----------------|
| FULL-TIME POSITIONS | 20.00 | 20.00 | 20.00 | 20.00 |
| PART-TIME, REG | 20.50 | 20.50 | 20.00 | 20.00 |
| PART-TIME, SUBSTITUTE | 2.70 | 2.70 | 2.70 | 2.70 |
| LIBRARY TOTAL | 43.20 | 43.20 | 42.70 | 42.70 |

CITY TOTAL, INCLUDING LIBRARY:

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|---------------------------------------|----------------|----------------|----------------|----------------|
| FULL-TIME POSITIONS | 245.00 | 246.00 | 252.00 | 253.00 |
| PART-TIME POSITIONS | 55.38 | 55.73 | 54.27 | 53.27 |
| CITY TOTAL (INCLUDING LIBRARY) | 300.38 | 301.73 | 306.27 | 306.27 |

BUDGET EXPENDITURE SUMMARIES

| DEPARTMENT | PERSONNEL SERVICES | % CHG. | MATERIALS & SUPPLIES | % CHG. | OPERATIONS & CONTRACTUAL | % CHG. | CAPITAL OUTLAY | % CHG. | SUBTOTAL | % CHG. |
|-------------------------------------|--------------------|--------|----------------------|---------|--------------------------|--------|----------------|---------|--------------|--------|
| CITY COUNCIL | \$26,600 | 0.0% | \$750 | 0.0% | \$9,300 | 0.0% | \$0 | #DIV/0! | \$36,650 | 0.0% |
| EXECUTIVE DEPT.: | | | | | | | | | | |
| ADMINISTRATIVE | \$254,110 | 2.6% | \$2,880 | 0.0% | \$78,380 | -2.5% | \$0 | #DIV/0! | \$335,370 | 1.4% |
| LEGAL | 179,570 | -24.1% | 11,500 | 0.0% | 119,320 | 118.9% | 0 | #DIV/0! | 310,930 | 2.6% |
| HUMAN RELATIONS | 56,390 | 3.4% | 700 | 0.0% | 22,840 | -1.3% | 0 | #DIV/0! | 79,930 | 2.0% |
| PERSONNEL | 140,890 | 3.2% | 1,200 | 0.0% | 85,630 | -0.8% | 0 | #DIV/0! | 227,720 | 1.7% |
| SUBTOTAL EXECUTIVE | \$630,960 | -6.6% | \$16,280 | 0.0% | \$306,170 | 25.3% | \$0 | #DIV/0! | \$953,410 | 1.9% |
| FINANCE DEPT.: | | | | | | | | | | |
| ADMINISTRATION | \$117,200 | 3.0% | \$5,630 | 0.0% | \$85,410 | -5.6% | \$0 | #DIV/0! | \$208,240 | -0.8% |
| PARKING TICKETS, PERMITS & LICENSES | 143,930 | 3.4% | 13,500 | 0.0% | 20,510 | -1.8% | 0 | #DIV/0! | 177,940 | 2.5% |
| FINANCIAL SERVICES | 126,190 | 3.3% | 34,620 | 0.0% | 63,980 | -0.6% | 0 | #DIV/0! | 224,790 | 1.7% |
| INFORMATION SERVICES | 311,970 | 10.8% | 0 | #DIV/0! | 44,210 | -41.2% | 0 | #DIV/0! | 356,180 | -0.2% |
| TOTAL FINANCE | \$699,290 | 6.5% | \$53,750 | 0.0% | \$214,110 | -14.6% | \$0 | #DIV/0! | \$967,150 | 0.6% |
| CITY CLERK | \$120,110 | 2.5% | \$2,070 | 0.0% | \$24,460 | -4.7% | \$0 | #DIV/0! | \$146,640 | 1.2% |
| COMMUNITY DEVELOPMENT: | | | | | | | | | | |
| ADMINISTRATION | \$118,480 | 3.1% | \$6,900 | 0.0% | \$47,670 | -4.7% | \$0 | #DIV/0! | \$173,050 | 0.7% |
| ECONOMIC DEVELOPMENT | 55,990 | -6.8% | 0 | #DIV/0! | 115,770 | -8.0% | 0 | #DIV/0! | 171,760 | -7.6% |
| PLANNING AND ZONING | 181,850 | 3.3% | 2,690 | 0.0% | 43,160 | 1.3% | 0 | #DIV/0! | 227,700 | 2.9% |
| NEW CONSTRUCTION | 233,090 | 2.7% | 3,880 | -13.4% | 26,900 | -2.5% | 0 | #DIV/0! | 263,870 | 1.9% |
| HOUSING | 64,020 | -2.9% | 760 | 0.0% | 15,080 | -4.3% | 0 | #DIV/0! | 79,860 | -3.2% |
| SUBTOTAL (CD) | \$653,430 | 1.5% | \$14,230 | -4.0% | \$248,580 | -5.1% | \$0 | #DIV/0! | \$916,240 | -0.5% |
| POLICE DEPARTMENT: | | | | | | | | | | |
| ADMINISTRATION | \$210,750 | 2.8% | \$480 | 0.0% | \$20,740 | -3.4% | \$0 | #DIV/0! | \$231,970 | 2.2% |
| PATROL | 2,330,380 | 4.0% | 11,320 | -16.3% | 588,950 | 0.3% | 0 | #DIV/0! | 2,930,650 | 3.1% |
| CRIMINAL INVEST. | 543,210 | 0.5% | 500 | 0.0% | 97,930 | -0.7% | 0 | #DIV/0! | 641,640 | 0.3% |
| SUPPORT SERVICES | 383,020 | 3.4% | 27,640 | 0.0% | 130,170 | -5.0% | 0 | #DIV/0! | 540,830 | 1.1% |
| SCHOOL CROSS GUARD | 43,390 | 2.5% | 360 | 0.0% | 2,050 | 0.0% | 0 | #DIV/0! | 45,800 | 2.4% |
| PARKING ENFORCEMENT | 139,410 | 2.7% | 1,230 | 0.0% | 19,110 | 0.0% | 0 | #DIV/0! | 159,750 | 2.4% |
| ANIMAL CONTROL | 33,930 | 1.5% | 360 | 0.0% | 48,360 | 1.7% | 0 | #DIV/0! | 82,650 | 1.6% |
| SUBTOTAL POLICE | \$3,684,090 | 3.2% | \$41,890 | -5.0% | \$907,310 | -0.6% | \$0 | #DIV/0! | \$4,633,290 | 2.4% |
| FIRE RESCUE DEPARTMENT | \$3,562,440 | 3.8% | \$58,390 | 0.0% | \$452,520 | 1.9% | \$0 | #DIV/0! | \$4,073,350 | 3.5% |
| PUBLIC WORKS: | | | | | | | | | | |
| ADMINISTRATIVE | \$243,830 | -1.4% | \$9,910 | -9.2% | \$71,105 | -5.3% | \$0 | #DIV/0! | \$324,845 | -2.5% |
| URBAN FORESTRY | 176,360 | 2.9% | 3,990 | 0.0% | 61,285 | -0.8% | 0 | #DIV/0! | 241,635 | 1.9% |
| LANDSCAPE MANAGEMENT | 148,880 | 2.2% | 5,120 | 0.0% | 70,750 | 36.1% | 0 | #DIV/0! | 224,750 | 10.8% |
| FACILITY MAINT. | 120,240 | 2.3% | 18,320 | 0.0% | 267,750 | -0.1% | 0 | #DIV/0! | 406,310 | 0.6% |
| CIVIC CENTER | 42,250 | 2.5% | 2,140 | 0.0% | 10,540 | 0.0% | 0 | #DIV/0! | 54,930 | 1.9% |
| TOOLROOM | 42,700 | 2.5% | 27,820 | 0.0% | 14,960 | 0.0% | 0 | #DIV/0! | 85,480 | 1.2% |
| SNOW & ICE REMOVAL | 37,400 | 0.0% | 56,480 | 42.6% | 36,450 | 0.0% | 0 | #DIV/0! | 130,330 | 14.9% |
| TRAFFIC CONTROL | 106,260 | 0.7% | 42,270 | 19.0% | 29,080 | -1.6% | 0 | #DIV/0! | 177,610 | 4.1% |
| ST. LIGHTING | 174,090 | 1.8% | 47,600 | -1.4% | 249,000 | 0.6% | 0 | #DIV/0! | 470,690 | 0.8% |
| ST. MAINT. & CONST. | 356,030 | 7.5% | 61,650 | 53.5% | 208,350 | -12.1% | 0 | #DIV/0! | 626,030 | 2.9% |
| CONCRETE REPAIR | 227,950 | 1.1% | 83,480 | 0.0% | 66,640 | 0.0% | 0 | #DIV/0! | 378,070 | 0.7% |
| SEWER MAINT. & CONST. | 261,500 | 2.2% | 28,090 | 10.9% | 55,910 | 0.0% | 0 | #DIV/0! | 345,500 | 2.5% |
| TRAFFIC SIGNALS | 62,570 | 3.2% | 9,050 | 0.0% | 13,860 | 0.0% | 0 | #DIV/0! | 85,480 | 2.3% |
| ROW/TECH. SUPPORT | 33,390 | 3.1% | 2,310 | 0.0% | 22,200 | 3.3% | 0 | #DIV/0! | 57,900 | 3.0% |
| SUBTOTAL, OPN. DIV. | \$1,301,890 | 3.2% | \$358,750 | 15.1% | \$696,450 | -3.7% | \$0 | #DIV/0! | \$2,357,090 | 2.6% |
| ENGINEERING DIV: | | | | | | | | | | |
| PLANNING AND MAPPING | \$303,470 | 3.1% | \$2,000 | -20.0% | \$33,160 | -5.3% | \$0 | #DIV/0! | \$338,630 | 2.0% |
| TRANSPORTATION IMPR. | 150,550 | 14.9% | 850 | 0.0% | 11,630 | -3.2% | 0 | #DIV/0! | 163,030 | 13.3% |
| SEWER IMPR. | 108,440 | 3.1% | 500 | -37.5% | 11,270 | -3.2% | 0 | #DIV/0! | 120,210 | 2.2% |
| SUBTOTAL, ENG. DIV. | \$562,460 | 6.0% | \$3,350 | -19.3% | \$56,060 | -4.4% | \$0 | #DIV/0! | \$621,870 | 4.8% |
| ENV. MGT. PLANNING | 62,050 | 3.1% | 1,500 | 0.0% | 116,280 | 10.6% | 0 | #DIV/0! | \$179,830 | 7.8% |
| ENV. CONTROL | 36,340 | -12.8% | 600 | 0.0% | 11,910 | 0.0% | 0 | #DIV/0! | 48,850 | -9.8% |
| SUBTOTAL, ENV. CONTROL | \$98,390 | -3.4% | \$2,100 | 0.0% | \$128,190 | 9.5% | \$0 | #DIV/0! | \$228,680 | 3.4% |
| SUBTOTAL PUBLIC WORKS | \$2,694,300 | 3.0% | \$403,680 | 12.7% | \$1,362,130 | -0.3% | \$0 | #DIV/0! | \$4,460,110 | 2.7% |
| SUBTOTALS | \$12,071,220 | 2.8% | \$591,040 | 7.8% | \$3,524,580 | 0.3% | \$0 | #DIV/0! | \$16,186,840 | 2.4% |
| PERCENTAGE OF BUDGET | 74.57% | | 3.65% | | 21.77% | | 0.00% | | 100.00% | |

Summaries

BUDGET EXPENDITURE SUMMARIES (CONTINUED)

| DEPARTMENT | PERSONNEL SERVICES | % CHG. | MATERIALS & SUPPLIES | % CHG. | OPERATIONS & CONTRACTUAL | % CHG. | CAPITAL OUTLAY | % CHG. | SUBTOTAL | % CHG. |
|----------------------------|---------------------|-------------|----------------------|-------------|--------------------------|---------------|--------------------|----------------|---------------------|---------------|
| SOCIAL SERVICE AGENCIES | \$0 | #DIV/0! | \$0 | #DIV/0! | \$0 | #DIV/0! | \$0 | #DIV/0! | \$0 | #DIV/0! |
| TRANSFER, MERIT PAY | 29,430 | 2.5% | \$0 | #DIV/0! | \$0 | #DIV/0! | \$0 | #DIV/0! | \$29,430 | 2.5% |
| UNEMPLOYMENT REIMB. | 19,280 | 102.5% | \$0 | #DIV/0! | \$0 | #DIV/0! | \$0 | #DIV/0! | \$19,280 | 102.5% |
| ANNEXATIONS/REBATES | 0 | #DIV/0! | \$0 | #DIV/0! | \$80,000 | -36.0% | \$0 | #DIV/0! | \$80,000 | -36.0% |
| TRANSFER IMRF | 0 | #DIV/0! | \$0 | #DIV/0! | \$0 | #DIV/0! | \$0 | #DIV/0! | \$0 | #DIV/0! |
| TRANSFER, CAP. IMPR. | 0 | #DIV/0! | \$0 | #DIV/0! | \$0 | #DIV/0! | \$0 | #DIV/0! | \$0 | #DIV/0! |
| TRANSFER, PUB. SAFETY OT | 22,170 | 2.5% | \$0 | #DIV/0! | \$0 | #DIV/0! | \$0 | #DIV/0! | \$22,170 | 2.5% |
| SUBTOTAL, OP. FUNDS | \$12,142,100 | 2.8% | \$591,040 | 7.8% | \$3,604,580 | -1.0% | \$0 | #DIV/0! | \$16,337,720 | 2.1% |
| PERCENTAGE OF BUDGET | 74.32% | | 3.62% | | 22.06% | | 0.00% | | 100.00% | |
| EQUIPMENT SERVICES | \$258,760 | 4.2% | \$340,270 | 0.0% | \$163,880 | -0.1% | \$0 | -100.0% | \$762,910 | -7.5% |
| SOCIAL SERVICES | 0 | #DIV/0! | 0 | #DIV/0! | 175,000 | 3.2% | 0 | #DIV/0! | 175,000 | 3.2% |
| LANDSCAPE RECYCLING | 192,010 | 5.1% | 42,900 | 31.5% | 105,010 | 18.8% | 168,300 | 622.5% | 508,220 | 55.4% |
| UCYCLE | 26,060 | 50.1% | 1,000 | 0.0% | 374,250 | -2.2% | 0 | #DIV/0! | 401,310 | 0.0% |
| VEH./EQ. REPL. | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! | 191,070 | -87.0% | 191,070 | -87.0% |
| CABLE T.V. P.E.G. | 64,590 | 5.1% | 3,000 | -50.0% | 7,170 | -13.3% | 0 | #DIV/0! | 74,760 | -1.3% |
| POLICE RECORDS PROG. | 59,560 | 3.4% | 0 | #DIV/0! | 12,330 | -0.3% | 0 | #DIV/0! | 71,890 | 2.7% |
| FEMA TORNADO GRANT | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! | 0 | -100.0% | 0 | -100.0% |
| WORKERS COMP. | 0 | #DIV/0! | 0 | #DIV/0! | 368,240 | 0.1% | 0 | #DIV/0! | 368,240 | 0.1% |
| C.D.B.G. | 179,145 | 22.2% | 2,700 | -55.0% | 185,283 | -63.3% | 309,872 | -38.5% | 677,000 | -41.7% |
| C.D. SPECIAL | 0 | #DIV/0! | 0 | #DIV/0! | 7,500 | -25.0% | 0 | #DIV/0! | 7,500 | -25.0% |
| HUD SMALL BUS. LOAN | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! |
| CRYSTAL LAKE PARK NGBHD | 0 | #DIV/0! | 0 | #DIV/0! | 0 | -100.0% | 0 | #DIV/0! | 0 | -100.0% |
| TRANSITIONAL HOUSING | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! |
| DOWNTOWN LOANS | 0 | #DIV/0! | 0 | #DIV/0! | 22,693 | 46.6% | 0 | #DIV/0! | 22,693 | 46.6% |
| LOCAL HOUSING LOANS | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! |
| STATE TRUST HOUSING | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! |
| TORNADO GRANT | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! |
| HOME CONSORTIUM | 144,481 | 36.9% | 0 | #DIV/0! | 1,104,975 | -56.9% | 0 | #DIV/0! | 1,249,456 | -53.2% |
| HOME SUPPORTIVE | 4,710 | -60.0% | 450 | 0.0% | 201,356 | 3.6% | 0 | #DIV/0! | 206,516 | 0.0% |
| SHELTER PLUS | 1,886 | 3.2% | 0 | #DIV/0! | 109,309 | -0.1% | 0 | #DIV/0! | 111,195 | 0.0% |
| TIF ONE | 0 | #DIV/0! | 0 | #DIV/0! | 0 | -100.0% | 0 | -100.0% | 0 | -100.0% |
| TIF TWO | 31,810 | -27.4% | 0 | #DIV/0! | 172,003 | 0.3% | 225,000 | -85.3% | 428,813 | -75.4% |
| TIF THREE | 37,650 | 200.0% | 0 | #DIV/0! | 240,600 | 43.5% | 755,000 | 74.4% | 1,033,250 | 68.5% |
| TIF FOUR | 0 | #DIV/0! | 0 | #DIV/0! | 170,000 | 385.7% | 350,000 | 6900.0% | 520,000 | 1200.0% |
| MOTOR VEHICLE PARKING | 146,460 | 3.4% | 44,110 | 0.0% | 401,100 | -14.8% | 641,000 | 2485.2% | 1,232,670 | 80.9% |
| LIBRARY | 1,539,891 | 4.0% | 436,655 | 1.1% | 439,168 | 5.5% | 90,861 | 2.1% | 2,506,575 | 3.6% |
| CAP. IMPROV./REPLACEMENT | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! | 1,415,500 | -64.6% | 1,415,500 | -64.6% |
| MOTOR FUEL TAX | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! | 1,400,000 | -42.9% | 1,400,000 | -42.9% |
| SANITARY SEWER CONST. | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! | 326,090 | -65.1% | 326,090 | -65.1% |
| STONECREEK DEV. | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! |
| BUILDING RESERVE | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! | 807,160 | 0.9% | 807,160 | 0.9% |
| TAX STABILIZATION | 0 | #DIV/0! | 0 | #DIV/0! | 0 | -100.0% | 0 | -100.0% | 0 | -100.0% |
| U.D.A.G. RESERVE | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! |
| EC. DEVELOPMENT RESERVE | 0 | #DIV/0! | 0 | #DIV/0! | 236,000 | -3.2% | 0 | #DIV/0! | 236,000 | -3.2% |
| SALES TAX GRANT RESERVE | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! |
| I.M.R.F. PENSION | 821,322 | 6.4% | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! | 821,322 | 6.4% |
| POLICE PENSION | 1,202,570 | 0.0% | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! | 1,202,570 | 0.0% |
| FIRE PENSION | 771,550 | 0.0% | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! | 771,550 | 0.0% |
| 1994C DEBT SERVICE | 0 | #DIV/0! | 0 | #DIV/0! | 0 | -100.0% | 0 | #DIV/0! | 0 | -100.0% |
| 1992 TIF 3 DEBT SERVICE | 0 | #DIV/0! | 0 | #DIV/0! | 0 | -100.0% | 0 | #DIV/0! | 0 | -100.0% |
| TOTALS | \$17,624,555 | 3.3% | \$1,462,125 | 3.6% | \$8,100,447 | -22.4% | \$6,679,853 | -52.0% | \$33,866,980 | -20.9% |
| PERCENTAGE OF BUDGET | 52.04% | | 4.32% | | 23.92% | | 19.72% | | 100.00% | |

REVENUE ANALYSIS

PROPERTY TAX, \$4,915,780 (16% OF TOTAL REVENUES):

The levy rate is recommended to be \$1.31 (same as current). This rate when extended against an estimated equalized assessed value of \$369,227,982 (5.5% increase, 1% due to value from TIF One) will produce the amount of \$4,915,780. This amount is an increase of 5.5% over the amount levied in the current year. It is estimated that this levy will cause current homeowners to pay 2% more in property tax (additional \$8 on a \$75,000 home and \$11 on a \$125,000 home) than last year. This is the levy that the City Council will approve before the 2nd Tuesday in December 2003 and will be paid by homeowners in the spring and fall of 2004. Approximately 15% of the total property tax paid by an Urbana homeowner is received by the City (School District responsible for 54%). The total tax rate last year was \$8.63. This rate and been reduced 62 cents or about 7% in the last 5 years.

| | PROPOSED 2003-04 | | ESTIMATED 2002-03 | | ACTUAL 2001-02 | |
|---------------------|---------------------|--------|----------------------|--------|-------------------|---------|
| | \$ | %INC | \$ | %INC | \$ | %INC |
| GENERAL FUND | \$1,021,720 | -2.18% | \$1,044,460 | -9.28% | \$1,151,300 | -15.02% |
| PENSIONS * | 1,881,120 | 12.01% | 1,679,479 | 12.38% | 1,494,500 | 6.80% |
| LIBRARY | 2,012,940 | 4.00% | 1,935,468 | 6.12% | 1,823,800 | 7.39% |
| TOTAL | \$4,915,780 | 5.50% | \$4,659,407 | 4.25% | \$4,469,600 | 0.39% |
| ASSESSED VALUE | \$373,021,268 | 5.50% | \$353,574,662 | 5.32% | \$335,711,396 | 3.47% |
| % ANNEX/CONST | | 3.50% | | 3.32% | | 2.50% |
| % CURRENT TAXPAYERS | | 2.00% | | 2.00% | | 0.97% |
| CITY TAX RATE | 1.3178 | 0.00% | 1.3178 | -1.02% | 1.3314 | -2.98% |
| HOMEOWNER PAYS: | | | | | | |
| \$75,000 HOME | \$369 | 2.00% | \$362 | 0.98% | \$359 | -2.01% |
| \$125,000 HOME | \$616 | 2.00% | \$604 | 0.98% | \$598 | -2.01% |
| OVERALL TAX RATE | UNK. | | UNK. | | 8.6311 | 0.44% |
| CHAMPAIGN: | | | | | | |
| ASSESSED VALUE | UNK. | | \$888,825,000 | 5.00% | \$846,500,000 | 9.11% |
| CITY TAX RATE | 1.3030 | 0.00% | 1.3030 | 0.00% | 1.3030 | 1.17% |
| OVERALL TAX RATE | UNK. | | UNK. | | 7.6557 | -0.30% |

Each 1% in total levy amount = \$46,600

Each 1% in library levy = \$19,360

Each 1 cent increase in tax rate = \$36,920

SALES AND USE TAX, \$5,238,504 (17% OF TOTAL REVENUES):

The current sales tax rate on general retail sales in Urbana is 7.5%. Of this rate, the State's share is 5.0%, the City's share is 2.0%, and the County's share is .5%. The City's 2% is comprised of 1% statutory tax on most retail sales and an additional 1% local sales tax under home-rule authority. The local sales tax exempts sales of food, drugs, medicine and licensed personal property such as automobiles. All sales tax revenue is allocated to the general operating fund. Since sales taxes are based on point of sale, a new retail store can have a significant impact. Sales taxes have increased an average annual amount of

3% over the last 3 years and 3% over the last 5 years. I have projected sales tax in 02-03 to only generate 98% of the amount received last year and no increase for 03-04. Sales tax revenue has been significantly reduced due to the impact of the Bergner's and Kmart store closings and the State of Illinois keeping the sales tax on photo processing. Before these impacts, sales tax was projected to increase 2% in 02-03 and 2.0% in 03-04.

STATE INCOME TAX, \$2,614,341 (8% TOTAL REVENUES):

The State of Illinois taxes the incomes of individuals at the rate of 3% and corporations at the rate of 4.8%. Ten percent of these collections are returned to cities and counties based on population. All income tax revenue is allocated to the general operating fund. The income tax is a revenue that is significantly affected by general economic fluctuations. Up until two years ago, income taxes had increased an average annual amount of 5.5% over the last 5 years, due to the strong state economy, which has resulted in above average income growths, especially in corporations. However, income tax growth was flat in 00-01 and decreased 13% last year. Currently the level of income tax receipts is the same amount received in 97-98. I have projected a decrease of an additional 2% for 02-03 and a 0% increase for 03-04, based on estimates from the Illinois Department of Revenue.

UTILITY TAXES, \$3,917,300 (12% OF TOTAL REVENUES):

The City imposes a tax on utility company charges for the sales of electricity (49% of total utility tax), natural gas (12% of total), water (6% of total), and telecommunications (33% of total). The tax on electricity is based on a kilowatt/hour "consumption" tax. The tax on natural gas and water remains at 5% of gross receipts. All utility tax revenue is allocated to the general operating fund. Since utility tax is also based on point of sale, annexations and new development has significantly increased this revenue. Utility taxes have increased an average annual amount of 3.5% over the last 3 years and 4.6% over the last 5 years. Factoring out annexations and new development, this increase was 3.5% for 3 years and 3.0% for 5 years. These increases are slightly higher than normal because of the growth in cellular telephone usage in 99 and 2000 and the price increase in natural gas in 2000 and 2002. To ease the abnormal burden on taxpayers due to the abnormal prices for natural gas in 2000, the City reduced the tax rate on natural gas to 3.25% for a 12-month period, beginning in July of 2001. The tax rate returned to 5% in July 2002. Effective January 1, 2003, the telephone franchise fee is being replaced by a 1% increase in the telecommunications tax. This change caused total utility tax to increase 2% in both 03 and 04. Because of these factors, total utility tax is projected to increase an average of 7.5% in 02-03 and 03-04, as detailed in the following chart:

| | 99-00 | 00-01 | 01-02 | 02-03 | 03-04 |
|-------------|-------|-------|--------|-------|-------|
| Electricity | 6.6% | 2.6% | 2.4% | 7.2% | 3.0% |
| Telecomm. | 7.4% | 2.3% | 1.1% | 3.0% | 6.3% |
| Nat. Gas | 5.7% | 79.5% | -59.0% | 64.6% | 0.0% |
| Water | 3.6% | 3.6% | 6.4% | 5.0% | 3.0% |
| Total | 6.6% | 11.5% | 7.7% | 10.5% | 3.7% |

SERVICE CHARGES AND FEES, \$4,036,615 (13% OF REVENUES):

The City charges fees to users of certain services, where it is deemed in the best interest of the public that these users pay an amount directly for this service. Since these fees are directly related to providing a specific service, they can be expected to increase annually at rates similar to inflation, but can be significantly impacted by usage rates. Examples of some of the most significant of these charges are:

- The University of Illinois reimburses the City for costs incurred to provide fire safety services to a portion of the campus. Revenues from this service charge are reported in the general operating fund, along with the expenses related to providing the service. The amount of this charge for FY03-04 will be \$1,459,485. The University reimburses the City actual amounts spent; the majority of these costs are personnel.
- Users of the Landscape Recycling Center pay fees for this service. The amount expected to be raised in FY03-04 is \$370,440. Revenues from this service charge are reported in the Landscape Recycling Special Fund (reported in the section "Special Funds that Support General Operations"), along with the expenses related to providing the service. It is expected that this fee will increase in the future sufficient to pay for these services due to inflationary adjustments to the fee charged and increases in the amount of materials purchased.
- The City rents various spaces and utilizes parking meters to receive revenues that are used to maintain and construct parking facilities. Revenues from these parking services are allocated to the Motor Vehicle Parking System Fund, where expenses of maintaining parking services are reported. The amount expected to be raised in FY03-04 is \$986,900. Approximately 50% of the amount is collected from spaces in the University campus area. It is expected that this amount will not increase significantly in the future unless an increase in rates are approved. However this amount is sufficient to maintain the current level of parking services for the foreseeable future or until significant new capital improvements are needed.
- The Urbana Free Library charges a fee for certain services it provides such as non-resident fees, photocopying, and book fines. Revenues from these library charges are allocated to the Urbana Free Library Special Fund, where expenses of library services are reported. The amount expected to be raised in FY03-04 is \$168,420.
- The City charges a franchise fee for companies that utilize the City right of way in their business. Effective January 1, 2003, the City is no longer allowed to collect a franchise fees from Ameritech or from the University of Illinois for telephone service. These fees are now being collected by the State of Illinois under the new simplified

telecommunications tax. A franchise fee on cable television at the rate of 5% of gross receipts for general fund and 2% for P.E.G. and 5% on the Northern Il. Water Company are still being collected. Revenues from these franchise fees except for the P.E.G. fee are allocated to the General Fund. Revenues from the P.E.G. fee are accounted for in a separate fund. It is expected that this amount will increase annually similar to the inflationary increase in the costs incurred in providing the service. The total amount received from franchise fees is \$389,111 in 03-04.

COMMUNITY DEVELOPMENT BLOCK GRANT AND OTHER FEDERAL AND STATE ENTITLEMENTS AND GRANTS, \$3,482,315 (11% OF TOTAL REVENUES):

The City of Urbana receives monies from the U.S. Housing and Urbana Development Department and the State of Illinois for programs administered by the City to improve the quality of life of low-income persons and for grants to sub recipients and other community agencies, in accordance with the City's Consolidated Plan. The majority of these monies are in the form of the Community Development Block Grant entitlement and HOME Investment Partnership Act. These revenues are allocated to the City's Community Development Special Funds and restricted for uses under the plan and HUD program guidelines. C.D.B.G. and HOME funding has remained relatively at the same level over the past 3 years.

TAX INCREMENT FINANCING DISTRICT PROPERTY TAXES, \$1,847,900 (6% TOTAL REVENUES):

All incremental property taxes in the four tax increment financing districts of the City above the base level when the district was established are reported in the City's Tax Increment Special Funds. These revenues are restricted to pay for development improvements within the district boundaries in accordance with the redevelopment plan. The last payment in T.I.F. One will be received in the fall of 2003, T.I.F. Two in 2010, T.I.F. Three in 2014, and TIF Four in 2024. Increases in the future will be dependent upon new projects that will add to the assessed value.

MOTOR FUEL TAX, \$1,075,000 (3% TOTAL REVENUES):

A portion of the 10 cents/gallon gasoline tax imposed by the State is returned to local government based on population. Motor fuel tax revenues are allocated to the Motor Fuel Tax Capital Improvement Fund and are restricted for street maintenance and improvements. Motor fuel tax will only increase if gasoline consumption increases in the state and if Urbana's population increases equally to the state population.

SEWER BENEFIT TAX, \$780,920 (2% TOTAL REVENUES):

The city imposes a tax on all property owners to pay for sanitary sewer improvements. This tax is based on the amount of water that is used and returned to the city's sanitary sewer system. The amount charged per cubic foot of water used is determined annually by the City Council. Revenues from this tax are allocated to the City's Sanitary Sewer Capital Improvement Fund. Currently, the average amount paid by a household of four people is \$42/year. The amounts raised from the tax have averaged annual increases

approximating inflation over the past 4 years. An increase of 4% is projected for next year.

HOTEL/MOTEL TAX, \$633,000 (2% OF TOTAL REVENUES):

The City taxes hotel and motel room rental receipts at a rate of 5%. All hotel/motel tax revenue is allocated to the general operating fund. Approximately 26% of this revenue is being paid to the C-U Economic Partnership to support their economic development efforts. Hotel/motel tax is another revenue that is based on point of sale. Therefore, annexations of hotels and opening or closing hotels will significantly impact the amounts generated. Hotel/motel taxes have increased an average annual amount of 9.4% over the last 3 years due to new hotels. Without the impact of the additional motels, the increases have averaged 2.5%. An increase of 3.4% is projected for 02-03 and 2.5% for 03-04.

LICENSES AND PERMITS, \$482,893 (1% OF REVENUES):

The City requires that persons involved in certain activities obtain an annual license and/or permit. Usually these licenses and permits involve an inspection of the activity in some manner and registration of persons responsible for the activity. Examples of some of the major license/permit revenue that is received by the city are liquor licenses and various building permits. All license/permit revenue is allocated to the general operating fund. City policy is to increase the amount charged for these permits and licenses annually similar to inflationary increases in expenses incurred by the City in administering these activities. However, building permits can fluctuate depending on the level of construction. An increase of 3.5% is projected for next year.

FINES AND TICKETS, \$1026,431 (3% OF TOTAL REVENUES):

The City receives revenue in the form of fines from certain violations of ordinances and laws and from parking ticket violations. All fines/ticket revenue is allocated to the general operating fund to offset the costs of administering the violation and collection of the fine. Generally, fine/ticket revenue will remain fairly steady from one year to the next, unless a change occurs in fine amounts or collection methods.

RECYCLING TAXES, \$399,461 (1% TOTAL REVENUES):

The City imposes a annual \$2.25/dwelling unit per month tax on property owners to raise monies to pay for the city's curbside recycling program. Revenues from these taxes are allocated to the City's Recycling Special Fund. It is anticipated that the \$2.25/month charge will be sufficient to fund the program until at least the end of 03-04, when a new collection contract will have to be negotiated.

LOCAL FOOD AND BEVERAGE TAX, \$269,955 (1% TOTAL REVENUES):

The City imposes an additional ½ % on the sales of prepared food and beverages. This sales tax revenue is allocated to the general operating fund. This revenue is also point of sale generated. Therefore, annexations or new development may significantly impact the amounts collected. Food and

Revenue Analysis

beverage sales taxes have increased an average annual amount of 1.7% over the last 3 years. I have projected an increase of 3% for 03-04.

INTEREST ON INVESTMENTS, \$788,130 (2% TOTAL REVENUES):

The City invests all its monies that is not needed to immediately pay expenses, in various interest earning accounts and securities. The length of maturity and the type of account depend upon the amount available and when it is projected that these invested amounts will be needed. The amount projected for next year is approximately 21% less than the amount earned 2 years ago. This is mainly due to lower interest rates.

REVENUE DETAILS AND PROJECTIONS, ALL FUNDS

| | 2001-02 | 2002-03 | % CHG. | 2003-04 | % CHG. | % CHG. 2 YRS |
|--------------------------|---------------------|---------------------|-------------|---------------------|-------------|-----------------|
| UTILITY TAXES | \$3,391,827 | \$3,747,644 | 10.5% | \$3,917,300 | 4.5% | 7.5% |
| SALES TAX | 5,352,947 | 5,244,771 | -2.0% | 5,238,504 | -0.1% | -1.1% |
| PROPERTY TAXES | 4,469,600 | 4,659,600 | 4.3% | 4,915,780 | 5.5% | 4.9% |
| U.S. GOVT. GRANTS | 238,737 | 31,664 | -86.7% | 28,070 | -11.4% | -49.0% |
| C.D.B.G. /HOME GRANTS | 1,827,840 | 1,964,711 | 7.5% | 2,004,026 | 2.0% | 4.7% |
| VARIOUS SERVICE FEES | 464,633 | 560,787 | 20.7% | 565,009 | 0.8% | 10.7% |
| LIBRARY FOUNDATION | 0 | 272,151 | #DIV/0! | 272,000 | -0.1% | #DIV/0! |
| LICENSE/PERMITS/FEES | 456,757 | 466,560 | 2.1% | 482,893 | 3.5% | 2.8% |
| FINES/TICKETS | 927,833 | 1,026,431 | 10.6% | 1,026,431 | 0.0% | 5.3% |
| PARKING FEES | 961,892 | 984,500 | 2.4% | 986,900 | 0.2% | 1.3% |
| REIMB., CAP. IMPR. PROJ. | 1,214,062 | 549,601 | -54.7% | 570,500 | 3.8% | -25.5% |
| FRANCHISE FEES | 617,184 | 534,965 | -13.3% | 389,111 | -27.3% | -20.3% |
| L.R.C. FEES | 370,440 | 370,440 | 0.0% | 370,440 | 0.0% | 0.0% |
| LIBRARY FEES | 172,511 | 168,420 | -2.4% | 168,420 | 0.0% | -1.2% |
| U/I REIMB., FIREFIGHTING | 1,072,009 | 1,114,889 | 4.0% | 1,159,485 | 4.0% | 4.0% |
| STATE INCOME TAX | 2,662,310 | 2,612,438 | -1.9% | 2,614,341 | 0.1% | -0.9% |
| STATE T.I.F. GRANT | 270,143 | 286,000 | 5.9% | 230,500 | -19.4% | -6.8% |
| STATE M.F.T. | 1,026,797 | 1,075,000 | 4.7% | 1,075,000 | 0.0% | 2.3% |
| STATE GRANTS | 1,167,411 | 1,225,119 | 4.9% | 1,219,719 | -0.4% | 2.3% |
| SEWER BENEFIT TAX | 725,491 | 750,880 | 3.5% | 780,920 | 4.0% | 3.8% |
| INTEREST INCOME | 949,099 | 823,800 | -13.2% | 788,130 | -4.3% | -8.8% |
| HOTEL/MOTEL TAX | 597,001 | 617,411 | 3.4% | 633,000 | 2.5% | 3.0% |
| LOCAL FOOD/BEV. TAX | 254,458 | 262,092 | 3.0% | 269,955 | 3.0% | 3.0% |
| RECYCLING TAX | 404,418 | 399,461 | -1.2% | 399,461 | 0.0% | -0.6% |
| ARMS FEES | 48,158 | 56,000 | 16.3% | 57,250 | 2.2% | 9.3% |
| PROPERTY SALES | 36,690 | 40,000 | 9.0% | 40,000 | 0.0% | 4.5% |
| T.I.F. TAXES | 1,856,068 | 1,960,420 | 5.6% | 1,847,900 | -5.7% | -0.1% |
| TOTAL REVENUES | \$31,536,316 | \$31,805,755 | 0.9% | \$32,051,045 | 0.8% | 0.8% |

REVENUE DETAILS AND PROJECTIONS, GENERAL OPERATING FUNDS

| | ACTUAL | % | PROJECTED | % | PROJECTED | % |
|--|-------------|--------|-------------|-------|-------------|---------|
| | 2001-02 | CHG. | 2002-03 | CHG. | 2003-04 | CHG. |
| SALES TAXES: | | | | | | |
| STATE SALES TAX: | | | | | | |
| RECURRING STATE SALES TAX | \$3,717,843 | 7.7% | \$3,633,157 | 2.5% | \$3,546,700 | 2.0% |
| NON-RECURRING STATE SALES TAX | (173,300) | | (156,000) | | (60,000) | |
| SUBTOTAL, STATE SALES TAX | \$3,544,543 | 4.3% | \$3,477,157 | -1.9% | \$3,486,700 | 0.3% |
| LOCAL SALES TAX: | | | | | | |
| RECURRING LOCAL SALES TAX | \$1,844,404 | 0.4% | \$1,823,614 | 0.8% | \$1,811,804 | 2.5% |
| NON-RECURRING LOCAL SALES TAX | (36,000) | | (56,000) | | (60,000) | |
| SUBTOTAL, LOCAL SALES TAX | \$1,808,404 | -1.6% | \$1,767,614 | -2.3% | \$1,751,804 | -0.9% |
| SUBTOTAL STATE/LOCAL SALES TAX: | | | | | | |
| RECURRING SALES TAX | \$5,562,247 | 5.2% | \$5,456,771 | 1.9% | \$5,358,504 | 2.2% |
| NON-RECURRING SALES TAX | (209,300) | | (212,000) | | (120,000) | |
| SUBTOTAL, SALES TAX | \$5,352,947 | 1.2% | \$5,244,771 | -2.0% | \$5,238,504 | -0.1% |
| LOCAL FOOD & BEV. SALES TAX: | | | | | | |
| RECURRING F&B SALES TAX | \$254,458 | 1.3% | \$262,092 | 3.0% | \$269,955 | 3.0% |
| NON-RECURRING F&B SALES TAX | 0 | | 0 | | 0 | |
| SUBTOTAL, F&B SALES TAX | \$254,458 | 1.8% | \$262,092 | 3.0% | \$269,955 | 3.0% |
| HOTEL/MOTEL TAX: | | | | | | |
| RECURRING HOTEL/MOTEL TAX | \$587,001 | -1.3% | \$614,911 | 3.0% | \$633,000 | 2.5% |
| NON-RECURRING HOTEL/MOTEL TAX | 10,000 | | 2,500 | | 0 | |
| SUBTOTAL, HOTEL/MOTEL TAX | \$597,001 | 0.4% | \$617,411 | 3.4% | \$633,000 | 2.5% |
| SUBTOTAL, ALL SALES TAXES: | | | | | | |
| RECURRING SALES TAXES | \$6,403,706 | 4.4% | \$6,333,774 | 2.1% | \$6,261,459 | 2.2% |
| NON-RECURRING SALES TAXES | (199,300) | | (209,500) | | (120,000) | |
| SUBTOTAL, SALES TAXES | \$6,204,406 | 1.1% | \$6,124,274 | -1.3% | \$6,141,459 | 0.3% |
| LESS TRANSFER TIF/GRANT | 0 | | 0 | | 0 | |
| UTILITY TAX: | | | | | | |
| NORMAL, RECURRING UTILITY TAX | \$3,647,800 | -0.8% | \$3,464,289 | 2.1% | \$3,809,840 | 1.7% |
| NON-RECURRING UTILITY TAX | (255,973) | | 283,355 | | 107,460 | |
| SUBTOTAL, UTIL. TAX | \$3,391,827 | -7.7% | \$3,747,644 | 10.5% | \$3,917,300 | 4.5% |
| STATE INCOME TAX: | | | | | | |
| REGULAR, RECURRING | \$2,506,406 | -13.3% | \$2,456,534 | -2.0% | \$2,458,437 | 0.1% |
| ADD'L, SURCHARGE TAX | 0 | | 0 | | 0 | |
| SUBTOTAL, INCOME TAX | \$2,506,406 | -13.1% | \$2,456,534 | -2.0% | \$2,458,437 | 0.1% |
| FRANCHISE FEES: | | | | | | |
| NORMAL, RECURRING FEES: | | | | | | |
| IL. BELL | 147,289 | -5.6% | 147,290 | 0.0% | 0 | -100.0% |
| UNIV. IL. TELEPHONE | 63,888 | 0.0% | 64,000 | 0.2% | 0 | -100.0% |
| CABLE T.V. | 259,333 | 11.4% | 239,000 | -7.8% | 225,750 | -5.5% |
| N. IL. WATER | 55,540 | 0.4% | 58,320 | 5.0% | 60,361 | 3.5% |
| NON-RECURRING FEES | (9,000) | | (73,645) | | 0 | |
| INTEREST ON INVESTMENTS | 133,446 | -22.4% | 130,000 | -2.6% | 130,000 | 0.0% |
| TICKETS AND FINES: | | | | | | |
| NORMAL, RECURRING: | | | | | | |
| PARKING TICKETS | 567,831 | 0.0% | 684,431 | 0.0% | 784,431 | 0.0% |
| DOG CONTROL | 2,796 | -5.6% | 3,000 | 7.3% | 3,000 | 0.0% |
| CITY COURT | 158,017 | -6.9% | 160,000 | 1.3% | 160,000 | 0.0% |
| QUASI-FINES | 75,730 | 44.2% | 75,000 | -1.0% | 75,000 | 0.0% |
| NON-RECURRING TICKETS/FINES | 116,600 | | 100,000 | | 0 | |
| LICENSES AND PERMITS (SEE DETAIL) | 456,757 | 9.0% | 466,560 | 2.1% | 482,893 | 3.5% |

REVENUE DETAILS AND PROJECTIONS, GENERAL OPERATING FUNDS (CONTINUED)

| | ACTUAL | % | PROJECTED | % | PROJECTED | % |
|------------------------------------|--------------|---------|--------------|---------|--------------|---------|
| | 2001-02 | CHG. | 2002-03 | CHG. | 2003-04 | CHG. |
| OTHER REVENUES (SEE DETAIL) | 271,283 | #DIV/0! | 287,151 | 5.8% | 297,198 | 3.5% |
| PROCEEDS, MORTGAGE BOND PAYOFF | 0 | | 0 | #DIV/0! | 0 | |
| FED. POLICE GRANT (AD ASST) | 26,554 | | 27,120 | 2.1% | 28,070 | 3.5% |
| C.U.S.W.D.S. REIMB., ADMIN. | 13,998 | | 14,210 | 1.5% | 14,707 | 3.5% |
| FED. GRANT, COMMUNITY POLICING | 9,256 | | 0 | -100.0% | 0 | #DIV/0! |
| U/I FIREFIGHTING REIMBURSEMENT | 1,072,009 | | 1,114,889 | 4.0% | 1,159,485 | 4.0% |
| RECURRING TRANSFERS IN FROM | | | | | | |
| OTHER CITY FUNDS: | | | | | | |
| BLDG. LEASE, Y/W SITE | 0 | | 0 | | 0 | |
| OVERHEAD, LRC SITE | 12,780 | 8.1% | 13,290 | 4.0% | 13,820 | 4.0% |
| SEWER TAX TRANSFER | 373,900 | 7.6% | 388,860 | 4.0% | 404,410 | 4.0% |
| REIMB., FEMA AND CDAP | 0 | | 0 | | 0 | |
| OVERHEAD, C.D. FUNDS | 15,550 | 0.0% | 15,550 | | 17,569 | 13.0% |
| COST REIMB. TIF FUND | 0 | -100.0% | 0 | #DIV/0! | 0 | #DIV/0! |
| INTEREST, RESERVE FUNDS | 0 | | 0 | #DIV/0! | 0 | |
| INS. RESERVE TRANS., TIF SALES TAX | 0 | | 0 | | 0 | |
| M.V.P.S. ARBOR P-T SAL. | 41,960 | 8.1% | 43,640 | 4.0% | 45,600 | 4.5% |
| L.R.C. ARBOR P-T | 4,160 | | 4,310 | 3.6% | 4,420 | 2.6% |
| M.V.P.S. PILOT/OPERATING | 308,630 | 7.9% | 320,970 | 4.0% | 335,410 | 4.5% |
| SUBTOTAL, RECURRING TRANSFERS | 756,980 | -7.1% | 786,620 | 3.9% | 821,229 | 4.4% |
| NON-RECURRING TRANSFERS IN | | | | | | |
| FROM OTHER FUNDS: | | | | | | |
| INS. RESERVE FUND | 0 | | 0 | | 0 | |
| RESERVE FUNDS, U-CYCLE | 0 | | 0 | | 0 | |
| SUBTOTAL, NON-RECURRING TRANSFERS | \$0 | | \$0 | | \$0 | |
| TOTAL | \$16,280,946 | 3.6% | \$16,612,398 | 2.0% | \$16,759,320 | 0.9% |
| RECAP OF REVENUES AND TRANSFERS: | | | | | | |
| RECURRING REVENUES | \$15,468,296 | | \$15,747,523 | | \$15,884,126 | |
| RECURRING TRANSFERS IN | 756,980 | | 786,620 | | 821,229 | |
| SUBTOTAL, REC. REV. & TRANSFERS | \$16,225,276 | 3.3% | \$16,534,143 | 1.6% | \$16,705,355 | 1.0% |
| NON-RECURRING REVENUES | 55,670 | | 78,255 | | 53,965 | |
| NON-RECURRING TRANSFERS | 0 | | 0 | | 0 | |
| SUBTOTAL, NON-REC. REV. & TRANS. | \$55,670 | | \$78,255 | | \$53,965 | |
| TOTAL | \$16,280,946 | 3.6% | \$16,612,398 | 2.0% | \$16,759,320 | 0.9% |

PERMITS AND LICENSES DETAIL

| | ACTUAL 2001-02 | PROJECTED 2002-03 | PROJECTED 2003-04 |
|------------------------------------|-------------------|----------------------|----------------------|
| PERMITS AND LICENSES: | | | |
| BUILDING PERMITS | \$93,863 | \$94,000 | \$97,290 |
| MECHANICAL PERMITS | 57,305 | 57,300 | 59,306 |
| ELECTRICAL PERMITS | 38,700 | 40,000 | 41,400 |
| PLUMBING PERMITS | 35,085 | 36,000 | 37,260 |
| ENGINEERING PERMITS | 2,925 | 3,000 | 3,105 |
| FOOD HANDLER'S LICENSE | 8,592 | 8,600 | 8,901 |
| SIDEWALK CAFE LICENSE | 83 | 100 | 104 |
| LIQUOR LICENSE | 171,339 | 178,200 | 184,437 |
| N.I.L. WATER EXCAVATIONS | 2,980 | 3,000 | 3,105 |
| AMUSEMENT DEVICE LICENSE | 8,903 | 8,900 | 9,212 |
| TAXI CAB COMPANY LICENSE | 3,315 | 3,500 | 3,623 |
| MOBILE HOME PARK LICENSE | 1,170 | 1,200 | 1,242 |
| SOLICITOR LICENSE | 36 | 50 | 52 |
| TAXI CAB DRIVER LICENSE | 1,121 | 1,200 | 1,242 |
| FIRE PREVENTION LICENSE | 5,145 | 5,200 | 5,382 |
| ELECTRICIAN LICENSE | 8,000 | 8,000 | 8,280 |
| SANITARY HAULERS LICENSE | 10,765 | 10,800 | 11,178 |
| RAFFLE LICENSE | 280 | 280 | 290 |
| AMBULANCE LICENSE | 230 | 230 | 238 |
| HAZARDOUS MAT'L HANDLING LICENSE | 2,300 | 2,300 | 2,381 |
| ELEVATOR LICENSE | 4,620 | 4,700 | 4,865 |
| TOTAL, LICENSES AND PERMITS | \$456,757 | \$466,560 | \$482,893 |

OTHER REVENUES DETAIL

| | | | |
|------------------------------|------------------|------------------|------------------|
| OTHER REVENUES: | | | |
| VARIOUS SERVICE FEES | \$19,254 | \$21,100 | \$22,720 |
| U/I HOUSING INSPECTIONS FEE | 17,285 | 17,800 | 18,423 |
| STATE-FIRE INS. FEE | 19,534 | 23,030 | 23,840 |
| SEIZED/FORFEITED MONIES | 7,897 | 8,000 | 8,280 |
| TOWNSHIP REIMB., MAINTENANCE | 4,140 | 4,430 | 4,585 |
| JUNK/WEED LIENS | 9,220 | 9,300 | 9,626 |
| DAMAGE REIMB./CITY PROP. | 15,325 | 15,500 | 16,043 |
| HOMESTEAD LIEU OF TAX | 1,286 | 1,340 | 1,387 |
| DATA PROCESSING CONTRACTS | 18,358 | 44,501 | 45,168 |
| CIVIC CENTER RENTAL | 49,584 | 50,000 | 51,750 |
| SALE CODE BOOKS | 253 | 250 | 259 |
| ZONING REVIEW FEES | 3,807 | 4,000 | 4,140 |
| PLAN REVIEW FEES | 45,043 | 27,000 | 27,945 |
| SALE ZONING BOOKS | 1,372 | 1,400 | 1,449 |
| SALE ZONING MAPS | 485 | 500 | 518 |
| COPY FEES | 4,953 | 5,000 | 5,175 |
| 3-10 AREA PARKING PERMITS | 53,487 | 54,000 | 55,890 |
| TOTAL, OTHER REVENUES | \$271,283 | \$287,151 | \$297,198 |



URBANA CITY COUNCIL

MISSION OF THE CITY COUNCIL

The City Council establishes laws for citizen welfare, determines policies that govern providing municipal services and approves certain Mayoral appointments.

COUNCIL ORGANIZATION

The City Council is composed of seven members, each elected from a different ward. The Council meets twice a month on the 1st and 3rd Mondays to hear citizen input and to enact legislation. There are two committees of the whole (all Council members are members of the committees) established, the Committee on Administration and Finance which meets the 2nd Monday of the month and the Committee on Environment and Public Safety which meets the 4th Monday of the month. These committees also hear citizen input and forward legislation to the Council for action.

CITY COUNCIL

EXPENDITURES BY CATEGORY

| | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | PROPOSED 2003-04 | % CHG. |
|------------------------|-------------------|-------------------|-------------------|---------------------|-------------|
| PERSONNEL SERVICES | \$26,600 | \$26,600 | \$26,600 | \$26,600 | 0.0% |
| MATERIALS AND SUPPLIES | 563 | 192 | 750 | 750 | 0.0% |
| CONTRACTUAL | 300 | 1,896 | 9,300 | 9,300 | 0.0% |
| TOTAL | \$27,463 | \$28,688 | \$36,650 | \$36,650 | 0.0% |



EXECUTIVE DEPARTMENT

DEPARTMENT MISSION

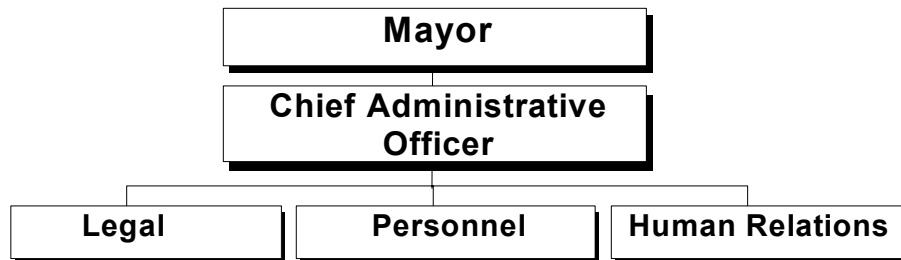
To provide professional management and leadership to ensure municipal services are delivered consistent with approved policies of the Mayor and City Council.

DEPARTMENT ORGANIZATION

The Executive Department is organized into four divisions:

- **Administration** - provide overall administration of the City and the department.
- **Legal** - provide legal services to the City and other department personnel under Illinois home-rule statutes.
- **Human Relations** - enforce State and local equal opportunity laws, promote community relations and enforce the Americans with Disabilities Act.
- **Personnel** - provide professional personnel services to the City and other departments in accordance with State and Federal laws, policies and procedures and applicable labor agreements.

EXECUTIVE DEPARTMENT ORGANIZATIONAL CHART



Executive Department

**EXECUTIVE DEPARTMENT
EXPENDITURES BY DIVISION**

| DIVISION | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG |
|-----------------|-------------------|-------------------|-------------------|-------------------|-------------|
| ADMINISTRATION | \$284,774 | \$297,042 | \$339,647 | \$342,320 | 0.8% |
| LEGAL | 256,441 | 234,708 | 302,664 | 310,390 | 2.6% |
| HUMAN RELATIONS | 67,848 | 69,049 | 78,340 | 79,930 | 2.0% |
| PERSONNEL | 190,083 | 211,113 | 223,970 | 227,720 | 1.7% |
| TOTAL | \$799,146 | \$811,912 | \$944,621 | \$960,360 | 1.7% |

**EXECUTIVE DEPARTMENT
EXPENDITURES BY CATEGORY**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG |
|--|-------------------|-------------------|-------------------|-------------------|-------------|
| PERSONNEL SERVICES | \$586,652 | \$615,025 | \$675,221 | \$630,960 | -6.6% |
| MATERIALS AND SUPPLIES | 14,077 | 13,585 | 16,280 | 16,280 | 0.0% |
| OPERATIONS AND CONTRACTUAL SERVICES | 190,347 | 174,912 | 244,340 | 306,170 | 25.3% |
| CAPITAL OUTLAY | 8,070 | 8,390 | 8,780 | 6,950 | -20.8% |
| DEPARTMENT TOTAL | \$799,146 | \$811,912 | \$944,621 | \$960,360 | 1.7% |

**EXECUTIVE DEPARTMENT
PERSONNEL SUMMARY (FTE'S)**

| FULL-TIME POSITIONS: | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|-----------------------------------|--------------|--------------|--------------|--------------|
| MAYOR | 1.00 | 1.00 | 1.00 | 1.00 |
| CHIEF ADMINISTRATIVE OFFICER | 1.00 | 1.00 | 1.00 | 1.00 |
| EXECUTIVE SECRETARY | 1.00 | 1.00 | 1.00 | 1.00 |
| ADMINISTRATIVE SECRETARY | 1.00 | 1.00 | 1.00 | 1.00 |
| CITY ATTORNEY | 1.00 | 1.00 | 1.00 | 1.00 |
| ASST. CITY ATTORNEY | 1.00 | 1.00 | 1.00 | 1.00 |
| PARALEGAL SPECIALIST | 0.00 | 0.00 | 0.00 | 1.00 |
| LEGAL SECRETARY | 1.00 | 1.00 | 1.00 | 1.00 |
| HUMAN RELATIONS OFFICER | 1.00 | 1.00 | 1.00 | 1.00 |
| PERSONNEL MANAGER | 1.00 | 1.00 | 1.00 | 1.00 |
| PERSONNEL REPRESENTATIVE | 1.00 | 1.00 | 1.00 | 1.00 |
| C.A.T.V. P.E.G. COORDINATOR | 1.00 | 0.00 | 0.00 | 0.00 |
| SECRETARY | 1.00 | 1.00 | 1.00 | 1.00 |
| INFORMATION SPECIALIST | 0.00 | 0.00 | 0.00 | 0.00 |
| SUBTOTAL, FULL-TIME | 12.00 | 11.00 | 11.00 | 12.00 |
| PART-TIME POSITIONS: | | | | |
| INFORMATION SPECIALIST P-T | 0.00 | 0.00 | 0.00 | 0.00 |
| LEGAL INTERN P-T | 1.00 | 1.00 | 1.00 | 0.00 |
| LEGAL CLERK-TYPIST P-T | 0.75 | 0.75 | 0.75 | 0.75 |
| FARMER'S MARKET SPEC. P-T | 0.30 | 0.00 | 0.00 | 0.00 |
| CATV CAMERA OPERATORS | 0.15 | 0.00 | 0.00 | 0.00 |
| P.E.G. PRODUCTION INTERN P-T | 0.25 | 0.00 | 0.00 | 0.00 |
| EXECUTIVE INTERN | 0.50 | 0.50 | 0.50 | 0.50 |
| PERSONNEL REPR. P-T | 0.00 | 0.00 | 0.00 | 0.00 |
| SUBTOTAL, PART-TIME | 2.95 | 2.25 | 2.25 | 1.25 |
| EXECUTIVE DEPARTMENT TOTAL | 14.95 | 13.25 | 13.25 | 13.25 |

**EXECUTIVE DEPARTMENT
ADMINISTRATION DIVISION ACTIVITIES**

- Plan and implement department goals, plans, standards and policies
- Manage resources for achievement of City and Executive Department goals and objectives and organizational improvement
- Oversee hiring, the regular review of compensation, benefits and working conditions, and the discipline of all City personnel
- Develop and organize work plan and guide the work of department heads and Executive Division heads through work goals and the measurement of results.
- Represent the City in various intergovernmental activities, in matters with the news media and at public relations meetings and events
- Develop the annual budget proposal and administer the approved budget
- Coordinate special projects (solid waste) and economic development activities
- Coordinate and direct labor relations including union contract negotiations and grievances
- Administer the City's emergency services and disaster efforts (ESDA)

**EXECUTIVE DEPARTMENT
ADMINISTRATION DIVISION (FTE'S)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 4.00 | 4.00 | 4.00 | 4.00 |
| PART-TIME | 0.50 | 0.50 | 0.50 | 0.50 |
| TOTAL | 4.50 | 4.50 | 4.50 | 4.50 |

**EXECUTIVE DEPARTMENT, ADMINISTRATION DIVISION
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG |
|--|-------------------|-------------------|-------------------|-------------------|----------|
| PERSONNEL SERVICES | \$218,345 | \$231,206 | \$247,577 | \$254,110 | 2.6% |
| MATERIALS AND SUPPLIES | 2,099 | 1,993 | 2,880 | 2,880 | 0.0% |
| OPERATIONS AND CONTRACTUAL SERVICES | 56,260 | 55,453 | 80,410 | 78,380 | -2.5% |
| CAPITAL OUTLAY | 8,070 | 8,390 | 8,780 | 6,950 | -20.8% |
| DIVISION TOTAL | \$284,774 | \$297,042 | \$339,647 | \$342,320 | 0.8% |

**EXECUTIVE DEPARTMENT
LEGAL DIVISION ACTIVITIES**

- Represent the City, its officers and staff in all legal matters before the courts and in administrative proceedings
- Prosecute and enforce all municipal ordinance violations
- Prepare and review all ordinances and resolutions presented to the City Council and all other legal documents to which the City is a signatory
- Provide written legal opinions and advice to City elected officials, boards and commissions and staff
- Prepare and process all legal matters for the acquisition and disposition of real and personal property of the City
- Prepare and process claims for collection from damage to City property and other debts owed to the City
- Review legal documents and provide legal opinions with respect to the issuance of municipal bonds and other financial matters

**EXECUTIVE DEPARTMENT, LEGAL DIVISION
FTE'S**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 3.00 | 3.00 | 3.00 | 4.00 |
| PART-TIME | 1.50 | 1.75 | 1.75 | 0.75 |
| TOTAL | 4.50 | 4.75 | 4.75 | 4.75 |

**EXECUTIVE DEPARTMENT, LEGAL DIVISION
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG |
|--|-------------------|-------------------|-------------------|-------------------|----------|
| PERSONNEL SERVICES | \$196,429 | \$202,059 | \$236,654 | \$179,570 | -24.1% |
| MATERIALS AND SUPPLIES | 10,517 | \$10,453 | 11,500 | 11,500 | 0.0% |
| OPERATIONS AND CONTRACTUAL SERVICES | 49,495 | \$22,196 | 54,510 | 119,320 | 118.9% |
| DIVISION TOTAL | \$256,441 | \$234,708 | \$302,664 | \$310,390 | 2.6% |

**EXECUTIVE DEPARTMENT
HUMAN RELATIONS DIVISION ACTIVITIES**

- Investigate and respond to discrimination and fair housing claims under State laws and the City of Urbana Human Rights Ordinance
- Implement affirmative action for City contractors and vendors to include on-site inspections of construction sites
- Assist the Personnel Division with recruitment of minorities, women and handicapped persons
- Implement internal programs, assist other departments (Police) and represent the City with various community related programs to improve community relations among diverse ethnic and racial segments of the City
- Monitor programs that make citizens aware of their fair housing rights using printed and electronic media and group forums
- Monitor the City's compliance with federal A.D.A. laws to ensure equal access to city employment, services, activities, and physical structures for handicapped persons

**EXECUTIVE DEPARTMENT, HUMAN RELATIONS DIVISION
FTE'S**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 1.00 | 1.00 | 1.00 | 1.00 |
| PART-TIME | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 1.00 | 1.00 | 1.00 | 1.00 |

**EXECUTIVE DEPARTMENT, HUMAN RELATIONS DIVISION
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL | ACTUAL | BUDGET | BUDGET | % |
|--|----------|----------|----------|----------|-------|
| | 2000-01 | 2001-02 | 2002-03 | 2003-04 | |
| PERSONNEL SERVICES | \$49,704 | \$51,819 | \$54,510 | \$56,390 | 3.4% |
| MATERIALS AND SUPPLIES | 649 | 303 | 700 | 700 | 0.0% |
| OPERATIONS AND CONTRACTUAL SERVICES | 17,495 | 16,927 | 23,130 | 22,840 | -1.3% |
| DIVISION TOTAL | \$67,848 | \$69,049 | \$78,340 | \$79,930 | 2.0% |

**EXECUTIVE DEPARTMENT
PERSONNEL DIVISION ACTIVITIES**

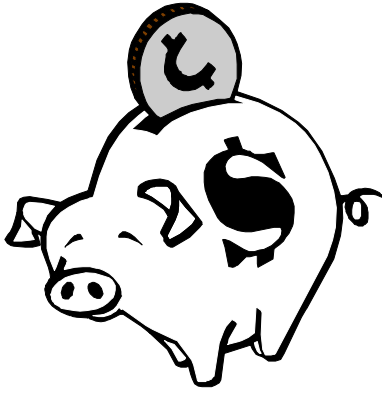
- Establish and recommend personnel and payroll policies and procedures
- Establish and recommend sound non-discriminatory recruiting, selection and promotion procedures for all non-elected positions
- Administer a salary and benefits and a merit-based employee performance evaluation program
- Construct and employ valid testing procedures for the evaluation and selection of employees
- Design and coordinate training and professional development of the City's human resources to enhance their individual and collective effectiveness
- Develop, administer and assist other departments in employee safety programs
- Develop EEO and affirmative action programs for other departments
- Administer the City's civil service rules and procedures
- Promote and maintain effective employee relations through the administration of labor contracts, personnel policies and constructive conflict resolution

**EXECUTIVE DEPARTMENT, PERSONNEL DIVISION
FTE'S**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 3.00 | 3.00 | 3.00 | 3.00 |
| PART-TIME | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 3.00 | 3.00 | 3.00 | 3.00 |

**EXECUTIVE DEPARTMENT, PERSONNEL DIVISION
EXPENDITURES BY CLASSIFICATION**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG |
|--|-------------------|-------------------|-------------------|-------------------|----------|
| PERSONNEL SERVICES | \$122,174 | \$129,941 | \$136,480 | \$140,890 | 3.2% |
| MATERIALS AND SUPPLIES | 812 | 836 | 1,200 | 1,200 | 0.0% |
| OPERATIONS AND CONTRACTUAL SERVICES | 67,097 | 80,336 | 86,290 | 85,630 | -0.8% |
| DIVISION TOTAL | \$190,083 | \$211,113 | \$223,970 | \$227,720 | 1.7% |



FINANCE DEPARTMENT

DEPARTMENT MISSION

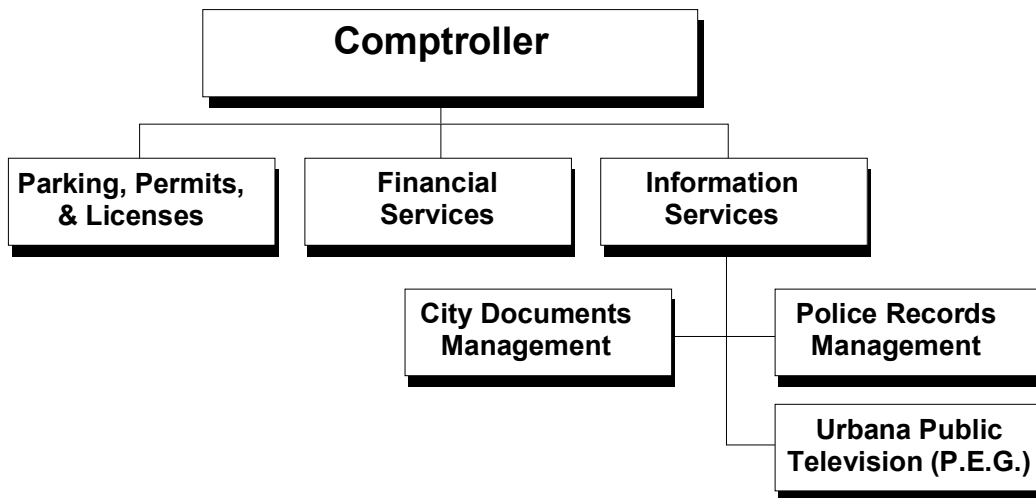
To manage the City's financial resources and information systems.

DEPARTMENT ORGANIZATION

The Finance Department is organized into six programs:

- **Administration** - provides overall administration of the department. This program utilizes 1 Comptroller and .5 Secretary.
- **Parking, Permits and Licenses** - manages the parking ticket, licenses and permit systems. This program utilizes 1 Office Supervisor, 2 Clerk-Cashiers and .5 Secretary.
- **Financial Services** - provides various financial and accounting services to other departments, vendors, employees and the public including the collection of City revenues other than parking tickets, permits and licenses. This program utilizes 1 Account Clerk Supervisor, 2 Account Clerks.
- **Information Services** - manages the City's various electronic data and information systems. This program utilizes 1 Information Services Manager, 1 Computer Systems Programmer/Analyst II, 1 P.C. Analyst/Network Coordinator, 1.5 Computer Systems Specialist, .75 Web Documents Coordinator, 1 City Documents Coordinator and .25 P.C. Specialist.
- **Police Records Management (A.R.M.S.)** - manages a centralized records information system for local police departments in the area, on a cost reimbursement basis. This program utilizes 1 A.R.M.S. Programmer/Analyst. . The Information Services Manager supervises the program. Financial information on this program is reported in a special fund in the Special Funds that Support General Operations section
- **Urbana Public Television (P.E.G.)** – coordinates activities of the Urbana Public Television channel and supervises telecasting of various public meetings on the channel. This program utilizes 1 UPTV Coordinator, .75 UPTV Production Intern, and .15 Camera Operators. . Financial information on this program is reported in a special fund in the Special Funds that Support General Operations section

**FINANCE DEPARTMENT
ORGANIZATIONAL CHART**



**FINANCE DEPARTMENT
EXPENDITURES BY PROGRAM**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|--|-------------------|-------------------|-------------------|-------------------|-------------|
| ADMINISTRATION | \$212,273 | \$225,324 | \$239,000 | \$231,260 | -3.2% |
| PARKING, PERMITS, & REV. COLLECTION | 154,140 | 155,370 | 173,633 | 177,940 | 2.5% |
| FINANCIAL SERVICES | 191,945 | 193,647 | 221,080 | 224,790 | 1.7% |
| INFORMATION SERVICES | 208,778 | 243,432 | 356,851 | 356,180 | -0.2% |
| DEPARTMENT TOTAL | \$767,136 | \$817,773 | \$990,564 | \$990,170 | 0.0% |

**FINANCE DEPARTMENT
EXPENDITURES BY CATEGORY**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|--|-------------------|-------------------|-------------------|-------------------|-------------|
| PERSONNEL SERVICES | \$533,725 | \$595,844 | \$656,856 | \$699,290 | 6.5% |
| MATERIALS AND SUPPLIES | 47,677 | 32,460 | 53,750 | 53,750 | 0.0% |
| OPERATIONS AND CONTRACTUAL SERVICES | 158,954 | 161,619 | 250,858 | 214,110 | -14.6% |
| CAPITAL OUTLAY | 26,780 | 27,850 | 29,100 | 23,020 | -20.9% |
| DEPARTMENT TOTAL | \$767,136 | \$817,773 | \$990,564 | \$990,170 | 0.0% |

**FINANCE DEPARTMENT
PERSONNEL SUMMARY (FTE'S)**

| FULL-TIME POSITIONS: | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|-----------------------------------|----------------|----------------|----------------|----------------|
| COMPTROLLER | 1.00 | 1.00 | 1.00 | 1.00 |
| SECRETARY | 1.00 | 1.00 | 1.00 | 1.00 |
| OFFICE SUPERVISOR | 1.00 | 1.00 | 1.00 | 1.00 |
| CLERK-CASHIER | 2.00 | 2.00 | 2.00 | 2.00 |
| ACCOUNT CLERK SUPV. | 1.00 | 1.00 | 1.00 | 1.00 |
| ACCOUNT CLERK II | 1.00 | 1.00 | 1.00 | 1.00 |
| ACCOUNT CLERK I | 1.00 | 1.00 | 1.00 | 1.00 |
| DATA PROCESSING SUPV. | 1.00 | 1.00 | 1.00 | 1.00 |
| COMPUTER PROGRAMMER II | 1.00 | 1.00 | 1.00 | 1.00 |
| PC ANALYST/NETWORK COORD. | 1.00 | 1.00 | 1.00 | 1.00 |
| POLICE RECORDS PROGRAMMER | 1.00 | 1.00 | 1.00 | 1.00 |
| COMPUTER SYSTEM TECHNICIAN | 1.00 | 1.00 | 1.00 | 1.00 |
| CITY DOCUMENTS COORDINATOR | 0.00 | 0.00 | 1.00 | 1.00 |
| U.P.T.V. COORDINATOR | 0.00 | 1.00 | 1.00 | 1.00 |
| SUBTOTAL, FULL-TIME | 13.00 | 14.00 | 15.00 | 15.00 |
| PART-TIME POSITIONS: | | | | |
| WEB DOCUMENTS COORDINATOR | 0.25 | 0.75 | 0.75 | 0.75 |
| U.P.T.V. PRODUCTION INTERN | 0.00 | 0.25 | 0.75 | 0.75 |
| U.P.T.V. CAMERA OPERATORS | 0.00 | 0.15 | 0.15 | 0.15 |
| PERSONAL COMPUTER TECH. | 0.25 | 0.25 | 0.75 | 0.75 |
| SUBTOTAL, PART-TIME | 0.50 | 1.40 | 2.40 | 2.40 |
| FINANCE DEPARTMENT TOTAL | 13.50 | 15.40 | 17.40 | 17.40 |

FINANCE DEPARTMENT

ADMINISTRATION PROGRAM ACTIVITIES

- Plan and implement department goals, plans, standards and policies
- Manage resources for efficient achievement of department goals and objectives
- Develop staff through training and evaluation procedures
- Manage personnel through work directives and rules
- Assist in the development and implementation of long-term City financial plans and policies
- Monitor revenues and expenditures such that significant variations from the Annual Budget are resolved in a timely manner
- Prepare an annual financial report (audit) in accordance with State laws and generally accepted accounting principles
- Assist C.A.O. in preparing an annual budget in accordance with directives from the Mayor
- Perform duties of Treasurer of the Police and Firemen's Pension Funds
- Invest idle cash for the City, Firemen's Pension Fund, and Policemen's Pension Fund in accordance with State laws and internal board policies
- Prepare various reports to oversight agencies
- In coordination with the Personnel Director, manage the City's insurance and risk retention program, to include the City's self-insured worker's compensation fund and conventional third-party liability insurance
- Prepare annual property tax levy and supporting documents in accordance with the approved Annual Budget
- Monitor and approve the selection of vendors the City is purchasing from, in accordance with State laws and internal policies governing E.E.O. standards and competitiveness
- Prepare quarterly interim financial reports

**FINANCE DEPARTMENT
ADMINISTRATION PROGRAM
PERSONNEL SUMMARY (FTE'S)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 3.00 | 3.00 | 3.00 | 3.00 |
| PART-TIME | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 3.00 | 3.00 | 3.00 | 3.00 |

**FINANCE DEPARTMENT
ADMINISTRATION PROGRAM
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL | ACTUAL | BUDGET | BUDGET | % |
|--|-----------|-----------|-----------|-----------|--------|
| | 2000-01 | 2001-02 | 2002-03 | 2003-04 | CHG. |
| PERSONNEL SERVICES | \$102,350 | \$108,878 | \$113,840 | \$117,200 | 3.0% |
| MATERIALS AND SUPPLIES | 3,936 | 4,630 | 5,630 | 5,630 | 0.0% |
| OPERATIONS AND CONTRACTUAL SERVICES | 79,207 | 83,966 | 90,430 | 85,410 | -5.6% |
| CAPITAL OUTLAY | 26,780 | 27,850 | 29,100 | 23,020 | -20.9% |
| PROGRAM TOTAL | \$212,273 | \$225,324 | \$239,000 | \$231,260 | -3.2% |

**FINANCE DEPARTMENT
PARKING TICKETS, PERMITS
AND LICENSES PROGRAM ACTIVITIES**

- Process and account for approximately 180,000 parking tickets that are issued and paid (combined total) annually, to include various follow-up collection procedures of second and third notices, collection letters, court summons and driver's license suspensions
- Process and account for approximately 2,900 permits and licenses
- Process, resolve and account for approximately 3,600 parking ticket dispute notices
- Process payments and maintain records for approximately 500 parking rental spaces

**FINANCE DEPARTMENT
PARKING TICKETS, PERMITS AND LICENSES PROGRAM
PERSONNEL SUMMARY (FTE'S)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 3.50 | 3.50 | 3.50 | 3.50 |
| PART-TIME | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 3.50 | 3.50 | 3.50 | 3.50 |

**FINANCE DEPARTMENT
PARKING TICKETS, PERMITS, AND LICENSES PROGRAM
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL | ACTUAL | BUDGET | BUDGET | % |
|--|-----------|-----------|-----------|-----------|-------|
| | 2000-01 | 2001-02 | 2002-03 | 2003-04 | CHG. |
| PERSONNEL SERVICES | \$128,474 | \$141,172 | \$139,253 | \$143,930 | 3.4% |
| MATERIALS AND SUPPLIES | 8,090 | 5,296 | 13,500 | 13,500 | 0.0% |
| OPERATIONS AND CONTRACTUAL SERVICES | 17,576 | 8,902 | 20,880 | 20,510 | -1.8% |
| PROGRAM TOTAL | \$154,140 | \$155,370 | \$173,633 | \$177,940 | 2.5% |

**FINANCE DEPARTMENT
FINANCIAL SERVICES PROGRAM ACTIVITIES**

- Process and disburse approximately 5,000 payments to vendors and other entities following appropriate procedures
- Process and disburse approximately 6,000 payroll checks
- Maintain and manage various financial (manual and computerized) record-keeping systems for the City
- On a daily basis, ensure that all available City cash is deposited and invested
- Perform centralized purchasing for certain office products that are utilized by all City departments such as letterhead, computer paper, copy paper, printer supplies, office product maintenance contracts and computer supplies
- Collect and account for special assessment annual billings in accordance with State law and Court order
- Bill, collect and account for approximately 10,000 sewer tax billings
- Bill, collect and account for approximately 8,000 single-family and 360 multi-family recycling tax billings
- Collect and account for monthly locally imposed food and beverage tax, hotel/motel tax, utility tax and telecommunications tax remittances
- Perform certain data processing and financial services for other local governments (Library, Park District and Cunningham Township) on a cost-reimbursement basis

**FINANCE DEPARTMENT
FINANCIAL SERVICES PROGRAM
PERSONNEL SUMMARY (FTE'S)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 3.00 | 3.00 | 3.00 | 3.00 |
| PART-TIME | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 3.00 | 3.00 | 3.00 | 3.00 |

**FINANCE DEPARTMENT
FINANCIAL SERVICES PROGRAM
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL | ACTUAL | BUDGET | BUDGET | % |
|--|-----------|-----------|-----------|-----------|-------|
| | 2000-01 | 2001-02 | 2002-03 | 2003-04 | CHG. |
| PERSONNEL SERVICES | \$104,539 | \$112,276 | \$122,110 | \$126,190 | 3.3% |
| MATERIALS AND SUPPLIES | 35,651 | 22,534 | 34,620 | 34,620 | 0.0% |
| OPERATIONS AND CONTRACTUAL SERVICES | 51,755 | 58,837 | 64,350 | 63,980 | -0.6% |
| PROGRAM TOTAL | \$191,945 | \$193,647 | \$221,080 | \$224,790 | 1.7% |

**FINANCE DEPARTMENT
INFORMATION SERVICES PROGRAM ACTIVITIES**

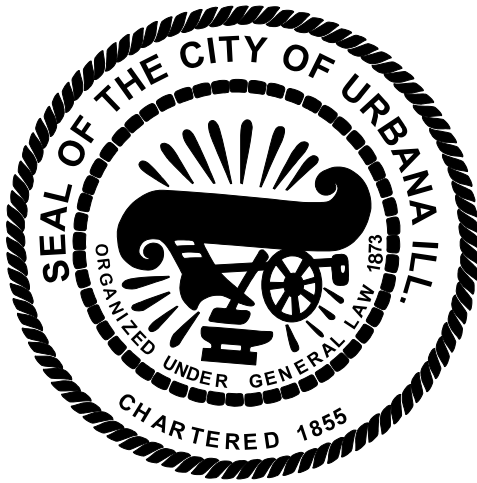
- Provide user support and training for installed software and hardware for other City departments
- Assist all departments in identifying new electronic information technologies that may assist them in performing their duties
- Prepare and recommend an annual and long-term City data processing plan to efficiently manage the City's data-processing resources
- Design, purchase and install new personal computer systems for all City departments
- Represents the City in meetings with outside agencies regarding connectivity of computerized information systems
- Perform in-house programming on the City's AS/400 Computer System software
- Supervise the operation of the Urbana Public Television Channel and related programs
- Provide various information services to related governments (Park District, Library, Township) under a cost-reimbursement basis
- Administer the City's Document Storage and Retrieval System

**FINANCE DEPARTMENT
INFORMATION SERVICES PROGRAM
PERSONNEL SUMMARY (FTE'S)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 4.00 | 4.00 | 5.00 | 5.00 |
| PART-TIME | 0.50 | 1.00 | 1.50 | 1.50 |
| TOTAL | 4.50 | 5.00 | 6.50 | 6.50 |

**FINANCE DEPARTMENT
INFORMATION SERVICES PROGRAM
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|--|-------------------|-------------------|-------------------|-------------------|-----------|
| PERSONNEL SERVICES | \$198,362 | \$233,518 | \$281,653 | \$311,970 | 10.8% |
| OPERATIONS AND CONTRACTUAL SERVICES | 10,416 | 9,914 | 75,198 | 44,210 | -41.2% |
| PROGRAM TOTAL | \$208,778 | \$243,432 | \$356,851 | \$356,180 | -0.2% |

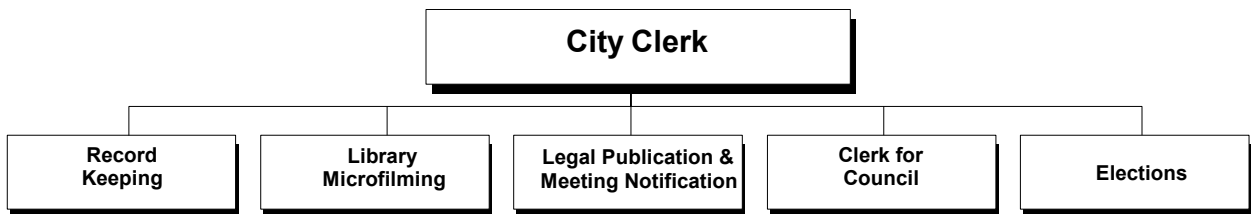


CITY CLERK

DEPARTMENT MISSION

To provide professional records management, meet all legal notice requirements for meetings, serve as clerk to the City Council and to assist the County Clerk in conducting elections.

CITY CLERK DEPARTMENT ORGANIZATIONAL CHART



EXPENDITURES BY CATEGORY

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|--|-------------------|-------------------|-------------------|-------------------|-------------|
| PERSONNEL SERVICES | \$104,822 | \$112,013 | \$117,140 | \$120,110 | 2.5% |
| MATERIALS AND SUPPLIES | 2,080 | 1,527 | 2,070 | 2,070 | 0.0% |
| OPERATIONS AND CONTRACTUAL SERVICES | 79,020 | 84,618 | 25,660 | 24,460 | -4.7% |
| CAPITAL OUTLAY | 1,777 | 1,850 | 1,930 | 1,530 | -20.7% |
| TOTAL | \$187,699 | \$200,008 | \$146,800 | \$148,170 | 0.9% |

**CITY CLERK'S OFFICE
PERSONNEL SUMMARY (FTE'S)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 3.00 | 3.00 | 3.00 | 3.00 |
| PART-TIME | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 3.00 | 3.00 | 3.00 | 3.00 |

ACTIVITIES OF THE CITY CLERK'S OFFICE

- Preserve and maintain the official permanent record of all City documents
- Develop and implement record retention schedules in cooperation with the Illinois Local Records Commission
- Work with the Urbana Free Library to insure the continuation of systematic filming of important documents and maintenance of an index for these microfiche records
- Act as keeper of the City seal and to certify and attest official signatures on municipal documents
- To meet all required legal notification and publication requirements to include publication of legal advertising, ordinances and other documents and legal notification and official filing of municipal documents with the County and other governmental entities
- Act as the clerk for the City Council to include preparing and distributing meeting agendas and packets, recording minutes, preparing calendars and making travel arrangements
- Provide certain services to the City administration to include retrieving documents and records, distributing in-coming mail, post out-going mail, coordinate applications for solicitors, receive claims against the City, coordinate and retain subdivision construction bonds, register relocators, issue raffle licenses, and administer updates of the City code and zoning book
- Provide certain services to the general public and news-media to include maintaining copies of various documents for public inspection and responding to "Freedom of Information" requests
- Participate in election process to include monitoring of ward boundaries, processing nominating petitions, and being deputy registrar



POLICE DEPARTMENT

DEPARTMENT MISSION

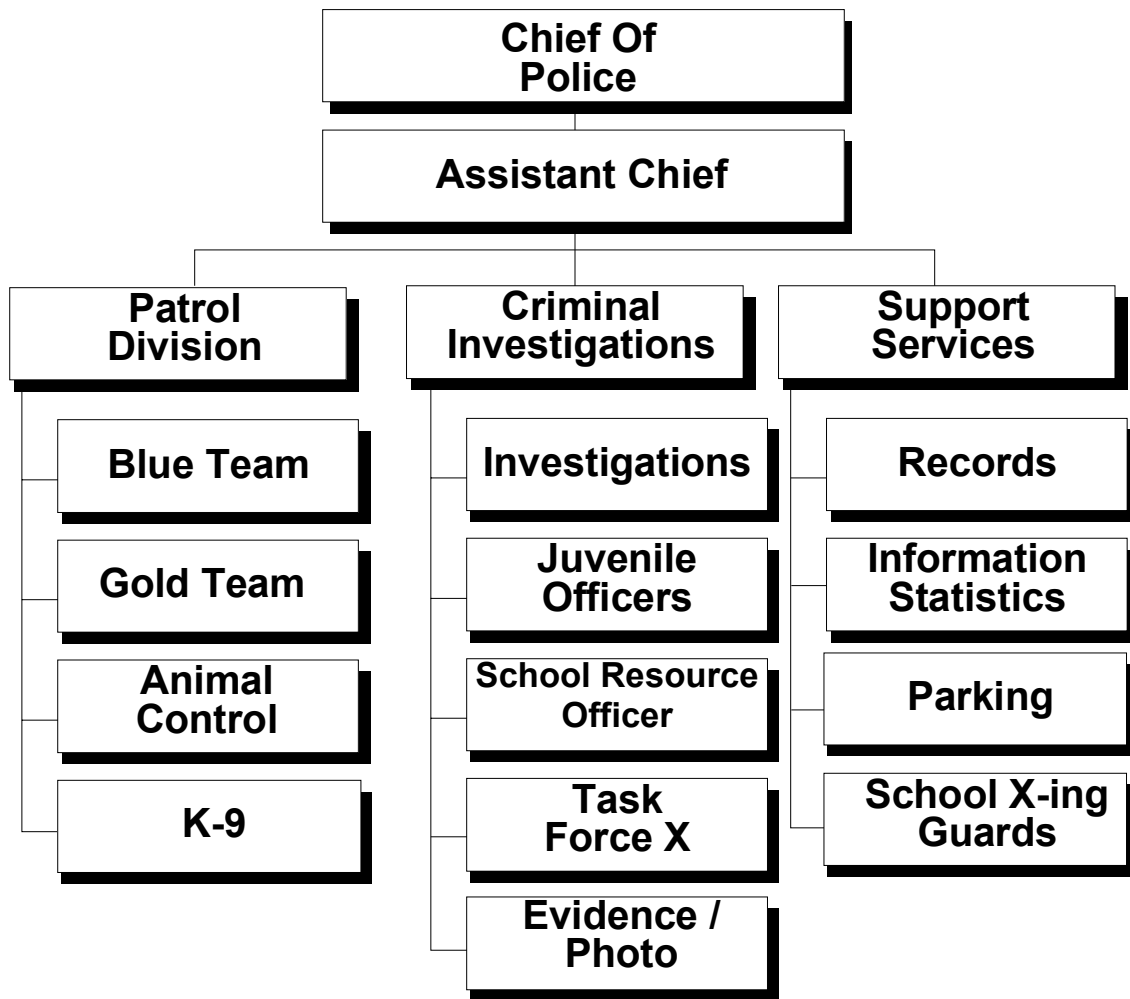
To protect life, property and the constitutional rights of all citizens within our jurisdiction; to serve our citizens by enforcing the law, preserving the peace, and reducing the fear of crime; to help create a safer environment in which to live, work and recreate through problem solving and collaboration with our citizens; to continually strive for excellence in the performance of our duty through education and training.

DEPARTMENT ORGANIZATION

The Police Department is organized into four divisions:

- **Administration** - provide overall leadership of the department to insure effective and efficient operation and to perform those duties necessary to preserve the safety, peace and security of the citizens of Urbana. This division utilizes 1 Chief of Police, 1 Assistant Chief, and 1 Secretary.
- **Patrol Division** – The first responder to all requests for police service. This division provides the full-range of police services, crime prevention, traffic enforcement, accident investigation, criminal investigation, enforcement of local, state and federal criminal laws, the apprehension of criminal violators in Urbana, and animal control services. This is a twenty-four hour a day, seven day a week operation, staffed with 39 sworn officers and 1 civilian employee.
- **Criminal Investigation Section** – Provides follow-up investigation if needed on all felony cases reported to the department. Handles all high profile or major case investigations and all multi-jurisdictional cases. Coordinates the department's Task Force X operation and Special Enforcement Details. Also coordinates all undercover operations and handles all evidence and seizures for the department. CIS provides these services with eight sworn officers and two civilian employees.
- **Support Services** – Maintains the department's record system and information management system, provides statistical analysis for the department, backup dispatch center, provide tele-serve service to public and is the primary contact point for public access to the department. Also provides Parking Enforcement and School Crossing services for the department. This division is staffed with one sworn officer, 11 civilian employees and 7.75 (FTE) part-time positions.

**POLICE DEPARTMENT
ORGANIZATION CHART**



**POLICE DEPARTMENT
EXPENDITURES BY PROGRAM**

| PROGRAM | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-03 | % CHG |
|---------------------------------|--------------------|--------------------|--------------------|--------------------|-------------|
| ADMINISTRATION PROGRAM | \$426,009 | \$445,295 | \$473,440 | \$426,990 | -9.8% |
| PATROL PROGRAM | 2,474,583 | 2,595,592 | 2,842,240 | 2,930,650 | 3.1% |
| CRIMINAL INVESTIGATIONS PROGRAM | 572,116 | 591,874 | 639,470 | 641,640 | 0.3% |
| INTERNAL SERVICES PROGRAM | 473,280 | 482,510 | 535,030 | 540,830 | 1.1% |
| SCHOOL X-GUARDS PROGRAM | 30,887 | 38,048 | 44,740 | 45,800 | 2.4% |
| PARKING PROGRAM | 107,787 | 122,629 | 156,020 | 159,750 | 2.4% |
| ANIMAL CONTROL PROGRAM | 90,409 | 75,216 | 81,370 | 82,650 | 1.6% |
| DEPARTMENT TOTAL | \$4,175,071 | \$4,351,164 | \$4,772,310 | \$4,828,310 | 1.2% |

**POLICE DEPARTMENT
EXPENDITURES BY CATEGORY**

| CATEGORY | ACTUAL | ACTUAL | BUDGET | BUDGET | % CHG |
|-------------------------|--------------------|--------------------|--------------------|--------------------|-------------|
| | 2000-01 | 2001-02 | 2002-03 | 2003-03 | |
| PERSONNEL SERVICES | \$3,086,017 | \$3,295,716 | \$3,568,850 | \$3,684,090 | 3.2% |
| MATERIALS AND SUPPLIES | 27,351 | 26,849 | 44,090 | 41,890 | -5.0% |
| CONTRACTUAL SERV. | 840,083 | 795,709 | 912,830 | 907,310 | -0.6% |
| CAPITAL OUTLAY | 221,620 | 232,890 | 246,540 | 195,020 | -20.9% |
| DEPARTMENT TOTAL | \$4,175,071 | \$4,351,164 | \$4,772,310 | \$4,828,310 | 1.2% |

**POLICE DEPARTMENT
PERSONNEL SUMMARY (FTE'S)**

| FULL-TIME POSITIONS: | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|--------------------------------|--------------|--------------|--------------|--------------|
| POLICE CHIEF | 1 | 1 | 1 | 1 |
| ASSISTANT CHIEF | 1 | 1 | 1 | 1 |
| LIEUTENANT | 4 | 4 | 3 | 3 |
| SERGEANT | 7 | 7 | 11 | 11 |
| K9 OFFICER | 0 | 1 | 1 | 1 |
| OFFICER | 36 | 35 | 33 | 33 |
| EVIDENCE/PHOTO TECHNICIAN | 1 | 1 | 1 | 1 |
| AD. ASSISTANT (GRANT) | 1 | 1 | 1 | 1 |
| SUPPORT SERVICES SUPV. | 1 | 1 | 1 | 1 |
| SUPPORT SERVICES CLERK | 7 | 7 | 7 | 7 |
| SECRETARY | 1 | 1 | 1 | 1 |
| ANIMAL CONTROL OFFICER | 1 | 1 | 1 | 1 |
| METER PATROL SUPERVISOR | 1 | 1 | 1 | 1 |
| METER PATROL OFFICER | 0 | 0 | 1 | 1 |
| SUBTOTAL, FULL-TIME | 62.00 | 62.00 | 64.00 | 64.00 |
| PART-TIME POSITIONS: | | | | |
| P-T METER PATROL | 4.00 | 4.00 | 3.50 | 3.50 |
| P-T ABANDONED VEH. SPEC. | 0.00 | 0.00 | 0.50 | 0.50 |
| P-T SCHOOL X-GUARD | 3.75 | 3.75 | 3.75 | 3.75 |
| SUBTOTAL, PART-TIME | 7.75 | 7.75 | 7.75 | 7.75 |
| POLICE DEPARTMENT TOTAL | 69.75 | 69.75 | 71.75 | 71.75 |

**POLICE DEPARTMENT
ADMINISTRATION PROGRAM ACTIVITIES**

- Plan and implement department goals, plans, standards and policies
- Manage resources for efficient achievement of department goals and objectives
- Develop staff through training and evaluation procedures
- Manage personnel through work directives and rules
- Represent the department at various law enforcement and public meetings and events

**POLICE DEPARTMENT
ADMINISTRATION PROGRAM
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL 2000-01 | BUDGET 2001-02 | PROJECTED 2002-03 | BUDGET 2003-03 | % CHG |
|--|-------------------|-------------------|----------------------|-------------------|--------------|
| PERSONNEL SERVICES | \$185,530 | \$194,426 | \$204,940 | \$210,750 | 2.8% |
| MATERIALS AND SUPPLIES | 99 | 174 | 480 | 480 | 0.0% |
| OPERATIONS AND CONTRACTUAL SERVICES | 18,760 | 17,805 | 21,480 | 20,740 | -3.4% |
| CAPITAL OUTLAY | 221,620 | 232,890 | 246,540 | 195,020 | -20.9% |
| PROGRAM TOTAL | \$426,009 | \$445,295 | \$473,440 | \$426,990 | -9.8% |

**POLICE DEPARTMENT
ADMINISTRATION PROGRAM
PERSONNEL SUMMARY FTE'S**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|-------------|-------------|-------------|-------------|
| FULL-TIME | 3.00 | 3.00 | 3.00 | 3.00 |
| PART-TIME | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 3.00 | 3.00 | 3.00 | 3.00 |

**POLICE DEPARTMENT
PATROL PROGRAM ACTIVITIES**

- Respond to citizen calls for police service
- Investigate all offenses
- Apprehend criminal offenders
- Investigate accidents
- Enforce traffic laws and parking regulations
- Provide on-call conflict management and crisis intervention services
- Provide initial field training for probationary officers
- Provide annual training to all personnel assigned to patrol as required by state regulations
- Participate in the centralized dispatching system (METCAD)
- Implement community policing strategy through fixed beat assignment, foot patrols, bike patrol, special details, advisory committee, citizen survey and problem solving with citizens

**POLICE DEPARTMENT
PATROL PROGRAM
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL 2000-01 | BUDGET 2001-02 | PROJECTED 2002-03 | BUDGET 2003-03 | % CHG |
|--|--------------------|--------------------|----------------------|--------------------|-------------|
| PERSONNEL SERVICES | \$1,927,894 | \$2,068,894 | \$2,241,750 | \$2,330,380 | 4.0% |
| MATERIALS AND SUPPLIES | 5,616 | 6,000 | 13,520 | 11,320 | -16.3% |
| OPERATIONS AND CONTRACTUAL SERVICES | 541,073 | 520,698 | 586,970 | 588,950 | 0.3% |
| PROGRAM TOTAL | \$2,474,583 | \$2,595,592 | \$2,842,240 | \$2,930,650 | 3.1% |

**POLICE DEPARTMENT
PATROL PROGRAM
PERSONNEL SUMMARY FTE'S**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|--------------|--------------|--------------|--------------|
| FULL-TIME | 38.00 | 38.00 | 39.00 | 39.00 |
| PART-TIME | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 38.00 | 38.00 | 39.00 | 39.00 |

**POLICE DEPARTMENT
ANIMAL CONTROL PROGRAM ACTIVITIES**

- Enforce the City's dog and animal control ordinances to include responding to complaints of animals running at large, enforcing the quarantine of animals that have bitten people and assisting injured animals
- Supervise contractual vendor for removal and disposal of dead animal carcasses

**POLICE DEPARTMENT
ANIMAL CONTROL PROGRAM ACTIVITIES
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL 2000-01 | BUDGET 2001-02 | PROJECTED 2002-03 | BUDGET 2003-03 | % CHG |
|--|-------------------|-------------------|----------------------|-------------------|-------------|
| PERSONNEL SERVICES | \$27,683 | \$28,758 | \$33,440 | \$33,930 | 1.5% |
| MATERIALS AND SUPPLIES | 347 | 306 | 360 | 360 | 0.0% |
| OPERATIONS AND CONTRACTUAL SERVICES | 62,379 | 46,152 | 47,570 | 48,360 | 1.7% |
| PROGRAM TOTAL | \$90,409 | \$75,216 | \$81,370 | \$82,650 | 1.6% |

**POLICE DEPARTMENT
ANIMAL CONTROL PROGRAM
PERSONNEL SUMMARY FTE'S**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|-------------|-------------|-------------|-------------|
| FULL-TIME | 1.00 | 1.00 | 1.00 | 1.00 |
| PART-TIME | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 1.00 | 1.00 | 1.00 | 1.00 |

**POLICE DEPARTMENT
CRIMINAL INVESTIGATIONS PROGRAM ACTIVITIES**

- Investigate serious crimes
- Apprehend and assist in the prosecution of criminal suspects
- Provide covert operations in areas where criminal activity is suspected
- Perform periodic checks for alcohol and tobacco violations
- Assist local school officials in prevention of juvenile crimes and illegal substance abuse through the school resource officer program
- Participate in the statewide SHO-CAP through the juvenile officer program.
- Participate in the county-wide inter-agency task force for drug traffic
- Cooperate and assist other law enforcement agencies in joint investigations
- Provide annual training to all personnel assigned to criminal investigations as required by state regulations

**POLICE DEPARTMENT
CRIMINAL INVESTIGATIONS PROGRAM
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL 2000-01 | BUDGET 2001-02 | PROJECTED 2002-03 | BUDGET 2003-03 | % CHG |
|--|-------------------|-------------------|----------------------|-------------------|-------------|
| PERSONNEL SERVICES | \$491,745 | \$518,909 | \$540,300 | \$543,210 | 0.5% |
| MATERIALS AND SUPPLIES | 0 | 0 | 500 | 500 | 0.0% |
| OPERATIONS AND CONTRACTUAL SERVICES | 80,371 | 72,965 | 98,670 | 97,930 | -0.7% |
| PROGRAM TOTAL | \$572,116 | \$591,874 | \$639,470 | \$641,640 | 0.3% |

**POLICE DEPARTMENT
CRIMINAL INVESTIGATIONS PROGRAM
PERSONNEL SUMMARY FTE'S**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|--------------|--------------|--------------|--------------|
| FULL-TIME | 10.00 | 10.00 | 10.00 | 10.00 |
| PART-TIME | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 10.00 | 10.00 | 10.00 | 10.00 |

**POLICE DEPARTMENT
SUPPORT SERVICES PROGRAM ACTIVITIES**

- Maintain accurate and complete record systems involving department activities
- Control and disseminate information according to provisions of the Public Information Act
- Prepare all necessary reports to oversight agencies as required by law

**POLICE DEPARTMENT
SUPPORT SERVICES PROGRAM
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL | BUDGET | PROJECTED | BUDGET | % |
|-------------------------------------|------------------|------------------|------------------|------------------|-------------|
| | 2000-01 | 2001-02 | 2002-03 | 2003-03 | CHG |
| PERSONNEL SERVICES | \$333,414 | \$343,009 | \$370,410 | \$383,020 | 3.4% |
| MATERIALS AND SUPPLIES | 19,719 | 18,842 | 27,640 | 27,640 | 0.0% |
| OPERATIONS AND CONTRACTUAL SERVICES | 120,147 | 120,659 | 136,980 | 130,170 | -5.0% |
| PROGRAM TOTAL | \$473,280 | \$482,510 | \$535,030 | \$540,830 | 1.1% |

**POLICE DEPARTMENT
SUPPORT SERVICES PROGRAM
PERSONNEL SUMMARY FTE'S**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|-------------|-------------|-------------|-------------|
| FULL-TIME | 9.00 | 9.00 | 9.00 | 9.00 |
| PART-TIME | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 9.00 | 9.00 | 9.00 | 9.00 |

**POLICE DEPARTMENT
PARKING ENFORCEMENT PROGRAM ACTIVITIES**

- To enforce all parking ordinances in the City, to include parking meters, City parking lots and 3 am to 10 am zones
- To enforce City abandoned vehicle ordinances
- To plan, direct, and administer the school crossing guards program

**POLICE DEPARTMENT
PARKING ENFORCEMENT PROGRAM
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL 2000-01 | BUDGET 2001-02 | PROJECTED 2002-03 | BUDGET 2003-03 | % CHG |
|--|-------------------|-------------------|----------------------|-------------------|-------------|
| PERSONNEL SERVICES | \$90,909 | \$105,781 | \$135,680 | \$139,410 | 2.7% |
| MATERIALS AND SUPPLIES | 1,213 | 1,171 | 1,230 | 1,230 | 0.0% |
| OPERATIONS AND CONTRACTUAL SERVICES | 15,665 | 15,677 | 19,110 | 19,110 | 0.0% |
| PROGRAM TOTAL | \$107,787 | \$122,629 | \$156,020 | \$159,750 | 2.4% |

**POLICE DEPARTMENT
PARKING ENFORCEMENT PROGRAM
PERSONNEL SUMMARY FTE'S**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|-------------|-------------|-------------|-------------|
| FULL-TIME | 1.00 | 2.00 | 2.00 | 2.00 |
| PART-TIME | 4.00 | 4.00 | 4.00 | 4.00 |
| TOTAL | 5.00 | 6.00 | 6.00 | 6.00 |

**POLICE DEPARTMENT
SCHOOL CROSSING GUARD PROGRAM ACTIVITIES**

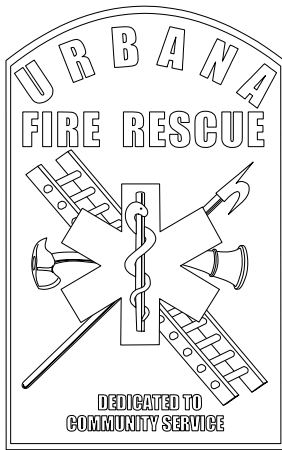
- Provide trained personnel at designated intersections to assist school children to safely cross busy streets

**POLICE DEPARTMENT
SCHOOL CROSSING GUARD PROGRAM
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL | BUDGET | PROJECTED | BUDGET | % |
|--|-----------------|-----------------|-----------------|-----------------|-------------|
| | 2000-01 | 2001-02 | 2002-03 | 2003-03 | CHG |
| PERSONNEL SERVICES | \$28,842 | \$35,939 | \$42,330 | \$43,390 | 2.5% |
| MATERIALS AND SUPPLIES | 357 | 356 | 360 | 360 | 0.0% |
| OPERATIONS AND CONTRACTUAL SERVICES | 1,688 | 1,753 | 2,050 | 2,050 | 0.0% |
| PROGRAM TOTAL | \$30,887 | \$38,048 | \$44,740 | \$45,800 | 2.4% |

**POLICE DEPARTMENT
SCHOOL CROSSING GUARD PROGRAM
PERSONNEL SUMMARY FTE'S**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|-------------|-------------|-------------|-------------|
| FULL-TIME | 0.00 | 0.00 | 0.00 | 0.00 |
| PART-TIME | 3.75 | 3.75 | 3.75 | 3.75 |
| TOTAL | 3.75 | 3.75 | 3.75 | 3.75 |



FIRE RESCUE SERVICES DEPARTMENT

DEPARTMENT MISSION

To serve our community by providing effective emergency response services and quality prevention and education programs that will minimize the loss of life and property resulting from fires, medical emergencies and other hazardous conditions.

DEPARTMENT ORGANIZATION

The Fire Rescue Services Department is organized into four divisions. Each division is responsible for the accomplishment of specific functional goals and objectives. The department is also organized around a number of different program teams, project teams and committees. A team based organization provides the opportunity for each member of the department to reach their potential and to contribute toward the success of the department. The functional divisions of the Fire Rescue Services Department include:

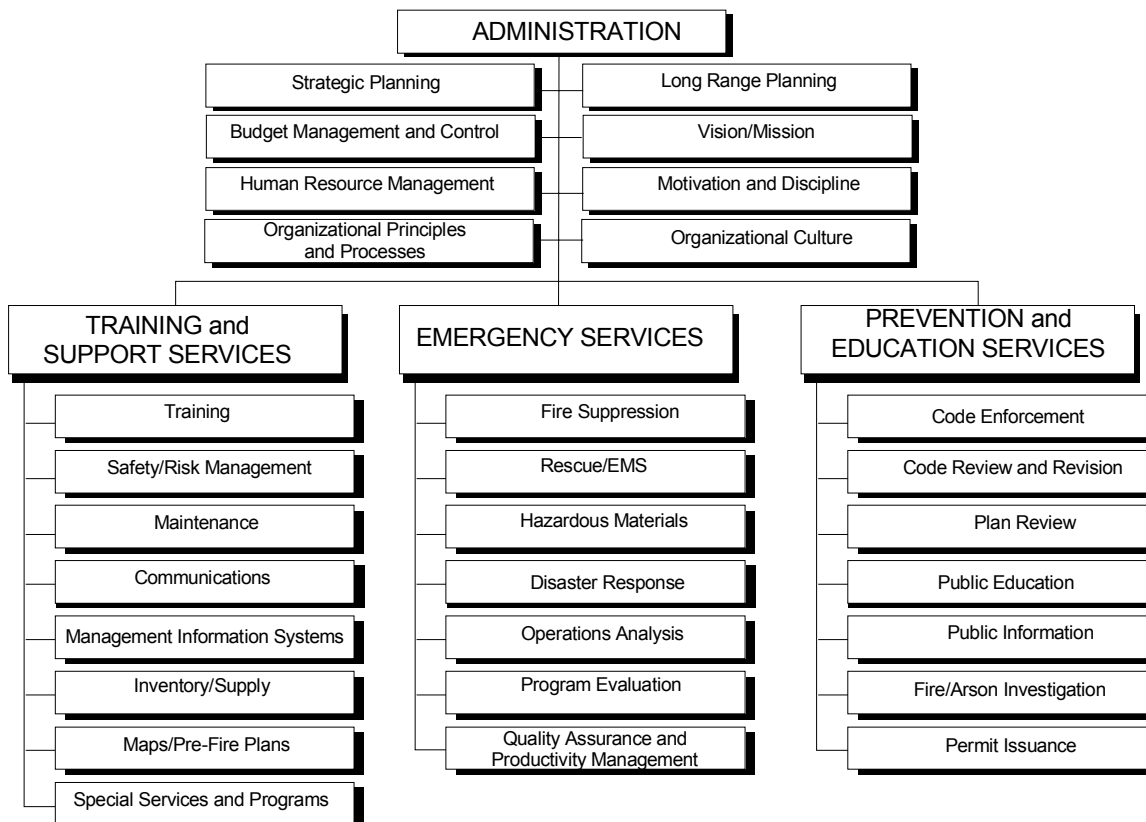
- **Administration** - functions include planning, organizing, coordinating, and controlling the services and programs provided by the department. These functions are accomplished by establishing an organizational vision, mission, long-range plan, and strategic plan. In addition, the administration is responsible for budget management and control, human resource management, establishing organizational principles and processes, and providing motivation and discipline.
- **Training and Support Services** - provides support services for the emergency Services, Prevention and Education Services, and Administrative Divisions of the department. These support services include training, safety and risk management, facilities and equipment maintenance, radio communications, management information systems, inventory and supply, maps and pre-fire planning, and special services and programs. The functions of this division are carried out by the Training Program Team, Safety/Accident Review Board, Maintenance Project Team, Risk Management Team, and various other project teams and committees.
- **Emergency Services** - the short term priority of the department. The Emergency Services Division provides fire suppression, rescue/emergency medical, hazardous materials, and disaster response services. In addition, this division is responsible for operations analysis, program evaluation, and quality assurance and productivity management. Operations analysis is the process of reviewing

Fire Rescue Services Department

each services provided by the division to improve the efficiency, effectiveness, and quality of services. Program evaluation is the process of evaluating the worth and value of each service provided by the division, and determining if the service should be continued, terminated, or modified. This division is staffed by 37 Firefighters, 15 Company Officers and 3 Division Officers.

- Prevention and Education Services** - the long term priority of the department. The Prevention and Education Services Division conducts fire code enforcement, review, and revision. This division also conducts plan reviews and issues permits required by the BOCA fire code. In addition, this division provides public education programs, public information and relations services, and fire/arson investigations. This division is staffed by 1 Division Officer and 1 Prevention/Education Inspector.

FIRE RESCUE SERVICES DEPARTMENT FUNCTIONAL ORGANIZATIONAL CHART



FIRE RESCUE SERVICES DEPARTMENT EXPENDITURES BY CATEGORY

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG |
|--|--------------------|--------------------|--------------------|--------------------|-------------|
| PERSONNEL SERVICES | \$3,002,150 | \$3,188,520 | \$3,433,600 | \$3,562,440 | 3.8% |
| MATERIALS AND SUPPLIES | 48,441 | 56,126 | 58,390 | 58,390 | 0.0% |
| OPERATIONS AND CONTRACTUAL SERVICES | 454,128 | 414,240 | 444,030 | 452,520 | 1.9% |
| CAPITAL OUTLAY | 171,560 | 180,740 | 188,880 | 149,410 | -20.9% |
| TOTAL | \$3,676,279 | \$3,839,626 | \$4,124,900 | \$4,222,760 | 2.4% |

**FIRE RESCUE SERVICES DEPARTMENT
PERSONNEL SUMMARY FTE'S**

| FULL-TIME POSITIONS: | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------------------|----------------|----------------|----------------|----------------|
| FIRE CHIEF | 1.00 | 1.00 | 1.00 | 1.00 |
| ASSISTANT CHIEF | 0.00 | 0.00 | 0.00 | 0.00 |
| SHIFT DIVISION OFFICER | 3.00 | 3.00 | 3.00 | 3.00 |
| PREV/ED. DIVISION OFFICER | 1.00 | 1.00 | 1.00 | 1.00 |
| PREV/ED. INSPECTOR | 1.00 | 1.00 | 1.00 | 1.00 |
| COMPANY OFFICER | 15.00 | 15.00 | 15.00 | 15.00 |
| FIREFIGHTER | 37.00 | 37.00 | 37.00 | 37.00 |
| SECRETARY | 1.00 | 1.00 | 1.00 | 1.00 |
| SUBTOTAL, FULL-TIME | 59.00 | 59.00 | 59.00 | 59.00 |
| PART-TIME POSITIONS: | | | | |
| PART-TIME | 0.00 | 0.00 | 0.00 | 0.00 |
| FIRE DEPARTMENT TOTAL | 59.00 | 59.00 | 59.00 | 59.00 |

FIRE RESCUE SERVICES DEPARTMENT ACTIVITIES

- Plan, organizes, coordinate, and control department goals, objectives, activities, standards and policies
- Manage resources for efficient and effective achievement of department goals and objectives
- Develop the knowledge, skill, and ability of staff through a program of administrative, technical, and interpersonal training, educational opportunities, and constructive performance review procedures
- Manage personnel through leadership, effective problem solving, participate in decision making, and constructive conflict resolution.
- Represent the department at various fire, life safety, and public relations meetings and events.
- Ensure that the City's E.S.D.A. center responds to all natural disasters and emergencies
- Enforce fire and life safety codes to include field inspections, approving new building plans, coordinating activities with the Office of the State Fire Marshall, and witnessing the installation and testing of fire suppression and detection systems and underground tanks
- Provide fire and life safety education programs, news releases, and information distribution
- Investigate fires to determine origin and cause, to include interviewing witnesses, collecting evidence, assisting the police in prosecution for arson and counseling juvenile fire setters
- Maintain accurate and complete management information and records management systems involving department services and programs
- Prepare all necessary reports to oversight agencies
- Respond to all fire alarms and extinguish all uncontrolled fires

Fire Rescue Services Department

- Respond to rescue and emergency medical situations and assist the injured until ambulance services arrives (if needed)
- Respond to uncontrolled spills or leaks of hazardous materials, control and contain the incident until clean up can be accomplished by other local, State or Federal agencies
- Maintain all firefighting vehicles and equipment
- Prepare pre-fire plans for buildings
- Represent the department in the centralized dispatching system (METCAD)
- Participate in school and community based career programs promoting fire service as a career choice
- Solicit women and minorities to consider fire service as an employment opportunity



PUBLIC WORKS DEPARTMENT

DEPARTMENT MISSION

The Urbana Public Works Department is dedicated to ensuring prompt, courteous and exemplary service to the community in a professional, efficient, and cost-effective manner, striving to enhance the quality of life by preserving the safety, health and welfare of those served by our organization, while promoting the City's economic growth by constructing, maintaining, and improving the public infrastructure.

DEPARTMENT ORGANIZATION

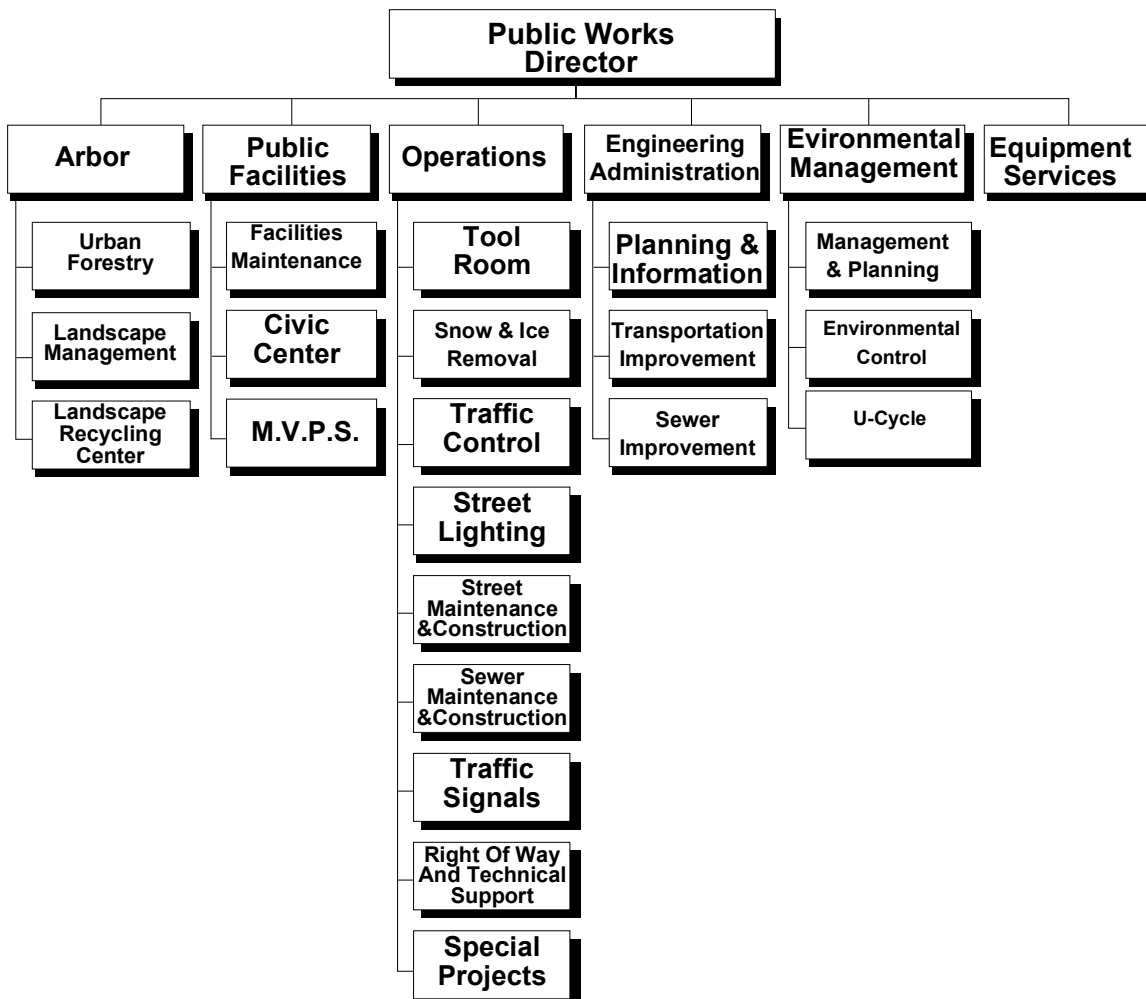
The Public Works Department is organized into seven divisions:

- **Administration** - This division is headed by the Public Works Director and provides overall direction and supervision for all public works activities.
- **Arbor** - This division is headed by the City Arborist and provides certain services for the maintenance and planting of trees and green spaces and for operation of a county-wide landscape recycling center.
- **Public Facilities** - This division is headed by the Public Facilities Manager and provides a comprehensive program of management and maintenance for all municipal buildings and grounds and manages a low-cost community meeting center (Civic Center). The Public Facilities Manager also supervises the municipal parking system, as reported in the M.V.P.S. section of the budget.
- **Operations** - This division is headed by the Operations Manager and provides for the following public works services:
 - Snow and Ice Removal from municipal streets, alleys and parking lots
 - Maintenance and repair of street and traffic control signs and lane markings
 - Maintenance and repair of street and municipal parking lot lighting systems
 - Maintenance and repair of streets, alleys, sidewalks, municipal parking lots and right of way
 - Maintenance and repair of municipal storm and sanitary sewer systems
 - Maintenance and repair of municipal traffic signal systems

Public Works Department

- Management of the municipal right of way and training support for the Public Works Department
- **Engineering** - This division is headed by the Assistant City Engineer (Public Works Director serves as City Engineer) and provides citywide mapping and graphic support, infrastructure design and construction management, subdivision/private development plan review, and maintenance of the Capital Improvement Plan.
- **Environmental Management** - This division is headed by the Environmental Manager and provides certain solid waste management and coordination of recycling programs, encephalitis prevention, and environmental control services. Costs of the single and multi-family U-Cycle program are reported in the U-Cycle Special Fund.
- **Equipment Services** - This division is headed by the Fleet Manager and provides maintenance of and coordination for replacement of the City's fleet of vehicles and major equipment. Costs are reported in the Equipment Services Special Fund.

PUBLIC WORKS DEPARTMENT ORGANIZATIONAL CHART



**PUBLIC WORKS DEPARTMENT
EXPENDITURES BY PROGRAM**

| PROGRAM | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|---------------------------------|-------------------|-------------------|-------------------|-------------------|-----------|
| ADMINISTRATION | \$638,484 | \$676,860 | \$711,875 | \$624,405 | -12.3% |
| ARBOR DIVISION: | | | | | |
| URBAN FORESTRY | 184,105 | 182,179 | 237,195 | 241,635 | 1.9% |
| LANDSCAPE MANAGEMENT | 143,287 | 170,472 | 202,780 | 224,750 | |
| PUBLIC FACILITIES DIVISION: | | | | | |
| FACILITIES MAINTENANCE | 363,344 | 351,559 | 403,780 | 406,310 | 0.6% |
| CIVIC CENTER | 48,729 | 49,383 | 53,900 | 54,930 | 1.9% |
| OPERATIONS DIVISION: | | | | | |
| TOOL ROOM | 68,607 | 83,955 | 84,440 | 85,480 | 1.2% |
| SNOW AND ICE REMOVAL | 113,117 | 85,391 | 113,450 | 130,330 | 14.9% |
| TRAFFIC CONTROL | 147,449 | 176,067 | 170,580 | 177,610 | 4.1% |
| STREET LIGHTING | 397,110 | 415,270 | 466,940 | 470,690 | 0.8% |
| STREET MAINT. AND CONST. | 448,659 | 532,305 | 608,450 | 626,030 | 2.9% |
| CONCRETE REPAIR | 315,762 | 366,296 | 375,590 | 378,070 | 0.7% |
| SEWER MAINT. AND CONST. | 296,630 | 197,451 | 337,140 | 345,500 | 2.5% |
| TRAFFIC SIGNALS | 74,475 | 71,947 | 83,540 | 85,480 | 2.3% |
| R.O.W. AND TECHNICAL SUPPORT | 35,483 | 42,910 | 56,200 | 57,900 | 3.0% |
| ENGINEERING DIVISION: | | | | | |
| PLANNING AND MAPPING | 274,485 | 271,968 | 331,920 | 338,630 | 2.0% |
| TRANSPORTATION IMPROVEMENTS | 93,704 | 127,266 | 143,920 | 163,030 | 13.3% |
| SEWER IMPROVEMENTS | 100,207 | 106,133 | 117,580 | 120,210 | 2.2% |
| ENVIRONMENTAL MANAGEMENT: | | | | | |
| MGT. AND PLANNING | 146,128 | 143,138 | 166,879 | 179,830 | 7.8% |
| ENVIRONMENTAL CONTROL | 41,399 | 48,366 | 54,180 | 48,850 | -9.8% |
| DEPARTMENT TOTAL | \$3,931,164 | \$4,098,916 | \$4,720,339 | \$4,759,670 | 0.8% |

**PUBLIC WORKS DEPARTMENT
EXPENDITURES BY CATEGORY**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|------------------------|-------------------|-------------------|-------------------|-------------------|-----------|
| PERSONNEL SERVICES | \$2,167,362 | \$2,302,263 | \$2,616,760 | \$2,694,300 | 3.0% |
| MATERIALS AND SUPPLIES | 346,769 | 323,472 | 358,300 | 403,680 | 12.7% |
| CONTRACTUAL SERVICES | 1,076,983 | 1,110,801 | 1,366,589 | 1,362,130 | -0.3% |
| CAPITAL OUTLAY | 340,050 | 362,380 | 378,690 | 299,560 | -20.9% |
| DEPARTMENT TOTAL | \$3,931,164 | \$4,098,916 | \$4,720,339 | \$4,759,670 | 0.8% |

**PUBLIC WORKS DEPARTMENT
PERSONNEL SUMMARY (FTE'S)**

| FULL-TIME POSITIONS: | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|--------------------------------------|----------------|----------------|----------------|----------------|
| PUBLIC WORKS DIRECTOR | 1.00 | 1.00 | 1.00 | 1.00 |
| SECRETARY | 2.00 | 2.00 | 2.00 | 2.00 |
| ASSISTANT TO THE DIRECTOR | 1.00 | 0.00 | 1.00 | 1.00 |
| ASSISTANT CITY ENGINEER | 0.00 | 1.00 | 1.00 | 1.00 |
| P.W. CLERK | 1.00 | 1.00 | 0.00 | 0.00 |
| CITY ARBORIST | 1.00 | 1.00 | 1.00 | 1.00 |
| FORESTRY SUPERVISOR | 1.00 | 1.00 | 1.00 | 1.00 |
| LANDSCAPE SUPERVISOR | 1.00 | 1.00 | 1.00 | 1.00 |
| ARBOR TECHNICIAN | 3.00 | 3.00 | 3.00 | 3.00 |
| L.R.C. TECHNICIAN | 0.00 | 0.00 | 1.00 | 1.00 |
| EQUIPMENT OPERATOR | 8.00 | 8.00 | 10.00 | 10.00 |
| PUBLIC FACILITIES MANAGER | 1.00 | 1.00 | 1.00 | 1.00 |
| BUILDING MAINTENANCE WORKER | 1.00 | 1.00 | 1.00 | 1.00 |
| OPERATIONS MANAGER | 1.00 | 1.00 | 1.00 | 1.00 |
| OPERATIONS SUPERVISOR | 3.00 | 3.00 | 3.00 | 3.00 |
| MAINTENANCE WORKER | 9.00 | 10.00 | 8.00 | 8.00 |
| ELECTRICIAN | 2.00 | 2.00 | 2.00 | 2.00 |
| TRAFFIC SIGNAL TECHNICIAN | 1.00 | 1.00 | 1.00 | 1.00 |
| R.O.W. TECHNICIAN | 1.00 | 1.00 | 1.00 | 1.00 |
| SR. CIVIL ENGINEER | 1.00 | 1.00 | 1.00 | 1.00 |
| CIVIL ENGINEER | 2.00 | 2.00 | 2.00 | 2.00 |
| PROJECT COORDINATOR | 2.00 | 2.00 | 2.00 | 2.00 |
| ENGINEERING TECHNICIAN | 3.00 | 3.00 | 4.00 | 4.00 |
| INFORMATION TECHNICIAN | 2.00 | 2.00 | 1.00 | 1.00 |
| ENVIRONMENTAL CONTROL MANAGER | 1.00 | 1.00 | 1.00 | 1.00 |
| ENVIRONMENTAL CONTROL OFFICER | 1.00 | 1.00 | 1.00 | 1.00 |
| FLEET MANAGER | 1.00 | 1.00 | 1.00 | 1.00 |
| MECHANIC | 3.00 | 3.00 | 3.00 | 3.00 |
| TOOL ROOM CLERK | 0.00 | 0.00 | 1.00 | 1.00 |
| METER MAINTENANCE TECHNICIAN | 2.00 | 2.00 | 2.00 | 2.00 |
| SUBTOTAL, FULL-TIME | 56.00 | 57.00 | 59.00 | 59.00 |
| PART-TIME POSITIONS: | | | | |
| CLERK-TYPIST | 0.75 | 0.75 | 0.75 | 0.75 |
| SEASONAL, ARBOR | 4.37 | 4.37 | 4.52 | 4.52 |
| L.R.C. LABORERS | 2.00 | 2.15 | 1.75 | 1.75 |
| BUILDING MAINT. | 0.34 | 0.50 | 0.50 | 0.50 |
| CIVIC CENTER | 2.00 | 2.00 | 2.00 | 2.00 |
| SEASONAL, OPERATIONS | 3.26 | 3.26 | 3.26 | 3.26 |
| TOOL ROOM CLERK | 1.00 | 1.00 | 0.00 | 0.00 |
| ENGINEERING AIDE | 1.10 | 1.10 | 0.35 | 0.35 |
| U-CYCLE/ENV. AIDE | 0.58 | 0.58 | 0.54 | 0.54 |
| ENVIRONMENTAL AIDE | 0.50 | 0.34 | 0.27 | 0.27 |
| FLEET SERVICES PARTS CLERK | 0.50 | 0.50 | 0.50 | 0.50 |
| SEASONAL, MVPS | 0.28 | 0.28 | 0.28 | 0.28 |
| SEASONAL, GARAGE | 2.50 | 2.50 | 2.50 | 2.50 |
| SUBTOTAL, PART-TIME | 19.18 | 19.33 | 17.22 | 17.22 |
| PUBLIC WORKS DEPARTMENT TOTAL | 75.18 | 76.33 | 76.22 | 76.22 |

**PUBLIC WORKS DEPARTMENT
ADMINISTRATION PROGRAM ACTIVITIES**

- Plan and implement department goals, plans, standards and policies
- Manage resources for efficient achievement of City and department goals and objectives
- Develop department staff through training and evaluation procedures
- Manage personnel through work directives and rules
- Develop and administer the annual department budget
- Represent the department and City in various intergovernmental activities, in matters with the news media and at public relations meetings and events
- Participate in the planning and preparation of certain long-term plans such as the Capital Improvements Plan, CUUATS, CUTEC, and CATS.
- Place professional engineer's seal on project plans and specifications as required by law

**PUBLIC WORKS DEPARTMENT
ADMINISTRATION PROGRAM
PERSONNEL SUMMARY (FTE'S)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 4.30 | 4.00 | 4.00 | 4.00 |
| PART-TIME | 0.75 | 0.75 | 0.75 | 0.75 |
| TOTAL | 5.05 | 4.75 | 4.75 | 4.75 |

**PUBLIC WORKS DEPARTMENT
ADMINISTRATION PROGRAM
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|-----------|
| PERSONNEL SERVICES | \$223,625 | \$242,583 | \$247,170 | \$243,830 | -1.4% |
| MATERIALS AND SUPPLIES | 11,013 | 9,216 | 10,910 | 9,910 | -9.2% |
| CONTRACTUAL SERVICES | 63,796 | 62,681 | 75,105 | 71,105 | -5.3% |
| CAPITAL OUTLAY | 340,050 | 362,380 | 378,690 | 299,560 | -20.9% |
| PROGRAM TOTAL | \$638,484 | \$676,860 | \$711,875 | \$624,405 | -12.3% |

**PUBLIC WORKS DEPARTMENT
URBAN FORESTRY PROGRAM ACTIVITIES**

- Establish and supervise a long-range tree maintenance, removal, and planting program which includes removal/pruning of dead or hazardous trees on City right-of-way, preventative maintenance on healthy City trees, and emergency response
- Provide certain services for City owned trees and plant resources such as planting, watering, pest control, clearance trimming, and nuisance abatement
- Provide technical information concerning the management of trees and plant resources and ordinance enforcement to the public, news media, and at public relations meetings and events

**PUBLIC WORKS DEPARTMENT
URBAN FORESTRY PROGRAM
PERSONNEL SUMMARY (FTE'S)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 3.34 | 3.34 | 3.34 | 3.34 |
| PART-TIME | 1.13 | 1.28 | 1.28 | 1.28 |
| TOTAL | 4.47 | 4.62 | 4.62 | 4.62 |

**PUBLIC WORKS DEPARTMENT
URBAN FORESTRY PROGRAM
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL | ACTUAL | BUDGET | BUDGET | % |
|-------------------------------|-----------|-----------|-----------|-----------|-------|
| | 2000-01 | 2001-02 | 2002-03 | 2003-04 | CHG. |
| PERSONNEL SERVICES | \$137,637 | \$132,239 | \$171,450 | \$176,360 | 2.9% |
| MATERIALS AND SUPPLIES | 2,938 | 4,004 | 3,990 | 3,990 | 0.0% |
| CONTRACTUAL SERVICES | 43,530 | 45,936 | 61,755 | 61,285 | -0.8% |
| PROGRAM TOTAL | \$184,105 | \$182,179 | \$237,195 | \$241,635 | 1.9% |

**PUBLIC WORKS DEPARTMENT
LANDSCAPE MANAGEMENT PROGRAM ACTIVITIES**

- Provide design and project implementation assistance for environmental improvement projects including City owned mini-parks, entryway corridors, right-of-way streetscapes, facilities and parking lots
- Provide technical information concerning the management of trees and plant resources and ordinance enforcement to the public, news media, and at public relations meetings and events
- Manage landscape maintenance for all City owned facilities, parks, designated parkways and medians, parking lots, and green space projects
- Maintain, in a groom quality appearance, 5 acres of lawn grass adjacent to city facilities, parking lots and various street medians

**PUBLIC WORKS DEPARTMENT
LANDSCAPE MANAGEMENT PROGRAM
PERSONNEL SUMMARY (FTE'S)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 3.34 | 3.34 | 3.34 | 3.34 |
| PART-TIME | 1.13 | 1.28 | 1.28 | 1.28 |
| TOTAL | 4.47 | 4.62 | 4.62 | 4.62 |

**PUBLIC WORKS DEPARTMENT
LANDSCAPE MANAGEMENT PROGRAM
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|------------------------|-------------------|-------------------|-------------------|-------------------|--------------|
| PERSONNEL SERVICES | \$95,753 | \$130,687 | \$145,660 | \$148,880 | 2.2% |
| MATERIALS AND SUPPLIES | 5,041 | 4,790 | 5,120 | 5,120 | 0.0% |
| CONTRACTUAL SERVICES | 42,493 | 34,995 | 52,000 | 70,750 | 36.1% |
| PROGRAM TOTAL | \$143,287 | \$170,472 | \$202,780 | \$224,750 | 10.8% |

**PUBLIC WORKS DEPARTMENT
FACILITIES MAINTENANCE PROGRAM ACTIVITIES**

- Provide maintenance services for all municipal facilities to include administering contracts for elevator services, architectural and mechanical services, boiler inspection, custodial services, and local, long-distance and cellular telephone service
- Manage various maintenance agreements for township facilities at 205 West Green Street
- Coordinate various construction and remodeling projects for City facilities to include maintenance, repair, safety, accessibility, and code improvement projects

**PUBLIC WORKS DEPARTMENT
FACILITIES MAINTENANCE PROGRAM
PERSONNEL SUMMARY (FTE'S)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 2.00 | 2.00 | 2.00 | 2.00 |
| PART-TIME | 0.50 | 0.50 | 0.50 | 0.50 |
| TOTAL | 2.50 | 2.50 | 2.50 | 2.50 |

**PUBLIC WORKS DEPARTMENT
FACILITIES MAINTENANCE PROGRAM
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL | ACTUAL | BUDGET | BUDGET | % |
|-------------------------------|-----------|-----------|-----------|-----------|-------|
| | 2000-01 | 2001-02 | 2002-03 | 2003-04 | |
| PERSONNEL SERVICES | \$103,061 | \$107,915 | \$117,570 | \$120,240 | 2.3% |
| MATERIALS AND SUPPLIES | 29,781 | 22,172 | 18,320 | 18,320 | 0.0% |
| CONTRACTUAL SERVICES | 230,502 | 221,472 | 267,890 | 267,750 | -0.1% |
| PROGRAM TOTAL | \$363,344 | \$351,559 | \$403,780 | \$406,310 | 0.6% |

**PUBLIC WORKS DEPARTMENT
CIVIC CENTER PROGRAM ACTIVITIES**

- Provide a low-cost community meeting place which is supported by operating fees
- Provide meeting and training facilities for City programs and departments
- Provide emergency shelter facilities in cooperation with the Red Cross and ESDA

**PUBLIC WORKS DEPARTMENT
CIVIC CENTER PROGRAM
PERSONNEL SUMMARY (FTE'S)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 0.00 | 0.00 | 0.00 | 0.00 |
| PART-TIME | 2.00 | 2.00 | 2.00 | 2.00 |
| TOTAL | 2.00 | 2.00 | 2.00 | 2.00 |

**PUBLIC WORKS DEPARTMENT
CIVIC CENTER PROGRAM
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL | ACTUAL | BUDGET | BUDGET | % CHG. |
|-------------------------------|----------|----------|----------|----------|-----------|
| | 2000-01 | 2001-02 | 2002-03 | 2003-04 | |
| PERSONNEL SERVICES | \$38,349 | \$37,116 | \$41,220 | \$42,250 | 2.5% |
| MATERIALS AND SUPPLIES | 950 | 1,871 | 2,140 | 2,140 | 0.0% |
| CONTRACTUAL SERVICES | 9,430 | 10,396 | 10,540 | 10,540 | 0.0% |
| PROGRAM TOTAL | \$48,729 | \$49,383 | \$53,900 | \$54,930 | 1.9% |

Public Works Department

**PUBLIC WORKS DEPARTMENT
TOOLROOM PROGRAM ACTIVITIES**

- Provide centralized toolroom inventory and purchasing services for the Public Works Department

**PUBLIC WORKS DEPARTMENT
TOOLROOM PROGRAM
PERSONNEL SUMMARY (FTE'S)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 0.25 | 1.25 | 1.00 | 1.00 |
| PART-TIME | 1.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 1.25 | 1.25 | 1.00 | 1.00 |

**PUBLIC WORKS DEPARTMENT
TOOLROOM PROGRAM
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|-----------|
| PERSONNEL SERVICES | \$30,880 | \$38,481 | \$41,660 | \$42,700 | 2.5% |
| MATERIALS AND SUPPLIES | 19,841 | 23,569 | 27,820 | 27,820 | 0.0% |
| CONTRACTUAL SERVICES | 17,886 | 21,905 | 14,960 | 14,960 | 0.0% |
| PROGRAM TOTAL | \$68,607 | \$83,955 | \$84,440 | \$85,480 | 1.2% |

**PUBLIC WORKS DEPARTMENT
SNOW AND ICE REMOVAL PROGRAM ACTIVITIES**

- Plow City streets and parking lots when a snowfall exceeds two inches in depth
- Apply certain de-icing materials to City streets and parking lots
- Remove snow and ice from sidewalks around municipally owned facilities

**PUBLIC WORKS DEPARTMENT
SNOW AND ICE REMOVAL PROGRAM
PERSONNEL SUMMARY (FTE'S)**

No specific personnel positions are assigned to the snow and ice removal program. Many positions in other programs work on snow and ice removal when required. Overtime for the department is reported in this program.

**PUBLIC WORKS DEPARTMENT
SNOW AND ICE REMOVAL PROGRAM
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|------------------------|-------------------|-------------------|-------------------|-------------------|--------------|
| PERSONNEL SERVICES | \$40,279 | \$37,434 | \$37,400 | \$37,400 | 0.0% |
| MATERIALS AND SUPPLIES | 43,159 | 22,456 | 39,600 | 56,480 | 42.6% |
| CONTRACTUAL SERVICES | 29,679 | 25,501 | 36,450 | 36,450 | 0.0% |
| PROGRAM TOTAL | \$113,117 | \$85,391 | \$113,450 | \$130,330 | 14.9% |

**PUBLIC WORKS DEPARTMENT
TRAFFIC CONTROL PROGRAM ACTIVITIES**

- Provide maintenance on street and traffic control signs to include replacement of damaged or missing signs
- Annually repaint or reapply street traffic control markings
- Place curblines delineators on City streets to aid snowplowing and install snow fencing and salt barrels
- Mow right-of-ways
- Provide traffic control support for community events

**PUBLIC WORKS DEPARTMENT
TRAFFIC CONTROL PROGRAM
PERSONNEL SUMMARY (FTE'S)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 2.70 | 2.70 | 2.70 | 2.70 |
| PART-TIME | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 2.70 | 2.70 | 2.70 | 2.70 |

**PUBLIC WORKS DEPARTMENT
TRAFFIC CONTROL PROGRAM
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|------------------------|-------------------|-------------------|-------------------|-------------------|-------------|
| PERSONNEL SERVICES | \$88,885 | \$110,131 | \$105,500 | \$106,260 | 0.7% |
| MATERIALS AND SUPPLIES | 36,796 | 41,379 | 35,530 | 42,270 | 19.0% |
| CONTRACTUAL SERVICES | 21,768 | 24,557 | 29,550 | 29,080 | -1.6% |
| PROGRAM TOTAL | \$147,449 | \$176,067 | \$170,580 | \$177,610 | 4.1% |

**PUBLIC WORKS DEPARTMENT
STREET LIGHTING PROGRAM ACTIVITIES**

- Maintain street and parking lot lighting systems to include replacing poles and globes, painting and straightening poles, repairing and replacing cables, repairing and replacing lamps and controllers
- Provide construction supervision assistance to street light replacement program
- Install banners on street light poles
- Install and maintain downtown holiday lighting

**PUBLIC WORKS DEPARTMENT
STREET LIGHTING PROGRAM
PERSONNEL SUMMARY (FTE'S)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 4.00 | 4.00 | 4.00 | 4.00 |
| PART-TIME | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 4.00 | 4.00 | 4.00 | 4.00 |

**PUBLIC WORKS DEPARTMENT
STREET LIGHTING PROGRAM
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL | ACTUAL | BUDGET | BUDGET | % |
|-------------------------------|-----------|-----------|-----------|-----------|-------|
| | 2000-01 | 2001-02 | 2002-03 | 2003-04 | |
| PERSONNEL SERVICES | \$155,828 | \$150,484 | \$171,050 | \$174,090 | 1.8% |
| MATERIALS AND SUPPLIES | 51,916 | 57,185 | 48,300 | 47,600 | -1.4% |
| CONTRACTUAL SERVICES | 189,366 | 207,601 | 247,590 | 249,000 | 0.6% |
| PROGRAM TOTAL | \$397,110 | \$415,270 | \$466,940 | \$470,690 | 0.8% |

**PUBLIC WORKS DEPARTMENT
STREET MAINTENANCE AND CONSTRUCTION PROGRAM ACTIVITIES**

- Maintain municipal asphalt streets, alleys, parking lots, ditch lines and install culverts
- Mechanically collect leaves on City streets
- Sweep gutters, parking lots and medians to remove leaves and silted material

**PUBLIC WORKS DEPARTMENT
STREET MAINTENANCE AND CONSTRUCTION PROGRAM
PERSONNEL SUMMARY (FTE'S)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 6.65 | 6.65 | 6.65 | 6.65 |
| PART-TIME | 1.95 | 1.95 | 1.95 | 1.95 |
| TOTAL | 8.60 | 8.60 | 8.60 | 8.60 |

**PUBLIC WORKS DEPARTMENT
STREET MAINTENANCE AND CONSTRUCTION PROGRAM
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|------------------------|-------------------|-------------------|-------------------|-------------------|-------------|
| PERSONNEL SERVICES | \$238,667 | \$273,426 | \$331,200 | \$356,030 | 7.5% |
| MATERIALS AND SUPPLIES | 40,129 | 40,427 | 40,150 | 61,650 | 53.5% |
| CONTRACTUAL SERVICES | 169,863 | 218,452 | 237,100 | 208,350 | -12.1% |
| PROGRAM TOTAL | \$448,659 | \$532,305 | \$608,450 | \$626,030 | 2.9% |

**PUBLIC WORKS DEPARTMENT
CONCRETE REPAIR AND REPLACEMENT PROGRAM ACTIVITIES**

- Replace or repair concrete sidewalks, curbs and gutters, streets, A.D.A. ramps and alley approaches
- Crackseal bituminous surface streets
- Repair or replace manholes and inlets

**PUBLIC WORKS DEPARTMENT
CONCRETE REPAIR AND REPLACEMENT PROGRAM
PERSONNEL SUMMARY (FTE'S)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 5.15 | 5.15 | 5.15 | 5.15 |
| PART-TIME | 0.85 | 0.85 | 0.85 | 0.85 |
| TOTAL | 6.00 | 6.00 | 6.00 | 6.00 |

**PUBLIC WORKS DEPARTMENT
CONCRETE REPAIR AND REPLACEMENT PROGRAM
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|------------------------|-------------------|-------------------|-------------------|-------------------|-------------|
| PERSONNEL SERVICES | \$182,788 | \$248,990 | \$225,470 | \$227,950 | 1.1% |
| MATERIALS AND SUPPLIES | 77,573 | 71,294 | 83,480 | 83,480 | 0.0% |
| CONTRACTUAL SERVICES | 55,401 | 46,012 | 66,640 | 66,640 | 0.0% |
| PROGRAM TOTAL | \$315,762 | \$366,296 | \$375,590 | \$378,070 | 0.7% |

**PUBLIC WORKS DEPARTMENT
SEWER MAINTENANCE AND CONSTRUCTION PROGRAM ACTIVITIES**

- Clean the City's storm and sanitary sewer systems to include systematic cleaning with high pressure water and chemicals, responding to emergency blockages, and inspection of lines via television unit
- Repairing storm and sanitary sewer lines
- Provide support services and limited installation for new storm and sanitary sewer construction
- Identify infiltration via televising and dye water testing
- Coordinate with the Engineering Division to televise storm and sanitary sewers to identify deficiencies prior to capital improvement projects

**PUBLIC WORKS DEPARTMENT
SEWER MAINTENANCE AND CONSTRUCTION PROGRAM
PERSONNEL SUMMARY (FTE'S)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 5.45 | 5.45 | 5.45 | 5.45 |
| PART-TIME | 0.44 | 0.44 | 0.44 | 0.44 |
| TOTAL | 5.89 | 5.89 | 5.89 | 5.89 |

**PUBLIC WORKS DEPARTMENT
SEWER MAINTENANCE AND CONSTRUCTION PROGRAM
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL | ACTUAL | BUDGET | BUDGET | % |
|-------------------------------|-----------|-----------|-----------|-----------|-------|
| | 2000-01 | 2001-02 | 2002-03 | 2003-04 | |
| PERSONNEL SERVICES | \$238,634 | \$147,784 | \$255,900 | \$261,500 | 2.2% |
| MATERIALS AND SUPPLIES | 16,043 | 13,565 | 25,330 | 28,090 | 10.9% |
| CONTRACTUAL SERVICES | 41,953 | 36,102 | 55,910 | 55,910 | 0.0% |
| PROGRAM TOTAL | \$296,630 | \$197,451 | \$337,140 | \$345,500 | 2.5% |

**PUBLIC WORKS DEPARTMENT
TRAFFIC SIGNALS PROGRAM ACTIVITIES**

- Maintain and operate traffic signals, school crosswalk signals, and opticom signal system to include responding to emergency situations
- Coordinate traffic signal operation with CUTEC and the Illinois Department of Transportation

**PUBLIC WORKS DEPARTMENT
TRAFFIC SIGNALS PROGRAM
PERSONNEL SUMMARY (FTE'S)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 1.25 | 1.25 | 1.25 | 1.25 |
| PART-TIME | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 1.25 | 1.25 | 1.25 | 1.25 |

**PUBLIC WORKS DEPARTMENT
TRAFFIC SIGNALS PROGRAM
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|------------------------|-------------------|-------------------|-------------------|-------------------|-------------|
| PERSONNEL SERVICES | \$56,010 | \$57,803 | \$60,630 | \$62,570 | 3.2% |
| MATERIALS AND SUPPLIES | 8,011 | 5,820 | 9,050 | 9,050 | 0.0% |
| CONTRACTUAL SERVICES | 10,454 | 8,324 | 13,860 | 13,860 | 0.0% |
| PROGRAM TOTAL | \$74,475 | \$71,947 | \$83,540 | \$85,480 | 2.3% |

**PUBLIC WORKS DEPARTMENT
RIGHT OF WAY AND TECHNICAL SUPPORT PROGRAM ACTIVITIES**

- Provide technical assistance to the Public Works Department to include surveying, data collection, preparation of project design and cost estimates
- Coordinate project reviews, bid openings and awards, and execution of contracts
- Enforce right-of-way ordinances (visibility triangle, moving permits)
- Provide skill, safety and quality control training for Public Works Department
- Inspect utility cuts and in-house construction projects

**PUBLIC WORKS DEPARTMENT
RIGHT OF WAY AND TECHNICAL SUPPORT PROGRAM ACTIVITIES
PERSONNEL SUMMARY (FTE'S)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 0.55 | 0.55 | 0.55 | 0.55 |
| PART-TIME | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 0.55 | 0.55 | 0.55 | 0.55 |

**PUBLIC WORKS DEPARTMENT
RIGHT OF WAY AND TECHNICAL SUPPORT PROGRAM
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|------------------------|-------------------|-------------------|-------------------|-------------------|-------------|
| PERSONNEL SERVICES | \$29,113 | \$30,907 | \$32,390 | \$33,390 | 3.1% |
| MATERIALS AND SUPPLIES | 408 | 1,640 | 2,310 | 2,310 | 0.0% |
| CONTRACTUAL SERVICES | 5,962 | 10,363 | 21,500 | 22,200 | 3.3% |
| PROGRAM TOTAL | \$35,483 | \$42,910 | \$56,200 | \$57,900 | 3.0% |

**PUBLIC WORKS DEPARTMENT
ENGINEERING PLANNING AND INFORMATION PROGRAM ACTIVITIES**

- Coordinates personnel, budgeting and general supervision of all divisional activities
- Monitor and approve subdivision and private development plans to ensure infrastructure elements comply with city codes, ordinances and regulations for design and construction standards
- Administer the City's capital improvement plan
- Maintain a computerized map and data inventory system to provide information concerning right-of-way vacations, City easements, annexation records, parcel and street addressing, street, sanitary and storm sewer systems, and City limit boundaries
- Administer the process of assigning addresses and legal descriptions for annexations, boundary determinations, and property vacations
- Maintain and coordinates the City's G.I.S. (Geographical Information System) program

**PUBLIC WORKS DEPARTMENT
ENGINEERING PLANNING AND INFORMATION PROGRAM
PERSONNEL SUMMARY (FTE'S)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 5.70 | 5.00 | 5.00 | 5.00 |
| PART-TIME | 0.60 | 0.35 | 0.35 | 0.35 |
| TOTAL | 6.30 | 5.35 | 5.35 | 5.35 |

**PUBLIC WORKS DEPARTMENT
ENGINEERING PLANNING AND INFORMATION PROGRAM
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|-----------|
| PERSONNEL SERVICES | \$243,498 | \$245,257 | \$294,420 | \$303,470 | 3.1% |
| MATERIALS AND SUPPLIES | 1,186 | 1,845 | 2,500 | 2,000 | -20.0% |
| CONTRACTUAL SERVICES | 29,801 | 24,866 | 35,000 | 33,160 | -5.3% |
| PROGRAM TOTAL | \$274,485 | \$271,968 | \$331,920 | \$338,630 | 2.0% |

**PUBLIC WORKS DEPARTMENT
ENGINEERING TRANSPORTATION IMPROVEMENTS PROGRAM ACTIVITIES**

- Perform engineering design and construction management services for transportation improvement construction projects, which include streets, alleys, parking lots, curbs, sidewalks, streetlights and traffic signals.

**PUBLIC WORKS DEPARTMENT
ENGINEERING TRANSPORTATION IMPROVEMENTS PROGRAM
PERSONNEL SUMMARY (FTE'S)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 2.00 | 3.00 | 3.00 | 3.00 |
| PART-TIME | 0.25 | 0.00 | 0.00 | 0.00 |
| TOTAL | 2.25 | 3.00 | 3.00 | 3.00 |

**PUBLIC WORKS DEPARTMENT
ENGINEERING TRANSPORTATION IMPROVEMENTS PROGRAM
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL | ACTUAL | BUDGET | BUDGET | % |
|-------------------------------|----------|-----------|-----------|-----------|-------|
| | 2000-01 | 2001-02 | 2002-03 | 2003-04 | |
| PERSONNEL SERVICES | \$85,235 | \$117,838 | \$131,050 | \$150,550 | 14.9% |
| MATERIALS AND SUPPLIES | 852 | 711 | 850 | 850 | 0.0% |
| CONTRACTUAL SERVICES | 7,617 | 8,717 | 12,020 | 11,630 | -3.2% |
| PROGRAM TOTAL | \$93,704 | \$127,266 | \$143,920 | \$163,030 | 13.3% |

**PUBLIC WORKS DEPARTMENT
ENGINEERING SEWER IMPROVEMENTS PROGRAM ACTIVITIES**

- Perform engineering design and construction management services for sanitary and storm sewer construction projects
- Perform biennial bridge inspections and report inspection results to the Illinois Department of Transportation as required by state law
- Perform ongoing inflow/infiltration and drainage studies to identify problem sewers, analyze alternative remedies and implement solutions

**PUBLIC WORKS DEPARTMENT
ENGINEERING SEWER IMPROVEMENTS PROGRAM
PERSONNEL SUMMARY (FTE'S)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 2.00 | 2.00 | 2.00 | 2.00 |
| PART-TIME | 0.25 | 0.00 | 0.00 | 0.00 |
| TOTAL | 2.25 | 2.00 | 2.00 | 2.00 |

**PUBLIC WORKS DEPARTMENT
ENGINEERING SEWER IMPROVEMENTS PROGRAM
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|------------------------|-------------------|-------------------|-------------------|-------------------|-------------|
| PERSONNEL SERVICES | \$92,319 | \$98,875 | \$105,140 | \$108,440 | 3.1% |
| MATERIALS AND SUPPLIES | 300 | 362 | 800 | 500 | -37.5% |
| CONTRACTUAL SERVICES | 7,588 | 6,896 | 11,640 | 11,270 | -3.2% |
| PROGRAM TOTAL | \$100,207 | \$106,133 | \$117,580 | \$120,210 | 2.2% |

**PUBLIC WORKS DEPARTMENT
ENVIRONMENTAL MANAGEMENT AND PLANNING PROGRAM ACTIVITIES**

- Administer environmental, solid waste and recycling plans and programs
- Provide technical services to assist the C.U.S.W.D.S. in monitoring the closed Urbana landfill as required by Illinois EPA regulations and certain agreements with neighboring landowners
- Coordinate the encephalitis prevention program with other cooperating agencies
- Administer refuse collection contracts for all municipal facilities and disposal of recycling wastes generated from City operations

**PUBLIC WORKS DEPARTMENT
ENVIRONMENTAL MANAGEMENT AND PLANNING PROGRAM
PERSONNEL SUMMARY (FTE'S)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 1.00 | 1.00 | 1.00 | 1.00 |
| PART-TIME | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 1.00 | 1.00 | 1.00 | 1.00 |

**PUBLIC WORKS DEPARTMENT
ENVIRONMENTAL MANAGEMENT AND PLANNING PROGRAM
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL | ACTUAL | BUDGET | BUDGET | % |
|-------------------------------|-----------|-----------|-----------|-----------|-------|
| | 2000-01 | 2001-02 | 2002-03 | 2003-04 | |
| PERSONNEL SERVICES | \$53,765 | \$55,905 | \$60,210 | \$62,050 | 3.1% |
| MATERIALS AND SUPPLIES | 477 | 951 | 1,500 | 1,500 | 0.0% |
| CONTRACTUAL SERVICES | 91,886 | 86,282 | 105,169 | 116,280 | 10.6% |
| PROGRAM TOTAL | \$146,128 | \$143,138 | \$166,879 | \$179,830 | 7.8% |

**PUBLIC WORKS DEPARTMENT
ENVIRONMENTAL CONTROL PROGRAM ACTIVITIES**

- Provide certain environmental protection services through enforcement of health, safety, and welfare codes
- Investigating complaints and initiating abatement procedures concerning health hazards, noxious weeds, excessive vegetation, obstructions to the visibility triangle, garbage, and refuse regulations

**PUBLIC WORKS DEPARTMENT
ENVIRONMENTAL CONTROL PROGRAM
PERSONNEL SUMMARY (FTE'S)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 1.00 | 1.00 | 1.00 | 1.00 |
| PART-TIME | 0.34 | 0.27 | 0.42 | 0.42 |
| TOTAL | 1.34 | 1.27 | 1.42 | 1.42 |

**PUBLIC WORKS DEPARTMENT
ENVIRONMENTAL CONTROL PROGRAM
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL | ACTUAL | BUDGET | BUDGET | % CHG. |
|-------------------------------|----------|----------|----------|----------|-----------|
| | 2000-01 | 2001-02 | 2002-03 | 2003-04 | |
| PERSONNEL SERVICES | \$33,036 | \$38,408 | \$41,670 | \$36,340 | -12.8% |
| MATERIALS AND SUPPLIES | 355 | 215 | 600 | 600 | 0.0% |
| CONTRACTUAL SERVICES | 8,008 | 9,743 | 11,910 | 11,910 | 0.0% |
| PROGRAM TOTAL | \$41,399 | \$48,366 | \$54,180 | \$48,850 | -9.8% |



COMMUNITY DEVELOPMENT SERVICES DEPARTMENT

DEPARTMENT MISSION

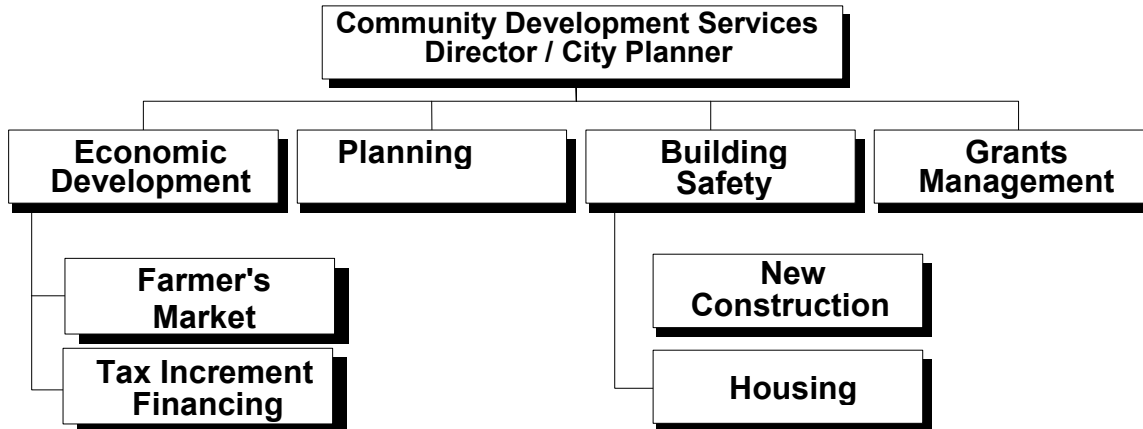
To maintain and improve the quality of life for Urbana citizens by providing programs of economic development, housing, planning, zoning enforcement, redevelopment, building safety code enforcement, historic preservation and community block grants.

DEPARTMENT ORGANIZATION

The Community Development Services Department is organized into five programs:

- **Administration** - provides overall administration of the department to insure effective and efficient management
- **Planning** – ensures professional land use and general planning services in accordance with the Comprehensive Plan, the Zoning Ordinance, and Subdivision and Land Development Code.
- **Economic Development** - administers economic development programs, including the four Tax Increment Financing Districts, enterprise zone administration, business retention and attraction.
- **Building Safety** - maintain the public safety and welfare of the City's physical structures by enforcing building construction, property maintenance, life safety accessibility and zoning codes. This division includes 2 programs: New Construction and Housing.
- **Grants Management** - manage federal and state housing grants and programs including affordable housing, transitional housing, and housing rehabilitation. Activities and costs are reported in the Community Development Special and Community Development Block Grant special funds.
- **Additional Programs** – Costs for the Farmer's Market Program is reported in Economic Development Reserve Fund in the special funds section of the budget document. As noted above, the department also administers the city's tax increment financing districts, which are reported in a separate section of this budget document.

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT
ORGANIZATIONAL CHART**



**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURES BY PROGRAM**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|-------------------------|-------------------|-------------------|-------------------|-------------------|--------------|
| ADMINISTRATION | \$167,765 | \$138,587 | \$188,860 | \$186,530 | -1.2% |
| PLANNING | 197,298 | 189,362 | 221,310 | 227,700 | 2.9% |
| ECONOMIC DEVELOPMENT | 191,487 | 183,993 | 185,950 | 171,760 | -7.6% |
| NEW CONSTRUCTION | 232,160 | 234,805 | 259,050 | 263,870 | 1.9% |
| HOUSING | 69,904 | 70,161 | 82,460 | 79,860 | -3.2% |
| DEPARTMENT TOTAL | \$858,614 | \$816,908 | \$937,630 | \$929,720 | -0.8% |

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURES BY CATEGORY**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | ACTUAL 2003-04 | % CHG. |
|--|-------------------|-------------------|-------------------|-------------------|--------------|
| PERSONNEL SERVICES | \$590,463 | \$548,809 | \$643,920 | \$653,430 | 1.5% |
| MATERIALS AND SUPPLIES | 8,198 | 9,641 | 14,830 | 14,230 | -4.0% |
| OPERATIONS AND CONTRACTUAL SERVICES | 244,273 | 242,148 | 261,840 | 248,580 | -5.1% |
| CAPITAL OUTLAY | 15,680 | 16,310 | 17,040 | 13,480 | -20.9% |
| DEPARTMENT TOTAL | \$858,614 | \$816,908 | \$937,630 | \$929,720 | -0.8% |

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT
PERSONNEL SUMMARY (FTE'S)**

| FULL-TIME POSITIONS: | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|---|----------------|----------------|----------------|----------------|
| COMM. DEV. DIRECTOR/CITY PLANNER | 1.00 | 1.00 | 1.00 | 1.00 |
| EC. DEV. MANAGER | 1.00 | 1.00 | 1.00 | 1.00 |
| PLANNING MANAGER | 1.00 | 1.00 | 1.00 | 1.00 |
| SENIOR PLANNER | 1.00 | 1.00 | 1.00 | 1.00 |
| PLANNER | 1.00 | 1.00 | 1.00 | 1.00 |
| BUILDING SAFETY MANAGER | 1.00 | 1.00 | 1.00 | 1.00 |
| BUILDING INSPECTOR | 1.00 | 1.00 | 1.00 | 1.00 |
| HOUSING INSPECTOR | 1.00 | 1.00 | 1.00 | 1.00 |
| PLUMBING & BLDG. INSPECTOR | 1.00 | 1.00 | 1.00 | 1.00 |
| ELECTRICAL INSPECTOR | 1.00 | 1.00 | 1.00 | 1.00 |
| ADMIN. CLERK-TYPIST | 1.00 | 1.00 | 1.00 | 1.00 |
| BLDG. SAFETY SECRETARY | 1.00 | 1.00 | 1.00 | 1.00 |
| C.D.B.G. SECRETARY | 1.00 | 1.00 | 1.00 | 1.00 |
| PLANNING SECRETARY | 1.00 | 1.00 | 1.00 | 1.00 |
| C.D.B.G. MANAGER | 1.00 | 1.00 | 1.00 | 1.00 |
| GRANTS COORDINATOR II | 2.00 | 2.00 | 2.00 | 2.00 |
| C.D.B.G. REHAB SPECIALIST | 1.00 | 1.00 | 1.00 | 1.00 |
| EC. DEV. SPECIALIST/MARKET DIR. | 1.00 | 1.00 | 1.00 | 1.00 |
| TIF REDEVELOPMENT SPECIALIST | 0.00 | 0.00 | 1.00 | 1.00 |
| TRANS. HOUSING COORDINATOR | 1.00 | 1.00 | 1.00 | 1.00 |
| SUBTOTAL, FULL-TIME | 20.00 | 20.00 | 21.00 | 21.00 |
| PART-TIME POSITIONS: | | | | |
| C.D. INTERN | 0.50 | 0.50 | 0.65 | 0.65 |
| FARMER'S MARKET SPEC. | 0.30 | 0.30 | 0.30 | 0.30 |
| CLERK-TYPIST | 0.50 | 0.50 | 0.50 | 0.50 |
| GRAPHICS TECHNICIAN | 0.50 | 0.50 | 0.50 | 0.50 |
| SUBTOTAL, PART-TIME | 1.80 | 1.80 | 1.95 | 1.95 |
| COMMUNITY DEVELOPMENT DEPARTMENT TOTAL | 21.80 | 21.80 | 22.95 | 22.95 |

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT
ADMINISTRATION PROGRAM ACTIVITIES**

- Plan and implement department goals, plans, standards and policies
- Manage resources for efficient achievement of City and department goals and objectives
- Develop department staff through training and evaluation procedures
- Manage personnel through work directives and rules
- Represent the department and City in various intergovernmental activities, in matters with the news-media and at public relations meetings and events
- Participate in the planning and preparation of the City's capital improvements long-term plan and budget

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT
ADMINISTRATION PROGRAM
PERSONNEL SUMMARY (FTE'S)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 2.00 | 2.00 | 2.00 | 2.00 |
| PART-TIME | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 2.00 | 2.00 | 2.00 | 2.00 |

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT
ADMINISTRATION PROGRAM
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | ACTUAL 2003-04 | % CHG. |
|--|-------------------|-------------------|-------------------|-------------------|--------------|
| PERSONNEL SERVICES | \$105,706 | \$72,621 | \$114,900 | \$118,480 | 3.1% |
| MATERIALS AND SUPPLIES | 5,012 | 5,364 | 6,900 | 6,900 | 0.0% |
| OPERATIONS AND CONTRACTUAL SERVICES | 41,367 | 44,292 | 50,020 | 47,670 | -4.7% |
| CAPITAL OUTLAY | 15,680 | 16,310 | 17,040 | 13,480 | -20.9% |
| PROGRAM TOTAL | \$167,765 | \$138,587 | \$188,860 | \$186,530 | -1.2% |

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT
PLANNING PROGRAM ACTIVITIES**

- Assure implementation of the goals, objectives and policies of the Comprehensive Plan
- Administer and enforce zoning code
- Provide planning coordination and recommendations to the Plan Commission Zoning Board of Appeals, and City Council in their consideration of zoning and subdivision cases, neighborhood planning and long-range community plans
- Provide staffing to Historic Preservation Commission
- Coordinate planning policies and case reviews with other government entities to ensure the City's planning interests are considered in community-wide planning efforts

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT
PLANNING PROGRAM
PERSONNEL SUMMARY (FTE'S)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 4.00 | 4.00 | 4.00 | 4.00 |
| PART-TIME | 1.00 | 1.00 | 1.15 | 1.15 |
| TOTAL | 5.00 | 5.00 | 5.15 | 5.15 |

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT
PLANNING PROGRAM
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | ACTUAL 2003-04 | % CHG. |
|--|-------------------|-------------------|-------------------|-------------------|-----------|
| PERSONNEL SERVICES | \$157,627 | \$147,464 | \$176,030 | \$181,850 | 3.3% |
| MATERIALS AND SUPPLIES | 1,043 | 1,260 | 2,690 | 2,690 | 0.0% |
| OPERATIONS AND CONTRACTUAL SERVICES | 38,628 | 40,638 | 42,590 | 43,160 | 1.3% |
| PROGRAM TOTAL | \$197,298 | \$189,362 | \$221,310 | \$227,700 | 2.9% |

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT
ECONOMIC DEVELOPMENT PROGRAM ACTIVITIES**

- Generate and coordinate economic development activities that will expand the City's commercial and industrial tax base to include annexation agreements, incentive programs, business retention, and development agreements
- Assist new and existing business development
- Manage certain special economic funds and programs including the Tax Increment Financing Districts, enterprise zone, the Economic Development Fund, neighborhood programs and the Farmer's Market
- Represent the department and City in economic development matters with the County Alliance, Economic Development Corporation, and Urbana Business Association

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT
ECONOMIC DEVELOPMENT PROGRAM
PERSONNEL SUMMARY (FTE'S)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 1.00 | 1.00 | 1.00 | 1.00 |
| PART-TIME | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 1.00 | 1.00 | 1.00 | 1.00 |

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT
ECONOMIC DEVELOPMENT PROGRAM
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | ACTUAL 2003-04 | % CHG. |
|--|-------------------|-------------------|-------------------|-------------------|-----------|
| PERSONNEL SERVICES | \$55,836 | \$57,404 | \$60,080 | \$55,990 | -6.8% |
| OPERATIONS AND CONTRACTUAL SERVICES | 135,651 | 126,589 | 125,870 | 115,770 | -8.0% |
| PROGRAM TOTAL | \$191,487 | \$183,993 | \$185,950 | \$171,760 | -7.6% |

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT
NEW CONSTRUCTION BUILDING SAFETY PROGRAM ACTIVITIES**

- To ensure the construction and remodeling of facilities are in compliance with various BOCA, State and local codes and ordinances which includes inspection of all building construction
- To provide technical assistance to developers, contractors, and property owners on zoning and construction requirements and methods
- Issue annual elevator permits, electrical contractor licenses and sign permits
- Issue permits for all construction activities covered by model codes
- Inspect sanitary sewer installations for properties within the City limits and within 1½ miles of City limits per agreement with the Sanitary District

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT
NEW CONSTRUCTION BUILDING SAFETY PROGRAM
PERSONNEL SUMMARY (FTE'S)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 5.00 | 5.00 | 5.00 | 5.00 |
| PART-TIME | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 5.00 | 5.00 | 5.00 | 5.00 |

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT
NEW CONSTRUCTION BUILDING SAFETY PROGRAM
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | ACTUAL 2003-04 | % CHG. |
|--|-------------------|-------------------|-------------------|-------------------|-----------|
| PERSONNEL SERVICES | \$211,873 | \$209,430 | \$226,970 | \$233,090 | 2.7% |
| MATERIALS AND SUPPLIES | 2,060 | 2,428 | 4,480 | 3,880 | -13.4% |
| OPERATIONS AND CONTRACTUAL SERVICES | 18,227 | 22,947 | 27,600 | 26,900 | -2.5% |
| PROGRAM TOTAL | \$232,160 | \$234,805 | \$259,050 | \$263,870 | 1.9% |

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT
HOUSING BUILDING SAFETY PROGRAM ACTIVITIES**

- Upgrade or eliminate substandard housing and preserve existing housing properties from deterioration through enforcement of the City's zoning, property maintenance and building codes
- Perform annual inspections for U/I certified housing
- Issue mobile home certificate of occupancy permits and mobile home park licenses
- Maintain vacant properties register
- Inspect all rental housing units in the City and certain housing units in support of the Community Development Rehabilitation Program
- Assist with zoning enforcement efforts as they pertain to rental housing

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT
HOUSING BUILDING SAFETY PROGRAM
PERSONNEL SUMMARY (FTE'S)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 1.50 | 1.50 | 1.00 | 1.00 |
| PART-TIME | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 1.50 | 1.50 | 1.00 | 1.00 |

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT
HOUSING BUILDING SAFETY PROGRAM
EXPENDITURES BY CLASSIFICATION**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | ACTUAL 2003-04 | % CHG. |
|--|-------------------|-------------------|-------------------|-------------------|-----------|
| PERSONNEL SERVICES | \$59,421 | \$61,890 | \$65,940 | \$64,020 | -2.9% |
| MATERIALS AND SUPPLIES | 83 | 589 | 760 | 760 | 0.0% |
| OPERATIONS AND CONTRACTUAL SERVICES | 10,400 | 7,682 | 15,760 | 15,080 | -4.3% |
| PROGRAM TOTAL | \$69,904 | \$70,161 | \$82,460 | \$79,860 | -3.2% |

SPECIAL FUNDS THAT SUPPORT GENERAL OPERATIONS

SOCIAL SERVICE AGENCIES FUND

Accounts for payments to social service agencies. A transfer from the general operating fund provides funding. Specific allocations will be decided prior to adoption. The total allocation for social service agencies is paid from the City of Urbana general fund, Cunningham Township, and the City of Urbana Community Development Block Grant Fund in the following amounts:

| | <u>Current</u> | <u>Proposed</u> |
|-----------------------------|----------------|-----------------|
| City of Urbana General Fund | \$157,050 | \$162,500 |
| Cunningham Township | 90,000 | 70,000 |
| Community Dev. Block Grant | <u>20,485</u> | <u>28,033</u> |
| Total Grants | \$267,535 | \$260,533 |

SOCIAL SERVICE AGENCIES FUND FINANCIAL SUMMARY

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 | % CHG. |
|--|-------------------|-------------------|----------------------|-------------------|-----------|
| BEGINNING FUND BALANCE | \$61,542 | \$49,617 | \$41,297 | \$30,217 | |
| REVENUES: | | | | | |
| TRANSFER, GEN. FUND RECURRING | \$115,590 | \$120,650 | \$145,970 | \$151,810 | 4.0% |
| TRANSFER, GEN. FUND PROJECT 18 | 5,000 | 5,000 | 5,000 | 5,000 | 0.0% |
| TRANSFER, GEN. FUND, ANTI VIOLENCE INIT. | 0 | 0 | 7,500 | 7,500 | 0.0% |
| REFUND, UNUSED ALLOCATIONS | 3,285 | 0 | 0 | 0 | #DIV/0! |
| SUBTOTAL, REVENUES | \$123,875 | \$125,650 | \$158,470 | \$164,310 | |
| EXPENSES: | | | | | |
| FAMILY SERVICES | \$0 | \$43,000 | \$0 | \$0 | |
| CENTER FOR WOMEN IN TRANSITION | 11,000 | 0 | 18,600 | 0 | |
| COMMUNITY ADVOCACY/MENTORING | 600 | 750 | 1,000 | 0 | |
| CRISIS NURSERY | 16,000 | 0 | 0 | 0 | |
| E. ILL. REFUGEE ASSISTANCE CENTER | 5,500 | 6,320 | 0 | 0 | |
| Y.W.C.A. BREAST CANCER | 8,000 | 0 | 0 | 0 | |
| VICTIM/OFFENDER PROGRAM | 4,500 | 0 | 0 | 0 | |
| GREATER COMMUNITY AIDS PROJECT | 0 | 9,000 | 0 | 0 | |
| BEST INTERESTS OF CHILDREN | 9,500 | 9,000 | 11,000 | 0 | |
| BIG BROTHERS/BIG SISTERS | 0 | 0 | 2,000 | 0 | |
| CHAMPAIGN COUNTY HEALTH CARE CONS. | 10,000 | 11,500 | 15,000 | 0 | |
| CHAMPAIGN COUNTY YMCA GIRLZONE | 11,000 | 3,470 | 0 | 0 | |
| COMMUNITY GROUP EC. DEV. | 6,000 | 0 | 0 | 0 | |
| SALVATION ARMY | 0 | 0 | 6,000 | 0 | |
| CHILDREN'S HOME/AID SOCIETY | 13,500 | 0 | 0 | 0 | |
| COOP NURSERY | 3,800 | 3,800 | 4,150 | 0 | |
| RED CROSS TRANSPORTATION | 3,000 | 3,000 | 0 | 0 | |

Special Funds That Support
General Operations

**SOCIAL SERVICE AGENCIES FUND
FINANCIAL SUMMARY (CONTINUED)**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 | % CHG. |
|--------------------------------|-------------------|-------------------|----------------------|-------------------|-------------|
| THE MENTAL HEALTH TIMES CENTER | 7,000 | 0 | 8,500 | 0 | |
| SAFE HARBOR CLUB | 0 | 3,500 | 4,500 | 0 | |
| PRAIRIE CENTER HEALTH SYSTEM | 6,500 | 5,700 | 0 | 0 | |
| A WOMAN'S FUND | 9,900 | 0 | 0 | 0 | |
| HOMESTEAD CORP. | 5,000 | 0 | 13,000 | 0 | |
| DOMESTIC VIOLENCE INITIATIVE | 0 | 0 | 7,500 | 7,500 | |
| FIGHTING BACK/PROJECT 18 | 5,000 | 5,000 | 5,000 | 5,000 | |
| URBAN LEAGUE T.R.U.C. | 0 | 6,400 | 7,500 | 0 | |
| URBAN LEAGUE TRANS. EMPLOYMENT | 0 | 0 | 7,000 | 0 | |
| THE READING GROUP | 0 | 3,270 | 3,870 | 0 | |
| EASTERN IL. FOODBANK | 0 | 8,700 | 9,750 | 0 | |
| DEVELOPMENTAL SERVICES CENTER | 0 | 6,000 | 8,000 | 0 | |
| COMPUTER LEARNING/MENTORING | 0 | 1,300 | 0 | 0 | |
| CONSERVATORY OF CENTRAL IL. | 0 | 1,260 | 1,680 | 0 | |
| PROJECT READ | 0 | 3,000 | 3,500 | 0 | |
| PRAIRIE CENTER YOUTH DUI | 0 | 0 | 3,000 | 0 | |
| PACE | 0 | 0 | 15,500 | 0 | |
| EL CENTRO POR LOS TRABAJADOR | 0 | 0 | 7,500 | 0 | |
| COMMUNITY DAYCARE | 0 | 0 | 6,000 | 0 | |
| TO BE ALLOCATED | 0 | 0 | 0 | 162,500 | |
| TOTAL EXPENSES | \$ 135,800 | \$ 133,970 | \$ 169,550 | \$ 175,000 | 3.2% |
| ENDING FUND BALANCE | \$49,617 | \$41,297 | \$30,217 | \$19,527 | |

UNEMPLOYMENT COMPENSATION FUND

Accounts for payments to the State of Illinois for unemployment compensation as required by law. The City of Urbana reimburses the State directly for benefits paid out rather than as a percentage of payroll. Therefore amounts paid may fluctuate widely from one year to another.

**UNEMPLOYMENT COMPENSATION FUND
FINANCIAL SUMMARY**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|-----------------------------|-------------------|-------------------|----------------------|-------------------|
| REVENUES: | | | | |
| TRANSFER, GEN. FUND | \$16,556 | \$1,555 | \$18,810 | \$19,280 |
| EXPENDITURES: | | | | |
| UNEMPLOYMENT COMP. PAYMENTS | \$16,556 | \$1,555 | \$18,810 | \$19,280 |

ANNEXATIONS / REBATE FUND

Accounts for payments as required under various annexation and development agreements.

**ANNEXATIONS / REBATE FUND
FINANCIAL SUMMARY**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|-----------------------------|-------------------|-------------------|----------------------|-------------------|
| REVENUES: | | | | |
| TRANSFER, GEN. FUND | \$58,324 | \$65,374 | \$80,000 | \$80,000 |
| EXPENDITURES: | | | | |
| UNEMPLOYMENT COMP. PAYMENTS | \$58,324 | \$65,374 | \$80,000 | \$80,000 |

EQUIPMENT SERVICES FUND

Accounts for costs of maintaining the City's fleet of vehicles and major equipment. Funding is provided by charges to each program and department based on actual maintenance costs.

**EQUIPMENT SERVICES FUND
FINANCIAL SUMMARY**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | ESTIMATED 2002-03 | BUDGET 2003-04 | % CHG |
|----------------------------------|-------------------|-------------------|----------------------|-------------------|----------|
| CASH BAL., BEG. YEAR | \$112,604 | \$49,051 | \$72,607 | \$24,409 | |
| RECEIPTS: | | | | | |
| TRANSFER FROM OTHER FUNDS | | | | | |
| FOR SERVICE FEES | \$584,053 | \$612,124 | \$735,240 | \$741,240 | 0.8% |
| OTHER | 0 | 0 | 0 | 0 | |
| INTEREST | 0 | 0 | 0 | 0 | |
| TOTAL RECEIPTS | \$584,053 | \$612,124 | \$735,240 | \$741,240 | |
| EXPENDITURES: | | | | | |
| PERSONNEL SERVICES | \$225,977 | \$235,408 | \$248,410 | \$258,760 | 4.2% |
| SUPPLIES | 281,609 | 246,006 | 340,270 | 340,270 | 0.0% |
| CONTRACTUAL AND OPERATING | 151,034 | 110,948 | 164,080 | 163,880 | -0.1% |
| EQUIPMENT | 845 | 7,491 | 71,678 | 0 | |
| SUBTOTAL, EXPENDITURES | \$659,465 | \$599,853 | \$824,438 | \$762,910 | |
| ADJUST FOR DEPRECIATION | (11,859) | (11,285) | (23,400) | (23,400) | |
| DEDUCT EST. UNSPENT BUDGET | 0 | 0 | (17,600) | (17,600) | |
| NET CASH EXPENDITURES | \$647,606 | \$588,568 | \$783,438 | \$721,910 | |
| CASH BAL., END YEAR: | | | | | |
| RESERVED FOR EQ. REPL. | \$51,655 | \$66,664 | \$18,386 | \$42,586 | |
| RESERVED FOR OPERATING | (\$2,604) | \$5,943 | \$6,023 | \$1,153 | |

ACTIVITIES OF THE EQUIPMENT SERVICES FUND

- Perform preventive maintenance and repairs on all City vehicles and major equipment at proper intervals
- Evaluate, rehab and modify vehicles and major equipment to include minor accident damage
- Oversee outside fueling services for fleet

**Special Funds That Support
General Operations**

- Administer a fleet repair record system in order to charge City departments for work performed
- Evaluate City vehicles and major equipment for replacement and administer bidding process for purchasing
- Train City personnel on proper operation of new vehicles and equipment
- Administer and maintain public works two-way radio system

**EQUIPMENT SERVICES FUND
PERSONNEL SUMMARY (FTE's)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 4.00 | 4.00 | 4.00 | 4.00 |
| PART-TIME | 0.50 | 0.50 | 0.50 | 0.50 |
| TOTAL | 4.50 | 4.50 | 4.50 | 4.50 |

VEHICLE AND EQUIPMENT REPLACEMENT FUND

Accounts for the purchase of major equipment. Funding is provided by an annual charge to each department, based on average annual funding needs. Funds are set aside annually in order to meet equipment purchase needs over the next 10 years, based on a detailed inventory purchase schedule. The purpose is to avoid significant fluctuations in the amount the City needs to continue current operations each year.

**VEHICLE AND EQUIPMENT REPLACEMENT FUND
FINANCIAL SUMMARY**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|--------------------------------------|--------------------|--------------------|----------------------|--------------------|
| FUND BAL., BEG. YEAR | \$1,879,993 | \$2,231,990 | \$2,650,499 | \$2,268,340 |
| REVENUES: | | | | |
| TRANSFER FROM GEN. FUND | \$785,537 | \$830,410 | \$738,960 | \$688,970 |
| EQUIPMENT SALES | 94,651 | 36,441 | 30,000 | 30,000 |
| METRO AGENCY CONTRIBUTIONS | 6,000 | 6,750 | 7,750 | 7,750 |
| D.U.I. FINES, RESTRICTED | 7,472 | 6,859 | 4,000 | 4,000 |
| POLICE FED. GRANT (EQ.) | 17,773 | 13,213 | 0 | 0 |
| POLICE FED. GRANT TRAINING | 0 | 0 | 0 | 0 |
| FED. GRANT, POLICE VESTS | 2,961 | 0 | 0 | 0 |
| FED. GRANT, M.D.C.'S | 1,150,611 | 6,614 | 0 | 0 |
| DONATION, FIRE THERMAL CAMERAS | 51,786 | 0 | 0 | 0 |
| FED. GRANT, FIRE TRAINER & RISKWATCH | 0 | 14,190 | 4,544 | 0 |
| | 0 | 0 | 0 | 0 |
| TRANSFER, GEN., NEW EQ. | 180,670 | 98,650 | 57,900 | 0 |
| STATE REIMB., POLICE TRAINING | 9,703 | 29,088 | 15,000 | 15,000 |
| STATE REIMB., FIRE TRAINING | 1,289 | 0 | 3,300 | 3,300 |
| TRANSFER, P.E.G. FUND | 40,500 | 42,100 | 90,100 | 37,080 |
| INTEREST | 261,124 | 149,402 | 140,000 | 140,000 |
| TOTAL REVENUES | \$2,610,077 | \$1,233,717 | \$1,091,554 | \$926,100 |
| EXPENDITURES: | | | | |
| MAJOR EQUIPMENT | \$843,388 | \$428,712 | \$930,149 | \$8,970 |
| POLICE EQUIPMENT | 1,252,297 | 159,980 | 238,917 | 70,210 |
| FIRE EQUIPMENT | 104,461 | 75,198 | 127,009 | 32,500 |
| PUBLIC WORKS EQUIPMENT | 46,021 | 70,177 | 87,467 | 68,480 |
| OTHER DEPT. EQUIPMENT | 11,913 | 70,349 | 56,244 | 10,910 |
| PEG EQUIPMENT | 0 | 10,792 | 33,927 | 0 |
| SUBTOTAL, EXPENDITURES | \$2,258,080 | \$815,208 | \$1,473,713 | \$191,070 |
| FUND BAL., END YEAR, P.E.G. | \$158,296 | \$189,604 | \$245,777 | \$282,857 |
| FUND BAL., END YEAR, METCAD | \$92,086 | \$109,856 | \$127,626 | \$145,396 |
| FUND BAL., LINCOLN TRAILS | \$51,000 | \$73,500 | \$96,800 | \$120,100 |
| FUND BAL., END YEAR, REG. | \$1,930,608 | \$2,277,539 | \$1,798,137 | \$2,455,017 |

Special Funds That Support
General Operations

**VEHICLE AND EQUIPMENT REPLACEMENT FUND
GENERAL FUND TRANSFERS BY DEPARTMENT**

| DEPARTMENT | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|----------------|-------------------|-------------------|----------------------|-------------------|
| EXECUTIVE | \$8,070 | \$8,390 | \$7,450 | \$6,950 |
| FINANCE | 26,780 | 27,850 | 24,690 | 23,020 |
| CITY CLERK | 1,777 | 1,850 | 1,640 | 1,530 |
| POLICE | 221,620 | 232,890 | 209,170 | 195,020 |
| FIRE | 171,560 | 180,740 | 160,250 | 149,410 |
| PUBLIC WORKS | 340,050 | 362,380 | 321,300 | 299,560 |
| COMMUNITY DEV. | 15,680 | 16,310 | 14,460 | 13,480 |
| TOTAL | \$785,537 | \$830,410 | \$738,960 | \$688,970 |

LANDSCAPE RECYCLING CENTER

Accounts for costs of countywide self-sustaining landscape recycling center.
Revenues are provided from service fees charged to users of the center.

**LANDSCAPE RECYCLING CENTER
FINANCIAL SUMMARY**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | ESTIMATED 2002-03 | BUDGET 2003-04 | % CHG |
|---------------------------------------|-------------------|-------------------|----------------------|-------------------|----------|
| FUND BAL., BEG. YEAR | \$125,393 | \$137,867 | \$204,720 | \$294,666 | |
| RECEIPTS: | | | | | |
| L.R.C. SERVICE FEES | \$354,450 | \$370,440 | \$370,440 | \$370,440 | 0.0% |
| INTEREST | 8,005 | 4,029 | 6,500 | 6,500 | |
| TOTAL RECEIPTS | \$362,455 | \$374,469 | \$376,940 | \$376,940 | |
| EXPENDITURES: | | | | | |
| PERSONNEL SERVICES | \$145,680 | \$147,464 | \$182,680 | \$192,010 | 5.1% |
| SUPPLIES | 27,504 | 27,768 | 32,620 | 42,900 | 31.5% |
| CONTRACTUAL AND OPERATING | 76,691 | 70,846 | 88,400 | 105,010 | 18.8% |
| SET ASIDE FOR EQ. REPL. | 0 | 0 | 0 | 0 | |
| SUBTOTAL, OP. EXPENDITURES | \$249,875 | \$246,078 | \$303,700 | \$339,920 | |
| DEDUCT EST. UNSPENT BUDGET | 0 | 0 | (40,000) | (40,000) | |
| NET REV. OVER (UNDER) OP. EXP. | \$112,580 | \$128,391 | \$113,240 | \$77,020 | |
| EQUIPMENT | 100,106 | 61,538 | 23,294 | 168,300 | |
| CASH BAL., END YEAR: | | | | | |
| RESERVED FOR EQ. REPL. | \$96,004 | \$159,366 | \$246,672 | \$151,442 | |
| RESERVED FOR OPERATING | \$41,863 | \$45,354 | \$47,994 | \$51,944 | |

LANDSCAPE RECYCLING CENTER ACTIVITIES

- Operate a county-wide, self-sustaining landscape recycling facility
- Coordination with local governments participating in the site's operations
- Maintaining required records concerning the amount of materials received and processed and submission of required reports to oversight agencies
- Process landscape waste materials by grinding and composting to produce materials that can be marketed to the public

**LANDSCAPE RECYCLING CENTER
PERSONNEL SUMMARY (FTE'S)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 1.98 | 1.98 | 1.98 | 1.98 |
| PART-TIME | 3.44 | 3.44 | 3.44 | 3.44 |
| TOTAL | 5.42 | 5.42 | 5.42 | 5.42 |

U-CYCLE FUND

Accounts for costs of residential recycling programs. Revenues from recycling taxes fund contractual pickup.

**U-CYCLE FUND
FINANCIAL SUMMARY**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | ESTIMATED 2002-03 | BUDGET 2003-04 | % CHG |
|-----------------------------|-------------------|-------------------|----------------------|-------------------|----------|
| FUND BAL., BEG. YEAR | \$72 | \$32,174 | \$36,025 | \$34,667 | |
| RECEIPTS: | | | | | |
| RECYCLING TAX: | | | | | |
| RESIDENTIAL | \$196,465 | \$196,197 | \$213,741 | \$213,741 | 0.0% |
| MULTI-FAMILY | 209,141 | 208,221 | 185,720 | 185,720 | |
| MATERIAL RESALE | 151 | 209 | 300 | 300 | |
| TOTAL RECEIPTS | \$405,757 | \$404,627 | \$399,761 | \$399,761 | |
| EXPENDITURES: | | | | | |
| RESIDENTIAL PROGRAM | \$182,697 | \$193,458 | \$203,099 | \$212,980 | |
| MULTI-FAMILY PROGRAM | 190,958 | 207,318 | 198,020 | 188,330 | |
| TOTAL EXPENDITURES | \$373,655 | \$400,776 | \$401,119 | \$401,310 | |
| FUND BAL., END YEAR | \$32,174 | \$36,025 | \$34,667 | \$33,118 | |

**U-CYCLE FUND
PERSONNEL SUMMARY (FTE'S)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 0.00 | 0.00 | 0.00 | 0.00 |
| PART-TIME | 0.58 | 0.54 | 0.54 | 0.54 |
| TOTAL | 0.58 | 0.54 | 0.54 | 0.54 |

U-CYCLE PROGRAM ACTIVITIES

- The residential program provides curbside recycling collection for six dwelling units or less, under a private-sector contract. The current contract will expire in March 2004. Funding is provided entirely from the residential recycling tax.
- The multifamily program provides on-site collection to apartment buildings of seven or more units under a private-sector contract. The current contract will expire in March 2004. The program is funded from a multifamily recycling tax.

**Special Funds That Support
General Operations**

WORKER'S COMPENSATION RETAINED RISK FUND

Accounts for the transfer of monies from the general operating funds and costs for worker's compensation claims. Amounts transferred represent the cost of conventional worker's compensation insurance and are charged to various programs and departments. Expenditure amounts included in the financial summary that follows would be the maximum or worst case level. It is anticipated that substantially lower payments will actually be made, but it is impossible to predict the amount. Unspent amounts will be accumulated in the fund to pay for future claims.

**WORKER'S COMPENSATION RETAINED RISK FUND
FINANCIAL SUMMARY**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|-------------------------------------|-------------------|-------------------|----------------------|-------------------|
| FUND BAL., BEG. YEAR | \$2,647,625 | \$2,819,340 | \$2,819,767 | \$2,819,302 |
| REVENUES: | | | | |
| INTEREST | \$168,353 | \$73,748 | \$79,000 | \$80,000 |
| TRANSFER, GEN. FUND, W/COMP | 314,620 | 153,690 | 160,650 | 160,650 |
| TRANSFER, GEN. FUND, LIAB. | 0 | 0 | 120,000 | 120,000 |
| TRANSFER, L.R.C. | 900 | 940 | 980 | 980 |
| TRANSFER, ARMS PROG. | 100 | 110 | 120 | 120 |
| TRANSFER, P.E.G. FUND | 310 | 320 | 330 | 330 |
| TRANSFER, EQ. SERV. FUND | 2,100 | 2,180 | 2,280 | 2,280 |
| TRANSFER, M.V.P.S. FUND | 3,600 | 3,750 | 3,920 | 3,920 |
| TOTAL REVENUES | \$489,983 | \$234,738 | \$367,280 | \$368,280 |
| EXPENDITURES: | | | | |
| BENEFIT PAYMENTS | \$141,048 | \$181,180 | \$80,000 | \$80,000 |
| LIABILITY CLAIMS | 0 | 0 | 120,000 | 120,000 |
| EMPLOYEE INCENTIVES/TRAINING | 154,197 | 20,377 | 141,040 | 141,040 |
| EMPLOYEE HEPATITIS SHOTS | 0 | 2,596 | 0 | 0 |
| 4 DEFIBRULATOR UNITS | 0 | 5,988 | 805 | 0 |
| ADMINISTRATOR FEE | 23,023 | 24,170 | 25,900 | 27,200 |
| TOTAL EXPENDITURES | \$318,268 | \$234,311 | \$367,745 | \$368,240 |
| LESS EST. UNSPENT BUDGET | \$0 | \$0 | \$0 | \$0 |
| FUND BAL., END YEAR: | \$2,819,340 | \$2,819,767 | \$2,819,302 | \$2,819,342 |

CABLE TV P.E.G. FUND

Accounts for receipts from the 2% P.E.G. franchise fee that was assessed with the new cable TV franchise ordinance. This program will report costs of televising public meetings. Non-recurring equipment purchases are reported in the city vehicle and equipment replacement fund and are funded by an annual transfer from the P.E.G. Fund.

**CABLE TV P.E.G. FUND
FINANCIAL SUMMARY**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|---|---------------------------|---------------------------|------------------------------|---------------------------|
| FUND BAL., BEG. YEAR | \$22,138 | \$59,333 | \$73,645 | \$9,120 |
| REVENUES: | | | | |
| 2% P.E.G. FEE | \$108,324 | \$100,134 | \$100,000 | \$103,000 |
| MEMBERSHIP FEES | 315 | 415 | 315 | 315 |
| INTEREST | 1,051 | 1,355 | 1,000 | 100 |
| TOTAL REVENUES | \$109,690 | \$101,904 | \$101,315 | \$103,415 |
| EXPENDITURES: | | | | |
| Personnel Costs: | | | | |
| P.E.G. Coordinator | \$16,071 | \$29,944 | \$32,470 | \$33,280 |
| Camera Operators | 1,868 | 1,840 | 3,680 | 3,680 |
| Production/Outreach Coord. (.75) | 4,013 | 0 | 17,690 | 18,130 |
| Employee Insurance | 2,750 | 3,140 | 3,600 | 4,070 |
| I.M.R.F. | 3,840 | 3,890 | 4,030 | 5,430 |
| Subtotal, Personnel | \$28,542 | \$38,814 | \$61,470 | \$64,590 |
| Supplies | \$764 | \$2,422 | \$6,000 | \$3,000 |
| Contractual and Operating: | | | | |
| Dues and Subscriptions | \$104 | \$84 | \$60 | \$60 |
| City Insurance | 1,080 | 1,160 | 1,300 | 1,300 |
| Training & Education | 0 | 1,590 | 2,000 | 2,000 |
| Consultant | 0 | 0 | 1,500 | 500 |
| Eq. Maintenance | 635 | 542 | 2,000 | 2,000 |
| Promotional Costs | 40 | 0 | 500 | 500 |
| Transfer, Worker's Comp. | 310 | 320 | 330 | 330 |
| City Telephone | 520 | 560 | 580 | 480 |
| Transfer, VERF (Eq.) | 40,500 | 42,100 | 90,100 | 37,080 |
| Subtotal, Contractual and Op. | \$43,189 | \$46,356 | \$98,370 | \$44,250 |
| TOTAL EXPENDITURES | \$72,495 | \$87,592 | \$165,840 | \$111,840 |
| FUND BAL., END YEAR: | \$59,333 | \$73,645 | \$9,120 | \$695 |

ACTIVITIES OF THE CABLE TV P.E.G. FUND

- Coordinate the operation of the Urbana Public Television access channel
- Supervise the cable camera operators and the telecast of public meetings
- Produce programming for UPTV in conjunction with city departments, the Urbana Park District and the Urbana School District
- Coordinate with the Urbana Public Television Commission to develop and promote Urbana public television
- Support and develop Urbana public television public access membership, equipment and facilities for use by Urbana residents, non-profit corporations and other qualified individuals

**Special Funds That Support
General Operations**

**CABLE TV P.E.G. FUND
PERSONNEL SUMMARY (FTE'S)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|-----------|---------|---------|---------|---------|
| FULL-TIME | 3.00 | 3.00 | 3.00 | 3.00 |
| PART-TIME | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 3.00 | 3.00 | 3.00 | 3.00 |

F.E.M.A. TORNADO GRANT FUND

Accounts for certain charges made to the Federal and State F.E.M.A. agencies for costs incurred from the tornado disaster in April of 1996. These charges are in the form of a transfer from the FEMA Emergency C.D. Special Fund

**F.E.M.A. TORNADO GRANT FUND
FINANCIAL SUMMARY**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|---------------------------|-------------------|-------------------|----------------------|-------------------|
| FUND BAL., BEG. YEAR | \$11,789 | \$12,503 | \$11,868 | \$0 |
| REVENUES: | | | | |
| INTEREST | \$714 | \$340 | \$200 | \$0 |
| EXPENDITURES: | | | | |
| Tornado Siren Maintenance | \$0 | \$975 | \$4,048 | \$0 |
| PW 2-Way Radio | 0 | 0 | 3,445 | 0 |
| Special Event Fencing | 0 | 0 | 4,575 | 0 |
| TOTAL EXPENDITURES | \$0 | \$975 | \$12,068 | \$0 |
| FUND BAL., END YEAR: | \$12,503 | \$11,868 | \$0 | \$0 |

POLICE AREA-WIDE RECORDS MANAGEMENT SYSTEM (A.R.M.S.) FUND

Accounts for data-processing costs of a multi-agency computerized police records information system. A cooperative venture between METCAD, the City of Champaign, the University of Illinois and the City of Urbana police departments, these agencies share common access to police records utilizing software developed by the City of Urbana police department. Sharing of police records will greatly enhance the ability of the participating agencies to effectively perform their crime fighting duties. Revenues are provided by contributions from the participating agencies.

**POLICE AREA-WIDE RECORDS MANAGEMENT SYSTEM (A.R.M.S.) FUND
FINANCIAL SUMMARY**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|-------------------------------|-------------------|-------------------|----------------------|-------------------|
| REVENUES: | | | | |
| CONTRIBUTIONS, OTHER AGENCIES | \$47,012 | \$48,158 | \$56,000 | \$57,250 |
| CONTRIBUTIONS, URBANA | 10,883 | 10,914 | 13,490 | 14,140 |
| INTEREST | 311 | 359 | 500 | 500 |
| TOTAL REVENUES | \$58,206 | \$59,431 | \$69,990 | \$71,890 |
| EXPENDITURES: | | | | |
| PERSONNEL SERVICES | \$50,490 | \$52,659 | \$57,620 | \$59,560 |
| SUPPLIES AND MATERIALS | 290 | 0 | 0 | 0 |
| OPERATING AND CONTRACTUAL | 7,426 | 6,772 | 12,370 | 12,330 |
| CAPITAL OUTLAY | 0 | 0 | 0 | 0 |
| TOTAL EXPENDITURES | \$58,206 | \$59,431 | \$69,990 | \$71,890 |

ACTIVITIES OF THE AREA-WIDE RECORDS MANAGEMENT SYSTEM (A.R.M.S.) FUND

- Maintain and update a data base of over 350,000 names of victims, criminals and witnesses to crimes
- Maintain and update a data base of over 290,000 individual criminal cases, with over 15 years of historical criminal records available for crime trend analysis and historical statistical research
- Maintain current software and develop new software for user access to the data base

**POLICE AREA-WIDE RECORDS MANAGEMENT SYSTEM (A.R.M.S.) FUND
PERSONNEL SUMMARY (FTE'S)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|-------------|-------------|-------------|-------------|
| FULL-TIME | 1.00 | 1.00 | 1.00 | 1.00 |
| PART-TIME | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 1.00 | 1.00 | 1.00 | 1.00 |

**Special Funds That Support
General Operations**

COMMUNITY DEVELOPMENT SPECIAL FUNDS

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

The following is a description of proposed program objectives and use of funds for the coming year to provide services to residents of parts of Census Tracts 53, 54, and 55 in north and east-central Urbana.

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FINANCIAL SUMMARY

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|--------------------------------|-------------------|-------------------|----------------------|-------------------|
| FUND BAL., BEG. YEAR | \$0 | \$0 | \$0 | \$52,500 |
| REVENUES: | | | | |
| FEDERAL GRANT-CURRENT | \$530,000 | \$553,000 | \$539,000 | \$577,000 |
| FEDERAL GRANT-CARRYOVER | (205,599) | (191,189) | 536,550 | 90,000 |
| SUBTOTAL, FED. GRANT | \$324,401 | \$361,811 | \$1,075,550 | \$667,000 |
| PROGRAM INCOME: | | | | |
| TRANSFER, BUS. LOAN FUND | 2,714 | 4,036 | 26,420 | 26,420 |
| TRANS. HOUSING RENTS | 10,963 | 3,072 | 12,200 | 10,000 |
| STATE TRUST HOUSING GRANT | 0 | 0 | 0 | 0 |
| TRANSFER, LOCAL HOUSING | 78,286 | 750 | 100,000 | 100,000 |
| OTHER PROGRAM INCOME | 32,273 | 25,000 | 335 | 10,000 |
| TOTAL REVENUES | \$448,637 | \$394,669 | \$1,214,505 | \$813,420 |
| EXPENDITURES BY PROGRAM | | | | |
| ADMINISTRATION | \$75,973 | \$81,484 | \$116,231 | \$117,400 |
| HOUSING | 203,273 | 222,903 | 436,046 | 159,000 |
| PUBLIC SERVICES | 56,769 | 29,225 | 40,416 | 28,033 |
| PUBLIC FACILITIES | 25,000 | 7,795 | 504,038 | 309,872 |
| INTERIM ASSISTANCE | 34,610 | 21,064 | 25,000 | 18,000 |
| TRANSITIONAL HOUSING | 53,012 | 32,198 | 40,274 | 44,695 |
| TOTAL EXPENDITURES | \$448,637 | \$394,669 | \$1,162,005 | \$677,000 |
| FUND BAL., END YEAR | \$0 | \$0 | \$52,500 | \$188,920 |

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM EXPENDITURE SUMMARY

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 | % CHG. |
|--|-------------------|-------------------|----------------------|-------------------|---------------|
| PERSONNEL SERVICES | \$143,438 | \$150,838 | \$146,635 | \$179,145 | 22.2% |
| MATERIALS AND SUPPLIES | 504 | 1,231 | 6,000 | 2,700 | -55.0% |
| OPERATIONS AND CONTRACTUAL SERVICES | 279,695 | 234,805 | 505,332 | 185,283 | -63.3% |
| CAPITAL IMPROVEMENTS | 25,000 | 7,795 | 504,038 | 309,872 | -38.5% |
| TOTAL | \$448,637 | \$394,669 | \$1,162,005 | \$677,000 | -41.7% |

**COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
PERSONNEL SUMMARY**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 3.51 | 3.51 | 3.51 | 3.51 |
| PART-TIME | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 3.51 | 3.51 | 3.51 | 3.51 |

CDBG PROGRAM OBJECTIVES

1. To maintain and improve the quality of life in the City through design and delivery of programs that (a) benefit a particular area where at least 51% of the residents are low-income; or (b) benefit a limited clientele, where at least 51% of whom are low-income, or (c) prevent or eliminate slums or blight.
2. To eliminate deficient housing conditions through loans and grants, which principally benefit very low-income persons and, in cases of extreme deterioration, through property clearance and resident relocation.
3. To further achievement of affordable housing goals established by the City in its Consolidated Plan.
4. To increase the number of low- and moderate-income homeowners in the City through use of down-payment assistance, below market financing and tax credits.
5. To increase the number of rental housing units affordable to very low-income persons through tenant-based rent assistance and through use of tax credits for investors in low-income housing.
6. To prevent housing deterioration through grants for minor home repair targeted toward elderly persons and persons with disabilities.

PROPOSED USE OF CDBG FUNDS

1. Funds may be used to rehabilitate owner-occupied housing and to make accessibility modifications to both owner- and renter-occupied housing.
2. A home maintenance repair program for homeowners 62 years old or older and for homeowners with disabilities may be funded.
3. Funds may be contributed to the City's Transitional Housing Program for families with children.
4. Funds may be contributed to the Consolidated Social Service Fund.
5. Special neighborhood cleanup programs may be held in the fall and the spring in the Community Development Target Area.
6. Grants may be made available to non-profit neighborhood organizations to assist them in organizing and in providing services.
7. Funds may be contributed to street lighting improvements in Census Tract 55, Area 3B.
8. Funds may be used to acquire property in the target area for housing construction and for elimination of blighting conditions.

9. Funds may be used to maintain properties purchased through the community development program until they are needed for community development projects.
10. Funds may be contributed to Center for Women in Transition for construction of a facility to accommodate additional transitional housing for homeless women and children.
11. Funds may be contributed towards resurfacing and installation of curbs and gutters on Oakland Avenue from Broadway Avenue to Division Avenue, and on Division Avenue from Oakland Ave. to Thompson Street.

COMMUNITY DEVELOPMENT SINK FUND

This Fund was originally established to cover CDBG expenditures while awaiting receipt of entitlement drawdowns. In recent years, this Fund has been used to help fund site development, architectural services and property acquisitions in connection with the Eads at Lincoln development. It is recommended that the Fund will continue to be used for miscellaneous community development-related expenditures not otherwise eligible for funding under CDBG but that a minimum balance of \$50,000 be maintained in this Fund as a reserve for emergencies such as sudden unanticipated loss of CDBG funds. Interest revenues accrue to the Fund.

**COMMUNITY DEVELOPMENT SINK FUND
FINANCIAL SUMMARY**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|-----------------------------|-------------------|-------------------|----------------------|-------------------|
| FUND BAL., BEG. YEAR | \$75,162 | \$80,342 | \$67,584 | \$72,628 |
| REVENUES: | | | | |
| INTEREST | 5,180 | 2,242 | 1,500 | 1,500 |
| EADS LOT SALES | 0 | 0 | 13,544 | 6,000 |
| EXPENDITURES: | | | | |
| EADS HOMEOWNER ASST. | 0 | 0 | 6,000 | 6,000 |
| TRANS. HOUSING COSTS | 0 | 15,000 | 0 | 0 |
| COMM. DEV.-MISC. | 0 | 0 | 4,000 | 1,500 |
| FUND BAL., END YEAR | \$80,342 | \$67,584 | \$72,628 | \$72,628 |

HUD SMALL BUSINESS LOAN PROGRAM

This Fund was originally capitalized with CDBG funds to purchase participation notes in connection with Small Business Loans. No business loans are being originated from this Fund at this time due to burdensome Federal guidelines and to a shift in local funding priorities toward housing. Revenue received by this Fund includes loan payments and interest. This revenue is considered CDBG program income subject to CDBG guidelines. Per these guidelines, all revenues are transferred into CDBG for immediate expenditure in accordance with the CDBG final statement. Once the last Small Business Loan matures (in approximately 6 years) this Fund will be closed.

**HUD SMALL BUSINESS LOAN PROGRAM
FINANCIAL SUMMARY**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|----------------------|-------------------|-------------------|----------------------|-------------------|
| FUND BAL., BEG. YEAR | \$0 | \$1 | \$0 | \$0 |
| REVENUES: | | | | |
| INTEREST | 4 | 3 | 0 | 0 |
| LOAN REPAYMENTS | 2,711 | 4,032 | 26,420 | 26,420 |
| EXPENDITURES: | | | | |
| TRANSFER, C.D.B.G. | 2,714 | 4,036 | 26,420 | 26,420 |
| FUND BAL., END YEAR | \$1 | \$0 | \$0 | \$0 |

CRYSTAL LAKE PARK NEIGHBORHOOD FUND

New in 1997, this fund accounts for contributions from Carle and the City toward a Crystal Lake Park Neighborhood Fund. The money is to be used for affordable housing, housing rehabilitation, crime prevention, social services, job training, neighborhood beautification, and marketing of Carle owned rental properties targeted for home ownership.

**CRYSTAL LAKE PARK NEIGHBORHOOD FUND
FINANCIAL SUMMARY**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|----------------------------------|-------------------|-------------------|----------------------|-------------------|
| FUND BAL., BEG. YEAR | \$18,893 | \$36,583 | \$30,932 | \$0 |
| REVENUES: | | | | |
| INTEREST | 1,489 | 776 | 600 | 0 |
| ANNUAL CARLE PAYMENT | 10,000 | 0 | 0 | 0 |
| ANNUAL CITY, CARLE REPAYMENTS | 10,000 | 0 | 0 | 0 |
| CITY PAYMENT, D.P. ASSIST. | 0 | 0 | 0 | 0 |
| CITY PAYMENT, D.P. ASSIST. | 19,423 | 0 | 0 | 0 |
| EXPENDITURES: | | | | |
| CARLE DOWN PAYMENTS | 0 | 0 | 0 | 0 |
| NEIGHBORHOOD PROJECTS | 23,222 | 6,427 | 31,532 | 0 |
| FUND BAL., END YEAR | \$36,583 | \$30,932 | \$0 | \$0 |

TRANSITIONAL HOUSING FUND

This Fund was used to account for revenues and expenditures related to the operation of three dwelling units acquired and renovated with assistance from HUD and two units leased from Carle at no cost. Beginning in 2001, the program is being reported in the C.D.B.G. Fund.

REDEVELOPMENT LOAN PROGRAM

This Fund accounts for a city-administered program that, in conjunction with local banks, subsidizes qualified businesses that make physical improvements to redevelop structures. Costs are financed by transfers from TIF 1 and TIF 2 funds and interest from the Economic Development Reserve Funds.

**REDEVELOPMENT LOAN PROGRAM
FINANCIAL SUMMARY**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|-----------------------------|-------------------|-------------------|----------------------|-------------------|
| FUND BAL., BEG. YEAR | \$1,629 | \$1,658 | \$1,663 | \$1,663 |
| REVENUES: | | | | |
| INTEREST | 29 | 5 | 0 | 30 |
| TRANSFER, EC. DEV. FUND | 0 | 0 | 0 | 0 |
| TRANSFER, TIF ONE | 5,011 | 10,899 | 0 | 0 |
| TRANSFER, TIF TWO | 4,670 | 0 | 15,480 | 21,000 |
| TRANSFER, U.D.A.G. | 0 | 0 | 0 | 0 |
| EXPENDITURES: | | | | |
| DOWNTOWN LOANS | 9,681 | 10,899 | 15,480 | 22,693 |
| FUND BAL., END YEAR | \$1,658 | \$1,663 | \$1,663 | \$0 |

HUD LOCAL HOUSING LOAN PROGRAM

Similar to the Small Business Loan Program, this Fund is used to account for repayment of housing rehabilitation loans originated through CDBG. Loan payments and interest earnings deposited in the Local Housing Loan Program account represent CDBG program income. This Fund's revenue is routinely transferred to CDBG for expenditure in accordance with the CDBG final statement.

**HUD LOCAL HOUSING LOAN PROGRAM
FINANCIAL SUMMARY**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|-----------------------------|-------------------|-------------------|----------------------|-------------------|
| FUND BAL., BEG. YEAR | \$1 | \$0 | \$2 | \$2 |
| REVENUES: | | | | |
| INTEREST | 6 | 2 | 0 | 0 |
| LOAN REPAYMENTS | 83,279 | 5,000 | 100,000 | 100,000 |
| EXPENDITURES: | | | | |
| I.H.D.A. REPAYMENT | 5,000 | 5,000 | 0 | 0 |
| TRANSFER, C.D.B.G. | 78,286 | 0 | 100,000 | 100,000 |
| FUND BAL., END YEAR | \$0 | \$2 | \$2 | \$2 |

STATE TRUST HOUSING

This Fund was used as a revolving construction fund for the Eads at Lincoln development, as well as a second source of housing rehabilitation funds. This Fund was also used to account for a \$135,000 grant from I.H.D.A. made in 1994 for housing rehabilitation. A \$75,000 grant is expected to be received in fiscal year 1999-2000 from I.H.D.A. for rehabilitation of 15 housing units by December 31, 2000. These funds are used in conjunction with C.D.B.G. and HOME funds.

**STATE TRUST HOUSING
FINANCIAL SUMMARY**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|-----------------------|-------------------|-------------------|----------------------|-------------------|
| FUND BAL., BEG. YEAR | \$0 | \$0 | \$0 | \$0 |
| REVENUES: | | | | |
| STATE GRANT | 30,000 | 0 | 0 | 0 |
| EXPENDITURES: | | | | |
| TRANSFER TO HOME FUND | 25,000 | 0 | 0 | 0 |
| REPAYMENT TO IHDA | 5,000 | 0 | 0 | 0 |
| HOUSING REHAB. | 0 | 0 | 0 | 0 |
| FUND BAL., END YEAR | \$0 | \$0 | \$0 | \$0 |

C.D. TORNADO (PROJECT IMPACT) GRANT FUND

This fund was created to account for a C.D.B.G. grant to make certain improvements in the city's disaster preparedness system.

**C.D. TORNADO (PROJECT IMPACT) GRANT FUND
FINANCIAL SUMMARY**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|---------------------------|-------------------|-------------------|----------------------|-------------------|
| FUND BAL., BEG. YEAR | \$0 | \$0 | \$0 | \$0 |
| REVENUES: | | | | |
| FEDERAL GRANT | 0 | 0 | 0 | 0 |
| OUTSIDE MATCH, DONATION | 0 | 0 | 0 | 0 |
| STATE GRANT | 60,502 | 168,910 | 0 | 0 |
| EXPENDITURES: | | | | |
| SIREN UPGRADE | 0 | 0 | 0 | 0 |
| MITIGATION PLAN DEVELOP. | 0 | 7,504 | 0 | 0 |
| UNDERGROUND EL. REBATES | 0 | 27,675 | 0 | 0 |
| PERSONNEL SERVICES | 2,367 | 0 | 0 | 0 |
| SUPPLIES | 1,413 | 200 | 0 | 0 |
| SCHOOL HAZARD MITIGATION | 3,545 | 2,090 | 0 | 0 |
| OPERATING AND CONT. | 4,539 | 5,061 | 0 | 0 |
| MENTORING PROGRAM | 1,161 | 0 | 0 | 0 |
| ST. JOE DRAINAGE DISTRICT | 0 | 0 | 0 | 0 |
| COURTESY AVE. BRIDGE | 8,473 | 0 | 0 | 0 |
| EJECTOR SEWERS | 8,753 | 2,963 | 0 | 0 |
| RAIN & STREAM GAUGES | 11,345 | 33,800 | 0 | 0 |
| SESMIC DEMONSTRATION | 7,678 | 0 | 0 | 0 |
| STORM SHELTER DEMO. | 1,783 | 6,372 | 0 | 0 |
| GIS PROJECT | 7,195 | 49,495 | 0 | 0 |
| FLA. AVE. STORM SEWERS | 0 | 33,750 | 0 | 0 |
| FIRE SAFETY HOUSE | 2,250 | 0 | 0 | 0 |
| CONSTRUCTION RETROFIT | 0 | 0 | 0 | 0 |
| VIDEO PRODUCTION | 0 | 0 | 0 | 0 |
| FUND BAL., END YEAR | \$0 | \$0 | \$0 | \$0 |

HOME PROGRAM

This Fund accounts for federal HOME investment partnership funds granted to the Urbana Consortium for affordable housing activities.

**HOME PROGRAM
FINANCIAL SUMMARY**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|------------------------------------|---------------------------|---------------------------|------------------------------|---------------------------|
| FUND BAL., BEG. YEAR | \$0 | \$0 | \$0 | \$0 |
| REVENUES: | | | | |
| FEDERAL GRANT | \$898,741 | \$1,170,020 | \$2,565,233 | \$1,178,315 |
| C.H.D.O. MATCH | 0 | 0 | 0 | 0 |
| PROGRAM INCOME | 20,000 | 2,300 | 0 | 0 |
| CITY OF CHAMPAIGN MATCH | 0 | 0 | 0 | 0 |
| CHAMPAIGN COUNTY MATCH | 0 | 0 | 0 | 0 |
| RANTOUL MATCH | 0 | 25,000 | 0 | 0 |
| URBANA MATCH (TRANSFER CIP) | 54,974 | 101,350 | 105,722 | 71,141 |
| TOTAL REVENUES | \$973,715 | \$1,298,670 | \$2,670,955 | \$1,249,456 |
| EXPENDITURES: | | | | |
| GENERAL ADMINISTRATION | \$55,499 | \$59,269 | \$111,556 | \$117,831 |
| COMMUNITY HOUSING DEV. | 69,380 | 104,956 | 336,949 | 235,663 |
| CITY OF CHAMPAIGN | 361,576 | 676,974 | 1,289,798 | 453,652 |
| CHAMPAIGN COUNTY | 101,591 | 98,216 | 202,507 | 86,606 |
| CITY OF URBANA | 385,669 | 359,255 | 730,145 | 355,704 |
| TOTAL EXPENDITURES | \$973,715 | \$1,298,670 | \$2,670,955 | \$1,249,456 |
| FUND BAL., END YEAR | \$0 | \$0 | \$0 | \$0 |

**HOME PROGRAM
EXPENDITURE SUMMARY**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|-------------------------------|---------------------------|---------------------------|------------------------------|---------------------------|
| PERSONNEL SERVICES | \$47,028 | \$152,808 | \$105,562 | \$144,481 |
| SUPPLIES | 0 | 0 | 0 | 0 |
| CONTRACTUAL/OPERATIONS | 926,687 | 1,145,862 | 2,565,393 | 1,104,975 |
| CAPITAL OUTLAY | 0 | 0 | 0 | 0 |
| TOTAL | \$973,715 | \$1,298,670 | \$2,670,955 | \$1,249,456 |

**HOME PROGRAM
PERSONNEL SUMMARY**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|----------------|----------------|----------------|----------------|
| FULL-TIME | 2.35 | 2.35 | 2.35 | 2.35 |
| PART-TIME | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 2.35 | 2.35 | 2.35 | 2.35 |

Community Development Special Funds

SUPPORTIVE HOUSING PROGRAM

Created in 1995-96, this Fund is used to account for a HUD supportive housing program grant for operation of transitional housing programs. The original grant was to expire June 30, 2001. The City has been awarded another three-year extension of the grant in the total amount of \$619,550. The City's role in this project is limited to fund management and oversight.

**SUPPORTIVE HOUSING PROGRAM
FINANCIAL SUMMARY**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|-----------------------------------|-------------------|-------------------|----------------------|-------------------|
| FUND BAL., BEG. YEAR | \$0 | \$0 | \$0 | \$0 |
| REVENUES: | | | | |
| FED. GRANT | 16,342 | 0 | 206,516 | 206,516 |
| EXPENDITURES (PROGRAM): | | | | |
| ADMINISTRATION | 0 | 0 | 12,862 | 5,810 |
| WOMAN'S PLACE | 0 | 0 | 54,554 | 54,554 |
| CENTER FOR WOMEN IN TRANSITION | 7,829 | 0 | 106,950 | 114,002 |
| SALVATION ARMY | 8,513 | 0 | 32,150 | 32,150 |
| TOTAL EXPENDITURES | \$16,342 | \$0 | \$206,516 | \$206,516 |
| FUND BAL., END YEAR | \$0 | \$0 | \$0 | \$0 |

**SUPPORTIVE HOUSING PROGRAM
EXPENDITURE SUMMARY**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|------------------------|-------------------|-------------------|----------------------|-------------------|
| PERSONNEL SERVICES | \$0 | \$0 | \$11,762 | \$4,710 |
| SUPPLIES | - | - | 450 | 450 |
| CONTRACTUAL/OPERATIONS | 16,342 | - | 194,304 | 201,356 |
| CAPITAL OUTLAY | 0 | 0 | 0 | 0 |
| TOTAL | \$16,342 | \$0 | \$206,516 | \$206,516 |

**SUPPORTIVE HOUSING PROGRAM
PERSONNEL SUMMARY**

| | | | | |
|-----------|------|------|------|------|
| FULL-TIME | 0.10 | 0.10 | 0.10 | 0.10 |
| PART-TIME | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 0.10 | 0.10 | 0.10 | 0.10 |

SHELTER PLUS PROGRAM

New in 1997-98, this Fund is used to account for a HUD program grant to provide tenant-based rent assistance targeted toward homeless persons with disabilities and their families/caregivers. Shelter Plus I Grant was extended until June 30, 2002, and assists 15 one-bedroom apartments and 5 two-bedroom apartments. Shelter Plus II Grant in the amount of \$546,840 for five years was awarded to the City effective July 1, 2000 and supports 12 one-bedroom apartments and 6 two-bedroom apartments. The annual budgeted amount is 1/5 of the total grant award.

**SHELTER PLUS PROGRAM
FINANCIAL SUMMARY**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|---------------------------|-------------------|-------------------|----------------------|-------------------|
| REVENUES: | | | | |
| SHELTER PLUS I GRANT | \$63,829 | \$80,580 | \$0 | \$0 |
| SHELTER PLUS II GRANT | 0 | 24,240 | 111,195 | 111,195 |
| TOTAL REVENUES | \$63,829 | \$104,820 | \$111,195 | \$111,195 |
| EXPENDITURES: | | | | |
| GRANTS COORD./BENEFITS | \$1,593 | \$1,703 | \$1,827 | \$1,886 |
| RENT ASSISTANCE, H.A.C.C. | 4,858 | 7,072 | 109,368 | 109,309 |
| RENT ASSISTANCE, OTHERS | 57,378 | 96,045 | 0 | 0 |
| TOTAL EXPENDITURES | \$63,829 | \$104,820 | \$111,195 | \$111,195 |

**SHELTER PLUS PROGRAM
PERSONNEL SUMMARY**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|---------|---------|---------|---------|
| FULL-TIME | 0.04 | 0.04 | 0.04 | 0.04 |
| PART-TIME | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 0.04 | 0.04 | 0.04 | 0.04 |

Community Development Special Funds

GET THE LEAD OUT GRANT

The City was awarded a non-recurring grant from the State Department of Public Health to pay the cost of removing lead hazards in housing rehabilitations.

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|-----------------------|-------------------|-------------------|----------------------|-------------------|
| REVENUES: | | | | |
| STATE GRANT | \$0 | \$0 | \$50,400 | \$0 |
| EXPENDITURES: | | | | |
| LEAD HAZARD ABATEMENT | \$0 | \$0 | \$50,400 | \$0 |

FHLB AFFORDABLE HOUSING GRANT

The City was awarded a non-recurring grant from the Federal Home Loan Bank to provide certain owner-occupied rehabilitation grants and loans.

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|-----------------------|-------------------|-------------------|----------------------|-------------------|
| REVENUES: | | | | |
| FHLB GRANT | \$0 | \$0 | \$60,000 | \$0 |
| EXPENDITURES: | | | | |
| HOUSING AFFORDABILITY | \$0 | \$0 | \$60,000 | \$0 |

TAX INCREMENT FINANCING DISTRICT FUNDS

The City of Urbana maintains four tax increment financing districts, as outlined below. These funds account for incremental property and sales taxes in accordance with the Tax Increment Allocation Redevelopment Act of the State and the individual plans adopted for each district. Financial summaries are contained on the following pages:

- TIF 1 was established in 1980. The property tax increment revenue will terminate in 2003, and revert to the various government taxing bodies. The sales tax increment was extended to 2013, with issuance of the 1994A debt issue (used to refinance the original 1982 issue, which was used to construct the parking garage and related streetscape improvements). A significant cost of this fund is this debt service. Current debt service requirements are reported in the following pages.
- TIF 2 was established in 1986. The property tax increment revenue will terminate in 2009 and revert to the various government taxing bodies. The sales tax increment was extended to 2013, with issuance of the 1994B debt issue (used to refinance the original 1990 issue, which was used to construct parking improvements in and around Lincoln Square and City Hall). A significant cost of this fund is this debt service. Current debt service requirements are reported in the following pages.
- TIF 3 was established in 1990 and will terminate in 2013. It is a property tax increment TIF only, without a sales tax component. A significant cost of this fund is debt service on the 1992 debt issue (originally \$1,000,000), which is being used for land acquisition and infrastructure improvements. Current debt service requirements for the 1992 debt are reported in the following pages.
- TIF 4 District was established in December 2001 to help redevelop a major entryway into the City extending from the Central Business District north to I-74 and beyond. This district is a real estate tax district only. The Fund was established in 2000 to account for consultant costs in connection with studying the possible creation of the district. The fund has borrowed money from the Economic Development Fund to pay for costs involved with creation of the District. These costs will be repaid in 02-03 by a transfer from T.I.F. Two.

Tax Increment Financing District Funds

**T I F 1 FUND
FINANCIAL SUMMARY**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|--------------------------------------|-------------------|-------------------|----------------------|-------------------|
| FUND BAL., BEG. YEAR | \$1,401,112 | \$1,804,582 | \$1,691,167 | \$653,726 |
| REVENUES: | | | | |
| INCREMENTAL PROP. TAX | \$573,554 | \$581,615 | \$593,250 | \$310,000 |
| TAX COLLECTIONS, PRIOR YR. | 0 | 0 | 0 | 0 |
| SUBTOTAL, PROP. TAX REC'D | \$573,554 | \$581,615 | \$593,250 | 310,000 |
| INTEREST | 97,152 | 50,916 | 35,000 | 20,000 |
| STATE GRANT | 2,018 | 0 | 0 | 0 |
| TOTAL REVENUES | \$672,724 | \$632,531 | \$628,250 | \$330,000 |
| EXPENDITURES: | | | | |
| CONTRACTUAL/OPERATIONS: | | | | |
| AUDIT | \$250 | \$0 | \$0 | \$0 |
| MARKETING/DUES | 941 | 1,725 | 9,500 | 0 |
| JUMER'S DEV. PAYMENT | 0 | 0 | 0 | 0 |
| SUBTOTAL, CONTRACTUAL | \$1,191.00 | \$1,725.00 | \$9,500.00 | \$0.00 |
| CAPITAL IMPROVEMENTS: | | | | |
| GOOSE ALLEY STREETScape | \$0 | \$0 | \$0 | \$0 |
| DOWNTOWN CONSULTANT | 39,727 | 7,248 | 0 | 0 |
| DOWNTOWN EXPANSION COSTS | 0 | 0 | 0 | 0 |
| DOWNTOWN IMPR., PHASE 4 | 0 | 500,886 | 714,191 | 0 |
| DOWNTOWN IMPR., PHASE 5 | 0 | 0 | 600,000 | 0 |
| DOWNTOWN IMPR., PHASE 6 | 0 | 0 | 239,000 | 0 |
| RACE ST. BRIDGE/BONEYARD | 0 | 0 | 0 | 0 |
| SUBTOTAL, CAP. IMPROVEMENTS | \$39,727.00 | \$508,134.00 | \$1,553,191.00 | \$0.00 |
| TRANSFERS: | | | | |
| SUPPORT SERVICES, TRANSFER TO | | | | |
| GENERAL FUND | \$0 | \$0 | \$0 | \$0 |
| TRANSFER, DOWNTOWN LOANS | 5,011 | 10,899 | 0 | 0 |
| TRANSFER, TIF 2 | 0 | 0 | 0 | 0 |
| TRANSFER MVPS, DEBT SERVICE | 223,325 | 225,188 | 103,000 | 106,000 |
| SUBTOTAL, TRANSFERS | \$228,336 | \$236,087 | \$103,000 | \$106,000 |
| TOTAL EXPENDITURES | \$269,254 | \$745,946 | \$1,665,691 | \$106,000 |
| FUND BAL., END YEAR | \$1,804,582 | \$1,691,167 | \$653,726 | \$877,726 |

**TIF 2 FUND
FINANCIAL SUMMARY**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|--|-------------------|-------------------|----------------------|-------------------|
| FUND BAL., BEG. YEAR | \$273,181 | \$579,117 | \$1,099,984 | \$289,997 |
| REVENUES: | | | | |
| INCREMENTAL PROP. TAXES | \$624,261 | \$655,471 | \$675,000 | \$695,000 |
| TAX COLLECTED PRIOR YR. | (87,097) | 15,290 | 0 | 0 |
| SUBTOTAL, PROP. TAX REC'D | \$537,164 | \$670,761 | \$675,000 | \$695,000 |
| INTEREST | 33,861 | 29,150 | 21,500 | 12,000 |
| LOCAL SALES TAX (GRANT MATCH) | 183,853 | 267,627 | 259,977 | 215,400 |
| STATE GRANT | 223,383 | 270,143 | 286,000 | 230,500 |
| SUBTOTAL, REVENUES | \$978,261 | \$1,237,681 | \$1,242,477 | \$1,152,900 |
| EXPENDITURES: | | | | |
| TIF SPECIALIST & BEN. (1 to .8) | \$33,320 | \$36,017 | \$43,800 | \$31,810 |
| AUDIT | 250 | 0 | 0 | 0 |
| MARKETING/DUES | 146 | 1,775 | 11,000 | 11,440 |
| LINCOLN SQ. PAYMENT | 12,078 | 12,250 | 0 | 0 |
| SCHNUCK'S DEV. PAYMENT | 160,563 | 160,563 | 160,563 | 160,563 |
| SUBTOTAL, CONTRACTUAL | \$173,037 | \$174,588 | \$171,563 | \$172,003 |
| VINE STREET RETAINING WALL | \$0 | \$0 | \$110,000 | \$0 |
| FIVE POINTS REDEVELOPMENT | 2,421 | 0 | 0 | 200,000 |
| LOT 25 EXPANSION | 0 | 0 | 67,751 | 0 |
| BONEYARD IMPR. | 0 | 0 | 30,000 | 0 |
| DOWNTOWN SSCAPE IMPR., PHASE 4 | 0 | 124,874 | 1,078,625 | 0 |
| DOWNTOWN SSCAPE IMPR., PHASE 5 | 0 | 0 | 100,000 | 0 |
| DOWNTOWN SSCAPE IMPR., PHASE 6 | 0 | 0 | 40,000 | 0 |
| ENGINEERING, 5 POINTS IMPR. | 0 | 13,746 | 1,254 | 0 |
| COUNTY PROPERTY ACQUISITION | 0 | 0 | 0 | 25,000 |
| TEPPER BLDG. RELOCATION COSTS | 0 | 25,000 | 0 | 0 |
| STRATFORD PROP. IMPR. | 23,177 | 509 | 102,281 | 0 |
| SUBTOTAL, CAPITAL IMPROVEMENTS | \$25,598 | \$164,129 | \$1,529,911 | \$225,000 |
| TRANSFERS: | | | | |
| SUPPORT SERV., TRANS. GEN. FUND | \$0 | \$0 | \$0 | \$0 |
| LOAN REPAY, EC. DEV. FUND | 95,000 | 95,000 | 0 | 0 |
| TRANSFER, TIF4 FUND | 0 | 0 | 47,710 | 330,000 |
| LOAN REPAY, GEN. RESERVE FUND | 94,000 | 0 | 0 | 0 |
| DOWNTOWN LOAN FUND | 4,670 | 0 | 15,480 | 21,000 |
| MVPS, DEBT SERVICE | 246,700 | 247,080 | 244,000 | 243,000 |
| SUBTOTAL, TRANSFERS | \$440,370 | \$342,080 | \$307,190 | \$594,000 |
| SUBTOTAL, EXPENDITURES | \$672,325 | \$716,814 | \$2,052,464 | \$1,022,813 |
| FUND BAL., END YEAR | \$579,117 | \$1,099,984 | \$289,997 | \$420,084 |

Tax Increment Financing District Funds

**TIF3
FINANCIAL SUMMARY**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|-------------------------------------|---------------------------|---------------------------|------------------------------|---------------------------|
| BAL., BEG. YEAR | \$290,316 | \$276,769 | \$560,487 | \$369,687 |
| REVENUES: | | | | |
| PROPERTY TAX: | | | | |
| CURRENT YEAR'S INCREMENT | \$530,000 | \$649,680 | \$669,170 | \$695,900 |
| PREVIOUS YEAR'S INCREMENT | 43,984 | (56,488) | 0 | 0 |
| SUBTOTAL, PROP. TAX | \$573,984 | \$593,192 | \$669,170 | \$695,900 |
| INTEREST | 11,138 | 9,180 | 13,000 | 10,000 |
| TOTAL REVENUES | \$585,122 | \$602,372 | \$682,170 | \$705,900 |
| EXPENDITURES: | | | | |
| REDEV. SPECIALIST & BEN. | \$0 | \$0 | \$12,550 | \$37,650 |
| CONTRACTUAL/OPERATIONS: | | | | |
| MARKETING/DUES | \$646 | \$0 | \$5,000 | \$5,000 |
| DUES/TRAINING | 0 | 0 | 0 | 600 |
| LEGAL/ENGIN./APPRAISALS | 3,394 | 5,750 | 7,000 | 7,000 |
| VOCATIONAL PAYMENT | 50,000 | 50,000 | 82,500 | 50,000 |
| CORRIDOR PROP. PAYMENT | 110,373 | 74,460 | 73,220 | 178,000 |
| HARVEY ST. IMPR. | 130,542 | 0 | 0 | 0 |
| PARK ST. IMPR. | 0 | 0 | 100,000 | 0 |
| HARVEY/GREGORY IMPR. | 109,458 | 0 | 0 | 0 |
| BRICK SIDEWALK REPL. | 0 | 0 | 0 | 120,000 |
| GOODWIN BIKEPATH/RECON. | 0 | 0 | 330,000 | 635,000 |
| CAPSTONE IMPROVEMENT | 0 | 0 | 3,000 | 0 |
| SUBTOTAL, CONTRACTUAL | \$404,413 | \$130,210 | \$600,720 | \$995,600 |
| TRANSFERS: | | | | |
| LOAN REPAY..., EC. DEV. FUND | \$62,000 | \$58,000 | \$121,700 | \$0 |
| DEBT SERVICE | 132,256 | 130,444 | 138,000 | 0 |
| SUBTOTAL, TRANSFERS | \$194,256 | \$188,444 | \$259,700 | \$0 |
| TOTAL EXPENDITURES | \$598,669 | \$318,654 | \$872,970 | \$1,033,250 |
| FUND BAL., END YEAR | \$276,769 | \$560,487 | \$369,687 | \$42,337 |

**TIF 4
FINANCIAL SUMMARY**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|-----------------------------------|-------------------|-------------------|----------------------|-------------------|
| BAL., BEG. YEAR | \$0 | \$0 | \$7,700 | \$12,500 |
| REVENUES: | | | | |
| PROPERTY TAX INCREMENT | \$0 | \$10,500 | \$23,000 | \$147,000 |
| LOAN FROM ED FUND | 9,904 | 11,121 | 0 | 0 |
| INTEREST | 0 | 0 | 1,000 | 1,000 |
| OAKLAND AVE. REIMB. | 0 | 0 | 0 | 30,000 |
| TRANSFER TIF TWO | 0 | 0 | 47,710 | 330,000 |
| TOTAL REVENUES | \$9,904 | \$21,621 | \$71,710 | \$508,000 |
| EXPENDITURES: | | | | |
| CONTRACTUAL/OPERATIONS: | | | | |
| MARKETING/DUES | \$0 | \$0 | \$10,000 | \$12,000 |
| LEGAL/ENGIN./APPRAISALS | 9,904 | 13,921 | 25,000 | 0 |
| ADMINISTRATIVE COSTS | 0 | 0 | 0 | 20,000 |
| UNIV. AUTO PARK STREET | 0 | 0 | 0 | 200,000 |
| UNIV. AUTO PARK DEV. COSTS | 0 | 0 | 0 | 80,000 |
| CAP. IMPR. COSTS | 0 | 0 | 5,000 | 10,000 |
| LOAN SUBSIDY PROGRAM | 0 | 0 | 0 | 10,000 |
| VOCATIONAL TRAINING | 0 | 0 | 0 | 25,000 |
| PARK DISTRICT PROJECTS | 0 | 0 | 0 | 13,000 |
| OAKLAND AVE. | 0 | 0 | 0 | 150,000 |
| SUBTOTAL, CONTRACTUAL | \$9,904 | \$13,921 | \$40,000 | \$520,000 |
| TRANSFERS: | | | | |
| LOAN REPAY., EC. DEV. FUND | \$0 | \$0 | \$26,910 | \$0 |
| TOTAL EXPENDITURES | \$9,904 | \$13,921 | \$66,910 | \$520,000 |
| FUND BAL., END YEAR | \$0 | \$7,700 | \$12,500 | \$500 |



URBANA FREE LIBRARY

LIBRARY MISSION

This fund reports revenues and expenditures for the Urbana Free Library. The main source of funding for the Library is the City's property tax levy. Other revenues are the Library's share of state personal property replacement tax, State and other grants, fines and fees. Detailed expenditures are included in the Budget Supplementary Expenditure Report. Library costs are divided into nine cost centers, as explained below:

LIBRARY ORGANIZATION

- **Centralized Costs** - reports all expenses that are not directly related to another specific cost center or that could be spread across all other centers. Examples are building operations, property and employee insurance, office supplies, and equipment.
- **Administration** - reports personnel costs of the Executive Director and staff.
- **Adult Division** - reports costs of new materials for the Adult Department collection and personnel costs for adult services.
- **Children's Division** - reports costs of new materials for the Children's Department collection and personnel costs for children's services.
- **Archives Division** - reports costs of new materials for the Archives collection and personnel costs for the Archives.
- **Maintenance Division** - reports personnel costs for janitorial staff.
- **Acquisitions Division** - reports personnel costs for staff that are responsible for purchasing and processing new materials for the Library's collections.
- **Circulation Division** - reports personnel costs for staff that are responsible for checking materials in and out of the Library.
- **Documents Center** - reports personnel, materials and contractual costs to operate a program to assist the City in filming, classifying, and retaining important City documents.

**URBANA FREE LIBRARY
PERSONNEL SUMMARY (FTE'S)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|-----------------|--------------|--------------|--------------|--------------|
| FULL-TIME | 20.00 | 21.00 | 20.00 | 20.00 |
| PART-TIME, REG. | 20.50 | 20.50 | 20.00 | 20.00 |
| PART-TIME, SUB. | 2.70 | 2.70 | 2.70 | 2.70 |
| TOTAL | 43.20 | 44.20 | 42.70 | 42.70 |

**URBANA FREE LIBRARY
FINANCIAL SUMMARY**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|--------------------------------|--------------------|--------------------|--------------------|--------------------|-------------|
| BEG. BALANCE | \$515,992 | \$566,615 | \$612,356 | \$612,356 | |
| REVENUES: | | | | | |
| PROPERTY TAX LEVY | \$1,698,211 | \$1,823,800 | \$1,935,524 | \$2,012,940 | 4.0% |
| LESS UNCOLLECTED AMOUNT | 1,549 | 0 | 0 | 0 | |
| STATE INCOME TAXES | 62,904 | 62,904 | 62,904 | 62,904 | 0.0% |
| TRANSFER, DOC. CENTER | 57,540 | 60,630 | 62,750 | 29,460 | -53.1% |
| INTEREST | 23,876 | 13,029 | 12,500 | 10,000 | -20.0% |
| STATE OF IL., OPERATING | 44,920 | 42,639 | 42,639 | 45,494 | 6.7% |
| GRANTS (NONRECURRING) | 81,046 | 15,067 | 84,280 | 84,280 | 0.0% |
| REVENUES, OTHER FUNDS | 44,889 | 50,042 | 46,800 | 46,800 | 0.0% |
| U/I PAYMENT (ORCH. DOWNS) | 34,500 | 34,500 | 34,500 | 34,500 | 0.0% |
| COUNTY GRANT (ARCHIVES) | 9,800 | 12,400 | 15,000 | 10,000 | -33.3% |
| FINES AND FEES | 141,429 | 122,469 | 121,620 | 113,865 | -6.4% |
| TOTAL REVENUES | \$2,200,664 | \$2,237,480 | \$2,418,517 | \$2,450,243 | 1.3% |
| EXPENDITURES: | | | | | |
| CENTRALIZED COSTS | \$449,231 | \$461,260 | \$505,308 | \$530,029 | 4.9% |
| ADMINISTRATION | 149,673 | 149,252 | 158,730 | 163,731 | 3.2% |
| ADULT DIVISION | 435,835 | 483,383 | 516,774 | 529,720 | 2.5% |
| CHILDREN'S DIVISION | 238,856 | 253,126 | 279,261 | 285,419 | 2.2% |
| ARCHIVES DIVISION | 147,868 | 150,033 | 157,133 | 191,999 | 22.2% |
| MAINTENANCE DIVISION | 71,086 | 70,687 | 76,742 | 71,981 | -6.2% |
| ACQUISITION DIVISION | 120,407 | 123,428 | 128,303 | 132,905 | 3.6% |
| CIRCULATION DIVISION | 354,426 | 374,831 | 402,436 | 406,961 | 1.1% |
| DOCUMENTS PROJECT | 56,724 | 60,630 | 62,750 | 0 | -100.0% |
| OTHER FUNDS | 44,889 | 50,042 | 46,800 | 46,800 | 0.0% |
| GRANTS (NONRECURRING) | 81,046 | 15,067 | 84,280 | 84,280 | 0.0% |
| TOTAL RECURRING EXPEND. | \$2,150,041 | \$2,191,739 | \$2,418,517 | \$2,443,825 | 1.0% |
| NON-RECURRING PROJECT | 0 | 0 | 0 | 0 | |
| TOTAL EXPENDITURES | \$2,150,041 | \$2,191,739 | \$2,418,517 | \$2,443,825 | |
| ENDING BALANCE | \$566,615 | \$612,356 | \$612,356 | \$618,774 | |

**URBANA FREE LIBRARY
RECURRING EXPENDITURE RECAP BY MAJOR CATEGORY**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|--------------------------------|--------------------|--------------------|--------------------|--------------------|-------------|
| CENTRAL COSTS: | | | | | |
| PROGRAM/PUBLIC RELATIONS | \$18,943 | \$19,209 | \$19,742 | \$18,732 | -5.1% |
| TRAVEL/TRAINING | 14,744 | 11,752 | 16,353 | 16,353 | 0.0% |
| BUILDING COSTS | 83,928 | 66,493 | 75,637 | 85,884 | 13.5% |
| UTILITY COSTS | 75,918 | 75,370 | 79,449 | 82,449 | 3.8% |
| CONTRACTUAL COSTS | 52,652 | 58,334 | 59,644 | 63,484 | 6.4% |
| MATERIALS HANDLING COSTS | 26,109 | 33,609 | 29,755 | 29,208 | -1.8% |
| SUPPLY COSTS | 30,088 | 30,565 | 32,139 | 32,139 | 0.0% |
| EMPLOYEE BENEFITS | 71,528 | 79,440 | 103,598 | 110,919 | 7.1% |
| EQUIPMENT COSTS | 75,321 | 86,488 | 88,991 | 90,861 | 2.1% |
| CONTINGENCY | 0 | 0 | 0 | 0 | #DIV/0! |
| SUBTOTAL, CENTRAL COSTS | \$449,231 | \$461,260 | \$505,308 | \$530,029 | 4.9% |
| MATERIALS | \$221,165 | \$230,251 | \$238,065 | \$242,825 | 2.0% |
| WAGES: | | | | | |
| SALARIED | \$1,038,582 | \$1,126,440 | \$1,202,168 | \$1,224,665 | 1.9% |
| HOURLY | 258,404 | 248,049 | 279,146 | 315,226 | 12.9% |
| SUBTOTAL, WAGES | \$1,296,986 | \$1,374,489 | \$1,481,314 | \$1,539,891 | 4.0% |
| OTHER FUNDS | \$182,659 | \$117,544 | \$193,830 | \$193,830 | 0.0% |
| TOTAL, EXPENDITURES | \$2,150,041 | \$2,183,544 | \$2,418,517 | \$2,506,575 | 3.6% |

MOTOR VEHICLE PARKING SYSTEM

MOTOR VEHICLE PARKING SYSTEM FUND MISSION

Administer a parking system to provide on and off-street parking spaces. The Public Facilities Division provides operating support with assistance from Arbor and Operations Divisions of the Public Works Department. Daily supervision is assigned to the Public Facilities Manager. The fund is organized into two programs: the Parking Garage and Parking System Maintenance.

Revenues are mainly provided by meter, garage and contractual parking fees. Costs include operating and maintenance costs of street, lot and garage parking systems. Also reported in this fund is debt service on the 1994A, 1994B and a portion of the 1994C bonds, all of which were used to construct parking improvements. A transfer is made from the TIF 1 fund to pay the debt service on the 1994A bonds (100%) and from the TIF 2 fund to pay debt service on the 1994B bonds (100%). Charges are also made to this fund and monies transferred to the general fund to account for:

- A payment in lieu of taxes
- A payment to reimburse the general fund for operating support (personnel and other costs that are not specifically assigned 100% to the M.V.P.S.)

**M. V. P. S. FUND
FINANCIAL SUMMARY**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|--|---------------------------|---------------------------|------------------------------|---------------------------|
| CASH BAL., BEG. YEAR | \$1,585,444 | \$1,769,654 | \$1,839,975 | \$1,622,538 |
| REVENUES: | | | | |
| CAMPUS METERS | 369,737 | 479,669 | \$499,000 | \$499,000 |
| OTHER METERS | 278,643 | 247,689 | 248,000 | 248,000 |
| LINCOLN SQ. CONTRACT | 75,157 | 78,163 | 80,500 | 82,900 |
| PARKING GARAGE | 85,714 | 81,812 | 82,000 | 82,000 |
| OTHER RENTALS | 80,809 | 74,559 | 75,000 | 75,000 |
| INTEREST | 93,478 | 44,065 | 40,000 | 40,000 |
| TRANSFER, TIF 1 DEBT | 223,325 | 225,188 | 103,000 | 107,000 |
| TRANSFER, TIF 2 DEBT | 246,700 | 247,080 | 244,000 | 243,000 |
| TOTAL REVENUES | \$1,453,563 | \$1,478,225 | \$1,371,500 | \$1,376,900 |
| EXPENSES: | | | | |
| PARKING SYSTEM OPERATIONS | \$343,235 | \$532,993 | \$421,475 | \$418,130 |
| PARKING GARAGE OPERATIONS | 63,816 | 79,377 | 98,940 | 100,920 |
| DEBT SERVICE, 1994A BONDS | 220,613 | 222,300 | 103,000 | 107,000 |
| DEBT SERVICE, 1994B BONDS | 243,493 | 243,700 | 244,000 | 243,000 |
| DEBT SERVICE, 1994C BONDS | 99,759 | 100,558 | 277,340 | 0 |
| DEPRECIATION | 212,043 | 227,774 | 220,000 | 220,000 |
| MISCELLANEOUS | 1,716 | 1,500 | 1,500 | 1,500 |
| CITY BLOCK IMPR. (INCL. ART IN PARK PROJECT | 2,023 | 36,344 | 71,668 | 0 |
| TEPPER INTEREST | 0 | 8,744 | 16,000 | 16,000 |
| TRANSFER, GEN., P.I.L.O.T. | 174,700 | 181,700 | 188,970 | 196,530 |
| LIBRARY LOT IMPR. | 18,276 | 0 | 0 | 0 |
| STRATFORD LOT IMPR. | 800 | 0 | 0 | 0 |
| GARAGE REHAB. | 100,922 | 688 | 40,000 | 40,000 |
| OTHER LOT IMPROVEMENTS | 0 | 0 | 136,044 | 225,000 |
| SUBTOTAL, EXPENSES | \$1,481,396 | \$1,635,678 | \$1,818,937 | \$1,568,080 |
| ADD BACK DEPRECIATION | \$212,043 | \$227,774 | \$230,000 | \$230,000 |
| CASH REV. OVER (UNDER) EXP. | \$184,210 | \$70,321 | (\$217,437) | \$38,820 |
| CASH BAL., END YEAR: | | | | |
| RESERVED, CITY BLOCK IMPR. | \$108,012 | \$71,668 | \$0 | \$0 |
| RESERVED GARAGE RECONSTRUCTION | \$200,064 | \$239,376 | \$239,376 | \$279,376 |
| RESERVED, LOT/EQ. IMPROVE. | \$1,461,578 | \$1,528,931 | \$1,383,162 | \$1,381,982 |

**M.V.P.S. PARKING SYSTEM
EXPENDITURES BY CLASSIFICATION**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|---------------------------|--------------------|--------------------|----------------------|--------------------|
| PERSONNEL SERVICES | \$119,219 | \$111,918 | \$141,660 | \$146,460 |
| SUPPLIES | 31,695 | 33,602 | 44,110 | 44,110 |
| OPERATIONS/CONTRACTUAL | 328,982 | 380,958 | 471,018 | 401,100 |
| CAPITAL OUTLAY | 20,897 | 224,580 | 24,795 | 10,000 |
| CAPITAL IMPROVEMENTS | 683,063 | 575,990 | 816,384 | 631,000 |
| SUBTOTAL | \$1,183,856 | \$1,327,048 | \$1,497,967 | \$1,232,670 |
| TRANSFERS | 296,740 | 308,630 | 320,970 | 335,410 |
| TOTAL EXPENDITURES | \$1,480,596 | \$1,635,678 | \$1,818,937 | \$1,568,080 |

ACTIVITIES OF THE M.V.P.S. PARKING SYSTEM MAINTENANCE PROGRAM

- Collect money in parking meters and deliver to bank
- Collect ticket fine boxes daily and deliver to Finance
- Identify and manage parking lot maintenance and repairs and maintain records thereof
- Research parking ticket complaints and respond to the person filing complaint as to disposition of ticket
- Develop long-range landscaping and reconstruction plans for parking lots
- Install new meters and repair or replace inoperable meters as necessary

**M.V.P.S. PARKING SYSTEM MAINTENANCE PROGRAM
PERSONNEL SUMMARY (FTE's)**

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|--------------|-------------|-------------|-------------|-------------|
| FULL-TIME | 4.00 | 4.00 | 4.00 | 4.00 |
| PART-TIME | 0.50 | 0.50 | 0.50 | 0.50 |
| TOTAL | 4.50 | 4.50 | 4.50 | 4.50 |

ACTIVITIES OF THE PARKING GARAGE

- Collect ticket monies from persons utilizing parking garage
- Perform certain maintenance functions including painting, vandalism abatement, snow removal and landscaping
- Monitor Jumer's Hotel contractual agreement for use of parking garage for hotel patrons and employees
- Maintain specialized electronic equipment needed in operation of parking garage

PARKING GARAGE

PERSONNEL SUMMARY (FTE'S)

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
|------------------|----------------|----------------|----------------|----------------|
| FULL-TIME | 2.00 | 2.00 | 2.00 | 2.00 |
| PART-TIME | 0.30 | 0.27 | 0.27 | 0.27 |
| TOTAL | 2.30 | 2.27 | 2.27 | 2.27 |

CAPITAL IMPROVEMENT FUNDS

The City publishes an annual long-range Capital Improvements Plan (CIP, separate document). The purpose of the CIP is to provide a planned and coordinated approach to the maintenance and replacement of the City's infrastructure over a long-term period. Examples of this infrastructure are lighting systems, sidewalks, curbs and gutters, traffic signals, storm sewers, street maintenance and construction, and sanitary sewers. The three main funds that are included in the City's CIP are the M.F.T. Fund, the Sanitary Sewer Construction Fund and the Capital Improvements and Replacement Fund.

- **Motor Fuel Tax (M.F.T.)** - accounts for allocations of the State collected gasoline tax. A portion of this tax is returned to municipalities based on population. Costs are restricted for street improvements and related projects and are closely monitored by the Illinois Department of Transportation (IDOT).
- **Sanitary Sewer Construction** - accounts for the City imposed sewer benefit tax. The proceeds are restricted to maintenance and construction of sanitary and related storm sewers.
- **Capital Improvements and Replacement** - accounts for infrastructure improvements (typically those not paid for in the M.F.T. or Sanitary Sewer Construction funds). Revenues for this fund come from a transfer from the City's general revenues and sales of City property. Many projects also involve State and Federal funding and/or contributions from the private sector.

In addition to the three funds that are included in the long-range Capital Improvements Plan, the City also maintains two other capital improvement funds:

- **Library Building Reserve** - established in 1991, to set aside funds to address certain facility improvements. Monies have accumulated from transfers from operating surpluses and advance refunding of the City's mortgage bonds. Expenditures thus far have been for architectural studies, public works facility expansion, construction of the new City Hall/Police complex and to acquire the Winkelmann property for future Library expansion. With final payment of the City Hall/Police complex, monies left in the fund have been allocated for future Library facility expansion.
- **Public Works Facility Reserve** - established in FY99-2000, this fund would be used to set aside funds to address certain facility improvements to the city public works facilities and site. Fifteen thousand dollars has been spent for the initial feasibility study.

Capital Improvement Funds

MOTOR FUEL TAX

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|------------------------------------|--------------------|--------------------|----------------------|--------------------|
| FUND BAL., BEG. YEAR | \$1,871,163 | \$2,606,486 | \$2,604,264 | \$1,545,523 |
| REVENUES: | | | | |
| STATE MOTOR FUEL TAX | \$1,063,615 | \$1,026,797 | \$1,075,000 | \$1,075,000 |
| UNIV. REIMB., (LINCOLN/ILLINOIS) | 0 | 0 | 160,000 | 0 |
| REIMB., COUNTY WINDSOR RD. | 0 | 0 | 0 | 0 |
| REIMB., CROSS CONST. | 0 | 89,295 | 0 | 0 |
| REIMB., SAINTS CHURCH | 0 | 6,167 | 0 | 0 |
| REIMB., PARK DIST. (CRYSTAL LAKE) | 129,015 | 0 | 36,384 | 0 |
| UNIV. REIMB., (LINCOLN/FLA.) | 0 | 0 | 33,000 | 0 |
| INTEREST | 170,057 | 109,826 | 90,000 | 92,000 |
| TOTAL REVENUES | \$1,362,687 | \$1,232,085 | \$1,394,384 | \$1,167,000 |
| EXPENDITURES: | | | | |
| ANNUAL ST. MAINT. | \$506,471 | \$1,015,442 | \$460,473 | \$250,000 |
| LINCOLN/FLORIDA IMPR. | 108,670 | 0 | 171,330 | 0 |
| WASHINGTON/VINE IMPR. | 0 | 0 | 1,000,000 | 1,050,000 |
| ST. LIGHTING REPLACEMENT | 4,681 | 0 | 0 | 0 |
| HUFF/BOUDREAU AREA IMPR. | 0 | 0 | 500,000 | 100,000 |
| SIGNALS, (RT. 45/AIRPORT RD) | 7,278 | 0 | 2,722 | 0 |
| UNIV. AVE. SIGNALS (RACE) | 0 | 84,729 | 0 | 0 |
| SIGNALS, (LINCOLN/ILLINOIS) | 264 | 78,004 | 224,732 | 0 |
| UNIV. AVE. (GUARDIAN TO HIGHCROSS) | 0 | 56,132 | 18,868 | 0 |
| WINDSOR/PHILO WIDENING | 0 | 0 | 75,000 | 0 |
| EXPENDITURES TOTAL | \$627,364 | \$1,234,307 | \$2,453,125 | \$1,400,000 |
| FUND BAL., END YEAR | \$2,606,486 | \$2,604,264 | \$1,545,523 | \$1,312,523 |

SANITARY SEWER CONSTRUCTION

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|---|---------------------------|---------------------------|------------------------------|---------------------------|
| FUND BAL., BEG. YEAR | \$599,491 | \$808,131 | \$596,996 | \$44,873 |
| REVENUES: | | | | |
| SEWER BENEFIT TAX | \$699,967 | \$725,491 | \$750,880 | \$780,920 |
| INTEREST | 34,925 | 21,242 | 20,000 | 22,000 |
| TOTAL REVENUES | \$734,892 | \$746,733 | \$770,880 | \$802,920 |
| EXPENDITURES: | | | | |
| TRANSFER-MAINTENANCE | \$359,520 | \$373,900 | \$388,860 | \$404,410 |
| SEWER TAX BILLING COSTS | 3,355 | 5,049 | 4,000 | 4,590 |
| INFLOW/INFILTRATION REMEDIATION | 161,952 | 443,961 | 522,778 | 300,000 |
| RPC SEWER DEV. PROGRAM | 0 | 0 | 0 | 0 |
| FLA. AVE. EXTENSION | 0 | 23,945 | 6,055 | 0 |
| CUNNINGHAM & ANTHONY EXTENS. | 0 | 0 | 100,000 | 0 |
| SEWER DATA BASE S/W AND H/W | 1,425 | 1,425 | 38,121 | 1,500 |
| BROADWAY NEIGHBORHD. SEWERS | 0 | 0 | 100,000 | 0 |
| OHIO SAN. SEWER | 0 | 0 | 85,000 | 0 |
| MISC. SAN. SEWER IMPR. | 0 | 109,588 | 38,189 | 20,000 |
| N. CUNNINGHAM SEWER IMPR. | 0 | 0 | 0 | 0 |
| WASH. & VINE SEWER IMPR. | 0 | 0 | 40,000 | 0 |
| EXPENDITURES TOTAL | 526,252 | 957,868 | 1,323,003 | 730,500 |
| FUND BAL., END YEAR | \$808,131 | \$596,996 | \$44,873 | \$117,293 |

Capital Improvement Funds

CAPITAL REPLACEMENT AND IMPROVEMENT

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|--|--------------------|--------------------|----------------------|--------------------|
| FUND BAL., BEG. YEAR | \$1,339,159 | \$1,750,401 | \$2,029,770 | \$692,171 |
| REVENUES: | | | | |
| INTEREST | \$158,443 | \$77,780 | \$40,000 | \$100,000 |
| SALE OF PROPERTY | 11,854 | 249 | 10,000 | 10,000 |
| CHAMPAIGN REIMB. - BONEYARD | 13,056 | 12,840 | 13,523 | 13,000 |
| REIMB., SUNNYCREST APT. | 6,436 | 0 | 0 | 0 |
| DONATIONS - GREENSCAPES | 1,585 | 1,670 | 300 | 0 |
| REIMB., JOLLY RODGER SEWER | 500 | 0 | 0 | 0 |
| R.R. PROP., SPECIAL ASSESS. | 5,852 | 7,526 | 7,500 | 7,500 |
| IDOT REIMB., SIGNAL MAINT. | 7,459 | 18,532 | 10,000 | 10,000 |
| COUNTY REIMB., SCOTTSWOOD DR. | 17,000 | 0 | 0 | 0 |
| HAL REIMB., DETENTION BASIN | 0 | 0 | 35,000 | 0 |
| STATE REIMB., FLEXNGATE | 0 | 0 | 56,594 | 0 |
| SCHOOL VACATION, BIRCH ST. | 0 | 0 | 32,500 | 0 |
| STATE REIMB., CUNN./ANTHONY | 0 | 1,041,200 | 54,800 | 0 |
| COUNTY REIMB., CUNN./ANTHONY | 0 | 0 | 310,000 | 310,000 |
| REIMB., HOMEOWNER SUMPS | 0 | 500 | 0 | 0 |
| STATE REIMB., PHILO/WINDSOR BIKEPATH) | 39,000 | 0 | 0 | 0 |
| TRANSFER, GEN. RESERVE FUND | 53,656 | 10,000 | 0 | 0 |
| TRANSFER, GEN. NON-RECUR. | 923,344 | 1,000,000 | 1,500,000 | 1,000,000 |
| TRANSFER FROM GEN. FUND | 658,530 | 688,160 | 715,700 | 484,300 |
| TOTAL REVENUES | \$1,896,715 | \$2,858,457 | \$2,785,917 | \$1,934,800 |
| EXPENDITURES (SEE BELOW) | \$1,485,473 | \$2,579,088 | \$4,123,516 | \$1,476,641 |
| FUND BAL., END YEAR | \$1,750,401 | \$2,029,770 | \$692,171 | \$1,150,330 |

EXPENDITURE DETAIL

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|-----------------------------------|-------------------|-------------------|----------------------|-------------------|
| HVAC REPAIRS | \$16,142 | \$0 | \$0 | \$0 |
| BONEYARD/BRIDGES MAINT. | 16,871 | 1,592 | 63,481 | 37,000 |
| BONEYARD CONSULTING | 0 | 0 | 0 | 0 |
| SIGNAL MAINTENANCE | 24,411 | 3,241 | 20,583 | 10,000 |
| MISC. APPRAISALS | 6,450 | 0 | 17,941 | 7,500 |
| TREE TRAIL BROCHURE GUIDE | 1,838 | 0 | 0 | 0 |
| REHAB., SHED S. SIDE FIRE STATION | 1,656 | 2,150 | 0 | 0 |
| PUBLIC FAC. REHAB | 27,096 | 0 | 53,489 | 30,000 |
| CAMPUS AREA TRANS. STUDY | 13,122 | 17,371 | 1,169 | 0 |
| C.D. "HOME" CAP. IMPR. TRANSFER | 101,350 | 67,330 | 130,316 | 71,141 |
| CONTRACTUAL TREE TRIMMING | 41,594 | 25,759 | 25,186 | 30,000 |
| TREE TRIMMING, LITING PROJECT | 0 | 0 | 0 | 0 |
| REPLACE HVAC SYSTEM, CITY HALL | 131,838 | 72,425 | 4,987 | 0 |
| PW STORAGE BUILDING | 13,323 | 10,936 | 0 | 0 |
| OVERHEAD DOORS, PW FLEET | 3,046 | 0 | 0 | 0 |
| NEIGHBORHOOD ST./WALKS | 0 | 0 | 120,000 | 0 |
| WINDSOR/PHILO RD. BIKE PATH | 0 | 0 | 0 | 0 |
| MISC. STORM SEWER REPAIRS | 62,509 | 229,925 | 56,061 | 100,000 |
| PAVEMENT MAINTENANCE | 200,848 | 81,629 | 416,385 | 270,000 |
| STREET LIGHTING REPL. | 221,842 | 0 | 634,625 | 475,000 |
| G.I.S. PROFESSIONAL SERVICES | 39,184 | 0 | 32,577 | 30,000 |
| RPC SEWER DEV. PROG | 12,406 | 25,563 | 0 | 0 |
| TREE PLANTING GUIDE (GRANT) | 764 | 0 | 0 | 0 |
| TREE PLANTING PROGRAM | 16,655 | 15,917 | 16,143 | 16,000 |
| ELM ST. IMPR. | 0 | 0 | 0 | 60,000 |
| GOODWIN AVE. BIKEPATH | 0 | 0 | 30,000 | 0 |
| GREENSCAPE, ENDOWMENT PROG. | 1,701 | 240 | 8,529 | 0 |
| TREE TRAIL BROCHURE COSTS | 268 | 0 | 0 | 0 |
| FIRE STATION PATIO | 288 | 0 | 0 | 0 |
| KINCH/FLA. CONNECTION | 55,647 | 274,954 | 9,399 | 0 |
| COURTESY AVE. BRIDGE | 13,056 | 0 | 0 | 0 |
| GOODWIN AVE. STORM SEWERS | 75,000 | 0 | 0 | 0 |
| TRANSFER, STONECREEK FUND | 0 | 0 | 0 | 0 |
| BOUDREAU AREA STORM/ST. IMPR. | 29,871 | 0 | 0 | 0 |

Capital Improvement Funds

EXPENDITURE DETAIL (CONT.)

| | ACTUAL 2000-01 | PROJECTED 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|----------------------------------|--------------------|----------------------|----------------------|--------------------|
| FLEXNGATE RD. IMPR. | \$51,352 | \$0 | \$1,923 | \$0 |
| NORTH LINCOLN AVE. IMPR. | 32,552 | 0 | 182,447 | 0 |
| CUNNINGHAM & ANTHONY DRIVE | 120,395 | 0 | 1,728,550 | 0 |
| CUNNING.& ANTHONY, STATE | 0 | 1,407,907 | 0 | 0 |
| S. RACE ST. BRIDGE IMPR. | 0 | 36,336 | 0 | 0 |
| MISC. TRAFFIC SIGNALS IMPR. | 0 | 0 | 30,000 | 0 |
| FLA. AVE. IMPROVEMENT | 0 | 139,539 | 60,461 | 0 |
| FLA. AVE. DRAINAGE DITCH | 0 | 44,574 | 0 | 0 |
| C.D.B.G. LIGHTING RETROFIT | 0 | 0 | 10,000 | 0 |
| PROP AQ./ROAD IMPR., FRASCA DEV. | 99,928 | 120,908 | 229,164 | 0 |
| ENGINEERING, CUNN./AIRPORT RD | 52,470 | 792 | 100 | 0 |
| OIL & CHIP ST. MAINTENANCE | 0 | 0 | 100,000 | 40,000 |
| MICHIGAN IMPR. (RACE/VINE) | 0 | 0 | 60,000 | 0 |
| AIRPORT RD. IMPROVEMENT | 0 | 0 | 0 | 300,000 |
| BROADWAY NEIGHBORHD SEWERS | 0 | 0 | 30,000 | 0 |
| WRIGHT/SPRING/GREEN IMPR. | 0 | 0 | 50,000 | 0 |
| DIVISION/OAKLAND IMPR. | 0 | 0 | 0 | 0 |
| RACE ST. STORM SEWERS | 0 | 0 | 0 | 0 |
| TOTAL | \$1,485,473 | \$2,579,088 | \$4,123,516 | \$1,476,641 |

LIBRARY BUILDING RESERVE

| | ACTUAL 1998-02 | PROJEC. 2002-03 | PROJEC. 2003-04 | PROJECT TOTALS |
|--------------------------------------|--------------------|--------------------|--------------------|--------------------|
| FUND BAL., BEG. YEAR | \$0 | \$4,953,702 | \$0 | |
| REVENUES: | | | | |
| FOUNDATION DONATIONS | \$1,539,849 | \$544,151 | \$0 | \$2,084,000 |
| STATE GRANT | 350,000 | 450,000 | 0 | 800,000 |
| CITY CONTRIBUTION | 3,570,347 | 750,000 | 807,160 | 5,127,507 |
| TOTAL REVENUES | \$5,460,196 | \$1,744,151 | \$807,160 | \$8,011,507 |
| EXPENDITURES: | | | | |
| LIBRARY CONSTRUCTION | \$406,494 | \$6,697,853 | \$807,160 | \$7,911,507 |
| LIBRARY DESIGN/CONSULTANT | 100,000 | 0 | 0 | 100,000 |
| TOTAL EXPENDITURES | \$506,494 | \$6,697,853 | \$807,160 | \$8,011,507 |
| FUND BAL., END YEAR, RESERVED | | | | |
| FUTURE LIBRARY EXPANSION: | \$4,953,702 | \$0 | \$0 | |

PUBLIC WORKS FACILITY RESERVE

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|------------------------------|-------------------|-------------------|----------------------|-------------------|
| TRANSFER, GEN. RESERVE FUND | \$14,865 | \$0 | \$0 | 0 |
| EXPENSES: | | | | |
| ARCHITECT STUDY, PW FACILITY | \$14,865 | \$0 | \$0 | 0 |

PROJECT SUMMARY

Following is a summary of the funds proposed in this budget for significant capital improvement projects that may be funded from different funds or the 03-04 budgeted amount may only be a portion of the total project cost which may be funded over more than one year (This narrative highlights only those projects as defined above. Projects paid from one fund in one fiscal year are not highlighted, but included in the actual budget.)

CDBG FUND

\$130,000 for street lighting improvements are proposed in 03-04 for phase 2 of series street lighting replacement in Area 3B (east of the City Building). This amount added to \$340,500 budgeted last year and carried over bring the project total cost to \$470,500.

TIF FUNDS

TIF 3 has \$635,000 budgeted for the reconstruction of Goodwin Avenue from Park Street to Beslin Street. This amount added to \$330,000 budgeted last year and carried over bring the project total cost to \$965,000.

MFT FUND

\$125,000 is proposed for annual street maintenance and improvement costs, as outlined in the Capital Improvement Plan. An additional \$100,000 is proposed in 03-04 to complete the Huff/Boudreau area improvements (\$500,000 was budgeted last year, for a project total of \$600,000). \$1,050,000 is proposed for the Vine and Washington improvement (\$1,000,000 was budgeted last year, for a total project cost of \$2,050,000); there was also \$40,000 budgeted last year in Sewer Benefit Tax Fund for this project.)

SBT FUND

\$300,000 is proposed in 03-04 for on-going annual inflow and infiltration repairs and lining. \$20,000 is proposed in 03-04 for annual miscellaneous sanitary sewer improvements.

CAPITAL IMPROVEMENT & REPLACEMENT FUND

\$475,000 is proposed in 03-04 for the on-going Street Lighting Series improvement project.

\$100,000 is proposed for the annual amount for miscellaneous storm sewer repairs and lining.

\$270,000 is proposed for annual on-going pavement maintenance. This includes our street patching, sidewalk, alley, oil and chip, and slurry seal programs.

\$37,000 is proposed for annual boneyard bridge maintenance.

RESERVE FUNDS

The City of Urbana maintains certain funds in which monies are accumulated and allocated for certain future specific purposes or contingencies. A description of these funds and financial summaries follows:

- **General Reserve (formerly Tax Stabilization)** - a reserve to provide stability in delivering services or in raising revenues when fluctuations are occurring in the City's financial situation. These fluctuations are most often caused by economic changes or changes in State and Federal laws.
- **Economic Development Reserve** - established in 1988, with the proceeds of the sale of property to the University of Illinois, in conjunction with the Beckman project. Monies in this fund are designated for revenue enhancing economic development activities, where the investment will normally be repaid in 5 years or less. Interest earned is used for downtown renovation loans and other small economic development activities. With the Jumer's bonds being refinanced and the City being removed from guarantee obligations, the balance in the UDAG fund was transferred to this fund. Also reported in this fund are the revenues and costs for the city's property tax incentive program for new single-family home construction and revenues from the sale of property and right of way to the University in the north campus area.
- **Sales Tax Grant/Insurance Reserve** - used for two purposes:
 - To retire the general obligation portion of the 1994C debt issue (used to refinance a portion of the 1990 debt issue). All outstanding principle is being redeemed in 2003.
 - To replace sales tax monies in the general fund that is required to be transferred to the TIF's in order to receive the State sales tax grant. The proceeds to accomplish this originated from the sale of land now occupied by the Federal Courthouse. It is contemplated that monies are available in this fund to continue this transfer until 2009.

FINANCIAL SUMMARY

GENERAL RESERVE (FORMERLY TAX STABILIZATION) FUND

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJ. 2002-03 | BUDGET 2003-04 |
|------------------------------|--------------------|--------------------|--------------------|-------------------|
| FUND BAL., BEG. YEAR | \$2,580,910 | \$2,782,211 | \$3,776,024 | \$1,956,892 |
| REVENUES: | | | | |
| INTEREST | \$257,480 | \$87,146 | \$85,500 | \$40,000 |
| LOAN REPAYMENT, TIF 2 | 94,000 | 0 | 0 | 0 |
| CARLE PAYMENT, LIBRARY | 0 | 50,000 | 3,900 | 3,900 |
| BOND REFUNDING PROCEEDS | 0 | 46,534 | 6,975 | 0 |
| REPAYMENT, RECYCLING TOTERS | 30,000 | 45,000 | 18,450 | 0 |
| TRANSFER, GEN. FUND | 750,000 | 2,810,440 | 501,300 | 0 |
| TOTAL REVENUES | \$1,131,480 | \$3,039,120 | \$616,125 | \$43,900 |
| EXPENDITURES: | | | | |
| TOWNSHIP ENERGY ASSISTANCE | 0 | 10,000 | 0 | 0 |
| TRANSFER VERF, NEW EQ. | 0 | 98,650 | 0 | 0 |
| TRANSFER, CAP. IMPR. FUND | 53,656 | 1,000,000 | 1,500,000 | 0 |
| TRANSFER LIBRARY BLDG. FUND | 876,523 | 750,000 | 750,000 | 807,160 |
| COMP. PLAN PRODUCTION COSTS | 0 | 7,203 | 0 | 0 |
| TRANSFER, CDBG LITING SWAP | 0 | 10,000 | 0 | 0 |
| CUSWDS, LANDFILL MONITORING | 0 | 0 | 5,210 | 0 |
| LANDFILL MITIGATION | 0 | 0 | 150,000 | 0 |
| COUNTY WORKER'S MEMORIAL | 0 | 0 | 1,000 | 0 |
| REHAB. COSTS, TEPPER BLDG. | 0 | 21,991 | 0 | 0 |
| CITY BLDG. ELEVATOR REPAIRS | 0 | 20,844 | 0 | 0 |
| P.W. BLDG. ROOF REPAIRS | 0 | 100,286 | 0 | 0 |
| P.W. BACK SHED ROOF INSTALL | 0 | 20,325 | 0 | 0 |
| BANNERS/ENTRYWAY REHAB. | 0 | 0 | 8,000 | 0 |
| OVERHEAD DOORS, PW GARAGE | 0 | 0 | 15,000 | 0 |
| BATTERY RECYLING EVENT | 0 | 0 | 1,000 | 500 |
| FIRE STATION KITCHEN UPGRADE | 0 | 6,008 | 5,047 | 0 |
| TOTAL EXPENDITURES | \$930,179 | \$2,045,307 | \$2,435,257 | \$807,660 |
| FUND BAL., END YEAR | \$2,782,211 | \$3,776,024 | \$1,956,892 | \$1,193,132 |

ECONOMIC DEVELOPMENT RESERVE

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|--|-------------------|--------------------|----------------------|--------------------|
| FUND BAL., BEG. YEAR | \$234,397 | \$514,994 | \$1,377,470 | \$2,148,032 |
| REVENUES: | | | | |
| INTEREST | \$20,380 | \$55,767 | \$60,000 | \$68,000 |
| REPAYMENT, TIF 3 LOAN | 62,000 | 58,000 | 121,700 | 0 |
| REPAYMENT TIF 2 LOAN | 95,000 | 95,000 | 0 | 0 |
| REPAYMENT TIF 4 LOAN | 0 | 0 | 26,910 | 0 |
| TRANSFER, GEN. RESERVE FUND | 176,630 | 0 | 0 | 0 |
| UNIVERSITY RIGHT OF WAY PAYMENT | 0 | 725,000 | 725,000 | 725,000 |
| PROP. TAX PROGRAM REIMB. | 0 | 0 | 0 | 104,000 |
| STATE GRANT, TIF 4 PLANNING | 0 | 0 | 45,000 | 0 |
| STATE GRANT, HISTORICAL BROCHURE | 0 | 0 | 1,282 | 0 |
| FARMER'S MARKET FEES | 28,257 | 29,312 | 34,405 | 34,400 |
| TOTAL REVENUES | \$382,267 | \$963,079 | \$1,014,297 | \$931,400 |
| EXPENDITURES: | | | | |
| RETAIL DEV. INCENTIVE LOANS | \$0 | \$0 | \$31,878 | \$31,800 |
| RETAIL DEV. PROGRAM COSTS | 0 | 0 | 6,000 | 10,000 |
| OPTIONS, TITLES, MARKETING | 4,836 | 3,048 | 7,543 | 5,000 |
| MATCH, RT. 130 PLANNING GRANT | 0 | 0 | 0 | 5,000 |
| HOUSE DEMOLITIONS | 0 | 7,500 | 16,000 | 7,500 |
| LOAN, TIF 4 FUND, CONSULTANT | 9,904 | 11,121 | 0 | 0 |
| URBANA HOME SHOW | 562 | 10,170 | 0 | 0 |
| METRO ZONE INCENTIVE PAYMENT | 0 | 0 | 0 | 0 |
| URBANA BUSINESS ALLIANCE | 18,656 | 25,000 | 50,000 | 45,000 |
| TRANSFER, CAP. IMPR, N. 45 IMPR. | 0 | 0 | 0 | 1,000,000 |
| SEWER PAYMENT, PARK INN | 13,000 | 0 | 0 | 0 |
| DEVELOPER'S ROUNTABLE | 0 | 0 | 1,200 | 1,200 |
| COMP. PLAN PUBLICATION | 0 | 0 | 7,500 | 2,500 |
| MARKETING, BUILD URBANA | 3,493 | 1,544 | 2,456 | 4,000 |
| PAYMENT, UNITED FUELS DEV. | 0 | 0 | 5,000 | 0 |
| FARMER'S MARKET COSTS | 22,536 | 42,220 | 39,600 | 40,000 |
| PROPERTY TAX INCENTIVE PROGRAM | 0 | 0 | 0 | 104,000 |
| PRINTING, HISTORICAL BROCHURE | 0 | 0 | 1,282 | 0 |
| ANDRAE'S DEV. COSTS | 0 | 0 | 61,000 | 0 |
| KING PARK DAY EVENT | 0 | 0 | 1,276 | 0 |
| LINCOLN SQ. SIGN | 0 | 0 | 13,000 | 0 |
| BIG GROVE PROFESSIONAL COSTS | 28,683 | 0 | 0 | 0 |
| TOTAL EXPENDITURES | \$101,670 | \$100,603 | \$243,735 | \$1,256,000 |
| FUND BAL., END YEAR, RESERVED FOR | | | | |
| ECONOMIC DEVELOPMENT PROJECTS | \$514,994 | \$1,377,470 | \$2,148,032 | \$1,823,432 |

Reserve Funds

SALES TAX GRANT/ INSURANCE RESERVE

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|---------------------------------------|---------------------------|---------------------------|------------------------------|---------------------------|
| FUND BAL., BEG. YEAR | \$1,577,821 | \$1,402,229 | \$1,079,678 | \$512,706 |
| REVENUES-INTEREST | 132,990 | 70,338 | 42,000 | 10,000 |
| EXPENSES: | | | | |
| TRANSFER, DEBT SERVICE | \$124,729 | \$125,262 | \$348,995 | \$0 |
| TRANSFER, GEN/TIF GRANT | 183,853 | 267,627 | 259,977 | 230,500 |
| TOTAL EXPENSES | \$308,582 | \$392,889 | \$608,972 | \$230,500 |
| FUND BAL., END YEAR, RESERVED: | | | | |
| FOR 1994C DEBT SERVICE | \$576,496 | \$348,995 | \$0 | \$0 |
| FOR FUTURE TIF GRANT MATCH | \$825,733 | \$730,683 | \$512,706 | \$292,206 |

PENSION FUNDS

The City and its employees are required by State law to participate in three pension programs:

- **Illinois Municipal Retirement Fund (IMRF)** - All employees except sworn police and fire personnel that meet certain minimum hourly standards must participate in the IMRF. Benefit provisions and funding requirements are established by State statute. Employees are required to contribute a percentage of their annual salary and the City is required to contribute the remaining amount that is necessary to fund the system. Administration of assets and benefit payments are performed by the IMRF Board, which is made up of elected representatives of all the local governments in Illinois. Currently, 52% of the City's employees participate in this pension plan.
- **Police Pension Fund** - Sworn police personnel participate in the Police Pension Fund. Benefit provisions and funding requirements are established by State statute. Police officers are required to contribute a percentage of their annual salary and the City is required to contribute the remaining amount that is necessary to fund the system, as calculated by an annual actuarial study. Administration of assets and benefit payments are performed by the Police Pension Board, which is made up of elected representatives of active and retired officers and 2 City appointees. The City Comptroller serves as Fund Treasurer. Currently, 23% of the City's employees participate in this pension plan.
- **Firemen's Pension Fund** - Sworn fire personnel participate in the Firemen's Pension Fund. Benefit provisions and funding requirements are established by State statute. Firefighters are required to contribute a percentage of their annual salary and the City is required to contribute the remaining amount that is necessary to fund the system, as calculated by an annual actuarial study. Administration of assets and benefit payments are performed by the Firemen's Pension Board, which is made up of elected representatives of active and retired firefighters and 3 City officers. The City Comptroller serves as the Fund Treasurer. Currently, 20% of the City's employees participate in this pension plan.

Pension Funds

**IMRF
FINANCIAL SUMMARY**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | ACTUAL 2002-03 | BUDGET 2003-04 | % CHG. |
|-----------------------------|-------------------|-------------------|-------------------|-------------------|-----------|
| CASH BAL., BEG. YEAR | \$478,812 | \$340,132 | \$188,442 | \$65,342 | |
| REVENUES: | | | | | |
| TRANSFER, GEN. FUND | \$450,000 | \$440,000 | \$550,000 | \$650,000 | 18.2% |
| INTEREST | 40,917 | 14,953 | 4,000 | 2,000 | |
| CASH ADJUSTMENT, TAXES | 0 | 0 | 0 | 0 | |
| SUBTOTAL, REVENUES | \$490,917 | \$454,953 | \$554,000 | \$652,000 | |
| TRANSFERS IN: | | | | | |
| C.D.B.G. FUND | 12,523 | 13,536 | 14,300 | 15,730 | |
| PEG, CATV FUND | 3,840 | 3,890 | 4,030 | 4,430 | |
| VARIOUS CD FUNDS | 7,636 | 8,306 | 8,000 | 8,800 | |
| A.R.M.S. FUND | 5,230 | 4,830 | 5,000 | 5,500 | |
| L.R.C. | 11,660 | 12,390 | 13,270 | 14,600 | |
| WORK. COMP. FUND | 9,773 | 867 | 1,000 | 1,100 | |
| REIMB., U/I FIRE | 6,441 | 6,868 | 7,500 | 8,250 | |
| TIF FUNDS | 2,976 | 2,973 | 2,900 | 3,190 | |
| EQ. SERVICES FUND | 20,350 | 19,490 | 21,200 | 23,320 | |
| RECYCLING FUND | 713 | 741 | 1,000 | 1,100 | |
| AD. ASST REIM., POLICE | 3,348 | 3,350 | 3,470 | 3,820 | |
| M.V.P.S. FUND | 12,850 | 12,850 | 12,850 | 14,140 | |
| TOTAL REVENUES | \$588,257 | \$545,044 | \$648,520 | \$755,980 | |
| EXPENSES: | | | | | |
| I.M.R.F. PAYMENTS | \$723,464 | \$694,314 | \$769,020 | \$818,522 | 6.4% |
| SECTION 125 ADMIN. | \$3,473 | \$2,420 | \$2,600 | \$2,800 | |
| TOTAL EXPENSES | \$726,937 | \$696,734 | \$771,620 | \$821,322 | |
| FUND BAL., END YEAR | \$340,132 | \$188,442 | \$65,342 | \$0 | |

**POLICE PENSION FUND
FINANCIAL SUMMARY**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 | % CHG. |
|---------------------------------|-------------------|--------------------|----------------------|--------------------|--------------|
| REVENUES: | | | | | |
| PROPERTY TAX | \$927,842 | \$1,020,500 | \$1,037,116 | \$1,161,570 | 12.0% |
| STATE REPLACEMENT TAX | 41,000 | 41,000 | 41,000 | 41,000 | |
| TOTAL REVENUES | \$968,842 | \$1,061,500 | \$1,078,116 | \$1,202,570 | |
| PAYMENT TO PENSION BOARD | \$968,842 | \$1,061,500 | \$1,078,116 | \$1,202,570 | 11.5% |

**FIRE PENSION FUND
FINANCIAL SUMMARY**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 | % CHG. |
|---------------------------------|-------------------|-------------------|----------------------|-------------------|--------------|
| REVENUES: | | | | | |
| PROPERTY TAX | \$430,779 | \$474,000 | \$642,455 | \$719,550 | 12.0% |
| STATE REPLACEMENT TAX | 52,000 | 52,000 | 52,000 | 52,000 | |
| TOTAL REVENUES | \$482,779 | \$526,000 | \$694,455 | \$771,550 | |
| PAYMENT TO PENSION BOARD | \$482,779 | \$526,000 | \$694,455 | \$771,550 | 11.1% |

DEBT SERVICE FUNDS

As described in the introductory section of this budget document, the City is retiring two non-parking outstanding debt issues (parking debt is reported in the M.V.P.S. fund). Although the authority to pay debt service on these issues is included in the original bond issue, below are listed future debt service requirements for the 1994C Bonds. The portion reported in this fund is the table entitled general. Future debt requirements for the 1992 TIF Bonds are reported with the TIF 3 Financial Summary in the Tax Increment Financing District Funds Section. The 1994C Bonds were called early and all principal paid off in 2003. The last scheduled payment on the 1992 TIF 3 Bonds is in FY02-03.

GENERAL OBLIGATION PORTION OF THE 1994C BONDS

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|---------------------------|-------------------|-------------------|----------------------|-------------------|
| TRANSFER-INS. RESERVE | \$124,729 | \$125,262 | \$348,995 | \$0 |
| DEBT SERVICE: | | | | |
| PRINCIPAL | \$96,775 | \$102,305 | \$340,095 | \$0 |
| INTEREST | 27,954 | 22,957 | 8,900 | 0 |
| TOTAL DEBT SERVICE | \$124,729 | \$125,262 | \$348,995 | \$0 |

1992 TIF 3 BONDS

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|---------------------------|-------------------|-------------------|----------------------|-------------------|
| TRANSFER-TIF 3 | \$132,256 | \$130,444 | \$138,000 | \$0 |
| DEBT SERVICE: | | | | |
| PRINCIPAL | \$115,000 | \$120,000 | \$130,000 | \$0 |
| INTEREST | 17,256 | 10,444 | 8,000 | 0 |
| TOTAL DEBT SERVICE | \$132,256 | \$130,444 | \$138,000 | \$0 |



City of Urbana Budget Fiscal Year 2003-2004

Supplementary Expenditure Report

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CITY COUNCIL

| | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | PROPOSED 2003-04 | % CHG. |
|----------------------------|-------------------|-------------------|-------------------|---------------------|--------|
| 100 | | | | | |
| COUNCIL MEMBERS (7) | \$26,600 | \$26,600 | \$26,600 | \$26,600 | 0.0% |
| 200 | | | | | |
| BOOKS & PERIODICALS | \$43 | \$0 | \$350 | \$350 | |
| OFFICE SUPPLIES | 90 | 35 | 250 | 250 | |
| MISC. SUPPLIES | 430 | 157 | 150 | 150 | |
| TOTAL | \$563 | \$192 | \$750 | \$750 | 0.0% |
| 300 | | | | | |
| TRAVEL AND CONFERENCE | \$300 | \$1,896 | \$8,400 | \$8,400 | |
| TELEPHONE/POSTAGE | 0 | 0 | 800 | 800 | |
| SPECIAL CONSTRUCTUAL ASST. | 0 | 0 | 100 | 100 | |
| TOTAL | \$300 | \$1,896 | \$9,300 | \$9,300 | 0.0% |
| DEPARTMENT TOTAL | \$27,463 | \$28,688 | \$36,650 | \$36,650 | 0.0% |

Supplementary Expenditure Report

**EXECUTIVE DEPARTMENT
BUDGET ANALYSIS**

| | | 02-03 | 03-04 | DIFF | % |
|---------------------|----|---------|------------|-------------|---------|
| 100'S | \$ | 675,221 | \$ 630,960 | \$ (44,261) | -6.6% |
| 200'S | | 16,280 | 16,280 | - | 0.0% |
| 300'S | | 244,340 | 306,170 | 61,830 | 25.3% |
| SUBTOTAL | | 935,841 | 953,410 | 17,569 | 1.9% |
| 400'S | | 8,780 | 6,950 | (1,830) | -20.8% |
| TOTAL | \$ | 944,621 | \$ 960,360 | \$ 15,739 | 1.7% |
| PERSONNEL: | | | | | |
| SALARIES | \$ | 569,861 | \$ 582,920 | \$ 13,059 | 2.3% |
| JW SWAP BELOW | | 62,460 | - | (62,460) | -100.0% |
| | | - | - | - | |
| | | - | - | - | #DIV/0! |
| STD. CHARGES | | 42,900 | 48,040 | 5,140 | 12.0% |
| SUBTOTAL | \$ | 675,221 | \$ 630,960 | \$ (44,261) | -6.6% |
| SUPPLIES: | | | | | |
| OTHER | \$ | 14,650 | \$ 14,650 | \$ - | 0.0% |
| | | - | - | - | #DIV/0! |
| STD. CHARGES | | 1,630 | 1,630 | - | 0.0% |
| SUBTOTAL | \$ | 16,280 | \$ 16,280 | \$ - | 0.0% |
| CONTRACTUAL: | | | | | |
| STD. CHARGES | \$ | 52,720 | \$ 49,080 | \$ (3,640) | -6.9% |
| VEH. SERVICE | | 6,780 | 6,780 | - | 0.0% |
| H/R HEARING OFFICER | | 10,000 | 10,000 | - | 0.0% |
| CONTRACTUAL, JACK W | | 18,230 | 83,700 | 65,470 | 359.1% |
| OTHER | | 156,610 | 156,610 | - | 0.0% |
| SUBTOTAL | \$ | 244,340 | \$ 306,170 | \$ 61,830 | 25.3% |

**EXECUTIVE DEPARTMENT
ADMINISTRATION DIVISION**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|------------------------------|-------------------|-------------------|-------------------|-------------------|-----------|
| 100 | | | | | |
| MAYOR | \$39,749 | \$43,162 | \$44,240 | \$44,240 | |
| CHIEF ADMIN. OFFICER | 94,559 | 96,052 | 97,270 | 98,680 | |
| CAO SALARY TO DEF. COMP. PLA | 3,868 | 8,253 | 11,270 | 12,500 | |
| ADMIN. SECRETARY (.6 TO 1) | 29,420 | 31,224 | 32,470 | 33,280 | |
| EXECUTIVE SECRETARY | 34,487 | 35,700 | 37,120 | 38,050 | |
| EXECUTIVE INTERN (.5) | 4,032 | 3,065 | 8,617 | 8,830 | |
| OVERTIME | 0 | 0 | 490 | 500 | |
| EMPLOYEE INSURANCE | 12,230 | 13,750 | 16,100 | 18,030 | |
| TOTAL 100 | \$218,345 | \$231,206 | \$247,577 | \$254,110 | 2.6% |
| 200 | | | | | |
| BOOKS & PERIODICALS | \$126 | \$136 | \$450 | \$450 | |
| OFFICE SUPPLIES | 740 | 751 | 800 | 800 | |
| COPIER SUPPLIES | 1,233 | 1,106 | 1,630 | 1,630 | |
| TOTAL 200 | \$2,099 | \$1,993 | \$2,880 | \$2,880 | 0.0% |
| 300 | | | | | |
| DUES & SUBSCRIPTIONS | \$3,190 | \$3,273 | \$4,000 | \$4,000 | |
| CELLUAR/PAGING SERV. | 1,243 | 1,244 | 2,800 | 2,800 | |
| TRAVEL AND CONFERENCE | 7,140 | 6,788 | 7,000 | 7,000 | |
| CATV COMMISSION | 2,583 | 717 | 3,000 | 3,000 | |
| VEHICLE SERVICES | 2,397 | 6,467 | 6,780 | 6,780 | |
| PRINTING SERVICES | 428 | 218 | 500 | 500 | |
| HEARINGS & ARBITRATIONS | 0 | 0 | 4,500 | 4,500 | |
| SPECIAL COUNSEL | 6,956 | 324 | 14,600 | 14,600 | |
| DISABILITY SERVICES | 0 | 0 | 1,030 | 1,030 | |
| CITY INSURANCE | 3,499 | 3,980 | 4,700 | 4,700 | |
| TRANSFER, WORKER'S COMP. | 520 | 260 | 270 | 270 | |
| TELEPHONE | 3,208 | 2,910 | 3,920 | 3,260 | |
| COPIER LEASE & MAINT. | 3,749 | 3,837 | 5,110 | 5,110 | |
| CITY COMPUTERIZATION | 13,460 | 14,070 | 14,700 | 13,330 | |
| EMPLOYEE PROGRAMS | 7,887 | 11,365 | 7,500 | 7,500 | |
| TOTAL 300 | \$56,260 | \$55,453 | \$80,410 | \$78,380 | -2.5% |
| 400 | | | | | |
| VEH. REPL. CHARGE | \$8,070 | \$8,390 | \$8,780 | \$6,950 | -20.8% |
| DIVISION TOTAL | \$284,774 | \$297,042 | \$339,647 | \$342,320 | 0.8% |

Supplementary Expenditure Report

EXECUTIVE DEPARTMENT LEGAL DIVISION

| | ACTUAL | ACTUAL | BUDGET | BUDGET | |
|-------------------------------|-----------|-----------|-----------|-----------|--------|
| CATEGORY | 2000-01 | 2001-02 | 2002-03 | 2003-04 | % CHG. |
| 100 | | | | | |
| CITY ATTORNEY/CORP. COUNSEL | \$72,100 | \$76,521 | \$79,570 | \$81,560 | |
| ASST. CITY ATTORNEY | 58,008 | 60,063 | 62,460 | 0 | |
| LEGAL SECRETARY | 31,796 | 33,469 | 35,844 | 36,740 | |
| INTERN/PARALEGAL SPEC. | 14,699 | 9,138 | 33,000 | 33,830 | |
| P-T CLERICAL (.5 TO .75) | 11,676 | 13,707 | 14,880 | 15,250 | |
| OVERTIME | 0 | 0 | 200 | 210 | |
| EMPLOYEE INSURANCE | 8,150 | 9,161 | 10,700 | 11,980 | |
| TOTAL 100 | \$196,429 | \$202,059 | \$236,654 | \$179,570 | -24.1% |
| 200 | | | | | |
| BOOKS & PERIODICALS | \$8,818 | \$9,223 | \$9,600 | \$9,600 | |
| OFFICE SUPPLIES | 1,699 | 1,230 | 1,900 | 1,900 | |
| TOTAL 200 | \$10,517 | \$10,453 | \$11,500 | \$11,500 | 0.0% |
| 300 | | | | | |
| DUES & SUBSCRIPTIONS | \$2,177 | \$2,901 | \$2,600 | \$2,600 | |
| TRAVEL AND CONFERENCE | 3,478 | 3,447 | 4,000 | 4,000 | |
| CODIFICATION | 4,499 | 2,513 | 2,240 | 2,240 | |
| PROF. LEGAL SERVICES | 16,527 | 7,370 | 20,000 | 20,000 | |
| PROF. LEGAL SERVICES (JW) | 0 | 0 | 18,230 | 83,700 | |
| LEGAL SERVICES CATV (ONE-TIM) | 16,682 | 0 | 0 | 0 | |
| CITY INSURANCE | 2,504 | 2,845 | 3,300 | 3,300 | |
| TRANSFER, WORKER'S COMP. | 420 | 210 | 220 | 220 | |
| CITY TELEPHONE | 3,208 | 2,910 | 3,920 | 3,260 | |
| TOTAL 300 | \$49,495 | \$22,196 | \$54,510 | \$119,320 | 118.9% |
| DIVISION TOTAL | \$256,441 | \$234,708 | \$302,664 | \$310,390 | 2.6% |

**EXECUTIVE DEPARTMENT
HUMAN RELATIONS DIVISION**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|------------------------------|-------------------|-------------------|-------------------|-------------------|--------|
| 100 | | | | | |
| HUMAN RELATIONS OFFICER | \$45,624 | \$47,229 | \$49,110 | \$50,340 | |
| ADMINISTRATIVE SEC. (.4) | 0 | 0 | 0 | 0 | |
| EMPLOYEE INSURANCE | 4,080 | 4,590 | 5,400 | 6,050 | |
| TOTAL 100 | \$49,704 | \$51,819 | \$54,510 | \$56,390 | 3.4% |
| 200 | | | | | |
| BOOKS & PERIODICALS | \$130 | \$54 | \$150 | \$150 | |
| BOOKS, COMMISSION BUDGET | 327 | 54 | 350 | 350 | |
| OFFICE SUPPLIES | 192 | 195 | 200 | 200 | |
| TOTAL 200 | \$649 | \$303 | \$700 | \$700 | 0.0% |
| 300 | | | | | |
| DUES & SUBSCRIPTIONS | \$110 | \$0 | \$490 | \$490 | |
| TRAVEL AND CONFERENCE | 1,051 | 1,979 | 2,010 | 2,010 | |
| COMMISSION TRAINING | 0 | 1,005 | 1,000 | 1,000 | |
| TRAINING, COMMISSION BUDGET | 1,281 | 104 | 2,000 | 2,000 | |
| H/R HEARING OFFICER | 8,146 | 7,356 | 10,000 | 10,000 | |
| M.L. KING SPEAKERS/GRANTS | 1,426 | 1,500 | 1,500 | 1,500 | |
| GRANTS, COMMISSION BUDGET | 1,013 | 1,071 | 1,200 | 1,200 | |
| COMM. ED., COMMISSION BUDGET | 1,389 | 1,450 | 1,500 | 1,500 | |
| PRINTING SERVICES | 0 | 50 | 100 | 100 | |
| PRINTING, COMMISSION BUDGET | 651 | 131 | 400 | 400 | |
| CITY INSURANCE | 792 | 900 | 1,100 | 1,100 | |
| TRANSFER, WORKER'S COMP. | 260 | 130 | 140 | 140 | |
| CITY TELEPHONE | 1,376 | 1,251 | 1,690 | 1,400 | |
| TOTAL 300 | \$17,495 | \$16,927 | \$23,130 | \$22,840 | -1.3% |
| DIVISION TOTAL | \$67,848 | \$69,049 | \$78,340 | \$79,930 | 2.0% |

Supplementary Expenditure Report

EXECUTIVE DEPARTMENT PERSONNEL DIVISION

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|-----------------------------|-------------------|-------------------|-------------------|-------------------|--------|
| 100 | | | | | |
| PERSONNEL MANAGER | \$54,619 | \$56,540 | \$58,790 | \$60,260 | |
| SECRETARY | 27,602 | 28,573 | 29,710 | 30,450 | |
| ASST. PERSONNEL MANAGER | 31,377 | 35,142 | 36,540 | 37,450 | |
| CIVIL SERVICE COMMISSIONERS | 240 | 360 | 370 | 370 | |
| OVERTIME | 186 | 165 | 370 | 380 | |
| EMPLOYEE INSURANCE | 8,150 | 9,161 | 10,700 | 11,980 | |
| TOTAL | \$122,174 | \$129,941 | \$136,480 | \$140,890 | 3.2% |
| 200 | | | | | |
| BOOKS & PERIODICALS | \$22 | \$52 | \$400 | \$400 | |
| OFFICE SUPPLIES | 790 | 784 | 800 | 800 | |
| TOTAL | \$812 | \$836 | \$1,200 | \$1,200 | 0.0% |
| 300 | | | | | |
| DUES & SUBSCRIPTIONS | \$973 | \$1,219 | \$1,175 | \$1,180 | |
| PAGER EXPENSE | 206 | 149 | 280 | 280 | |
| TRAVEL AND CONFERENCE | 1,581 | 3,031 | 2,940 | 2,940 | |
| TRAVEL, RECRUITMENT | 2,304 | 373 | 3,580 | 3,580 | |
| TRAINING AND EDUCATION | 5,818 | 2,099 | 3,500 | 3,500 | |
| PHYSICAL EXAMINATIONS | 11,194 | 12,146 | 16,000 | 16,000 | |
| EMPL. DRUG TESTING PROG. | 1,790 | 1,410 | 3,000 | 3,000 | |
| PROF. SERVICES, EXAMS | 3,402 | 8,533 | 9,500 | 9,500 | |
| EDUCATIONAL REIMBURSEMENTS | 2,636 | 2,800 | 4,000 | 4,000 | |
| U/I SUPV. CERT. PROGRAM | 10,258 | 8,614 | 11,000 | 11,000 | |
| EMPLOYEE ASSISTANCE PROG. | 4,631 | 5,349 | 4,600 | 4,600 | |
| PRINTING SERVICES | 116 | 419 | 600 | 600 | |
| ADVERTISING, RECRUITMENT | 16,378 | 28,739 | 19,120 | 19,120 | |
| IPELRA SALARY SURVEY | 214 | 0 | 125 | 120 | |
| CITY INSURANCE | 2,118 | 2,405 | 2,800 | 2,800 | |
| TRANSFER, WORKER'S COMP. | 270 | 140 | 150 | 150 | |
| CITY TELEPHONE | 3,208 | 2,910 | 3,920 | 3,260 | |
| TOTAL | \$67,097 | \$80,336 | \$86,290 | \$85,630 | -0.8% |
| DIVISION TOTAL | \$190,083 | \$211,113 | \$223,970 | \$227,720 | 1.7% |

**FINANCE DEPARTMENT
BUDGET ANALYSIS**

| | 02-03 | 03-04 | DIFF | % |
|------------------|------------|------------|-------------|--------|
| 100'S | 656,856 | 699,290 | 42,434 | 6.5% |
| 200'S | 53,750 | 53,750 | - | 0.0% |
| 300'S | 250,858 | 214,110 | (36,748) | -14.6% |
| SUBTOTAL | 961,464 | 967,150 | 5,686 | 0.6% |
| 400'S | 29,100 | 23,020 | (6,080) | -20.9% |
| TOTAL | 990,564 | 990,170 | (394) | 0.0% |
| PERSONNEL: | | | | |
| SALARIES | \$ 597,020 | \$ 611,970 | \$ 14,950 | 2.5% |
| DOCUMENTS COORD. | 10,386 | 31,940 | 21,554 | 207.5% |
| EMPL. INSURANCE | 49,450 | 55,380 | 5,930 | 12.0% |
| SUBTOTAL | \$ 656,856 | \$ 699,290 | \$ 42,434 | 6.5% |
| SUPPLIES: | | | | |
| OTHER | \$ 52,120 | \$ 52,120 | \$ - | 0.0% |
| STD. CHARGES | 1,630 | 1,630 | - | 0.0% |
| SUBTOTAL | \$ 53,750 | \$ 53,750 | \$ - | 0.0% |
| CONTRACTUAL: | | | | |
| STD. CHARGES | 74,290 | 68,160 | (6,130) | -8.3% |
| VEH. SERVICE | 8,090 | 8,090 | - | 0.0% |
| OTHER | 105,600 | 105,600 | - | 0.0% |
| WEB DOCUMENTS | 62,878 | 32,260 | (30,618) | -48.7% |
| SUBTOTAL | \$ 250,858 | \$ 214,110 | \$ (36,748) | -14.6% |

Supplementary Expenditure Report

**FINANCE DEPARTMENT
ADMINISTRATION PROGRAM**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|--------------------------|-------------------|-------------------|-------------------|-------------------|-----------|
| 100 | | | | | |
| COMPTROLLER | \$84,055 | \$89,573 | \$93,140 | \$95,470 | |
| SECRETARY (.5) | 14,215 | 14,715 | 15,300 | 15,680 | |
| EMPLOYEE INSURANCE | 4,080 | 4,590 | 5,400 | 6,050 | |
| TOTAL 100 | \$102,350 | \$108,878 | \$113,840 | \$117,200 | 3.0% |
| 200 | | | | | |
| BOOKS & PERIODICALS | \$159 | \$67 | \$200 | \$200 | |
| OFFICE SUPPLIES | 2,544 | 2,926 | 3,800 | 3,800 | |
| COPIER SUPPLIES | 1,233 | 1,637 | 1,630 | 1,630 | |
| TOTAL 200 | \$3,936 | \$4,630 | \$5,630 | \$5,630 | 0.0% |
| 300 | | | | | |
| DUES & SUBSCRIPTIONS | \$1,437 | \$2,032 | \$1,800 | \$1,800 | |
| CELLUAR/PAGING SERVICES | 166 | 399 | 410 | 410 | |
| TRAVEL AND CONFERENCE | 2,232 | 3,517 | 2,500 | 2,500 | |
| VEHICLE SERVICE | 994 | 1,173 | 3,730 | 3,730 | |
| AUDITING | 21,711 | 22,215 | 22,540 | 22,540 | |
| REAL ESTATE TAXES | 200 | 84 | 1,000 | 1,000 | |
| CITY INSURANCE | 1,979 | 2,249 | 2,600 | 2,600 | |
| TRANSFER, WORKER'S COMP. | 310 | 160 | 170 | 170 | |
| TELEPHONE | 1,805 | 1,637 | 2,200 | 1,830 | |
| COPIER LEASE & MAINT. | 2,403 | 2,460 | 3,280 | 3,280 | |
| CITY COMPUTERIZATION | 45,970 | 48,040 | 50,200 | 45,550 | |
| TOTAL 300 | \$79,207 | \$83,966 | \$90,430 | \$85,410 | -5.6% |
| 400 | | | | | |
| VEH. REPL. CHARGE | \$26,780 | \$27,850 | \$29,100 | \$23,020 | -20.9% |
| PROGRAM TOTAL | \$212,273 | \$225,324 | \$239,000 | \$231,260 | -3.2% |

**FINANCE DEPARTMENT
PARKING, PERMITS AND REVENUE COLLECTION PROGRAM**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|----------------------------|-------------------|-------------------|-------------------|-------------------|--------|
| 100 | | | | | |
| OFFICE SUPERVISOR | \$48,498 | \$50,204 | \$52,200 | \$53,510 | |
| SECRETARY (.5) | 14,214 | 14,714 | 15,300 | 15,680 | |
| CLERK CASHIER (2) | 55,766 | 63,581 | 57,743 | 59,190 | |
| PART-TIME | 486 | 1,986 | 1,510 | 1,550 | |
| EMPLOYEE INSURANCE | 9,510 | 10,687 | 12,500 | 14,000 | |
| TOTAL 100 | \$128,474 | \$141,172 | \$139,253 | \$143,930 | 3.4% |
| 200 | | | | | |
| PARKING TICKETS | \$6,774 | \$2,035 | \$4,900 | \$4,900 | |
| COMPUTER TICKET SUPPLIES | 1,029 | 1,034 | 2,500 | 2,500 | |
| LICENSE SUPPLIES | 287 | 2,227 | 6,100 | 6,100 | |
| TOTAL 200 | \$8,090 | \$5,296 | \$13,500 | \$13,500 | 0.0% |
| 300 | | | | | |
| TRAINING AND EDUCATION | \$3,439 | \$867 | \$2,000 | \$2,000 | |
| SPECIAL MAILER PRINTING | 7,141 | 689 | 6,190 | 6,190 | |
| RSVP TICKET HEARINGS | 0 | 220 | 220 | 220 | |
| VEHICLE SERVICES | 841 | 748 | 2,270 | 2,270 | |
| VEHICLE REGISTRATIONS TAPE | 1,361 | 1,399 | 2,500 | 2,500 | |
| CREDIT CARD EXPENSE | 814 | 1,099 | 2,900 | 2,900 | |
| CITY INSURANCE | 1,805 | 2,053 | 2,400 | 2,400 | |
| TRANSFER, WORKER'S COMP. | 370 | 190 | 200 | 200 | |
| CITY TELEPHONE | 1,805 | 1,637 | 2,200 | 1,830 | |
| TOTAL 300 | \$17,576 | \$8,902 | \$20,880 | \$20,510 | -1.8% |
| PROGRAM TOTAL | \$154,140 | \$155,370 | \$173,633 | \$177,940 | 2.5% |

Supplementary Expenditure Report

FINANCE DEPARTMENT FINANCIAL SERVICES PROGRAM

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|--------------------------|-------------------|-------------------|-------------------|-------------------|--------|
| 100 | | | | | |
| ACCT. CLERK SUPERVISOR | \$44,827 | \$48,391 | \$51,830 | \$53,130 | |
| ACCOUNT CLERK II | 26,922 | 28,573 | 30,600 | 31,370 | |
| ACCOUNT CLERK I | 24,640 | 26,151 | 27,190 | 27,870 | |
| OVERTIME | 0 | 0 | 1,790 | 1,840 | |
| EMPLOYEE INSURANCE | 8,150 | 9,161 | 10,700 | 11,980 | |
| TOTAL 100 | \$104,539 | \$112,276 | \$122,110 | \$126,190 | 3.3% |
| 200 | | | | | |
| GENERAL CITY SUPPLIES | \$7,929 | \$6,997 | \$13,200 | \$13,200 | |
| COMPUTER SUPPLIES | 27,722 | 15,537 | 21,420 | 21,420 | |
| TOTAL 200 | \$35,651 | \$22,534 | \$34,620 | \$34,620 | 0.0% |
| 300 | | | | | |
| TRAINING AND EDUCATION | \$1,575 | \$1,749 | \$2,000 | \$2,000 | |
| GENERAL CITY POSTAGE | 40,334 | 50,086 | 50,900 | 50,900 | |
| OFFICE EQ. MAINTENANCE | 5,432 | 2,565 | 6,000 | 6,000 | |
| CITY INSURANCE | 2,339 | 2,660 | 3,100 | 3,100 | |
| TRANSFER, WORKER'S COMP. | 270 | 140 | 150 | 150 | |
| CITY TELEPHONE | 1,805 | 1,637 | 2,200 | 1,830 | |
| TOTAL 300 | \$51,755 | \$58,837 | \$64,350 | \$63,980 | -0.6% |
| PROGRAM TOTAL | \$191,945 | \$193,647 | \$221,080 | \$224,790 | 1.7% |

**FINANCE DEPARTMENT
INFORMATION SERVICES PROGRAM**

| CATEGORY | ACTUAL | ACTUAL | BUDGET | BUDGET | % CHG. |
|----------------------------|-----------|-----------|-----------|-----------|--------|
| | 2000-01 | 2001-02 | 2002-03 | 2003-04 | |
| 100 | | | | | |
| INFO. SERVICES MANAGER | \$64,246 | \$68,185 | \$73,037 | \$74,860 | |
| P.C. ANALYST/NETWORK COORD | 41,947 | 44,520 | 46,300 | 47,460 | |
| COMPUTER SYSTEMS PROG. II | 38,591 | 45,254 | 47,830 | 49,030 | |
| COMPUTER SYSTEMS SPEC. | 29,283 | 30,312 | 31,520 | 32,310 | |
| COMPUTER SYSTEMS SPEC (.5) | 0 | 0 | 15,760 | 16,150 | |
| WEB DOCUMENTS COORD. (.75) | 0 | 17,767 | 22,300 | 22,860 | |
| CITY DOCUMENTS COORD. | 0 | 0 | 9,316 | 28,740 | |
| PART-TIME INTERN | 4,192 | 1,668 | 3,310 | 3,390 | |
| OVERTIME | 9,223 | 11,283 | 10,360 | 10,620 | |
| EMPLOYEE INSURANCE | 10,880 | 14,529 | 21,920 | 26,550 | |
| TOTAL 100 | \$198,362 | \$233,518 | \$281,653 | \$311,970 | 10.8% |
| 300 | | | | | |
| DUES AND MEMBERSHIPS | \$34 | \$125 | \$300 | \$300 | |
| DOCUMENT SUPPLIES/MAINT. | 0 | 0 | 933 | 2,800 | |
| DOCUMENT PAYMENT/LIBRARY | 0 | 0 | 61,945 | 29,460 | |
| TRAINING AND EDUCATION | 6,126 | 5,596 | 6,430 | 6,430 | |
| CITY INSURANCE | 2,081 | 2,366 | 3,190 | 3,190 | |
| TRANSFER, WORKER'S COMP. | 370 | 190 | 200 | 200 | |
| CITY TELEPHONE | 1,805 | 1,637 | 2,200 | 1,830 | |
| TOTAL 300 | \$10,416 | \$9,914 | \$75,198 | \$44,210 | -41.2% |
| PROGRAM TOTAL | \$208,778 | \$243,432 | \$356,851 | \$356,180 | -0.2% |

Supplementary Expenditure Report

CITY CLERK BUDGET ANALYSIS

| | 02-03 | 03-04 | DIFF | % |
|--------------|---------|---------|---------|-------|
| 100'S | 117,140 | 120,110 | 2,970 | 2.5% |
| 200'S | 2,070 | 2,070 | - | 0.0% |
| 300'S | 25,660 | 24,460 | (1,200) | -4.7% |
| SUBTOTAL | 144,870 | 146,640 | 1,770 | 1.2% |
| 400'S | 1,930 | 1,530 | (400) | |
| TOTAL | 146,800 | 148,170 | 1,370 | 0.9% |
| PERSONNEL: | | | | |
| SALARIES | 106,440 | 108,130 | 1,690 | 1.6% |
| STD. CHARGES | 10,700 | 11,980 | 1,280 | 12.0% |
| SUBTOTAL | 117,140 | 120,110 | 2,970 | 2.5% |
| SUPPLIES: | | | | |
| OTHER | 1,490 | 1,490 | - | 0.0% |
| STD. CHARGES | 580 | 580 | - | 0.0% |
| SUBTOTAL | 2,070 | 2,070 | - | 0.0% |
| CONTRACTUAL: | | | | |
| OTHER | 10,240 | 10,240 | - | 0.0% |
| STD. CHARGES | 14,100 | 12,900 | (1,200) | -8.5% |
| VEH. SVC. | 1,320 | 1,320 | - | 0.0% |
| SUBTOTAL | 25,660 | 24,460 | (1,200) | -4.7% |

CITY CLERK

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|----------------------------|-------------------|-------------------|-------------------|-------------------|-----------|
| 100 | | | | | |
| CITY CLERK | \$34,963 | \$37,966 | \$38,920 | \$38,920 | |
| ADMIN. SECRETARY | 33,058 | 34,221 | 35,580 | 36,470 | |
| SECRETARY | 26,931 | 28,582 | 29,720 | 30,460 | |
| DEPUTY CITY CLERK | 601 | 577 | 640 | 660 | |
| OVERTIME | 1,119 | 1,506 | 1,580 | 1,620 | |
| EMPLOYEE INSURANCE | 8,150 | 9,161 | 10,700 | 11,980 | |
| TOTAL 100 | \$104,822 | \$112,013 | \$117,140 | \$120,110 | 2.5% |
| 200 | | | | | |
| OFFICE SUPPLIES | \$1,646 | \$1,138 | \$1,490 | \$1,490 | |
| COPIER SUPPLIES | 434 | 389 | 580 | 580 | |
| TOTAL 200 | \$2,080 | \$1,527 | \$2,070 | \$2,070 | 0.0% |
| 300 | | | | | |
| DUES & SUBSCRIPTIONS | \$454 | \$409 | \$500 | \$500 | |
| TRAVEL AND CONFERENCE | 1,978 | 1,215 | 2,800 | 2,800 | |
| TRAINING AND EDUCATION | 0 | 95 | 640 | 640 | |
| VEHICLE SERVICES | 0 | 755 | 1,320 | 1,320 | |
| RECORDING FEES | 854 | 907 | 920 | 920 | |
| NEWSPAPER PUBL., LEGALS | 5,932 | 8,256 | 5,380 | 5,380 | |
| MICROFILM PROJECT | 57,540 | 60,630 | 0 | 0 | |
| CITY INSURANCE | 2,016 | 2,288 | 2,700 | 2,700 | |
| TRANSFER, WORKER'S COMP. | 320 | 160 | 170 | 170 | |
| TELEPHONE | 2,661 | 2,324 | 3,130 | 2,600 | |
| COPIER LEASE & MAINT. | 585 | 599 | 800 | 800 | |
| CITY COMPUTERIZATION | 6,680 | 6,980 | 7,300 | 6,630 | |
| TOTAL 300 | \$79,020 | \$84,618 | \$25,660 | \$24,460 | -4.7% |
| 400 | | | | | |
| VEHICLE REPLACEMENT CHARGE | \$1,777 | \$1,850 | \$1,930 | \$1,530 | -20.7% |
| TOTAL DEPARTMENT | \$187,699 | \$200,008 | \$146,800 | \$148,170 | 0.9% |

Supplementary Expenditure Report

**POLICE DEPARTMENT
BUDGET ANALYSIS**

| | 02-03 | 03-04 | DIFF | % |
|----------------------------|-----------|-----------|----------|---------|
| 100'S | 3,568,850 | 3,684,090 | 115,240 | 3.2% |
| 200'S | 44,090 | 41,890 | (2,200) | -5.0% |
| 300'S | 912,830 | 907,310 | (5,520) | -0.6% |
| SUBTOTAL | 4,525,770 | 4,633,290 | 107,520 | 2.4% |
| 400'S | 246,540 | 195,020 | (51,520) | -20.9% |
| TOTAL | 4,772,310 | 4,828,310 | 56,000 | 1.2% |
| PERSONNEL: | | | | |
| SALARIES N/U | 688,510 | 705,740 | 17,230 | 2.5% |
| SALARIES FOP | 2,402,240 | 2,468,530 | 66,290 | 2.8% |
| SALARIES AFSCME | 256,730 | 261,990 | 5,260 | 2.0% |
| | - | - | - | |
| EMPLOYEE INS. | 221,370 | 247,830 | 26,460 | 12.0% |
| SUBTOTAL | 3,568,850 | 3,684,090 | 115,240 | 3.2% |
| SUPPLIES: | | | | |
| OTHER | 39,990 | 39,990 | - | 0.0% |
| ADD'L OFFICER | 2,200 | - | (2,200) | |
| STD. CHARGES | 1,900 | 1,900 | - | 0.0% |
| SUBTOTAL | 44,090 | 41,890 | (2,200) | -5.0% |
| CONTRACTUAL: | | | | |
| STD. CHARGES | 258,450 | 248,810 | (9,640) | -3.7% |
| VEH. SERVICE | 203,340 | 202,090 | (1,250) | -0.6% |
| METCAD | 193,600 | 200,320 | 6,720 | 3.5% |
| CENTRAL BOOKING | 31,500 | 32,310 | 810 | 2.6% |
| HUMANE SOCIETY | 40,910 | 41,300 | 390 | 1.0% |
| TRAIN, ADD'L OFF. | 4,000 | - | (4,000) | -100.0% |
| ECIPTC TRAINING | 5,400 | 5,840 | 440 | 8.1% |
| CRISIS INTERVENTION | 5,500 | 5,500 | - | 0.0% |
| ARMS CONTRIBUTION | 13,490 | 14,100 | 610 | 4.5% |
| OTHER | 156,640 | 157,040 | 400 | 0.3% |
| SUBTOTAL | 912,830 | 907,310 | (5,520) | -0.6% |
| EQ. REPL: | | | | |
| CURRENT EQ. | 246,540 | 195,020 | (51,520) | -20.9% |
| NEW EQ. | - | - | - | |
| SUBTOTAL | 246,540 | 195,020 | (51,520) | -20.9% |
| EQUIPMENT: | | | | |
| | | RECURRING | ONE-TIME | % |
| COPY MACHINE | | H09 | 13,800 | |
| RADIO HEADSETS | | H09 | 8,530 | |
| ANNUAL PORT. RADIO REPL. | | H09 | 8,300 | |
| ANNUAL METRO SQ. EQ. | | H09 | 2,500 | |
| ANNUAL VEST REPL. | | H09 | 2,620 | |
| ANNUAL NEW OFFICER EQ./TR. | | H09 | 34,460 | |

**POLICE DEPARTMENT
ADMINISTRATION PROGRAM**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-03 % CHG. | |
|--------------------------|-------------------|-------------------|-------------------|--------------------------|--------|
| 100 | | | | | |
| CHIEF OF POLICE | \$82,993 | \$87,002 | \$90,180 | \$92,440 | |
| ASSISTANT CHIEF | 66,717 | 69,065 | 74,250 | 76,110 | |
| SECRETARY | 30,380 | 32,242 | 33,410 | 34,250 | |
| EMPLOYEE INSURANCE | 5,440 | 6,117 | 7,100 | 7,950 | |
| TOTAL 100 | \$185,530 | \$194,426 | \$204,940 | \$210,750 | 2.8% |
| 200 | | | | | |
| BOOKS & PERIODICALS | \$99 | \$174 | \$180 | \$180 | 0.0% |
| EMPL. RECOGNITION SUPPLI | 0 | 0 | 300 | 300 | |
| TOTAL 200 | \$99 | \$174 | \$480 | \$480 | 0.0% |
| 300 | | | | | |
| DUES & SUBSCRIPTIONS | \$1,718 | \$1,875 | \$2,500 | \$2,500 | |
| TRAVEL AND CONFERENCE | 3,448 | 3,892 | 3,500 | 3,500 | |
| VEHICLE SERVICE | 1,678 | 2,444 | 3,080 | 3,080 | |
| CITY INSURANCE | 4,226 | 4,801 | 5,600 | 5,600 | |
| TRANSFER, WORKER'S COMP. | 3,890 | 2,300 | 2,400 | 2,400 | |
| CITY TELEPHONE | 3,800 | 2,493 | 4,400 | 3,660 | |
| TOTAL 300 | \$18,760 | \$17,805 | \$21,480 | \$20,740 | -3.4% |
| 400 | | | | | |
| VEH. REPL. CHARGE-REG. | \$221,620 | \$232,890 | \$246,540 | \$195,020 | |
| VEH. REPL., NEW EQ. | \$0 | \$0 | \$0 | \$0 | |
| TOTAL 400 | \$221,620 | \$232,890 | \$246,540 | \$195,020 | -20.9% |
| DIVISION TOTAL | \$426,009 | \$445,295 | \$473,440 | \$426,990 | -9.8% |

Supplementary Expenditure Report

POLICE DEPARTMENT PATROL PROGRAM

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-03 | % CHG. |
|---------------------------|-------------------|-------------------|-------------------|-------------------|-----------|
| 100 | | | | | |
| LIEUTENANTS (2 TO 1) | \$120,105 | \$124,230 | \$71,750 | \$73,540 | |
| SERGEANTS (8 TO 10) | 360,501 | 378,645 | 490,150 | 490,150 | |
| OFFICERS (26 TO 27) | 1,096,757 | 1,136,064 | 1,170,560 | 1,170,560 | |
| K-9 OFFICER | 45,681 | 42,060 | 43,580 | 43,580 | |
| WEEKEND/HOLIDAY PAY LT. | 800 | 5,218 | 0 | 0 | |
| OVERTIME | (14,269) | 45,170 | 41,400 | 41,400 | |
| STEP OVERTIME | 19,153 | 16,832 | 19,700 | 19,700 | |
| SPECIAL ENFOR. OT | 17,118 | 12,870 | 24,580 | 24,580 | |
| OVERTIME, TRAINING | 0 | 3,740 | 3,870 | 3,870 | |
| SICK LEAVE INCENT. | 465 | 1,686 | 8,510 | 8,510 | |
| PERSONAL LEAVE ACCRUAL | 16,950 | 17,540 | 18,780 | 18,150 | |
| HOLIDAY PAY | 70,007 | 72,410 | 93,590 | 93,590 | |
| LONGEVITY | 80,247 | 79,976 | 105,280 | 174,750 | |
| EMPLOYEE INSURANCE | 114,379 | 132,453 | 150,000 | 168,000 | |
| TOTAL 100 | \$1,927,894 | \$2,068,894 | \$2,241,750 | \$2,330,380 | 4.0% |
| 200 | | | | | |
| UNIFORMS AND EQ. REPL | \$1,167 | \$794 | \$4,720 | \$4,720 | |
| INITIAL EQ, ADD'L OFF., I | 0 | 0 | 2,200 | 0 | |
| U.C.A.P. SUPPLIES | 935 | 425 | 1,000 | 1,000 | |
| AMMUNITION SUPPLIES | 2,754 | 3,450 | 3,600 | 3,600 | |
| SUPPLIES, K-9 | 760 | 935 | 1,000 | 1,000 | |
| CRIME PREV. MAT'L | 0 | 396 | 1,000 | 1,000 | |
| TOTAL 200 | \$5,616 | \$6,000 | \$13,520 | \$11,320 | -16.3% |
| 300 | | | | | |
| EMPLOYEE WELLNESS | \$719 | \$3,365 | \$2,740 | \$2,740 | |
| TRAINING AND EDUCATION | 17,243 | 15,806 | 16,260 | 16,260 | |
| INITIAL TRAIN., ADD'L OFI | 0 | 0 | 4,000 | 0 | |
| CLOTHING ALLOWANCE | 26,130 | 30,696 | 32,300 | 32,300 | |
| CELLUAR PHONE | 16,023 | 13,626 | 12,000 | 14,000 | |
| VEHICLE SERVICE | 86,138 | 102,253 | 144,930 | 140,980 | |
| VEH. SERV., K-9 | 4,013 | 5,194 | 5,670 | 5,670 | |
| EQ. SERVICE AND REPAIR | 1,274 | 624 | 3,120 | 3,120 | |
| STUDENT PARTY PATROL | 2,500 | 0 | 4,500 | 4,500 | |
| CENTRAL BOOKING FEE | 31,068 | 29,142 | 31,500 | 32,310 | |
| RANGE MOWING | 975 | 1,025 | 1,100 | 1,100 | |
| RANGE OPERATING | 1,588 | 1,968 | 2,800 | 2,800 | |
| TOWING SERVICES | 1,252 | 756 | 600 | 900 | |
| METCAD DISPATCH AGREEMEN | 199,500 | 200,264 | 193,600 | 200,320 | 3.5% |
| E.C.I.P.T.P. TRAINING | 5,064 | 5,216 | 5,400 | 5,840 | |
| CRISIS INTERVENTION SERV: | 5,091 | 5,100 | 5,500 | 5,500 | |
| EM. SUPPORT SERVICE TEAM | 0 | 2,101 | 2,000 | 2,400 | |
| CITY INSURANCE | 65,175 | 68,389 | 80,400 | 80,400 | |
| TRANSFER, WORKER'S COMP. | 73,520 | 32,680 | 34,150 | 34,150 | |
| CITY TELEPHONE | 3,800 | 2,493 | 4,400 | 3,660 | |
| TOTAL 300 | \$541,073 | \$520,698 | \$586,970 | \$588,950 | 0.3% |
| PROGRAM TOTAL | \$2,474,583 | \$2,595,592 | \$2,842,240 | \$2,930,650 | 3.1% |

**POLICE DEPARTMENT
CRIMINAL INVESTIGATION PROGRAM**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-03 | % CHG. |
|---------------------------|-------------------|-------------------|-------------------|-------------------|--------|
| 100 | | | | | |
| LIEUTENANT | 63,885 | 66,132 | 68,540 | 70,250 | |
| SERGEANTS (1) | 91,191 | 46,861 | 49,020 | 49,020 | |
| OFFICERS (6) | 197,983 | 252,297 | 261,480 | 261,480 | |
| SUPPORT SERVICES CLERK | 27,727 | 28,753 | 29,740 | 29,740 | |
| PHOTO/EVIDENCE TECHNICIAN | 25,972 | 31,169 | 32,310 | 33,120 | |
| OVERTIME | 35,236 | 33,561 | 30,860 | 30,860 | |
| STANDBY PAY | 8,231 | 8,445 | 8,590 | 8,590 | |
| PERSONAL TIME ACCRUAL | 2,950 | 3,050 | 3,160 | 3,160 | |
| POLICE LONGEVITY | 19,488 | 24,814 | 29,130 | 26,580 | |
| AFSCME LONGEVITY | 2,772 | 2,876 | 2,970 | 2,970 | |
| EMPLOYEE INSURANCE | 16,310 | 20,951 | 24,500 | 27,440 | |
| TOTAL 100 | \$491,745 | \$518,909 | \$540,300 | \$543,210 | 0.5% |
| 200 | | | | | |
| UNIFORMS AND EQUIPMENT | \$0 | \$0 | \$500 | \$500 | |
| 300 | | | | | |
| SEIZED DRUG FUND EXPENSES | \$0 | \$4,264 | \$2,000 | \$2,000 | |
| TRAINING AND EDUCATION | 10,028 | 9,118 | 10,360 | 10,360 | |
| VEHICLE LEASING | 15,338 | 15,450 | 16,880 | 17,770 | |
| VEHICLE SERVICES | 7,115 | 7,165 | 23,170 | 22,280 | |
| TRAVEL, INVESTIGATIONS | 1,801 | 1,210 | 4,000 | 4,000 | |
| OUTSIDE PROF. SERVICES | 4,349 | 3,386 | 3,000 | 3,000 | |
| INVEST. PAYMENTS | 1,800 | 2,500 | 3,000 | 3,000 | |
| UNIFORM REPLACEMENT | 522 | 9 | 200 | 200 | |
| LEXUS/NEXUS SERVICES | 0 | 0 | 1,400 | 1,400 | |
| INTERNET INVEST. | 0 | 198 | 200 | 200 | |
| RENTAL/STORAGE | 0 | 410 | 400 | 400 | |
| CITY INSURANCE | 11,564 | 13,142 | 15,500 | 15,500 | |
| TRANSFER, WORKER'S COMP. | 24,040 | 12,020 | 12,560 | 12,560 | |
| CITY TELEPHONE | 3,800 | 2,493 | 4,400 | 3,660 | |
| COMMUNICATIONS I.T.F. | 14 | 1,600 | 1,600 | 1,600 | |
| TOTAL 300 | \$80,371 | \$72,965 | \$98,670 | \$97,930 | -0.7% |
| PROGRAM TOTAL | \$572,116 | \$591,874 | \$639,470 | \$641,640 | 0.3% |

Supplementary Expenditure Report

POLICE DEPARTMENT SUPPORT SERVICES PROGRAM

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-03 | % CHG. |
|---------------------------|-------------------|-------------------|-------------------|-------------------|--------|
| 100 | | | | | |
| LIEUTENANT | 68,889 | 68,788 | 65,210 | 66,850 | |
| SUPPORT SERVICES SUPERV. | 38,339 | 39,689 | 41,130 | 42,160 | |
| SUPPORT SERVICES CLERK I | 55,454 | 57,422 | 59,480 | 59,480 | |
| SUPPORT SERVICES CLERK I: | 53,777 | 58,114 | 60,530 | 60,530 | |
| SUPPORT SERVICES CLERK I: | 53,627 | 58,616 | 60,940 | 60,940 | |
| P-T SERVICES CLERK (.25) | 9,299 | 2,871 | 11,300 | 11,580 | |
| AD. ASST (GRANT) | 21,975 | 22,177 | 23,740 | 24,330 | |
| OVERTIME | (2,158) | 197 | 8,050 | 8,050 | |
| AFSCME LONGEVITY | 6,394 | 6,874 | 7,460 | 12,720 | |
| EMPLOYEE INSURANCE | 24,470 | 24,911 | 29,100 | 32,590 | |
| PENSION (AD ASST) | 3,348 | 3,350 | 3,470 | 3,790 | |
| TOTAL 100 | \$333,414 | \$343,009 | \$370,410 | \$383,020 | 3.4% |
| 200 | | | | | |
| OFFICE SUPPLIES | \$8,725 | \$8,093 | \$11,040 | \$11,040 | |
| CITY BLDG. COPIER SUPPLII | 352 | 316 | 470 | 470 | |
| PAPER FOR POLICE MACHINE | 1,082 | 970 | 1,430 | 1,430 | |
| POLICE COPIER SUPPLIES | 932 | 1,080 | 1,900 | 1,900 | |
| EQ., POLICE SUPPLIES | 8,628 | 8,383 | 12,800 | 12,800 | |
| TOTAL 200 | \$19,719 | \$18,842 | \$27,640 | \$27,640 | 0.0% |
| 300 | | | | | |
| COMMUNICATIONS SERVICES | \$9,427 | \$7,582 | \$10,310 | \$8,510 | |
| VEHICLE SERVICE | 5,717 | 4,173 | 5,020 | 5,020 | |
| EQ. SERVICE AND REPAIR | 377 | 28 | 2,350 | 2,350 | |
| TRANSCRIBER/FAX MAINT. | 546 | 96 | 700 | 700 | |
| M.D.T. MAINTENANCE | 1,296 | 651 | 3,000 | 3,000 | |
| C.M.S./I.W.I.N. FEES | 8,028 | 10,549 | 8,670 | 10,470 | |
| CONTRACTUAL SHREDDING | 658 | 692 | 2,000 | 2,000 | |
| CITY INSURANCE | 6,868 | 7,803 | 9,200 | 9,200 | |
| TRANSFER, WORKER'S COMP. | 2,830 | 1,420 | 1,480 | 1,480 | |
| CITY TELEPHONE | 3,800 | 2,493 | 4,400 | 3,660 | |
| CITY BLDG. COPIER MAINT. | 961 | 984 | 1,310 | 1,310 | |
| POLICE COPIER MAINT. | 2,766 | 4,314 | 2,600 | 2,600 | |
| CITY COMPUTERIZATION | 65,990 | 68,960 | 72,100 | 65,420 | |
| A.R.M.S. CONTRIBUTION | 10,883 | 10,914 | 13,490 | 14,100 | |
| SPECIAL POLICE S/W MAINT. | 0 | 0 | 350 | 350 | |
| TOTAL 300 | \$120,147 | \$120,659 | \$136,980 | \$130,170 | -5.0% |
| PROGRAM TOTAL | \$473,280 | \$482,510 | \$535,030 | \$540,830 | 1.1% |

**POLICE DEPARTMENT
SCHOOL CROSSING GUARDS PROGRAM**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-03 | % CHG. |
|--------------------------|-------------------|-------------------|-------------------|-------------------|--------|
| 100 | | | | | |
| SCHOOL CROSSING GUARDS | \$28,842 | \$35,939 | \$42,330 | \$43,390 | 2.5% |
| 200 | | | | | |
| MISC. SUPPLIES | \$357 | \$356 | \$360 | \$360 | 0.0% |
| 300 | | | | | |
| CITY INSURANCE | \$1,418 | \$1,613 | \$1,900 | \$1,900 | 0.0% |
| TRANSFER, WORKER'S COMP. | 270 | 140 | 150 | 150 | |
| TOTAL 300 | \$1,688 | \$1,753 | \$2,050 | \$2,050 | 0.0% |
| PROGRAM TOTAL | \$30,887 | \$38,048 | \$44,740 | \$45,800 | 2.4% |

**POLICE DEPARTMENT
METER PATROL PROGRAM**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-03 | % CHG. |
|----------------------------|-------------------|-------------------|-------------------|-------------------|--------|
| 100 | | | | | |
| METER PATROL SUPERVISOR | \$26,395 | \$30,418 | \$32,480 | \$33,290 | |
| METER PATROL SPECIALIST | 0 | 18,947 | 20,510 | 21,020 | |
| METER PATROL PART-TIME | 61,804 | 53,333 | 61,500 | 63,040 | |
| SPECIAL ENFORCEMENT DETAIL | 0 | 29 | 5,170 | 5,300 | |
| P-T ABANDONED VEH. SPEC. | 0 | 0 | 12,420 | 12,730 | |
| EMPLOYEE INSURANCE | 2,710 | 3,054 | 3,600 | 4,030 | |
| TOTAL 100 | \$90,909 | \$105,781 | \$135,680 | \$139,410 | 2.7% |
| 200 | | | | | |
| UNIFORMS AND EQUIPMENT | \$1,213 | \$1,171 | \$1,230 | \$1,230 | 0.0% |
| 300 | | | | | |
| VEHICLE SERVICE | \$13,590 | \$13,484 | \$16,560 | \$16,560 | |
| CITY INSURANCE | 1,805 | 2,053 | 2,400 | 2,400 | |
| TRANSFER, WORKER'S COMP. | 270 | 140 | 150 | 150 | |
| TOTAL 300 | \$15,665 | \$15,677 | \$19,110 | \$19,110 | 0.0% |
| PROGRAM TOTAL | \$107,787 | \$122,629 | \$156,020 | \$159,750 | 2.4% |

Supplementary Expenditure Report

**POLICE DEPARTMENT
ANIMAL CONTROL PROGRAM**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-03 | % CHG. |
|--------------------------|-------------------|-------------------|-------------------|-------------------|--------|
| 100 | | | | | |
| ANIMAL CONTROL WARDEN | \$24,863 | \$25,701 | \$26,640 | \$26,640 | |
| AN. WARDEN (PART-TIME) | 0 | 0 | 2,280 | 2,340 | |
| OVERTIME | 110 | 3 | 920 | 920 | |
| EMPLOYEE INSURANCE | 2,710 | 3,054 | 3,600 | 4,030 | |
| TOTAL 100 | \$27,683 | \$28,758 | \$33,440 | \$33,930 | 1.5% |
| 200 | | | | | |
| UNIFORMS AND EQUIPMENT | \$347 | \$306 | \$360 | \$360 | 0.0% |
| 300 | | | | | |
| CLOTHING ALLOWANCE | \$101 | \$142 | \$200 | \$200 | |
| VEHICLE SERVICE | 24,576 | 6,475 | 4,910 | 4,910 | |
| DOG IMPOUNDMENT | 36,373 | 38,192 | 40,910 | 41,300 | |
| AN. CARCASS REMOVAL | 0 | 0 | 0 | 400 | |
| CITY INSURANCE | 1,059 | 1,203 | 1,400 | 1,400 | |
| TRANSFER, WORKER'S COMP. | 270 | 140 | 150 | 150 | |
| TOTAL 300 | \$62,379 | \$46,152 | \$47,570 | \$48,360 | 1.7% |
| PROGRAM TOTAL | \$90,409 | \$75,216 | \$81,370 | \$82,650 | 1.6% |

**FIRE RESCUE SERVICES DEPARTMENT
BUDGET ANALYSIS**

| | 02-03 | 03-04 | DIFF | % |
|------------------------|-----------|-----------|----------|-----------|
| 100'S | 3,433,600 | 3,562,440 | 128,840 | 3.8% |
| 200'S | 58,390 | 58,390 | - | 0.0% |
| 300'S | 444,030 | 452,520 | 8,490 | 1.9% |
| SUBTOTAL | 3,936,020 | 4,073,350 | 137,330 | 3.5% |
| 400'S | 188,880 | 149,410 | (39,470) | -20.9% |
| TOTAL | 4,124,900 | 4,222,760 | 97,860 | 2.4% |
| PERSONNEL: | | | | |
| SALARIES, N/U | 404,810 | 414,930 | 10,120 | 2.5% |
| SALARIES, IAFF | 2,804,590 | 2,896,410 | 91,820 | 3.27% |
| | - | - | - | |
| | - | - | - | |
| | - | - | - | |
| EMPLOYEE INSURANCE | 224,200 | 251,100 | 26,900 | 12.0% |
| SUBTOTAL | 3,433,600 | 3,562,440 | 128,840 | 3.8% |
| SUPPLIES: | | | | |
| OTHER | 57,540 | 57,540 | - | 0.0% |
| U/I CONTRACT | - | - | - | |
| STD. CHARGES | 850 | 850 | - | 0.0% |
| | - | - | - | |
| | - | - | - | |
| SUBTOTAL | 58,390 | 58,390 | - | 0.0% |
| CONTRACTUAL: | | | | |
| STD. CHARGES | 156,040 | 153,870 | (2,170) | -1.4% |
| VEH. SERVICE | 111,410 | 111,410 | - | 0.0% |
| METCAD | 80,590 | 83,200 | 2,610 | 3.2% |
| TRANSFER 2% FUND | 25,800 | 25,800 | - | |
| EMS TRAINING, ONE-TIME | 3,750 | 3,000 | (750) | |
| EMPLOYEE PHYSICALS | 12,100 | 20,900 | 8,800 | |
| OTHER | 54,340 | 54,340 | - | |
| SUBTOTAL | 444,030 | 452,520 | 8,490 | 1.9% |
| VERF CONT: | | | | |
| REG. | 188,880 | 149,410 | (39,470) | -20.9% |
| ADD'L: | - | - | - | #DIV/0! |
| | - | - | - | |
| SUBTOTAL | 188,880 | 149,410 | (39,470) | -20.9% |
| EQUIPMENT: | | | | |
| | | RECURRING | % | ONE-TIME |
| ANNUAL HOSE REPL. | | 6,430 | | H09 |
| ANNUAL NEW FF EQ./TR. | | 12,870 | | H09 |
| REPL. COPIER | | | | 3,200 H09 |

Supplementary Expenditure Report

FIRE RESCUE SERVICES DEPARTMENT

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|--------------------------|-------------------|-------------------|-------------------|-------------------|-----------|
| 100 | | | | | |
| FIRE CHIEF | \$79,788 | \$82,600 | \$85,600 | \$87,740 | |
| DIVISION OFFICERS (3) | 223,383 | 232,931 | 240,850 | 246,870 | |
| COMPANY OFFICERS (9 to 1 | 663,436 | 717,382 | 767,010 | 769,710 | |
| FIRE FIGHTER (28 to 37) | 1,240,994 | 1,342,612 | 1,391,060 | 1,439,960 | |
| SECRETARY | 26,108 | 27,025 | 28,010 | 28,710 | |
| P-T SECRETARIAL | 1,042 | 405 | 1,120 | 1,150 | |
| PREV./ED. INSP., UNIV. I | 44,758 | 47,504 | 49,230 | 50,460 | |
| OVERTIME | 171,645 | 151,891 | 173,350 | 179,420 | |
| ADD'L OVERTIME, RISK WAT | 0 | 0 | 2,160 | 0 | |
| UPGRADE PAY | 13,886 | 13,567 | 17,580 | 18,200 | |
| I.L.S. CERT. PAY | 28,272 | 1,300 | 0 | 0 | |
| SICK LEAVE INCENTIVE | 0 | 419 | 6,110 | 6,320 | |
| HOLIDAY PAY | 70,863 | 77,225 | 84,330 | 88,060 | |
| LONGEVITY/STEP | 207,674 | 244,076 | 302,470 | 331,900 | |
| EDUCATIONAL INCENTIVE | 7,900 | 6,800 | 8,950 | 8,950 | |
| EMPLOYEE INSURANCE | 170,850 | 194,875 | 224,200 | 251,100 | |
| EMT BONUS | 7,650 | 0 | 0 | 0 | |
| TRANSFER, PENSION U/I | 43,901 | 47,908 | 51,570 | 53,890 | |
| TOTAL 100 | \$3,002,150 | \$3,188,520 | \$3,433,600 | \$3,562,440 | 3.8% |
| 200 | | | | | |
| OFFICE SUPPLIES | \$3,425 | \$4,312 | \$4,370 | \$4,370 | |
| BLDG. MAINT. SUPPLIES | 4,557 | 4,611 | 6,140 | 6,140 | |
| CITY BLDG. COPIER SUPPLI | 503 | 451 | 660 | 660 | |
| PAPER/FIRE COPIER | 145 | 130 | 190 | 190 | |
| FIRE COPIER SUPPLIES | 0 | 6 | 500 | 500 | |
| UNIFORMS AND EQUIPMENT | 22,439 | 29,166 | 23,060 | 22,060 | |
| REPL. HOSE | 756 | 0 | 1,030 | 1,030 | |
| P.P.E. REPL. | 6,195 | 5,602 | 7,090 | 7,090 | |
| HAZMATS SUPPLIES | 222 | 2,172 | 2,480 | 2,480 | |
| FIRST AID SUPPLIES | 3,048 | 3,412 | 3,390 | 3,390 | |
| ARSON INV. SUPPLIES | 444 | 446 | 670 | 670 | |
| DETECTOR REPL. | 553 | 1,898 | 2,000 | 2,000 | |
| RISK WATCH SUPPLIES | 0 | 0 | 0 | 1,000 | |
| FIRE PREVENTION MATERIAL | 6,154 | 3,920 | 6,810 | 6,810 | |
| TOTAL 200 | \$48,441 | \$56,126 | \$58,390 | \$58,390 | 0.0% |
| 300 | | | | | |

**FIRE RESCUE SERVICES DEPARTMENT
(CONTINUED)**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|--------------------------|-------------------|-------------------|-------------------|-------------------|-----------|
| 300 | | | | | |
| EMPLOYEE PHYSICALS | \$11,518 | \$10,879 | \$12,100 | \$20,900 | |
| DUES & SUBSCRIPTIONS | 1,503 | 1,424 | 2,140 | 2,140 | |
| SOFTWARE MAINT. | 1,060 | 1,060 | 1,200 | 1,200 | |
| TRAVEL AND CONFERENCE | 5,754 | 4,401 | 5,420 | 5,420 | |
| TRAINING AND EDUCATION | 10,215 | 7,895 | 12,880 | 12,880 | |
| I.L.S./E.M.S. TRAINING | 1,650 | 1,515 | 1,500 | 1,500 | |
| ILS./EMS TRAINING (ONE-T | 0 | 3,750 | 3,750 | 3,000 | |
| 2% FIRE INS. PAYMENT | 18,744 | 19,534 | 25,800 | 25,800 | |
| UNIFORM ALLOWANCE | 5,339 | 6,869 | 7,540 | 7,540 | |
| CELLUAR/PAGING SERVICES | 3,999 | 4,656 | 4,400 | 4,400 | |
| COMMUNICATION REPAIRS | 1,663 | 899 | 1,680 | 1,680 | |
| LAUNDRY AND TOWELS | 732 | 734 | 820 | 820 | |
| VEHICLE SERVICE | 104,623 | 116,496 | 111,410 | 111,410 | |
| CITY INSURANCE | 55,608 | 63,195 | 74,400 | 74,400 | |
| TRANSFER, WORKER' S COMP | 119,640 | 59,820 | 62,500 | 62,500 | |
| CITY TELEPHONE | 5,895 | 3,435 | 6,700 | 5,570 | |
| CITY BLDG. COPIER MAINT. | 836 | 856 | 1,140 | 1,140 | |
| FIRE COPIER MAINT. | 424 | 466 | 510 | 510 | |
| DISPATCH CONTRACT, METCA | 84,536 | 85,052 | 80,590 | 83,200 | |
| CITY COMPUTERIZATION | 10,340 | 10,810 | 11,300 | 10,260 | |
| ESDA SERVICES | 975 | 2,036 | 2,000 | 2,000 | |
| METCAD TERMINAL MAINT. | 0 | 0 | 200 | 200 | |
| DEFIBRULATOR MAINT. | 2,246 | 2,246 | 2,700 | 2,700 | |
| GROUND LADDER TEST. | 1,044 | 1,240 | 1,150 | 1,150 | |
| AIR SYSTEM TESTING/MAINT | 2,097 | 2,871 | 6,900 | 6,900 | |
| EM. SUPPORT SERVICES TEA | 3,687 | 2,101 | 3,300 | 3,300 | |
| TOTAL 300 | \$454,128 | \$414,240 | \$444,030 | \$452,520 | 1.9% |
| 400 | | | | | |
| VEH. REPL. CHARGE | \$171,560 | \$180,740 | \$188,880 | \$149,410 | -20.9% |
| VEH. REPL. CHARGE, ADD'L | 0 | 0 | 0 | 0 | #DIV/0! |
| TOTAL 400 | \$171,560 | \$180,740 | \$188,880 | \$149,410 | -20.9% |
| DEPARTMENT TOTAL | \$3,676,279 | \$3,839,626 | \$4,124,900 | \$4,222,760 | 2.4% |

Supplementary Expenditure Report

**PUBLIC WORKS DEPARTMENT
BUDGET ANALYSIS**

| | 2002-03 | 2003-04 | DIFF | % |
|--------------------|-----------|-----------|----------|---------|
| 100'S | 2,616,760 | 2,694,300 | 77,540 | 3.0% |
| 200'S | 358,300 | 403,680 | 45,380 | 12.7% |
| 300'S | 1,366,589 | 1,362,130 | (4,459) | -0.3% |
| SUBTOTAL | 4,341,649 | 4,460,110 | 118,461 | 2.7% |
| 400'S | 378,690 | 299,560 | (79,130) | -20.9% |
| TOTAL | 4,720,339 | 4,759,670 | 39,331 | 0.8% |
| PERSONNEL: | | | | |
| SALARIES N/U | 1,332,950 | 1,369,340 | 36,390 | 2.7% |
| SALARIES AFSC. | 915,840 | 938,740 | 22,900 | 2.5% |
| EMPL. INSURANCE | 175,500 | 196,550 | 21,050 | 12.0% |
| SEASONAL | 185,920 | 189,670 | 3,750 | 2.0% |
| P-T ENV. AIDE | 6,550 | - | (6,550) | |
| | - | - | - | |
| | - | - | - | |
| SUBTOTAL | 2,616,760 | 2,694,300 | 77,540 | 3.0% |
| SUPPLIES: | | | | |
| OTHER | 274,580 | 274,840 | 260 | 0.1% |
| ASPHALT | 25,420 | 35,420 | 10,000 | |
| SALT | 34,120 | 51,000 | 16,880 | |
| SIGNS/POSTS | 18,000 | 24,740 | 6,740 | |
| GUTTER BROOMS | 4,270 | 15,770 | | |
| STD. CHARGES | 1,910 | 1,910 | - | |
| SUBTOTAL | 358,300 | 403,680 | 33,880 | 9.5% |
| CONTRACTUAL: | | | | |
| STD. CHARGES | 231,088 | 225,100 | (5,988) | -2.6% |
| VEH. SERVICE | 311,870 | 311,870 | - | 0.0% |
| CONTRACT SNOW REM. | 10,000 | 10,000 | - | |
| CONT. ASPHALT PATC | 5,000 | 2,500 | (2,500) | |
| CONTRACT MOWING | 10,000 | 2,500 | (7,500) | |
| DEPT. WIDE TRAININ | 10,000 | 10,000 | - | |
| BLDG. CUSTODIAL | 66,100 | 66,100 | - | |
| CONTRACT TURF MAIN | 25,300 | 19,050 | (6,250) | |
| GATE FEES | 91,161 | 97,410 | 6,249 | |
| UTILITIES | 311,000 | 313,600 | 2,600 | 0.8% |
| CUSWDS PAYMENT | 27,630 | 24,680 | (2,950) | -10.7% |
| FALL LEAF PICKUP | 55,500 | 55,500 | - | 0.0% |
| RENTAL/STORAGE | 10,200 | 10,200 | - | 0.0% |
| W. URB. PAINTING | 5,000 | 5,000 | - | |
| JULIE FEES | 2,800 | 3,500 | 700 | |
| ENCEPH. PROGRAM | 8,790 | 21,990 | 13,200 | |
| OTHER | 185,150 | 183,130 | (2,020) | -1.1% |
| | - | - | - | #DIV/0! |
| SUBTOTAL | 1,366,589 | 1,362,130 | (4,459) | -0.3% |
| ANNUAL EQ. REPL: | | | | |
| CURRENT | 378,690 | 299,560 | (79,130) | -20.9% |
| NEW EQ.: | - | - | - | |
| SUBTOTAL | 378,690 | 299,560 | (79,130) | -20.9% |

**PUBLIC WORKS DEPARTMENT
BUDGET ANALYSIS
CONTINUED**

| EQUIPMENT: | RECURRING | ONE-TIME | |
|--------------------------|-----------|----------|-----|
| VARIOUS SMALL ITEMS | | 17,980 | H09 |
| ANNUAL PORT. RADIO REPL. | | 4,540 | H09 |
| 3 TAMPER STONES | | 9,110 | H09 |
| PAINT MACHINE | | 5,910 | H09 |
| THERMOPLASTIC MACHINE | | 7,480 | H09 |
| PW TELEPHONE SYSTEM | | 16,780 | H09 |
| CONCRETE HAND SAW | | 3,150 | H09 |
| 4" TRASH PUMP TRAILER | | 12,500 | H09 |

OTHER SPECIAL FUNDS:

EQ. SERVICES FUND:
COSTS NORMAL, UP 1/3%. NO EQUIPMENT SCHEDULED AT ALL.

LRC. TOTAL EXPENSES UP
OVERTIME UP \$3,000
SUPPLIES UP 32%
CONTRACTUAL UP 19%
TOTAL EXPENSES UP 12%
EQ. REPLACEMENT:
CRAWLER LOADER \$146,700
TICKET BOOTH \$20,000

UCYCLE FUND:
SHIFTING ENV. AIDE FROM GEN. FUND .5
EXPENSES UP TOTAL OF 6.7% (NOT COUNTING
ENV. AIDE SHIFT ABOVE

MVPS FUND:
NOTHING UNUSUAL.
EXPENSES UP TOTAL OF 2.7%
\$225K FOR DOWNTOWN IMPROVEMENTS LOTS

Supplementary Expenditure Report

PUBLIC WORKS DEPARTMENT ADMINISTRATION DIVISION

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|---------------------------|-------------------|-------------------|-------------------|-------------------|-----------|
| 100 | | | | | |
| DIRECTOR OF PUBLIC WORKS | \$87,438 | \$92,801 | \$96,500 | \$98,910 | |
| ASSISTANT TO DIRECTOR | 17,378 | 39,619 | 41,130 | 42,160 | |
| SECRETARY (2) | 57,688 | 48,342 | 60,150 | 61,650 | |
| PUBLIC WORKS CLERK | 26,311 | 27,231 | 13,430 | 0 | |
| CLERK TYPIST (.75) | 16,549 | 14,304 | 12,630 | 18,150 | |
| LONGEVITY | 2,631 | 2,723 | 2,830 | 0 | |
| EMPLOYEE INSURANCE | 15,630 | 17,563 | 20,500 | 22,960 | |
| TOTAL 100 | \$223,625 | \$242,583 | \$247,170 | \$243,830 | -1.4% |
| 200 | | | | | |
| BOOKS AND PERIODICALS | \$2,186 | \$831 | \$1,500 | \$1,500 | |
| OFFICE SUPPLIES | 7,380 | 7,088 | 7,500 | 6,500 | |
| CITY BLDG. COPIER SUPPLIE | 579 | 519 | 760 | 760 | |
| P.W. COPIER PAPER | 868 | 778 | 1,150 | 1,150 | |
| TOTAL 200 | \$11,013 | \$9,216 | \$10,910 | \$9,910 | -9.2% |
| 300 | | | | | |
| DUES & SUBSCRIPTIONS | \$3,239 | \$2,795 | \$2,655 | \$2,655 | |
| CELLUAR/PAGING SERV. | 586 | 1,187 | 720 | 720 | |
| TRAVEL AND CONFERENCE | 2,799 | 3,152 | 4,500 | 4,500 | |
| TRAINING AND EDUCATION | 1,832 | 1,621 | 2,500 | 2,500 | |
| VEHICLE SERVICE | 3,905 | 2,575 | 6,860 | 6,860 | |
| PRINTING SERVICES | 1,231 | 2,420 | 2,800 | 2,400 | |
| TEMPORARY CLERICAL SERVIC | 0 | 0 | 1,000 | 1,000 | |
| SHIPPING CHARGES | 1,167 | 2,025 | 1,450 | 2,000 | |
| ALARM SERVICE MONITORING | 180 | 131 | 210 | 210 | |
| CITY INSURANCE | 4,226 | 4,801 | 5,600 | 5,600 | |
| TRANSFER, WORKER'S COMP. | 4,690 | 2,350 | 2,460 | 2,460 | |
| TELEPHONE | 4,457 | 2,493 | 5,440 | 4,520 | |
| CITY BLDG. COPIER MAINT. | 1,045 | 1,069 | 1,430 | 1,430 | |
| P.W. COPIER MAINT. | 2,469 | 2,652 | 2,580 | 2,580 | |
| CITY COMPUTERIZATION | 31,970 | 33,410 | 34,900 | 31,670 | |
| TOTAL 300 | \$63,796 | \$62,681 | \$75,105 | \$71,105 | -5.3% |
| 400 | | | | | |
| VEH. REPL. CHARGE | \$340,050 | \$362,380 | \$378,690 | \$299,560 | -20.9% |
| VEHL. REPL., ADD'L | 0 | 0 | 0 | 0 | |
| TOTAL 400 | \$340,050 | \$362,380 | \$378,690 | \$321,300 | -15.2% |
| PROGRAM TOTAL | \$638,484 | \$676,860 | \$711,875 | \$624,405 | -12.3% |

**PUBLIC WORKS DEPARTMENT
ARBOR DIVISION
URBAN FORESTRY PROGRAM**

| CATEGORY | 2000-01 | 2001-02 | 2002-03 | 2003-04 | |
|--------------------------|-----------|-----------|-----------|-----------|-------|
| 100 | | | | | |
| CITY ARBORIST (1 TO .34) | \$17,944 | \$19,556 | \$20,340 | \$20,840 | |
| ARBOR TECHNICIAN (2) | 61,772 | 43,487 | 69,100 | 69,100 | |
| FORESTRY SUPERVISOR | 39,364 | 44,518 | 46,290 | 47,450 | |
| SEASONAL TRIMMER | 10,042 | 13,991 | 23,220 | 24,970 | |
| EMPLOYEE INSURANCE | 8,515 | 10,687 | 12,500 | 14,000 | |
| TOTAL 100 | \$137,637 | \$132,239 | \$171,450 | \$176,360 | 2.9% |
| 200 | | | | | |
| TOOLS & SUPPLIES | \$2,133 | \$2,209 | \$2,210 | \$2,210 | |
| EDUCATIONAL MAT'L | 0 | 657 | 780 | 780 | |
| MAINTENANCE SUPPLIES | 805 | 1,138 | 1,000 | 1,000 | |
| TOTAL 200 | \$2,938 | \$4,004 | \$3,990 | \$3,990 | 0.0% |
| 300 | | | | | |
| DUES AND SUBSCRIPTIONS | \$0 | \$0 | \$1,735 | \$1,735 | |
| TRAVEL AND CONFERENCE | 333 | 937 | 1,600 | 1,600 | |
| TRAINING AND EDUCATION | 1,768 | 1,764 | 1,750 | 1,750 | |
| SERVICE AND REPAIR | 371 | 474 | 550 | 500 | |
| SUPV. CLOTHING ALLOWANCE | 682 | 683 | 680 | 680 | |
| UNIFORM RENTAL | 570 | 538 | 520 | 520 | |
| CDL LICENSE | 110 | 50 | 120 | 120 | |
| VEHICLE SERVICE | 17,341 | 25,077 | 35,700 | 35,700 | |
| BOOM TRUCK INSP. | 0 | 0 | 350 | 400 | |
| CITY INSURANCE | 5,612 | 7,304 | 8,600 | 8,600 | |
| TRANSFER, WORKER'S COMP. | 14,080 | 7,040 | 7,360 | 7,360 | |
| CITY TELEPHONE | 2,663 | 2,069 | 2,790 | 2,320 | |
| TOTAL 300 | \$43,530 | \$45,936 | \$61,755 | \$61,285 | -0.8% |
| PROGRAM TOTAL | \$184,105 | \$182,179 | \$237,195 | \$241,635 | 1.9% |

Supplementary Expenditure Report

**PUBLIC WORKS DEPARTMENT
ARBOR DIVISION
LANDSCAPE MANAGEMENT PROGRAM**

| CATEGORY | 2000-01 | 2001-02 | 2002-03 | 2003-04 | |
|---------------------------|-----------|-----------|-----------|-----------|-------|
| 100 | | | | | |
| CITY ARBORIST (.5 TO .33) | \$17,416 | \$18,981 | \$20,340 | \$20,850 | |
| LANDSCAPE SUPV. (.65 TO . | 18,976 | 21,611 | 22,470 | 23,030 | |
| LANDSCAPE TECHNICIAN | 8,271 | 33,226 | 34,550 | 34,550 | |
| SEASONAL, LANDSCAPE | 17,016 | 19,890 | 25,180 | 25,810 | |
| SEASONAL, MVPS REIMB. | 31,032 | 33,157 | 38,620 | 39,600 | |
| EMPLOYEE INSURANCE | 3,042 | 3,822 | 4,500 | 5,040 | |
| TOTAL 100 | \$95,753 | \$130,687 | \$145,660 | \$148,880 | 2.2% |
| 200 | | | | | |
| TOOLS & SUPPLIES | \$2,206 | \$2,073 | \$2,220 | \$2,220 | |
| MAINTENANCE SUPPLIES | 2,835 | 2,717 | 2,900 | 2,900 | |
| TOTAL 200 | \$5,041 | \$4,790 | \$5,120 | \$5,120 | 0.0% |
| 300 | | | | | |
| SERVICE AND REPAIR | \$534 | \$296 | \$550 | \$550 | |
| CONTRACTUAL TURF MAINT. | 14,639 | 15,080 | 25,300 | 19,050 | |
| UNIFORM RENTAL | 200 | 600 | 600 | 600 | |
| CDL LICENSE | 100 | 50 | 160 | 160 | |
| VEHICLE SERVICE | 12,354 | 6,688 | 11,410 | 11,410 | |
| IRRIGATION SYSTEM | 2,449 | 2,024 | 2,400 | 2,400 | |
| ARBOR GATE FEES | 0 | 0 | 0 | 25,000 | |
| CITY INSURANCE | 5,177 | 6,737 | 7,900 | 7,900 | |
| TRANSFER, WORKER'S COMP. | 7,040 | 3,520 | 3,680 | 3,680 | |
| TOTAL 300 | \$42,493 | \$34,995 | \$52,000 | \$70,750 | 36.1% |
| PROGRAM TOTAL | \$143,287 | \$170,472 | \$202,780 | \$224,750 | 10.8% |

**PUBLIC WORKS DEPARTMENT
PUBLIC FACILITIES DIVISION
FACILITIES MAINTENANCE**

| | ACTUAL | ACTUAL | BUDGET | BUDGET | % CHG. |
|---------------------------|-----------|-----------|-----------|-----------|--------|
| ACTUAL | 2000-01 | 2001-02 | 2002-03 | 2003-04 | |
| 100 | | | | | |
| PUBLIC FACILITIES MANAGER | \$56,342 | \$59,979 | \$64,310 | \$65,920 | |
| BLDG. MAINT. WORKER | 31,299 | 30,726 | 34,550 | 34,550 | |
| CITY BLDG WORKER (.5) | 7,448 | 7,770 | 8,350 | 8,560 | |
| LONGEVITY | 3,102 | 3,323 | 3,260 | 3,260 | |
| EMPLOYEE INSURANCE | 4,870 | 6,117 | 7,100 | 7,950 | |
| TOTAL 100 | \$103,061 | \$107,915 | \$117,570 | \$120,240 | 2.3% |
| 200 | | | | | |
| BLDG. MAINT. SUPPLIES | \$26,677 | \$19,532 | \$17,250 | \$17,250 | |
| SAFETY EQUIPMENT | 3,104 | 2,640 | 1,070 | 1,070 | |
| TOTAL 200 | \$29,781 | \$22,172 | \$18,320 | \$18,320 | 0.0% |
| 300 | | | | | |
| DUES AND SUBSCRIPTIONS | \$0 | \$0 | \$160 | \$160 | |
| REFUSE COLLECTION | 5,203 | 8,802 | 8,950 | 8,950 | |
| ELEVATOR SERVICE | 0 | 0 | 1,400 | 1,400 | |
| ARCHITECTURAL ASSISTANCE | 828 | 3,230 | 2,600 | 2,600 | |
| CELLUAR/PAGING SERV. | 1,976 | 835 | 2,200 | 2,200 | |
| UNIFORM RENTAL | 567 | 358 | 400 | 400 | |
| CDL LICENSE | 60 | 0 | 30 | 30 | |
| VEHICLE SERVICE | 5,107 | 2,906 | 4,470 | 4,470 | |
| BUILDING REPAIRS | 30,644 | 30,031 | 30,400 | 30,400 | |
| CUSTODIAL CONTRACT | 52,920 | 59,560 | 66,100 | 66,100 | |
| UTILITIES | 110,631 | 92,870 | 126,000 | 126,000 | |
| BUILDING RENTAL/STORAGE | 9,350 | 10,200 | 10,200 | 10,200 | |
| CITY INSURANCE | 7,249 | 9,426 | 11,100 | 11,100 | |
| TRANSFER, WORKER'S COMP. | 4,380 | 2,190 | 2,290 | 2,290 | |
| CITY TELEPHONE | 702 | 602 | 810 | 670 | |
| SIMPLEX CONTRACT | 885 | 462 | 780 | 780 | |
| TOTAL 300 | \$230,502 | \$221,472 | \$267,890 | \$267,750 | -0.1% |
| PROGRAM TOTAL | \$363,344 | \$351,559 | \$403,780 | \$406,310 | 0.6% |

Supplementary Expenditure Report

**PUBLIC WORKS DEPARTMENT
PUBLIC FACILITIES DIVISION
CIVIC CENTER**

| | ACTUAL | ACTUAL | BUDGET | BUDGET | % CHG. |
|--------------------------|----------|----------|----------|----------|--------|
| | 2000-01 | 2001-02 | 2002-03 | 2003-04 | |
| 100 | | | | | |
| PART-TIME | \$38,349 | \$37,116 | \$41,220 | \$42,250 | 2.5% |
| 200 | | | | | |
| BLDG. MAINT. SUPPLIES | \$950 | \$1,871 | \$2,140 | \$2,140 | 0.0% |
| 300 | | | | | |
| UNIFORM RENTAL | \$0 | \$112 | \$400 | \$400 | |
| MARKETING COSTS | 2,824 | 4,062 | 2,970 | 2,970 | |
| CITY INSURANCE | 4,576 | 5,202 | 6,100 | 6,100 | |
| TRANSFER, WORKER'S COMP. | 2,030 | 1,020 | 1,070 | 1,070 | |
| TOTAL 300 | \$9,430 | \$10,396 | \$10,540 | \$10,540 | 0.0% |
| PROGRAM TOTAL | \$48,729 | \$49,383 | \$53,900 | \$54,930 | 1.9% |

**PUBLIC WORKS DEPARTMENT
OPERATIONS DIVISION
TOOL ROOM PROGRAM**

| | ACTUAL | ACTUAL | BUDGET | BUDGET | % CHG. |
|--------------------------|----------|----------|----------|----------|--------|
| | 2000-01 | 2001-02 | 2002-03 | 2003-04 | |
| 100 | | | | | |
| OPERATIONS MGR. (.05) | \$3,007 | \$3,112 | \$3,230 | \$3,310 | |
| PROJECT COORDINATOR (.2) | 9,843 | 10,447 | 10,860 | 11,130 | |
| TOOLROOM CLERK | 18,030 | 24,922 | 27,570 | 28,260 | 2.5% |
| TOTAL 100 | \$30,880 | \$38,481 | \$41,660 | \$42,700 | 2.5% |
| 200 | | | | | |
| SAFETY EQUIPMENT | \$2,918 | \$4,206 | \$3,000 | \$3,000 | |
| CUSTODIAL SUPPLIES | 2,037 | 2,177 | 2,000 | 2,000 | |
| TOOL ROOM SUPPLIES | 8,708 | 11,682 | 11,300 | 11,300 | |
| SAW BLADES | 1,663 | 1,012 | 3,000 | 3,000 | |
| BARRICADES | 4,515 | 4,492 | 8,520 | 8,520 | |
| TOTAL 200 | \$19,841 | \$23,569 | \$27,820 | \$27,820 | 0.0% |
| 300 | | | | | |
| SMALL EQUIPMENT REPAIR | \$17,886 | \$21,905 | \$14,560 | \$14,560 | 0.0% |
| UNIFORM RENTAL | 0 | 0 | 400 | 400 | |
| TOTAL 300 | \$17,886 | \$21,905 | \$14,960 | \$14,960 | 0.0% |
| PROGRAM TOTAL | \$68,607 | \$83,955 | \$84,440 | \$85,480 | 1.2% |

**PUBLIC WORKS DEPARTMENT
OPERATIONS DIVISION
SNOW AND ICE REMOVAL PROGRAM**

| ACTUAL | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|---------------------------|-------------------|-------------------|-------------------|-------------------|--------|
| 100 | | | | | |
| OVERTIME | \$37,354 | \$34,734 | \$34,210 | \$34,210 | |
| STANDBY PAY | 2,925 | 2,700 | 3,190 | 3,190 | |
| TOTAL 100 | \$40,279 | \$37,434 | \$37,400 | \$37,400 | 0.0% |
| 200 | | | | | |
| SNOW ABATEMENT CHEMICALS | \$4,719 | \$1,620 | \$2,000 | \$2,000 | |
| SAND | 0 | 0 | 1,200 | 1,200 | |
| SALT | 36,452 | 19,417 | 34,120 | 51,000 | |
| SNOW FENCE | 96 | 1,419 | 280 | 280 | |
| SNOW BLADES | 1,892 | 0 | 2,000 | 2,000 | |
| TOTAL 200 | \$43,159 | \$22,456 | \$39,600 | \$56,480 | 42.6% |
| 300 | | | | | |
| TRAINING AND EDUCATION | \$715 | \$850 | \$850 | \$850 | |
| WEATHER SERVICE | 1,191 | 1,868 | 1,730 | 1,730 | |
| PAGING SERVICE | 1,106 | 896 | 600 | 600 | |
| CELLUAR/PAGING SERVICE | 2,989 | 1,771 | 2,200 | 2,200 | |
| TOWING SERVICE | 155 | 0 | 250 | 250 | |
| PUBLIC SERVICE ANNOUNCEME | 0 | 102 | 350 | 350 | |
| PLOW REPAIR | 6,858 | 5,981 | 8,580 | 8,580 | |
| EQUIPMENT RENTAL | 1,100 | 0 | 4,000 | 4,000 | |
| CONTRACT SNOW REMOVAL | 7,660 | 7,135 | 10,000 | 10,000 | |
| CITY INSURANCE | 4,865 | 5,378 | 6,300 | 6,300 | |
| TRANSFER, WORKER'S COMP. | 3,040 | 1,520 | 1,590 | 1,590 | |
| TOTAL 300 | \$29,679 | \$25,501 | \$36,450 | \$36,450 | 0.0% |
| PROGRAM TOTAL | \$113,117 | \$85,391 | \$113,450 | \$130,330 | 14.9% |

Supplementary Expenditure Report

**PUBLIC WORKS DEPARTMENT
OPERATIONS DIVISION
TRAFFIC CONTROL PROGRAM**

| ACTUAL | ACTUAL | ACTUAL | BUDGET | BUDGET | % CHG. |
|---------------------------|-----------|-----------|-----------|-----------|--------|
| 2000-01 | 2001-02 | 2002-03 | 2003-04 | | |
| 100 | | | | | |
| OPERATIONS MGR (.2) | \$12,022 | \$12,445 | \$12,920 | \$13,240 | |
| SUPERVISOR (.25) | 10,752 | 22,259 | 11,580 | 11,870 | |
| EQ. OPERATOR | 32,102 | 33,226 | 34,550 | 34,550 | |
| MAINT. WORKER | 26,669 | 31,344 | 32,590 | 32,590 | |
| MERIT BONUS | 0 | 0 | 1,000 | 0 | |
| LONGEVITY | 0 | 2,642 | 3,260 | 3,260 | |
| EMPLOYEE INSURANCE | 7,340 | 8,215 | 9,600 | 10,750 | |
| TOTAL 100 | \$88,885 | \$110,131 | \$105,500 | \$106,260 | 0.7% |
| 200 | | | | | |
| PAINT AND MARKINGS | \$10,844 | \$12,223 | \$12,480 | \$12,480 | |
| REPAIR & REPL. PARTS | 2,932 | 2,003 | 1,500 | 1,500 | |
| SIGNS | 20,938 | 20,827 | 15,260 | 20,000 | |
| LAWN MAINT. MATERIALS | 383 | 1,888 | 3,150 | 3,150 | |
| POSTS | 1,699 | 4,038 | 2,740 | 4,740 | |
| GUARDRAILS & POSTS | 0 | 400 | 400 | 400 | |
| TOTAL 200 | \$36,796 | \$41,379 | \$35,530 | \$42,270 | 19.0% |
| 300 | | | | | |
| DUES AND SUBSCRIPTIONS | \$0 | \$0 | \$220 | \$220 | |
| TRAVEL AND CONFERENCE | 590 | 474 | 450 | 450 | |
| UNIFORM RENTAL | 912 | 1,022 | 1,000 | 1,000 | |
| CDL LICENSE | 150 | 100 | 150 | 150 | |
| VEHICLE SERVICE | 6,126 | 7,077 | 8,450 | 8,450 | |
| CONTRACT JUNK & DEBRIS | 106 | 0 | 700 | 700 | |
| SPECIAL W. URBANA PAINTIN | 0 | 4,359 | 5,000 | 5,000 | |
| CITY INSURANCE | 6,275 | 6,786 | 8,000 | 8,000 | |
| TRANSFER, WORKER'S COMP. | 5,330 | 2,670 | 2,790 | 2,790 | |
| CITY TELEPHONE | 2,279 | 2,069 | 2,790 | 2,320 | |
| TOTAL 300 | \$21,768 | \$24,557 | \$29,550 | \$29,080 | -1.6% |
| PROGRAM TOTAL | \$147,449 | \$176,067 | \$170,580 | \$177,610 | 4.1% |

**PUBLIC WORKS DEPARTMENT
OPERATIONS DIVISION
STREET LIGHTING PROGRAM**

| 060-4-05 | | EXPENDITURE DETAIL | | | | |
|--------------------------|-----------|--------------------|-----------|-----------|--------|--|
| | ACTUAL | ACTUAL | BUDGET | BUDGET | % CHG. | |
| | 2000-01 | 2001-02 | 2002-03 | 2003-04 | | |
| 100 | | | | | | |
| OPERATIONS MGR (.2) | \$11,343 | \$12,445 | \$12,920 | \$13,240 | | |
| SUPERVISOR (.5 TO .8) | 38,297 | 38,645 | 40,180 | 41,180 | | |
| ELECTRICIAN I (2 TO 3) | 93,301 | 84,797 | 103,650 | 103,650 | | |
| LONGEVITY | 3,148 | 2,363 | 0 | 0 | | |
| EMPLOYEE INSURANCE | 9,739 | 12,234 | 14,300 | 16,020 | | |
| TOTAL 100 | \$155,828 | \$150,484 | \$171,050 | \$174,090 | 1.8% | |
| 200 | | | | | | |
| LIGHTING SUPPLIES | \$51,565 | \$55,724 | \$46,050 | \$46,050 | | |
| TOOLS & SUPPLIES | 351 | 266 | 750 | 750 | | |
| TRANSFORMER REPLACEMENT | 0 | 1,195 | 1,500 | 800 | | |
| TOTAL 200 | \$51,916 | \$57,185 | \$48,300 | \$47,600 | -1.4% | |
| 300 | | | | | | |
| TRAINING AND EDUCATION | \$594 | \$730 | \$730 | \$730 | | |
| SUPV. CLOTHING ALLOWANCE | 1,366 | 1,366 | 1,370 | 1,370 | | |
| UNIFORM RENTAL | 100 | 150 | 160 | 160 | | |
| CDL LICENSE | 50 | 100 | 100 | 100 | | |
| VEHICLE SERVICE | 15,147 | 18,111 | 35,700 | 35,700 | | |
| EMERGENCY REPAIRS | 0 | 298 | 2,000 | 1,500 | | |
| BOOM TRUCK INSP. | 520 | 0 | 700 | 1,200 | | |
| UTILITIES | 157,814 | 173,638 | 185,000 | 187,600 | | |
| TRANSFORMER REPL. | 0 | 0 | 1,050 | 0 | | |
| LIGHT POLE PAINTING | 0 | 0 | 3,000 | 3,000 | | |
| CONTRACTUAL BORING | 0 | 0 | 2,500 | 2,500 | | |
| CITY INSURANCE | 7,573 | 9,856 | 11,600 | 11,600 | | |
| TRANSFER, WORKER'S COMP. | 5,500 | 2,750 | 2,870 | 2,870 | | |
| CITY TELEPHONE | 702 | 602 | 810 | 670 | | |
| TOTAL 300 | \$189,366 | \$207,601 | \$247,590 | \$249,000 | 0.6% | |
| PROGRAM TOTAL | \$397,110 | \$415,270 | \$466,940 | \$470,690 | 0.8% | |

Supplementary Expenditure Report

**PUBLIC WORKS DEPARTMENT
OPERATIONS DIVISION
STREET MAINTENANCE AND CONSTRUCTION PROGRAM**

| ACTUAL | ACTUAL | ACTUAL | BUDGET | BUDGET | % CHG. |
|--------------------------|-----------|-----------|-----------|-----------|--------|
| 2000-01 | 2001-02 | 2002-03 | 2003-04 | | |
| 100 | | | | | |
| OPERATIONS MGR (.15) | \$9,016 | \$9,334 | \$9,690 | \$9,930 | |
| SUPERVISOR (1 TO .5) | 21,502 | 22,259 | 23,150 | 23,730 | |
| EQUIPMENT OP. (3 TO 6) | 64,205 | 97,492 | 138,200 | 138,200 | |
| MAINT. WORKER (3 TO 0) | 103,646 | 93,631 | 97,770 | 97,770 | |
| SEASONAL | 24,448 | 24,161 | 34,940 | 34,060 | |
| LONGEVITY | 3,210 | 12,345 | 10,850 | 33,750 | |
| EMPLOYEE INSURANCE | 12,640 | 14,204 | 16,600 | 18,590 | |
| TOTAL 100 | \$238,667 | \$273,426 | \$331,200 | \$356,030 | 7.5% |
| 200 | | | | | |
| MISC. SUPPLIES | \$1,584 | \$1,481 | \$1,600 | \$1,600 | |
| GRAVEL, CHIPS AND SAND | 5,508 | 7,289 | 6,500 | 6,500 | |
| ASPHALT | 27,747 | 25,135 | 25,420 | 35,420 | |
| CULVERT PIPE | 0 | 0 | 710 | 710 | |
| GUTTER BROOMS | 5,163 | 6,286 | 4,270 | 15,770 | |
| HEATING FUEL | 127 | 236 | 1,650 | 1,650 | |
| TOTAL 200 | \$40,129 | \$40,427 | \$40,150 | \$61,650 | 53.5% |
| 300 | | | | | |
| TRAVEL AND CONFERENCE | \$300 | \$290 | \$300 | \$300 | |
| CONT. ASPHALT PATCHUP | 1,834 | 5,363 | 5,000 | 2,500 | |
| CONT. MOWING, OPEN AREAS | 3,500 | 10,609 | 10,000 | 2,500 | |
| UNIFORM RENTAL | 1,930 | 1,762 | 1,800 | 1,800 | |
| CDL LICENSE | 150 | 50 | 150 | 150 | |
| GATE FEES | 74,320 | 96,199 | 91,160 | 72,410 | |
| VEHICLE SERVICE | 66,258 | 88,870 | 109,820 | 109,820 | |
| EQUIPMENT RENTAL | 1,968 | 12 | 1,500 | 1,500 | |
| CITY INSURANCE | 9,523 | 10,257 | 12,100 | 12,100 | |
| TRANSFER, WORKER'S COMP. | 10,080 | 5,040 | 5,270 | 5,270 | |
| TOTAL 300 | \$169,863 | \$218,452 | \$237,100 | \$208,350 | -12.1% |
| PROGRAM TOTAL | \$448,659 | \$532,305 | \$608,450 | \$626,030 | 2.9% |

**PUBLIC WORKS DEPARTMENT
OPERATIONS DIVISION
CONCRETE REPAIR AND REPLACEMENT**

| ACTUAL | ACTUAL | ACTUAL | BUDGET | BUDGET | % CHG. |
|--------------------------|-----------|-----------|-----------|-----------|--------|
| 2000-01 | 2001-02 | 2002-03 | 2003-04 | | |
| 100 | | | | | |
| OPERATIONS MGR (.15) | \$9,016 | \$9,334 | \$9,690 | \$9,930 | |
| SUPERVISOR (.25 TO 1) | 10,751 | 49,616 | 11,560 | 11,850 | |
| EQUIPMENT OP. (2 TO 3) | 101,090 | 106,112 | 103,650 | 103,650 | |
| MAINT. WORKER (4 TO 1) | 35,721 | 62,534 | 65,180 | 65,180 | |
| SEASONAL | 4,708 | 2,884 | 14,820 | 14,860 | |
| LONGEVITY | 9,402 | 4,907 | 4,670 | 4,670 | |
| EMPLOYEE INSURANCE | 12,100 | 13,603 | 15,900 | 17,810 | |
| TOTAL 100 | \$182,788 | \$248,990 | \$225,470 | \$227,950 | 1.1% |
| 200 | | | | | |
| BRICK/BLOCK/MASONRY | \$0 | \$0 | \$850 | \$850 | |
| PRECAST MANHOLES | 2,165 | 778 | 2,400 | 2,400 | |
| CASTINGS | 5,662 | 11,577 | 10,190 | 10,190 | |
| TILE/PIPE | 0 | 3,869 | 4,550 | 4,550 | |
| SAND | 0 | 0 | 200 | 200 | |
| TOOLS/SUPPLIES | 4,896 | 3,319 | 3,810 | 3,810 | |
| CONCRETE | 61,558 | 48,939 | 57,780 | 57,780 | |
| FORMS/LUMBER | 2,707 | 2,095 | 2,500 | 2,500 | |
| CURING COMPOUND | 585 | 717 | 1,200 | 1,200 | |
| TOTAL 200 | \$77,573 | \$71,294 | \$83,480 | \$83,480 | 0.0% |
| 300 | | | | | |
| TRAINING AND EDUCATION | \$238 | \$736 | \$300 | \$300 | |
| UNIFORM RENTAL | 3,262 | 2,737 | 2,800 | 2,800 | |
| CDL LICENSE | 0 | 150 | 150 | 150 | |
| VEHICLE SERVICE | 31,278 | 27,919 | 46,670 | 46,670 | |
| EQUIPMENT RENTAL | 175 | 0 | 500 | 500 | |
| CITY INSURANCE | 7,388 | 7,940 | 9,400 | 9,400 | |
| TRANSFER, WORKER'S COMP. | 13,060 | 6,530 | 6,820 | 6,820 | |
| TOTAL 300 | \$55,401 | \$46,012 | \$66,640 | \$66,640 | 0.0% |
| PROGRAM TOTAL | \$315,762 | \$366,296 | \$375,590 | \$378,070 | 0.7% |

Supplementary Expenditure Report

PUBLIC WORKS DEPARTMENT OPERATIONS DIVISION SEWER MAINTENANCE AND CONSTRUCTION PROGRAM

| ACTUAL | ACTUAL | ACTUAL | BUDGET | BUDGET | % CHG. |
|--------------------------|-----------|-----------|-----------|-----------|--------|
| 2000-01 | 2001-02 | 2002-03 | 2003-04 | | |
| 100 | | | | | |
| OPERATIONS MGR (.15) | \$9,016 | \$9,334 | \$9,690 | \$9,930 | |
| SUPERVISOR | 47,929 | 0 | 51,590 | 52,880 | |
| EQUIPMENT OP. (3 TO 3) | 76,526 | 38,253 | 69,100 | 69,100 | |
| MAINT. WORKER (5 TO 2) | 55,171 | 48,163 | 65,190 | 65,190 | |
| PROJECT COORDINATOR (.3) | 14,765 | 15,670 | 16,290 | 16,700 | |
| SEASONAL | 3,371 | 6,387 | 7,920 | 8,120 | |
| LONGEVITY | 9,906 | 3,323 | 7,320 | 7,320 | |
| EMPLOYEE INSURANCE | 21,950 | 26,654 | 28,800 | 32,260 | |
| TOTAL 100 | \$238,634 | \$147,784 | \$255,900 | \$261,500 | 2.2% |
| 200 | | | | | |
| TOOLS/SUPPLIES | \$1,610 | \$882 | \$1,810 | \$1,810 | |
| JET/PUMP HOSE | 6,703 | 3,520 | 12,550 | 12,550 | |
| RODS, PLUGS, NOZZLES | 1,840 | 1,376 | 2,540 | 2,540 | |
| SHORING EQUIPMENT | 0 | 1,049 | 1,470 | 1,470 | |
| T.V. SUPPLIES | 536 | 1,330 | 1,500 | 1,500 | |
| CHEMICALS | 5,354 | 5,408 | 5,460 | 8,220 | |
| TOTAL 200 | \$16,043 | \$13,565 | \$25,330 | \$28,090 | 10.9% |
| 300 | | | | | |
| TRAINING AND EDUCATION | \$716 | \$1,360 | \$700 | \$700 | |
| PEST CONTROL | 195 | 465 | 880 | 880 | |
| UNIFORM RENTAL | 2,467 | 1,706 | 1,720 | 1,720 | |
| CDL LICENSE | 100 | 100 | 200 | 200 | |
| VEHICLE SERVICE | 22,705 | 15,464 | 32,950 | 32,950 | |
| T.V. SERVICES | 0 | 3,083 | 2,300 | 2,300 | |
| SAFETY SERVICES | 0 | 0 | 600 | 600 | |
| EQUIPMENT RENTAL | 65 | 0 | 500 | 500 | |
| CITY INSURANCE | 10,425 | 11,284 | 13,300 | 13,300 | |
| TRANSFER, WORKER'S COMP. | 5,280 | 2,640 | 2,760 | 2,760 | |
| TOTAL 300 | \$41,953 | \$36,102 | \$55,910 | \$55,910 | 0.0% |
| PROGRAM TOTAL | \$296,630 | \$197,451 | \$337,140 | \$345,500 | 2.5% |

**PUBLIC WORKS DEPARTMENT
OPERATIONS DIVISION
TRAFFIC SIGNALS PROGRAM**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|---------------------------|-------------------|-------------------|-------------------|-------------------|--------|
| 100 | | | | | |
| OPERATIONS MGR. (.05) | \$3,005 | \$3,111 | \$3,230 | \$3,310 | |
| TRAFFIC SIGNAL TECHNICIAN | 39,989 | 41,209 | 42,850 | 43,920 | |
| SUPERVISOR (.2) | 9,616 | 9,661 | 10,050 | 10,300 | |
| EMPLOYEE INSURANCE | 3,400 | 3,822 | 4,500 | 5,040 | |
| TOTAL 100 | \$56,010 | \$57,803 | \$60,630 | \$62,570 | 3.2% |
| 200 | | | | | |
| MISC. SUPPLIES | \$522 | \$712 | \$1,200 | \$1,200 | |
| TRAFFIC SIGNAL HARDWARE | 7,489 | 5,108 | 7,850 | 7,850 | |
| TOTAL 200 | \$8,011 | \$5,820 | \$9,050 | \$9,050 | 0.0% |
| 300 | | | | | |
| DUES AND SUBSCRIPTIONS | \$0 | \$0 | \$40 | \$40 | |
| TRAINING AND EDUCATION | 593 | 495 | 800 | 800 | |
| UNIFORM RENTAL | 0 | 400 | 480 | 480 | |
| VEHICLE SERVICE | 1,907 | 722 | 4,120 | 4,120 | |
| SIGNAL REPAIR SERVICES | 829 | 298 | 1,000 | 1,000 | |
| CITY INSURANCE | 4,995 | 5,339 | 6,300 | 6,300 | |
| TRANSFER, WORKER'S COMP. | 2,130 | 1,070 | 1,120 | 1,120 | |
| TOTAL 300 | \$10,454 | \$8,324 | \$13,860 | \$13,860 | 0.0% |
| PROGRAM TOTAL | \$74,475 | \$71,947 | \$83,540 | \$85,480 | 2.3% |

Supplementary Expenditure Report

PUBLIC WORKS DEPARTMENT OPERATIONS DIVISION RIGHT OF WAY AND TECHNICAL SUPPORT PROGRAM

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|--------------------------|-------------------|-------------------|-------------------|-------------------|--------|
| 100 | | | | | |
| OPERATIONS MGR. (.05) | \$3,005 | \$3,111 | \$3,230 | \$3,310 | |
| PROJECT COORDINATOR (.5) | 24,608 | 26,117 | 27,160 | 27,840 | |
| EMPLOYEE INSURANCE | 1,500 | 1,679 | 2,000 | 2,240 | |
| TOTAL 100 | \$29,113 | \$30,907 | \$32,390 | \$33,390 | 3.1% |
| 200 | | | | | |
| MISC. SUPPLIES | \$0 | \$179 | \$400 | \$400 | |
| GRAPHIC MATERIAL | 408 | 867 | 920 | 920 | |
| COMPUTER SUPPLIES | 0 | 588 | 800 | 800 | |
| BASE MAPS | 0 | 6 | 190 | 190 | |
| TOTAL 200 | \$408 | \$1,640 | \$2,310 | \$2,310 | 0.0% |
| 300 | | | | | |
| TRAINING AND EDUCATION | \$1,005 | \$897 | \$950 | \$950 | |
| DEPT. WIDE TRAINING | 0 | 0 | 10,000 | 10,000 | |
| STREETSCAPE MAINT. | 0 | 0 | 3,000 | 3,000 | |
| UNIFORM RENTAL | 0 | 189 | 200 | 200 | |
| VEHICLE SERVICE | 1,205 | 5,469 | 3,430 | 3,430 | |
| JULIE SYSTEM FEES | 2,446 | 2,831 | 2,800 | 3,500 | |
| CITY INSURANCE | 506 | 577 | 700 | 700 | |
| TRANSFER, WORKER'S COMP. | 800 | 400 | 420 | 420 | |
| TOTAL 300 | \$5,962 | \$10,363 | \$21,500 | \$22,200 | 3.3% |
| PROGRAM TOTAL | \$35,483 | \$42,910 | \$56,200 | \$57,900 | 3.0% |

**PUBLIC WORKS DEPARTMENT
ENGINEERING DIVISION
PLANNING AND MAPPING PROGRAM**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|---------------------------|-------------------|-------------------|-------------------|-------------------|--------|
| 100 | | | | | |
| ASST. CITY ENGINEER (.5 | \$40,548 | \$30,423 | \$66,000 | \$67,650 | |
| SENIOR CIVIL ENGINEER | 56,759 | 58,669 | 61,010 | 62,540 | |
| PROJECTS COORDINATOR | 48,629 | 50,339 | 53,910 | 55,260 | |
| INFORMATION TECH. | 19,984 | 35,175 | 37,640 | 38,580 | |
| ENGINEERING AIDE P-T | 0 | 1,925 | 5,950 | 6,100 | |
| ENGINEERING TECH/SURVEYOR | 47,220 | 50,115 | 52,110 | 53,410 | |
| MAPPING TECH. | 16,768 | 2,349 | 0 | 0 | |
| EMPLOYEE INSURANCE | 13,590 | 16,262 | 17,800 | 19,930 | |
| TOTAL 100 | \$243,498 | \$245,257 | \$294,420 | \$303,470 | 3.1% |
| 200 | | | | | |
| REPRODUCTION SUPPLIES | \$1,186 | \$1,845 | \$2,500 | \$2,000 | |
| TOTAL 200 | \$1,186 | \$1,845 | \$2,500 | \$2,000 | -20.0% |
| 300 | | | | | |
| DUES AND SUBSCRIPTIONS | \$0 | \$402 | \$0 | \$500 | |
| CELLUAR/PAGING SERVICES | 1,141 | 2,921 | 1,440 | 1,440 | |
| TRAVEL AND CONFERENCE | 11,483 | 7,439 | 9,500 | 9,500 | |
| PROF. ENGINEERING SERVIC | 1,767 | 709 | 3,800 | 2,800 | |
| REPRODUCTION SERVICES | 1,702 | 1,521 | 2,400 | 2,000 | |
| PLOTTER/COPIER MAINTENANC | 668 | 643 | 1,720 | 1,500 | |
| VEHICLE SERVICE | 3,061 | 2,935 | 5,080 | 5,080 | |
| CITY INSURANCE | 4,364 | 4,957 | 5,800 | 5,800 | |
| TRANSFER, WORKER'S COMP. | 1,860 | 930 | 970 | 970 | |
| CITY TELEPHONE | 3,755 | 2,409 | 4,290 | 3,570 | |
| TOTAL 300 | \$29,801 | \$24,866 | \$35,000 | \$33,160 | -5.3% |
| PROGRAM TOTAL | \$274,485 | \$271,968 | \$331,920 | \$338,630 | 2.0% |

Supplementary Expenditure Report

**PUBLIC WORKS DEPARTMENT
ENGINEERING DIVISION
TRANSPORTATION IMPROVEMENTS PROGRAM**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|---------------------------|-------------------|-------------------|-------------------|-------------------|--------|
| 100 | | | | | |
| CIVIL ENGINEER | \$38,416 | \$40,746 | \$51,620 | \$52,910 | |
| ENGINEERING TECH. (1 TO 2 | 39,362 | 67,890 | 70,830 | 88,150 | |
| COMPUTER MAPPING TECH. | 0 | 0 | 0 | 0 | |
| ENGINEERING AIDE P-T | 1,468 | 320 | 0 | 0 | |
| OVERTIME | 549 | 2,765 | 1,500 | 1,540 | |
| EMPLOYEE INSURANCE | 5,440 | 6,117 | 7,100 | 7,950 | |
| TOTAL 100 | \$85,235 | \$117,838 | \$131,050 | \$150,550 | 14.9% |
| 200 | | | | | |
| SURVEYING SUPPLIES | \$852 | \$711 | \$850 | \$850 | |
| TESTING SUPPLIES | 0 | 0 | 0 | 0 | |
| TOTAL 200 | \$852 | \$711 | \$850 | \$850 | 0.0% |
| 300 | | | | | |
| VEHICLE SERVICE | \$1,308 | \$2,960 | \$5,080 | \$5,080 | |
| CITY INSURANCE | 2,863 | 3,256 | 3,800 | 3,800 | |
| TRANSFER, WORKER'S COMP. | 1,550 | 780 | 820 | 820 | |
| CITY TELEPHONE | 1,896 | 1,721 | 2,320 | 1,930 | |
| TOTAL 300 | \$7,617 | \$8,717 | \$12,020 | \$11,630 | -3.2% |
| PROGRAM TOTAL | \$93,704 | \$127,266 | \$143,920 | \$163,030 | 13.3% |

**PUBLIC WORKS DEPARTMENT
ENGINEERING DIVISION
SEWER IMPROVEMENTS PROGRAM**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|--------------------------|-------------------|-------------------|-------------------|-------------------|--------|
| 100 | | | | | |
| CIVIL ENGINEER | \$47,212 | \$50,106 | \$53,680 | \$55,020 | |
| ENGINEERING TECH. | 39,539 | 41,963 | 43,630 | 44,720 | |
| ENGINEERING AIDE P-T | 0 | 0 | 0 | 0 | |
| OVERTIME | 128 | 689 | 730 | 750 | |
| EMPLOYEE INSURANCE | 5,440 | 6,117 | 7,100 | 7,950 | |
| TOTAL | \$92,319 | \$98,875 | \$105,140 | \$108,440 | 3.1% |
| 200 | | | | | |
| SURVEY SUPPLIES | \$300 | \$362 | \$800 | \$500 | |
| TESTING SUPPLIES | 0 | 0 | 0 | 0 | |
| TOTAL 200 | \$300 | \$362 | \$800 | \$500 | -37.5% |
| 300 | | | | | |
| VEHICLE SERVICE | \$1,800 | \$1,510 | \$5,080 | \$5,080 | |
| CITY INSURANCE | 2,753 | 3,129 | 3,700 | 3,700 | |
| TRANSFER, WORKER'S COMP. | 1,230 | 620 | 650 | 650 | |
| CITY TELEPHONE | 1,805 | 1,637 | 2,210 | 1,840 | |
| TOTAL | \$7,588 | \$6,896 | \$11,640 | \$11,270 | -3.2% |
| PROGRAM TOTAL | \$100,207 | \$106,133 | \$117,580 | \$120,210 | 2.2% |

Supplementary Expenditure Report

PUBLIC WORKS DEPARTMENT ENVIRONMENTAL MANAGEMENT DIVISION MANAGEMENT AND PLANNING PROGRAM

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|--------------------------|-------------------|-------------------|-------------------|-------------------|--------|
| 100 | | | | | |
| ENV. MANAGER | \$51,055 | \$52,851 | \$56,610 | \$58,020 | |
| EMPLOYEE INSURANCE | 2,710 | 3,054 | 3,600 | 4,030 | |
| TOTAL | \$53,765 | \$55,905 | \$60,210 | \$62,050 | 3.1% |
| 200 | | | | | |
| BOOKS AND PERIODICALS | \$269 | \$472 | \$1,000 | \$1,000 | |
| MISC. SUPPLIES | 208 | 479 | 500 | 500 | |
| TOTAL | \$477 | \$951 | \$1,500 | \$1,500 | 0.0% |
| 300 | | | | | |
| DUES AND SUBSCRIPTIONS | \$619 | \$967 | \$700 | \$700 | |
| TRAVEL AND CONFERENCE | 737 | 1,479 | 1,300 | 1,300 | |
| ED. SERVICES/PROMOTION | 744 | 26 | 4,000 | 4,000 | |
| HAZARDOUS WASTE COLLEC. | 0 | 2,360 | 0 | 0 | |
| PAYMENT TO CUSWDS | 27,626 | 27,606 | 27,630 | 24,680 | |
| VEHICLE SERVICE | 505 | 1,857 | 2,750 | 2,750 | |
| ENCEPHALITIS CONTRACT | 6,976 | 8,059 | 8,790 | 21,990 | |
| CONTRACTUAL LEAF PICKUP | 50,779 | 40,420 | 55,000 | 55,000 | |
| FLORESCENT LIGHT RECYCL. | 0 | 0 | 739 | 1,600 | |
| CITY INSURANCE | 1,832 | 2,083 | 2,500 | 2,500 | |
| TRANSFER, WORKER'S COMP. | 1,120 | 560 | 590 | 590 | |
| CITY TELEPHONE | 948 | 865 | 1,170 | 1,170 | |
| TOTAL | \$91,886 | \$86,282 | \$105,169 | \$116,280 | 10.6% |
| PROGRAM TOTAL | \$146,128 | \$143,138 | \$166,879 | \$179,830 | 7.8% |

**PUBLIC WORKS DEPARTMENT
ENVIRONMENTAL MANAGEMENT DIVISION
ENVIRONMENTAL CONTROL PROGRAM**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|--------------------------|-------------------|-------------------|-------------------|-------------------|--------|
| 100 | | | | | |
| ENV. CONTROL OFFICER | \$26,147 | \$30,120 | \$31,520 | \$32,310 | |
| ENV. AIDE (.34 to 1) | 4,179 | 5,234 | 6,550 | 0 | |
| EMPLOYEE INSURANCE | 2,710 | 3,054 | 3,600 | 4,030 | |
| TOTAL 100 | \$33,036 | \$38,408 | \$41,670 | \$36,340 | -12.8% |
| 200 | | | | | |
| BOOKS AND PERIODICALS | \$0 | \$0 | \$100 | \$100 | |
| MISC. SUPPLIES | 355 | 215 | 500 | 500 | |
| TOTAL 200 | \$355 | \$215 | \$600 | \$600 | 0.0% |
| 300 | | | | | |
| TRAINING AND EDUCATION | \$423 | \$376 | \$500 | \$500 | |
| PRINTING SERVICES | 12 | 70 | 250 | 250 | |
| VEHICLE SERVICE | 936 | 2,193 | 2,750 | 2,750 | |
| CELLUAR/PAGING SERVICES | 182 | 464 | 500 | 500 | |
| ABATEMENT SERVICES | 4,738 | 5,165 | 6,210 | 6,210 | |
| CITY INSURANCE | 967 | 1,095 | 1,300 | 1,300 | |
| TRANSFER, WORKER'S COMP. | 750 | 380 | 400 | 400 | |
| TOTAL 300 | \$8,008 | \$9,743 | \$11,910 | \$11,910 | 0.0% |
| PROGRAM TOTAL | \$41,399 | \$48,366 | \$54,180 | \$48,850 | -9.8% |

Supplementary Expenditure Report

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT
BUDGET ANALYSIS**

| | 02-03 | 03-04 | DIFF | % |
|------------------|---------|---------|----------|--------|
| 100'§ | 643,920 | 653,430 | 9,510 | 1.5% |
| 200'§ | 14,830 | 14,230 | (600) | -4.0% |
| 300'§ | 261,840 | 248,580 | (13,260) | -5.1% |
| SUBTOTAL | 920,590 | 916,240 | (4,350) | -0.5% |
| 400'§ | 17,040 | 13,480 | (3,560) | -20.9% |
| TOI | 937,630 | 929,720 | (7,910) | -0.8% |
| PERSONNEL: | | | | |
| SALARIES N/U | 593,680 | 597,170 | 3,490 | 0.6% |
| EMPL. INSURAN | 50,240 | 56,260 | 6,020 | 12.0% |
| | - | - | - | |
| | - | - | - | |
| SUBTOTAL | 643,920 | 653,430 | 9,510 | 1.5% |
| SUPPLIES: | | | | |
| STD. CHARGES | 2,490 | 2,490 | - | 0.0% |
| | - | - | - | |
| OTHER | 12,340 | 11,740 | (600) | -4.9% |
| SUBTOTAL | 14,830 | 14,230 | (600) | -4.0% |
| CONTRACTUAL: | | | | |
| STD. CHARGES | 55,850 | 51,220 | (4,630) | -8.3% |
| VEH. SERVICE | 17,500 | 17,500 | - | 0.0% |
| EDC PARTNERSHI | 121,180 | 111,180 | (10,000) | -8.3% |
| CUUATS | 15,440 | 16,210 | 770 | 5.0% |
| R.P.C. | 18,820 | 18,820 | - | 0.0% |
| | - | - | - | |
| | - | - | - | |
| OTHER | 33,050 | 33,650 | 600 | 1.8% |
| | - | - | - | |
| | - | - | - | |
| SUBTOTAL | 261,840 | 248,580 | (13,260) | -5.1% |
| EQ. REPLACEMENT: | | | | |
| CURRENT EQ. | 17,040 | 13,480 | (3,560) | -20.9% |
| | - | - | - | |
| SUBTOTAL | 17,040 | 13,480 | (3,560) | -20.9% |

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT
ADMINISTRATION PROGRAM**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|----------------------------|-------------------|-------------------|-------------------|-------------------|-----------|
| 100 | | | | | |
| COMM. DEV. DIRECTOR/PLANN | \$71,141 | \$37,716 | \$76,520 | \$78,430 | |
| CLERK-TYPIST | 27,073 | 25,017 | 23,460 | 24,050 | |
| INTERNS P-T | 1,822 | 3,514 | 7,170 | 7,350 | |
| OVERTIME | 0 | 1 | 310 | 320 | |
| EMPLOYEE INSURANCE | 5,670 | 6,373 | 7,440 | 8,330 | |
| TOTAL 100 | \$105,706 | \$72,621 | \$114,900 | \$118,480 | 3.1% |
| 200 | | | | | |
| BOOKS & PERIODICALS | \$292 | \$242 | \$300 | \$300 | |
| OFFICE SUPPLIES | 2,789 | 2,854 | 2,950 | 2,950 | |
| CITY BLDG. COPIER SUPPLIES | 868 | 1,308 | 1,150 | 1,150 | |
| PAPER FOR C.D. COPIER | 1,011 | 908 | 1,340 | 1,340 | |
| C.D. COPIER SUPPLIES | 52 | 52 | 1,160 | 1,160 | |
| TOTAL 200 | \$5,012 | \$5,364 | \$6,900 | \$6,900 | 0.0% |
| 300 | | | | | |
| DUES AND SUBSCRIPTIONS | \$2,043 | \$2,123 | \$2,000 | \$2,600 | |
| SIDWELL MAPPING UPDATES | 0 | 1,026 | 0 | 0 | |
| CELLUAR/PAGING SERV. | 835 | 663 | 480 | 480 | |
| TRAVEL AND CONFERENCE | 3,039 | 1,933 | 3,260 | 3,260 | |
| TRAINING AND EDUCATION | 1,790 | 822 | 2,170 | 2,170 | |
| FAX MACHINE MAINT. | 0 | 20 | 230 | 230 | |
| VEHICLE SERVICE | 861 | 1,372 | 3,710 | 3,710 | |
| CITY INSURANCE | 2,320 | 2,640 | 3,100 | 3,100 | |
| TRANSFER, WORKER'S COMP. | 370 | 190 | 200 | 200 | |
| CITY TELEPHONE | 3,044 | 2,728 | 3,470 | 2,880 | |
| CITY BLDG. COPIER MAINT. | 1,396 | 1,429 | 1,900 | 1,900 | |
| C.D. COPIER MAINT. | 2,529 | 5,166 | 4,200 | 4,200 | |
| CITY COMPUTERIZATION | 23,140 | 24,180 | 25,300 | 22,940 | |
| TOTAL 300 | \$41,367 | \$44,292 | \$50,020 | \$47,670 | -4.7% |
| 400 | | | | | |
| VEH. REPL. CHARGE | \$15,680 | \$16,310 | \$17,040 | \$13,480 | -20.9% |
| VEH. REPL. CHARGE, ADD'L | \$0 | \$0 | \$0 | \$0 | #DIV/0! |
| PROGRAM TOTAL | \$167,765 | \$138,587 | \$188,860 | \$186,530 | -1.2% |

Supplementary Expenditure Report

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT
ECONOMIC DEVELOPMENT PROGRAM**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|----------------------------|-------------------|-------------------|-------------------|-------------------|-----------|
| 100 | | | | | |
| EC. DEVELOPMENT COORD. | \$53,006 | \$54,222 | \$56,380 | \$51,850 | |
| EMPLOYEE INSURANCE | 2,830 | 3,182 | 3,700 | 4,140 | |
| TOTAL 100 | \$55,836 | \$57,404 | \$60,080 | \$55,990 | -6.8% |
| 300 | | | | | |
| EC. DEV. CORP. | \$121,677 | \$123,260 | \$42,480 | \$38,480 | |
| CONV./TOURIST BUREAU | 0 | 0 | 78,700 | 72,700 | |
| MISC. EC. DEVELOPMENT | 921 | 125 | 1,000 | 1,000 | |
| PAYMENT, CARLE NEIGHBORHOC | 10,000 | 0 | 0 | 0 | |
| CELLUAR PHONE/PAGING | 467 | 520 | 460 | 460 | |
| CITY INSURANCE | 1,860 | 2,112 | 2,500 | 2,500 | |
| TRANSFER, WORKER'S COMP. | 270 | 140 | 150 | 150 | |
| CITY TELEPHONE | 456 | 432 | 580 | 480 | |
| TOTAL 300 | \$135,651 | \$126,589 | \$125,870 | \$115,770 | -8.0% |

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT
PLANNING AND ZONING PROGRAM**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|--------------------------|-------------------|-------------------|-------------------|-------------------|-----------|
| 100 | | | | | |
| PLANNING MANAGER | \$46,851 | \$49,168 | \$50,000 | \$51,250 | |
| SECRETARY | 19,705 | 23,924 | 28,840 | 29,560 | |
| SR. PLANNER | 37,269 | 33,703 | 40,970 | 41,990 | |
| PLANNER | 28,747 | 18,641 | 31,520 | 32,310 | |
| PART-TIME GRAPHICS | 13,371 | 8,521 | 9,570 | 9,810 | |
| OVERTIME | 344 | 761 | 230 | 240 | |
| EMPLOYEE INSURANCE | 11,340 | 12,746 | 14,900 | 16,690 | |
| TOTAL 100 | \$157,627 | \$147,464 | \$176,030 | \$181,850 | 3.3% |
| 200 | | | | | |
| POSTAGE AND PRINTING | \$778 | \$1,068 | \$1,000 | \$1,000 | |
| GRAPHICS SUPPLIES | 235 | 192 | 390 | 390 | |
| SIDWELL MAP UPDATES | 0 | 0 | 1,200 | 1,200 | |
| PHOTOGRAPHIC SUPPLIES | 30 | 0 | 100 | 100 | |
| TOTAL 200 | \$1,043 | \$1,260 | \$2,690 | \$2,690 | 0.0% |
| 300 | | | | | |
| TRAVEL AND CONFERENCE | \$2,528 | \$3,674 | \$2,780 | \$2,780 | |
| PLAN COMMISSION TRAINING | 818 | 489 | 810 | 810 | |
| ZONING BOARD OF APPEALS | 60 | 128 | 370 | 370 | |
| HIST. PRESERVATION BOARD | 507 | 528 | 500 | 500 | |
| CUUATS MEMBERSHIP | 14,000 | 14,700 | 15,440 | 16,210 | |
| R.P.C. MEMBERSHIP | 17,510 | 17,923 | 18,820 | 18,820 | |
| CITY INSURANCE | 1,887 | 2,141 | 2,500 | 2,500 | |
| TRANSFER, WORKER'S COMP. | 370 | 190 | 200 | 200 | |
| CITY TELEPHONE | 948 | 865 | 1,170 | 970 | |
| TOTAL 300 | \$38,628 | \$40,638 | \$42,590 | \$43,160 | 1.3% |
| PROGRAM TOTAL | \$197,298 | \$189,362 | \$221,310 | \$227,700 | 2.9% |

Supplementary Expenditure Report

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT
NEW CONSTRUCTION PROGRAM**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|---------------------------|-------------------|-------------------|-------------------|-------------------|-----------|
| 100 | | | | | |
| BLDG. SAFETY DIV. MANAGER | \$55,119 | \$43,595 | \$52,100 | \$53,400 | |
| PLUMBING/BLDG. INSPECTOR | 39,542 | 42,051 | 43,640 | 43,420 | |
| SECRETARY (.5) | 13,400 | 13,872 | 14,850 | 15,220 | |
| BUILDING INSPECTOR II | 40,141 | 41,552 | 43,210 | 44,290 | |
| ELECTRICAL INSPECTOR | 40,141 | 41,552 | 43,210 | 44,290 | |
| P-T CLERK TYPIST (.5) | 9,302 | 9,866 | 10,590 | 10,850 | |
| OVERTIME | 58 | 0 | 770 | 790 | |
| EMPLOYEE INSURANCE | 14,170 | 16,942 | 18,600 | 20,830 | |
| TOTAL 100 | \$211,873 | \$209,430 | \$226,970 | \$233,090 | 2.7% |
| 200 | | | | | |
| BOOKS & PERIODICALS | \$0 | \$10 | \$120 | \$120 | |
| OFFICE SUPPLIES | 973 | 2,248 | 2,250 | 2,250 | |
| CODE BOOKS | 634 | 138 | 800 | 800 | |
| PHOTOGRAPHIC SUPPLIES | 139 | 0 | 800 | 200 | |
| SUPPLIES AND EQUIPMENT | 314 | 32 | 490 | 490 | |
| TESTING SUPPLIES | 0 | 0 | 20 | 20 | |
| TOTAL 200 | \$2,060 | \$2,428 | \$4,480 | \$3,880 | -13.4% |
| 300 | | | | | |
| DUES & SUBSCRIPTIONS | \$450 | \$330 | \$900 | \$900 | |
| TRAVEL AND CONFERENCE | 1,841 | 1,884 | 3,080 | 3,080 | |
| VEHICLE SERVICE | 5,114 | 10,018 | 9,580 | 9,580 | |
| CELLUAR PHONE/PAGING | 2,477 | 2,868 | 4,200 | 4,200 | |
| PERMIT PRINTING | 670 | 700 | 700 | 700 | |
| TITLE SEARCHES | 0 | 50 | 100 | 100 | |
| SPECIAL RESEARCH FEES | 35 | 0 | 200 | 200 | |
| CITY INSURANCE | 3,121 | 3,549 | 4,200 | 4,200 | |
| TRANSFER, WORKER'S COMP. | 910 | 460 | 480 | 480 | |
| CITY TELEPHONE | 3,609 | 3,088 | 4,160 | 3,460 | |
| TOTAL 300 | \$18,227 | \$22,947 | \$27,600 | \$26,900 | -2.5% |

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT
HOUSING PROGRAM**

| CATEGORY | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|--------------------------|-------------------|-------------------|-------------------|-------------------|-----------|
| 100 | | | | | |
| BUILDING INSPECTOR I | \$41,761 | \$43,231 | \$44,950 | \$41,990 | |
| SECRETARY (.5) | 13,400 | 13,872 | 14,860 | 15,220 | |
| OVERTIME | 0 | 0 | 530 | 540 | |
| EMPLOYEE INSURANCE | 4,260 | 4,787 | 5,600 | 6,270 | |
| TOTAL 100 | \$59,421 | \$61,890 | \$65,940 | \$64,020 | -2.9% |
| 200 | | | | | |
| OFFICE SUPPLIES | \$33 | \$406 | \$570 | \$640 | |
| PHOTOGRAPHIC SUPPLIES | 50 | 183 | 170 | 100 | |
| TESTING SUPPLIES | 0 | 0 | 20 | 20 | |
| TOTAL 200 | \$83 | \$589 | \$760 | \$760 | 0.0% |
| 300 | | | | | |
| PROFESSIONAL SERVICES | \$225 | \$0 | \$550 | \$550 | |
| VEHICLE SERVICE | 3,252 | 2,557 | 4,210 | 4,210 | |
| CELLUAR PHONE SERVICE | 335 | 0 | 500 | 500 | |
| TITLE SEARCHES | 50 | 105 | 200 | 200 | |
| DEMOLITION/BDG. CLOSURE | 1,025 | 1,110 | 4,360 | 4,360 | |
| CITY INSURANCE | 994 | 1,134 | 1,300 | 1,300 | |
| TRANSFER, WORKER'S COMP. | 910 | 460 | 480 | 480 | |
| CITY TELEPHONE | 3,609 | 2,316 | 4,160 | 3,480 | |
| TOTAL 300 | \$10,400 | \$7,682 | \$15,760 | \$15,080 | -4.3% |

Supplementary Expenditure Report

EQUIPMENT SERVICES FUND

| | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG |
|--|-------------------|-------------------|-------------------|-------------------|----------|
| 100 | | | | | |
| FLEET MANAGER | \$52,100 | \$55,293 | \$57,500 | \$58,930 | |
| CERTIFIED MECHANIC (3) | 108,724 | 112,130 | 116,600 | 116,600 | |
| PART-TIME AUTO SERVICE | 11,123 | 10,822 | 10,712 | 10,980 | |
| OVERTIME | 19,436 | 20,520 | 20,890 | 21,410 | |
| LONGEVITY | 2,014 | 3,193 | 5,400 | 9,530 | |
| EMPLOYEE INSURANCE | 12,230 | 13,960 | 16,100 | 18,190 | |
| I.M.R.F. | 20,350 | 19,490 | 21,208 | 23,120 | (10.87% |
| TOTAL 100 | \$225,977 | \$235,408 | \$248,410 | \$258,760 | 4.2% |
| 200 | | | | | |
| MISC. SUPPLIES | \$7,374 | \$7,923 | \$8,920 | \$8,920 | |
| PARTS | 128,109 | 126,622 | 147,000 | 147,000 | |
| SAFETY EQUIPMENT | 145 | 20 | 300 | 300 | |
| FUEL | 140,044 | 107,014 | 175,000 | 175,000 | |
| TOOL REIMBURSEMENT | 2,535 | 2,597 | 2,600 | 2,600 | |
| PARTS WASHER SUPPLIES | 174 | 543 | 1,500 | 1,500 | |
| PRESSURE WASHER SUPPLIES | 1,305 | 569 | 1,700 | 1,700 | |
| ENGINE ANALYZER SUPPLIES | 165 | 0 | 1,250 | 1,250 | |
| SPECIAL TOOLS | 1,758 | 718 | 2,000 | 2,000 | |
| TOTAL 200 | \$281,609 | \$246,006 | \$340,270 | \$340,270 | 0.0% |
| 300 | | | | | |
| DUES AND SUBSCRIPTIONS | \$251 | \$85 | \$850 | \$850 | |
| TRAVEL AND CONFERENCE | 855 | 1,082 | 900 | 900 | |
| TRAINING AND EDUCATION | 1,719 | 1,620 | 3,200 | 3,200 | |
| UNIFORM RENTAL | 1,053 | 1,377 | 1,600 | 1,600 | |
| CDL LICENSE | 50 | 0 | 110 | 110 | |
| ENVIRONMENTAL DISPOSAL | 1,585 | 2,084 | 2,600 | 2,600 | |
| VEHICLE SERVICES | 10,512 | 6,597 | 8,920 | 8,920 | |
| CONTRACTUAL REPAIRS | 106,917 | 67,038 | 100,000 | 100,000 | |
| EQUIPMENT MAINTENANCE | 596 | 1,906 | 2,250 | 2,250 | |
| PRINTING SERVICES | 692 | 246 | 750 | 750 | |
| S/W MAINT. COMPUTER SYSTEMS | 895 | 2,748 | 3,250 | 3,250 | |
| CITY INSURANCE | 7,030 | 7,520 | 8,600 | 8,600 | |
| TRANSFER, WORKER'S COMP. | 2,100 | 2,180 | 2,280 | 2,280 | |
| CITY TELEPHONE | 1,040 | 1,120 | 1,170 | 970 | |
| CITY COMPUTERIZATION | 3,880 | 4,060 | 4,200 | 4,200 | |
| DEPRECIATION | 11,859 | 11,285 | 23,400 | 23,400 | |
| TOTAL 300 | \$151,034 | \$110,948 | \$164,080 | \$163,880 | -0.1% |
| SUBTOTAL BEFORE NON-RECURRING EQUIPMENT PURCHASES | \$658,620 | \$592,362 | \$752,760 | \$762,910 | 1.3% |

**EQUIPMENT SERVICES FUND
(CONTINUED)**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|----------|
| 400 | | | | | |
| SHOP WELDER | \$0 | \$0 | \$0 | \$0 | |
| BATTERY CHARGERS | 0 | 0 | 430 | 0 | |
| FUEL INJECTOR CLEANER | 0 | 0 | 1,010 | 0 | |
| 4 TON HYDRAULIC JACK | 845 | 0 | 0 | 0 | |
| AIR COMPRESSOR | 0 | 0 | 12,060 | 0 | |
| 1/2 TON PICKUP | 0 | 0 | 0 | 0 | |
| 2 TON HYDRAULIC JACK | 0 | 320 | 0 | 0 | |
| O.D.B. II ANALYZER UPGRADE | 0 | 0 | 0 | 0 | |
| INDUSTRIAL WELDER | 0 | 0 | 0 | 0 | |
| WELDER | 0 | 0 | 710 | 0 | |
| LARGE TRUCK ANALYZER EQ. | 0 | 2,966 | 4,793 | 0 | |
| CHARGING SYSTEM ANALYZER | 0 | 2,835 | 4,445 | 0 | |
| ENGINE ANALYZER EQ. | 0 | 0 | 30,000 | 0 | |
| COOLING SYSTEM FLUSHER | 0 | 0 | 1,500 | 0 | |
| SHOP AIR CLEANER | 0 | 0 | 2,880 | 0 | |
| | 0 | 0 | 0 | 0 | |
| REFRIGERANT RECOVERY SYSTEM | 0 | 0 | 5,070 | 0 | |
| PARTS WASHER | 0 | 0 | 830 | 0 | |
| A/C VACUUM PUMP | 0 | 0 | 430 | 0 | |
| BENCH GRINDERS | 0 | 0 | 1,210 | 0 | |
| 10 TON AIR BOTTLE JACK SYSTEM | 0 | 1,370 | 0 | 0 | |
| SHOP VACUUM | 0 | 0 | 290 | 0 | |
| PORTABLE SAND BLASTER | 0 | 0 | 860 | 0 | |
| HYDRAULIC CRANE | 0 | 0 | 3,990 | 0 | |
| SHOP GREASE PUMP | 0 | 0 | 1,170 | 0 | |
| TOTAL 400 | \$845 | \$7,491 | \$71,678 | \$0 | |
| SPECIAL FUND TOTAL | \$659,465 | \$599,853 | \$824,438 | \$762,910 | |

Supplementary Expenditure Report

LANDSCAPE RECYCLING CENTER

| | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG |
|----------------------------------|-------------------|-------------------|-------------------|-------------------|----------|
| 100: | | | | | |
| CITY ARBORIST (.33) | \$17,885 | \$18,981 | \$19,940 | \$20,440 | |
| L.R.C. EQUIPMENT OPERATOR | 32,883 | 33,226 | 34,550 | 34,550 | |
| LANDSCAPE SUPERVISOR (.35 TO .5) | 20,362 | 21,611 | 22,470 | 23,030 | |
| L.R.C. TECHNICIAN | 0 | 1,606 | 34,550 | 34,550 | |
| L.R.C. LABORERS | 36,656 | 38,659 | 36,660 | 37,030 | |
| OVERTIME | 9,861 | 4,457 | 2,960 | 6,000 | |
| CONTRACT PERSONNEL, CITY URBAN | 4,776 | 4,160 | 4,310 | 4,420 | |
| LONGEVITY | 2,497 | 1,994 | 2,070 | 4,400 | |
| EMPLOYEE INSURANCE | 9,100 | 10,380 | 11,900 | 13,450 | |
| I.M.R.F. TRANSFER | 11,660 | 12,390 | 13,270 | 14,140 | |
| TOTAL 100 | \$145,680 | \$147,464 | \$182,680 | \$192,010 | 5.1% |
| 200 | | | | | |
| BOOKS AND PERIODICALS | \$95 | \$538 | \$400 | \$400 | |
| OFFICE SUPPLIES | 202 | 1,124 | 500 | 500 | |
| TOOLS & SUPPLIES | 4,940 | 5,959 | 5,000 | 7,500 | |
| EQUIPMENT PARTS | 4,235 | 3,565 | 6,220 | 9,000 | |
| GRAVEL | 2,457 | 4,064 | 2,500 | 7,500 | |
| FUEL | 10,933 | 7,786 | 12,000 | 12,000 | |
| MATERIALS FOR RESALE | 4,642 | 4,732 | 6,000 | 6,000 | |
| TOTAL 200 | \$27,504 | \$27,768 | \$32,620 | \$42,900 | 31.5% |
| 300 | | | | | |
| TRAVEL AND CONFERENCE | \$0 | \$16 | \$550 | \$1,950 | |
| TRAINING AND EDUCATION | 0 | 169 | 1,400 | 1,400 | |
| UNIFORM RENTAL | 514 | 1,002 | 600 | 1,600 | |
| VEHICLE SERVICE | 46,918 | 43,664 | 38,850 | 48,030 | |
| BUILDING MAINTENANCE | 2,302 | 1,872 | 2,000 | 4,000 | |
| PRODUCT ANALYSIS/TESTING | 72 | 656 | 1,600 | 1,600 | |
| EQUIPMENT RENTAL | 9,000 | 1,387 | 15,000 | 15,000 | |
| CHEMICAL DISPOSAL | 1,001 | 0 | 0 | 500 | |
| SOLID WASTE DISPOSAL | 0 | 0 | 0 | 2,000 | |
| ADVERTISING/PROMOTION | 2,714 | 4,410 | 10,000 | 10,000 | |
| CITY INSURANCE | 950 | 1,020 | 1,200 | 1,200 | |
| SUPPORT SERVICES | 12,290 | 12,780 | 13,290 | 13,820 | |
| TRANSFER, WORKER'S COMP. | 900 | 940 | 980 | 980 | |
| UTILITIES | 30 | 2,930 | 2,930 | 2,930 | |
| TOTAL 300 | \$76,691 | \$70,846 | \$88,400 | \$105,010 | 18.8% |
| 400 | | | | | |
| GRINDER REHAB. | 0 | 0 | 5,000 | 0 | |
| CRAWLER/LOADER REHAB. | 17,500 | 0 | 0 | 0 | |
| PORTABLE WASHER | 0 | 0 | 2,409 | 0 | |
| ROAD MAINTENANCE/UPGRADE | 0 | 0 | 15,000 | 0 | |
| CRAWLER/LOADER | 0 | 0 | 0 | 146,700 | |
| PORTABLE RADIOS | 0 | 0 | 0 | 1,600 | |
| SPLITTER | 0 | 7,440 | 0 | 0 | |
| AIR COMPRESSOR W/ATTACHMENTS | 0 | 2,611 | 0 | 0 | |
| CASH REGISTER | 1,960 | 0 | 0 | 0 | |
| TIME CLOCK | 0 | 185 | 885 | 0 | |
| POWER WASHER | 3,806 | 0 | 0 | 0 | |
| WHEEL LOADER/ATTACHMENTS | 76,840 | 14,528 | 0 | 0 | |
| SKIDSTER LOADER | 0 | 36,774 | 0 | 0 | |
| TICKET BOOTH | 0 | 0 | 0 | 20,000 | |
| TOTAL 400 | \$100,106 | \$61,538 | \$23,294 | \$168,300 | |
| PROGRAM TOTAL | \$349,981 | \$307,616 | \$326,994 | \$508,220 | |

**HOME RECYCLING (U-CYCLE) FUND
SINGLE FAMILY**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | EST. ACTUAL 2002-03 | BUDGET 2003-04 | % CHG |
|-------------------------|-------------------|-------------------|------------------------|-------------------|----------|
| 100 | | | | | |
| ENV. AIDE (.12 TO .375) | \$1,473 | \$3,079 | \$6,040 | \$9,440 | |
| IMRF TRANSFER | 148 | 225 | 1,040 | 1,780 | |
| EMPLOYEE INSURANCE | 261 | 349 | 1,600 | 1,810 | |
| TOTAL 100 | \$1,882 | \$3,653 | \$8,680 | \$13,030 | 50.1% |
| 300 | | | | | |
| STORAGE COSTS | \$0 | \$0 | \$1,750 | \$2,160 | |
| BIN REPLACEMENT | 1,611 | 1,802 | 2,059 | 3,330 | |
| POSTAGE/PRINTING | 2,295 | 5,380 | 3,300 | 3,500 | |
| PROMOTION | 610 | 5,109 | 5,150 | 5,200 | |
| CONTR. COLLECTION | 176,299 | 177,514 | 182,160 | 185,760 | |
| TOTAL 300 | \$180,815 | \$189,805 | \$194,419 | \$199,950 | 2.8% |
| PROGRAM TOTAL | \$182,697 | \$193,458 | \$203,099 | \$212,980 | 4.9% |

**HOME RECYCLING (U-CYCLE) FUND
MULTI-FAMILY**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG |
|-----------------------------|-------------------|-------------------|-------------------|-------------------|----------|
| 100 | | | | | |
| ENVIRONMENTAL AIDE (.2 TO . | \$5,159 | \$6,768 | \$6,040 | \$9,440 | |
| IMRF TRANSFER | 566 | 517 | 1,040 | 1,780 | |
| EMPLOYEE INSURANCE | 607 | 802 | 1,600 | 1,810 | |
| TOTAL 100 | \$6,332 | \$8,087 | \$8,680 | \$13,030 | 50.1% |
| 200 | | | | | |
| MISCELLANEOUS SUPPLIES | \$13 | \$15 | \$1,000 | \$1,000 | |
| 300 | | | | | |
| POSTAGE/PRINTING-MULTI FAM. | \$0 | \$0 | \$520 | \$550 | |
| PROMOTION | 1,280 | 765 | 5,150 | 5,200 | |
| REPAYMENT, PURCHASE TOTERS | 30,000 | 45,000 | 18,450 | 0 | |
| CONTR. COLLECTION, MULTI F | 153,333 | 153,451 | 164,220 | 168,550 | |
| TOTAL 300 | \$184,613 | \$199,216 | \$188,340 | \$174,300 | -7.5% |
| PROGRAM TOTAL | \$190,958 | \$207,318 | \$198,020 | \$188,330 | -4.9% |

Supplementary Expenditure Report

VEHICLE AND EQUIPMENT REPLACEMENT FUND

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|------------------------------|-------------------|-------------------|----------------------|-------------------|
| MAJOR EQUIPMENT PURCHASES: | | | | |
| SQUAD CARS (11) | \$22,146 | \$233,112 | \$29,132 | \$0 |
| EQ., SQUAD CARS | 4,109 | 5,356 | 1,363 | 0 |
| POLICE K-9 VEHICLE | 0 | 0 | 0 | 0 |
| EQ., SQUAD CAR HOLDOVER (4) | 1,074 | 0 | 32,706 | 0 |
| CLASS 4 DUMP TRUCKS | 0 | 0 | 0 | 0 |
| TARPS/DUMP TRUCKS | 4,744 | 0 | 3,450 | 0 |
| ARTICULATED LOADER | 75,576 | 0 | 0 | 0 |
| ARTIC. LOADER ATTACHMENTS | 0 | 0 | 0 | 0 |
| E.C. COMPACT PICKUP | 0 | 0 | 0 | 0 |
| EXECUTIVE AUTO | 44,875 | 0 | 0 | 0 |
| PASSENGER AUTO | 0 | 0 | 17,890 | 0 |
| MINIVANS | 38,458 | 0 | 0 | 0 |
| ELECTRIC COMPACT AUTO | 0 | 20,645 | 20,934 | 0 |
| METER PATROL VEHICLES | 34,340 | 0 | 0 | 0 |
| CLASS 3 DUMP TRUCKS (2) | 0 | 0 | 0 | 0 |
| MINI BOOM TRUCK | 0 | 0 | 47,970 | 0 |
| CALCIUM CHLORIDE TANKS | 0 | 0 | 0 | 0 |
| PICKUP 3/4 TON (2 to 1) | 0 | 18,163 | 41,910 | 0 |
| EQ., ANIMAL CONTROL TRUCK | 9,093 | 0 | 0 | 0 |
| PICKUP 3/4 TON , SERIAL BODY | 28,148 | 0 | 0 | 0 |
| PICKUP 1/2 TON EXT. CAB | 0 | 19,314 | 0 | 0 |
| PICKUP 3/4 TON, 4WD | 0 | 0 | 24,610 | 0 |
| GRADER | 99,989 | 0 | 0 | 0 |
| LARGE BOOM TRUCKS | 115,902 | 0 | 130,150 | 0 |
| BACKHOE | 54,588 | 0 | 0 | 0 |
| BACKHOE EQ. | 0 | 0 | 0 | 0 |
| SNOW PICKUP EQ. | 0 | 930 | 0 | 0 |
| U/I FIRE TRUCK REHAB. | 0 | 0 | 0 | 0 |
| PICKUP EQ. | 2,111 | 440 | 5,229 | 0 |
| ARBOR SPRAYER UNIT | 0 | 0 | 3,200 | 0 |
| PICKUP, COMPACT E/C | 0 | 16,054 | 0 | 0 |
| EQ. REHAB. | 0 | 0 | 0 | 6,260 |
| FORKLIFT | 0 | 17,645 | 0 | 0 |
| CLASS 2 DUMP TRUCK | 0 | 0 | 40,430 | 0 |
| CHIPPERS | 0 | 0 | 0 | 0 |
| TRAILERS | 0 | 0 | 12,810 | 2,710 |
| UTILITY TRUCK, 4WD | 0 | 19,314 | 0 | 0 |
| MAJOR REHABILITATIONS | 7,558 | 0 | 13,890 | 0 |
| PUBLIC SAFETY ADMIN. VEH (2) | 39,211 | 40,369 | 26,390 | 0 |
| STUMP GRINDER | 0 | 0 | 22,900 | 0 |
| STREET SWEEPER | 0 | 0 | 130,950 | 0 |
| COMPRESSOR | 0 | 0 | 0 | 0 |
| CRACK SEALING MACHINE | 26,239 | 0 | 0 | 0 |
| LEAF PUSHER | 0 | 0 | 0 | 0 |
| PORTABLE WELDER | 0 | 0 | 0 | 0 |
| FIRE SUBURBAN TRUCK | 0 | 30,460 | 0 | 0 |
| SMALL LOADER | 21,942 | 0 | 0 | 0 |
| SMALL LOADER TRAILER | 0 | 6,910 | 0 | 0 |
| SEWER T.V. VAN | 86,070 | 0 | 0 | 0 |
| AUGER TRUCK | 127,215 | 0 | 0 | 0 |
| BACKLOT SEWER CLEANER | 0 | 0 | 25,820 | 0 |
| FIRE PUMPER TRUCK | 0 | 0 | 286,305 | 0 |
| WOBBLE WHEEL ROLLER | 0 | 0 | 12,110 | 0 |
| PLOWS (6) | 0 | 0 | 0 | 0 |
| SUBTOTAL, MAJOR EQUIPMENT | \$843,388 | \$428,712 | \$930,149 | \$8,970 |

VEHICLE AND EQ. REPLACEMENT FUND (CONTINUED)
POLICE EQUIPMENT DETAIL

| DETAIL POLICE EQ. | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|--------------------------------|-------------------|-------------------|----------------------|-------------------|
| POLICE SHIELDS | \$1,262 | \$427 | \$1,668 | \$0 |
| ELCTRONIC SPEED SIGN | 0 | 8,607 | 0 | 0 |
| GAS MASKS | 0 | 5,277 | 837 | 0 |
| PORTABLE RADIOS | 2,656 | 19,240 | 20,489 | 8,300 |
| RADIO HEADSETS | 0 | 0 | 0 | 8,530 |
| TACT. TEAM EQ. | 8,301 | 10,188 | 12,025 | 2,500 |
| REGULAR VESTS | 564 | 4,493 | 2,520 | 2,620 |
| TRAINING/EQ. NEW OFFICERS | 22,849 | 28,735 | 103,338 | 34,460 |
| POLICE TRAINING (GRANT) | 0 | 7,400 | 8,567 | 0 |
| POLICE COPIER | 0 | 0 | 0 | 13,800 |
| SQUAD CAR RADAR UNITS | 0 | 8,250 | 11,670 | 0 |
| BINOCULARS | 0 | 0 | 1,880 | 0 |
| D.U.I. EQUIPMENT (FINES) | 0 | 1,400 | 8,404 | 0 |
| MOBILE RADIO REPL. | 0 | 597 | 0 | 0 |
| BIKE PATROL SUPPLIES | 1,781 | 210 | 0 | 0 |
| DUI FIELD TEST KITS | 526 | 0 | 0 | 0 |
| SQUAD VIDEO CAMERAS | 0 | 41,780 | 0 | 0 |
| IWIN EQ., FRONT DESK | 3,000 | 0 | 0 | 0 |
| TELEPHONE SYSTEM | 0 | 0 | 14,530 | 0 |
| STEEL TARGETS | 514 | 0 | 0 | 0 |
| FAX MACHINE | 995 | 0 | 0 | 0 |
| C.I.S. HARDWARE/SOFTWARE | 4,717 | 0 | 0 | 0 |
| HEAVY DUTY VESTS | 7,000 | 0 | 0 | 0 |
| K-9 DOG REPL. AND TRAINING | 3,000 | 2,151 | 0 | 0 |
| BALLISTIC SHIN GUARDS | 2,120 | 0 | 0 | 0 |
| SCANNER & SOFTWARE | 4,810 | 819 | 0 | 0 |
| CIS CAMERA KITS | 207 | 0 | 0 | 0 |
| CIS VIDEO SUPPLIES | 745 | 0 | 0 | 0 |
| HOSTAGE PHONE (GRANT) | 0 | 4,500 | 0 | 0 |
| M.D.C.'S, (GRANT) | 1,180,110 | 6,614 | 17,531 | 0 |
| STATE POLICE RADIOS | 0 | 0 | 8,140 | 0 |
| TRANSCRIBERS | 0 | 2,980 | 0 | 0 |
| C.I.S. INTERVIEW VIDEO CAMERA | 1,640 | 1,642 | 1,318 | 0 |
| CIS MUGSHOT H/W & S/W | 0 | 284 | 0 | 0 |
| L.C.D. PROJECTOR | 5,500 | 4,386 | 0 | 0 |
| DIGITAL CAMERA | 0 | 0 | 0 | 0 |
| SNIPER RIFLES (2) | 0 | 0 | 0 | 0 |
| DEFIB. UNITS, SQUAD CARDS | 0 | 0 | 20,000 | 0 |
| 1/3 SWAT TEAM VEHICLE | 0 | 0 | 0 | 0 |
| INITIAL TRAINING, DEFIB. UNITS | 0 | 0 | 6,000 | 0 |
| SUBTOTAL, POLICE EQ. | \$1,252,297 | \$159,980 | \$238,917 | \$70,210 |

Supplementary Expenditure Report

VEHICLE AND EQ. REPLACEMENT FUND (CONTINUED)
FIRE EQUIPMENT DETAIL

| DETAIL FIRE EQ. | ACTUAL | ACTUAL | PROJECTED | BUDGET |
|-------------------------------|-----------|----------|-----------|----------|
| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
| HOSE/NOZZLE REPL. | \$5,177 | \$4,539 | \$13,466 | \$6,430 |
| NEW F.F. INITIAL GEAR | 5,804 | 9,068 | 5,510 | 5,670 |
| NEW F.F. INITIAL TRAINING | 3,500 | 9,603 | 6,990 | 7,200 |
| TRAINING/RISK WATCH (GRANT) | 0 | 5,945 | 4,544 | 0 |
| FIRE TRUCK REHAB. | 5,180 | 0 | 8,000 | 10,000 |
| AIR MASKS | 0 | 0 | 5,810 | 0 |
| LUCAS TOOL | 0 | 0 | 22,900 | 0 |
| COPIER | 0 | 0 | 0 | 3,200 |
| TRENCH RESCUE EQ. | 0 | 19,652 | 348 | 0 |
| TECH. RESCUE EQ. | 0 | 2,862 | 22,417 | 0 |
| TECH. RESCUE EQ. TRAILER | 7,155 | 0 | 0 | 0 |
| HAZMAT EQ. TRAILER | 0 | 5,976 | 0 | 0 |
| SEMI-AUTO. DEFIB. UNIT | 0 | 0 | 15,000 | 0 |
| AIR PACK REGULATORS | 2,080 | 0 | 0 | 0 |
| THERMAL IMAGING CAMERAS | 51,795 | 0 | 0 | 0 |
| PORTABLE SUCTION UNIT | 0 | 0 | 0 | 0 |
| AIR CASCADE BOTTLE SYSTEM | 4,542 | 0 | 0 | 0 |
| VENTILATED CHAIN SAW | 0 | 0 | 0 | 0 |
| GAS MONITORS | 2,730 | 0 | 0 | 0 |
| I.S.O. EQ., REGULAR | 4,903 | 0 | 3,596 | 0 |
| PHYS. FITNESS EQ. | 0 | 0 | 7,450 | 0 |
| PORTABLE RADIO SYSTEM | 13 | 8,048 | 9,048 | 0 |
| STATION RADIO EQ. | 2,673 | 0 | 0 | 0 |
| RESCUE AIR BAG SYSTEM | 8,909 | 0 | 0 | 0 |
| SNOW BLOWERS | 0 | 0 | 1,930 | 0 |
| PROPANE TRAINER (LOCAL MATCH) | 0 | 0 | 0 | 0 |
| PROPANE TRAINER (GRANT) | 0 | 9,505 | 0 | 0 |
| ICE MACHINE | 0 | 0 | 0 | 0 |
| SUBTOTAL, FIRE EQ. | \$104,461 | \$75,198 | \$127,009 | \$32,500 |

VEHICLE AND EQ. REPLACEMENT FUND (CONTINUED)
PUBLIC WORKS EQUIPMENT DETAIL

| DETAIL PUBLIC WORKS EQ. | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|------------------------------|-------------------|-------------------|----------------------|-------------------|
| PORTABLE RADIOS | \$1,631 | \$6,183 | \$3,490 | \$4,540 |
| FLOOR MACHINE | 1,750 | 0 | 0 | 0 |
| TAMPER STONES (3) | 0 | 0 | 0 | 9,110 |
| CIVIC CENTER STOVE | 1,639 | 0 | 0 | 0 |
| POWER HACKSAW | 0 | 0 | 960 | 0 |
| SHORING EQUIPMENT | 0 | 0 | 3,814 | 0 |
| BRICK SAW | 0 | 0 | 2,185 | 0 |
| ROTO-TILLER, MED. | 0 | 0 | 0 | 850 |
| PAINT TRAILER | 1,380 | 0 | 0 | 0 |
| POWER EDGER | 0 | 2,045 | 0 | 0 |
| CIVIC CENTER SLIDE PROJECTOR | 228 | 0 | 0 | 0 |
| PAINT MACHINE | 0 | 0 | 0 | 5,910 |
| LAMINATOR | 0 | 0 | 0 | 520 |
| THERMOPLASTIC MACHINE | 0 | 0 | 0 | 7,480 |
| TEXTRONIX SCOPE | 0 | 0 | 2,070 | 0 |
| PW MOBILE RADIO REHAB. | 0 | 9,981 | 0 | 0 |
| PIPE PUSHER | 0 | 0 | 17,210 | 0 |
| REAL TIME GPS RECEIVER | 0 | 19,274 | 0 | 0 |
| STIHL 036 CHAINSAW | 0 | 500 | 0 | 0 |
| SPRAYER PUMP | 0 | 6,265 | 0 | 0 |
| OPTICOM EMITTER | 0 | 0 | 1,620 | 0 |
| HAND BLOWER | 0 | 172 | 0 | 0 |
| HIGH GRASS MOWER | 0 | 0 | 1,350 | 0 |
| PW TELEPHONE SYSTEM | 0 | 0 | 0 | 16,780 |
| POWER POLE PRUNERS | 0 | 948 | 0 | 0 |
| ORBITAL SANDER | 0 | 0 | 0 | 0 |
| AIRLESS PAINT SPRAYER | 0 | 0 | 2,070 | 0 |
| CONCRETE SCREED | 3,650 | 0 | 0 | 0 |
| CONCRETE VIBRRATOR | 0 | 0 | 0 | 0 |
| HAMMER DRILL | 212 | 0 | 0 | 0 |
| RIDING PAINT MACHINE | 0 | 0 | 10,000 | 0 |
| 3M SIGN APPLICATOR | 0 | 0 | 8,670 | 0 |
| 7 1/4" CIRCULAR SAW | 0 | 0 | 0 | 0 |
| CYLINDER BREAKER | 0 | 0 | 0 | 0 |
| MAGNETIC LOCATOR | 0 | 0 | 0 | 0 |
| LIETZ THEODOLITE | 0 | 0 | 0 | 0 |
| AUTO LEVEL | 0 | 0 | 0 | 0 |
| VEHICLE WASHER | 0 | 0 | 0 | 0 |
| CONCRETE HAND SAWS | 0 | 0 | 0 | 3,150 |
| 4" TRASH PUMP TRAILER | 0 | 0 | 0 | 12,500 |
| CANAON 35 MM CAMERA | 0 | 564 | 0 | 0 |
| LARGE COLOR PLOTTER | 0 | 10,079 | 0 | 0 |
| COPIER | 0 | 0 | 0 | 0 |
| SUB. ELECT. PUMP | 0 | 0 | 0 | 2,080 |
| CABLE FAULT FINDER | 0 | 0 | 3,790 | 0 |
| SIMPSON METERS | 0 | 0 | 0 | 0 |
| ROOT SAW W/CUTTERS | 7,700 | 0 | 8,330 | 0 |
| WALL FORMS | 0 | 0 | 0 | 0 |
| SNOW BLOWER | 3,325 | 0 | 1,704 | 0 |
| SMALL ROTO-TILLER | 0 | 0 | 590 | 0 |
| RADIAL ARM SAW | 0 | 0 | 550 | 0 |

Supplementary Expenditure Report

VEHICLE AND EQ. REPLACEMENT FUND (CONTINUED)
PUBLIC WORKS EQUIPMENT DETAIL (CONTINUED)

| DETAIL PUBLIC WORKS EQ. | ACTUAL | ACTUAL | PROJECTED | BUDGET |
|---------------------------|-----------------|-----------------|-----------------|-----------------|
| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
| THERMO GUN | 0 | 0 | 0 | 0 |
| THERMO TORCH | 0 | 0 | 0 | 0 |
| BIT SHARPENER | 0 | 0 | 0 | 0 |
| MICROWAVE OVEN | 72 | 0 | 0 | 0 |
| GARAGE TIME CLOCK | 0 | 0 | 0 | 0 |
| FAX MACHINE | 300 | 0 | 420 | 0 |
| REFRIGERATOR | 398 | 0 | 0 | 0 |
| ENGINEERING COPIER | 0 | 0 | 0 | 0 |
| ECHO 8000 CHAINSAW | 0 | 0 | 0 | 0 |
| JACKHAMMER W/HOSE | 2,233 | 0 | 0 | 0 |
| CHAINSAW STIHL 046 | 0 | 0 | 0 | 850 |
| CHAINSAW STIHL 036 | 0 | 0 | 0 | 540 |
| CHAINSAW STIHL 066 | 0 | 0 | 0 | 1,160 |
| CHAINSAW STIHL 088 | 0 | 0 | 0 | 1,610 |
| CIVIC CENTER AIRWALLS | 0 | 0 | 0 | 0 |
| BACKPACK SPRAYER | 237 | 0 | 0 | 330 |
| STIHL 020 CHAINSAWS | 720 | 158 | 1,050 | 0 |
| MANHOLE VENT | 0 | 0 | 1,475 | 0 |
| ARROW BOARD | 4,458 | 0 | 0 | 0 |
| POWER SCREEDS | 0 | 0 | 0 | 0 |
| CONCRETE SAW | 2,138 | 915 | 3,030 | 0 |
| 3/4 DRILL PRESS | 0 | 0 | 1,553 | 0 |
| 1600 WATT GENERATOR | 0 | 0 | 992 | 0 |
| GENERATOR/WELDER | 0 | 0 | 2,730 | 0 |
| POWER BROOM | 947 | 0 | 1,030 | 0 |
| HANDBLOWER | 160 | 0 | 200 | 210 |
| ROCK DRILL | 0 | 0 | 6,584 | 0 |
| GAS MONITORS | 3,768 | 0 | 0 | 0 |
| CORDLESS DRILL | 0 | 0 | 0 | 350 |
| LARGE VACUUM | 0 | 0 | 0 | 0 |
| SMALL VACUUM | 0 | 0 | 0 | 510 |
| WET/DRY VACUUM, | 0 | 0 | 0 | 0 |
| SAWZALL | 0 | 0 | 0 | 0 |
| 3/8 " HAMMER DRILL | 0 | 0 | 0 | 0 |
| 1/2 " REVERSIBLE DRILL | 0 | 0 | 0 | 0 |
| 3/8" REVERSIBLE DRILL | 0 | 0 | 0 | 0 |
| POWER MITRE BOX | 0 | 0 | 0 | 0 |
| PORTABLE CONCRETE SAWS | 444 | 0 | 0 | 0 |
| CONCRETE CORING BIT | 0 | 0 | 0 | 0 |
| TRAFFIC TALLY COUNTER | 1,557 | 0 | 0 | 0 |
| LARGE DOCUMENT COPIER | 0 | 7,295 | 0 | 0 |
| MICROFICHE READER | 0 | 0 | 0 | 0 |
| TRAFFIC COUNTERS | 5,481 | 0 | 0 | 0 |
| AUTO LEVEL | 1,593 | 0 | 0 | 0 |
| GRINDER | 0 | 5,798 | 0 | 0 |
| DROP CONE D.C.P. | 0 | 0 | 0 | 0 |
| TELEPHONE SYSTEM | 0 | 0 | 0 | 0 |
| CIVIC CENTER AIRWALLS | 0 | 0 | 0 | 0 |
| JACKHAMMER W/HOSE | 0 | 0 | 0 | 0 |
| SUBTOTAL, P.W. EQ. | \$46,021 | \$70,177 | \$87,467 | \$68,480 |

VEHICLE AND EQ. REPLACEMENT FUND (CONTINUED)
OTHER DEPARTMENT EQUIPMENT DETAIL

| DETAIL OTHER DEPT. EQ. | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|--------------------------------|-------------------|-------------------|----------------------|-------------------|
| CD COPIER | \$0 | \$10,189 | \$0 | \$0 |
| GENERAL OFFICE EQ. | 8,313 | 4,372 | 10,936 | 6,750 |
| CITY TELEPHONE SYSTEM UPGRADE | 0 | 42,609 | 7,391 | 0 |
| FINANCE PAPER SHREDDER | 0 | 0 | 0 | 2,230 |
| COPIER, LOWER LEVEL | 0 | 0 | 0 | 1,930 |
| FORMS PRINTER SOFTWARE | 3,600 | 0 | 11,915 | 0 |
| FINANCE LETTER OPENER | 0 | 0 | 0 | 0 |
| CITY BLDG. POSTAGE MACHINE | 0 | 4,046 | 0 | 0 |
| AUTO. FORMS BURSTER MACHINE | 0 | 0 | 6,086 | 0 |
| MICROFICHE READER/PRINTER | 0 | 0 | 5,080 | 0 |
| CASH REGISTER | 0 | 0 | 5,740 | 0 |
| MICROFICHE READER | 0 | 0 | 530 | 0 |
| HAND HELD TICKET WRITERS (1/3) | 0 | 9,133 | 8,566 | 0 |
| SUBTOTAL, OTHER DEPT. EQ. | \$11,913 | \$70,349 | \$56,244 | \$10,910 |

VEHICLE AND EQ. REPLACEMENT FUND (CONTINUED)
C.A.T.V. P.E.G. EQUIPMENT DETAIL

| DETAIL C.A.T.V. P.E.G. EQ. | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|--------------------------------|-------------------|-------------------|----------------------|-------------------|
| KRON VIDEO EDITOR UPGRADE | \$0 | \$0 | \$0 | \$0 |
| SATELLITE DISH W/ INSTALLATION | 0 | 6,046 | 0 | 0 |
| KRON VIDEO EDITOR UPGRADE | 0 | 2,325 | 0 | 0 |
| BULLETIN BOARD SOFTWARE | 0 | 2,421 | 0 | 0 |
| PANASONIC DVD RECORDER | 0 | 0 | 850 | 0 |
| SCAN CONVERSION SYSTEM | 0 | 0 | 0 | 0 |
| PERSONAL COMPUTER | 0 | 0 | 0 | 0 |
| COUNCIL CHAMBER IMPR. | 0 | 0 | 0 | 0 |
| EMERGENCY EQ. REHAB. | 0 | 0 | 995 | 0 |
| NONLINEAR UPGRADE EDIT SYSTEM | 0 | 0 | 0 | 0 |
| DIGITAL EDITING SOFTWARE | 0 | 0 | 722 | 0 |
| PORTABLE LIGHTING KIT | 0 | 0 | 0 | 0 |
| PANASONIC GENERATOR | 0 | 0 | 3,730 | 0 |
| PANASONIC DIGITAL SUPERCAM | 0 | 0 | 6,210 | 0 |
| BOGEN 3066 TRIPOD | 0 | 0 | 830 | 0 |
| 2 ANTON BAUER BATTERIES | 0 | 0 | 1,550 | 0 |
| PUBLIC ACCESS VIDEO CAMCORDER | 0 | 0 | 2,690 | 0 |
| BOGEN 3160 TRIPOD | 0 | 0 | 830 | 0 |
| LEIGHTRONIX PRO8 SWITCHER | 0 | 0 | 5,170 | 0 |
| ELMO VISUAL PRESENTER | 0 | 0 | 3,100 | 0 |
| SONY LCD PROJECTOR | 0 | 0 | 7,250 | 0 |
| SUBTOTAL, P.E.G.. EQ. | \$0 | \$10,792 | \$33,927 | \$0 |

Supplementary Expenditure Report

POLICE AREA-WIDE RECORDS MANAGEMENT SYSTEM (A.R.M.S.) FUND

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|-------------------------------|-------------------|-------------------|----------------------|-------------------|
| 100 | | | | |
| POLICE RECORDS PROGR./ANALYST | \$42,850 | \$44,579 | \$47,680 | \$48,870 |
| CONTRACTUAL PROGRAMMER | 0 | 500 | 500 | 500 |
| OVERTIME | 0 | 0 | 1,240 | 1,270 |
| EMPLOYEE INSURANCE | 2,410 | 2,750 | 3,200 | 3,620 |
| I.M.R.F./FICA | 5,230 | 4,830 | 5,000 | 5,300 |
| TOTAL 100 | \$50,490 | \$52,659 | \$57,620 | \$59,560 |
| 200 | | | | |
| OFFICE SUPPLIES | \$290 | \$0 | \$0 | \$0 |
| 300 | | | | |
| TRAINING AND EDUCATION | \$2,276 | \$2,340 | \$3,300 | \$3,300 |
| SOFTWARE MAINT./LICENSE | 4,130 | 3,332 | 7,820 | 7,820 |
| CITY INSURANCE | 720 | 770 | 900 | 900 |
| TRANSFER, WORKERS COMP. | 100 | 110 | 120 | 120 |
| CITY TELEPHONE | 200 | 220 | 230 | 190 |
| TOTAL 300 | \$7,426 | \$6,772 | \$12,370 | \$12,330 |
| 400 | | | | |
| PERSONAL COMPUTER | \$0 | \$0 | \$0 | \$0 |
| PROGRAM TOTAL | \$58,206 | \$59,431 | \$69,990 | \$71,890 |

**COMMUNITY DEVELOPMENT BLOCK GRANT FUND
EXPENDITURE DETAIL**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 | % CHG. |
|----------------------------------|-------------------|-------------------|----------------------|-------------------|-----------|
| PROGRAM: ADMINISTRATION | | | | | |
| 100 | | | | | |
| MANAGER (.5) | \$15,812 | \$28,330 | \$29,460 | \$29,460 | |
| SECRETARY (.1 to .2) | 2,614 | 2,774 | 2,885 | 5,770 | |
| GRANTS COORDINATOR (.55 to .6) | 21,665 | 19,908 | 20,702 | 22,590 | |
| T.H. COORDINATOR (.1) | 0 | 0 | 0 | 2,720 | |
| INTERN | 0 | 1,690 | 0 | 16,000 | |
| IMRF/FICA | 4,088 | 4,934 | 6,068 | 6,580 | |
| EMPLOYEE INSURANCE | 2,866 | 3,942 | 7,835 | 7,580 | |
| TOTAL 100 | \$47,045 | \$61,578 | \$66,950 | \$90,700 | 35.5% |
| 200 | | | | | |
| BOOKS & PERIODICALS | \$10 | \$0 | \$1,000 | \$1,000 | |
| OFFICE SUPPLIES | 374 | 1,133 | 1,500 | 1,500 | |
| PHOTOGRAPHIC SUPPLIES | 23 | 43 | 300 | 0 | |
| PRINTING SUPPLIES | 0 | 5 | 3,000 | 0 | |
| TOTAL 200 | \$407 | \$1,181 | \$5,800 | \$2,500 | -56.9% |
| 300 | | | | | |
| DUES & SUBSCRIPTIONS | \$741 | \$822 | \$1,500 | \$1,000 | |
| TRAVEL & CONFERENCE | 3,228 | 1,787 | 5,100 | 4,600 | |
| POSTAGE | 176 | 138 | 1,500 | 500 | |
| RECORDING FEES | 0 | 99 | 100 | 300 | |
| PROGRAM OVERHEAD | 10,000 | 10,000 | 10,000 | 10,000 | |
| AUDITS | 500 | 500 | 500 | 500 | |
| PUBLIC INFORMATION | 6,489 | 5,325 | 5,000 | 4,800 | |
| EMPLOYMENT ADVERTISING | 5,239 | 0 | 0 | 0 | |
| UNPROGRAMMED FUNDS | 0 | 0 | 12,726 | 0 | |
| NEIGHBORHOOD ORGAN. GRANTS | 2,148 | 54 | 7,055 | 2,500 | |
| TOTAL 300 | \$28,521 | \$18,725 | \$43,481 | \$24,200 | -44.3% |
| PROGRAM TOTAL | \$75,973 | \$81,484 | \$116,231 | \$117,400 | 1.0% |
| | | | | | |
| | ACTUAL | ACTUAL | PROJECTED | BUDGET | |
| PROGRAM: AFFORDABLE HOUSING | 2000-01 | 2001-02 | 2002-03 | 2003-04 | |
| 100 | | | | | |
| MANAGER (.25) | \$7,906 | \$14,165 | \$0 | \$0 | |
| SECRETARY (.55) | 14,377 | 15,258 | 15,868 | 15,870 | |
| REHAB COORDINATOR (.5) | 24,952 | 20,370 | 21,180 | 21,180 | |
| GRANTS COORDINATOR (.26) | 3,610 | 9,411 | 9,786 | 9,790 | |
| IMRF/FICA | 5,210 | 5,677 | 5,358 | 6,070 | |
| EMPLOYEE INSURANCE | 4,657 | 5,451 | 2,079 | 7,090 | |
| TOTAL 100 | \$60,712 | \$70,332 | \$54,271 | \$60,000 | |
| 300 | | | | | |
| CASE PREPARATION | \$968 | \$1,394 | \$4,000 | \$4,000 | |
| REAL ESTATE CONSULTATIONS | 0 | 1,000 | 0 | 0 | |
| ACQUISITIONS, NEW CONST. | 4,083 | 38,153 | 126,933 | 80,000 | |
| HOUSING REHAB (WHOLE HOUSE) | 0 | 0 | 0 | 0 | |
| HOUSING REHAB (EMERGENCY ACCESS) | 45,234 | 78,261 | 132,496 | 0 | |
| SR. REPAIR SERVICE | 12,118 | 13,021 | 21,401 | 15,000 | |
| URBAN LEAGUE PROGRAM | 2,100 | 2,200 | 11,000 | 0 | |
| ACQ./RELOCATIONS/DEMO: | | | | | |
| MH TIMES CENTER | 50,000 | 0 | 9,000 | 0 | |
| ELM ST. APARTMENTS | 0 | 0 | 0 | 0 | |
| U.C.A.N. | 2,580 | 1,001 | 31,696 | 0 | |
| PRAIRIE CENTER EXPANSION | 0 | 0 | 40,000 | 0 | |
| C-U INDEPENDENCE APTS. | 0 | 4,364 | 0 | 0 | |
| SINGLE FAMILY RESIDENTIAL UN | 0 | 13,177 | 0 | 0 | |
| WOMEN'S SAFE HOUSE | 9,090 | 0 | 0 | 0 | |
| MEN'S SAFE HOUSE | 15,000 | 0 | 0 | 0 | |
| LAKESIDE TERRACE | 0 | 0 | 0 | 0 | |
| URBANA T.H. UNITS | 0 | 0 | 5,249 | 0 | |
| AMBUCS (RAMPS) | 1,388 | 0 | 0 | 0 | |
| TOTAL 300 | \$142,561 | \$152,571 | \$381,775 | \$99,000 | \$0 |
| PROGRAM TOTAL | \$203,273 | \$222,903 | \$436,046 | \$159,000 | |

Supplementary Expenditure Report

**COMMUNITY DEVELOPMENT BLOCK GRANT
EXPENDITURE DETAIL (CONTINUED)**

| | ACTUAL | ACTUAL | PROJECTED | BUDGET |
|---------------------------------|----------|----------|-----------|-----------|
| | 2000-01 | 2001-02 | 2002-03 | 2003-04 |
| PROGRAM: PUBLIC SERVICES: | | | | |
| TRANSITIONAL HOUSING | \$0 | \$0 | \$0 | \$0 |
| CONSOLIDATED SOCIAL SERVICE FUN | 56,769 | 29,225 | 40,416 | 28,033 |
| PUBLIC SERVICE GRANTS | 0 | 0 | 0 | 0 |
| PROGRAM TOTAL | \$56,769 | \$29,225 | \$40,416 | \$28,033 |
| PROGRAM: PUBLIC FACILITIES: | | | | |
| C.T. 55 ST. IMPROVEMENTS | \$0 | \$0 | \$55,000 | \$0 |
| ST. LIGHTING IMPR./REPL. | 0 | 0 | 285,533 | 130,000 |
| PRAIRIE CENTER RESTORATION | 0 | 0 | 0 | 60,000 |
| KING PARK NEIGHBORHOOD CENTER | 0 | 0 | 3,000 | 0 |
| CRISIS NURSERY | 25,000 | 0 | 0 | 0 |
| PLANNED PARENTHOOD ROOF | 0 | 7,795 | 0 | 0 |
| HOUSING AUTH., PRE-DEVELOPMENT | 0 | 0 | 40,000 | 0 |
| FAMILY SERVICE | 0 | 0 | 16,000 | 0 |
| WOMEN IN TRANSITION FACILITY | 0 | 0 | 100,000 | 0 |
| INDEPENDENCE APARTMENTS | 0 | 0 | 4,505 | 0 |
| PROVENA GROUP HOME | 0 | 0 | 0 | 10,700 |
| TIMES CENTER | 0 | 0 | 0 | 10,000 |
| DEVELOPMENT SERVICES CENTER | 0 | 0 | 0 | 99,172 |
| PROGRAM TOTAL | \$25,000 | \$7,795 | \$504,038 | \$309,872 |
| PROGRAM: INTERIM ASSISTANCE: | | | | |
| PROPERTY MAINTENANCE | \$6,101 | \$0 | \$0 | \$0 |
| NEIGHBORHOOD CLEANUP | 28,509 | 21,064 | 25,000 | 15,000 |
| HOMELESS MGT. INFO. SYSTEM | 0 | 0 | 0 | 3,000 |
| PROGRAM TOTAL | \$34,610 | \$21,064 | \$25,000 | \$18,000 |
| PROGRAM: TRANSITIONAL HOUSING: | | | | |
| 100 | | | | |
| T.H. COORDINATOR (.8) | \$25,258 | \$8,532 | \$18,464 | \$21,750 |
| GRANTS COORDINATOR (.05) | 1,805 | 1,810 | 0 | 0 |
| SECRETARY (.1) | 2,614 | 2,774 | 0 | 0 |
| IMRF/FICA | 3,225 | 2,925 | 3,110 | 2,365 |
| EMPLOYEE INSURANCE | 2,779 | 2,887 | 3,840 | 4,330 |
| TOTAL 100 | \$35,681 | \$18,928 | \$25,414 | \$28,445 |
| 200 | | | | |
| OFFICE SUPPLIES | \$97 | \$50 | \$200 | \$200 |
| 300 | | | | |
| POSTAGE | \$6 | \$0 | \$55 | \$55 |
| PRINTING | 0 | 0 | 100 | 100 |
| TRAINING & CONFERENCE | 190 | 309 | 350 | 350 |
| PROPERTY INSURANCE | 198 | 0 | 400 | 400 |
| PROPERTY UTILITIES | 9,627 | 9,993 | 8,400 | 9,790 |
| FURNISHINGS | 260 | 226 | 300 | 300 |
| PROPERTY MANAGEMENT | 6,630 | 2,627 | 3,555 | 3,555 |
| RESIDENT SERVICES | 323 | 65 | 1,500 | 1,500 |
| TOTAL 300 | \$17,234 | \$13,220 | \$14,660 | \$16,050 |
| PROGRAM TOTAL | \$53,012 | \$32,198 | \$40,274 | \$44,695 |

URBANA FREE LIBRARY

| | ACTUAL 2000-01 | ACTUAL 2001-02 | BUDGET 2002-03 | BUDGET 2003-04 | % CHG. |
|---------------------------|-------------------|-------------------|-------------------|-------------------|-----------|
| ADMINISTRATION-WAGES: | | | | | |
| SALARIED | \$ 127,655 | \$ 129,165 | \$ 134,774 | \$ 139,157 | 3.3% |
| HOURLY | 22,018 | 20,087 | 23,956 | 24,574 | 2.6% |
| SUBTOTAL, ADMIN. | \$ 149,673 | \$ 149,252 | \$ 158,730 | \$ 163,731 | 3.2% |
| ADULT DEPT.: | | | | | |
| BOOKS AND MATERIALS | \$ 163,745 | \$ 172,125 | \$ 176,257 | \$ 179,782 | 2.0% |
| WAGES: | | | | | |
| SALARIED | \$ 227,382 | \$ 275,170 | \$ 287,179 | \$ 295,248 | 2.8% |
| HOURLY | 44,708 | 36,088 | 53,338 | 54,690 | 2.5% |
| SUBTOTAL, ADULT WAGES | \$ 272,090 | \$ 311,258 | \$ 340,517 | \$ 349,938 | 2.8% |
| SUBTOTAL, ADULT | \$ 435,835 | \$ 483,383 | \$ 516,774 | \$ 529,720 | 2.5% |
| CHILDREN'S DEPT.: | | | | | |
| BOOKS AND MATERIALS | \$ 41,354 | \$ 41,461 | \$ 44,513 | \$ 45,403 | 2.0% |
| WAGES: | | | | | |
| SALARIED | \$ 169,913 | \$ 180,494 | \$ 208,520 | \$ 209,707 | 0.6% |
| HOURLY | 27,589 | 31,171 | 26,228 | 30,309 | 15.6% |
| SUBTOTAL, CHILD. WAGES | \$ 197,502 | \$ 211,665 | \$ 234,748 | \$ 240,016 | 2.2% |
| SUBTOTAL, CHILDREN'S | \$ 238,856 | \$ 253,126 | \$ 279,261 | \$ 285,419 | 2.2% |
| ARCHIVES DEPT.: | | | | | |
| BOOKS AND MATERIALS | \$ 16,066 | \$ 16,665 | \$ 17,295 | \$ 17,640 | |
| WAGES: | | | | | |
| SALARIED | \$ 118,105 | \$ 122,691 | \$ 127,650 | \$ 160,971 | 26.1% |
| HOURLY | 13,697 | 10,677 | 12,188 | 13,388 | 9.8% |
| SUBTOTAL, ARCH. WAGES | \$ 131,802 | \$ 133,368 | \$ 139,838 | \$ 174,359 | 24.7% |
| SUBTOTAL, ARCHIVES | \$ 147,868 | \$ 150,033 | \$ 157,133 | \$ 191,999 | 22.2% |
| MAINTENANCE DEPT.-WAGES: | | | | | |
| SALARIED | \$ 60,911 | \$ 63,034 | \$ 65,812 | \$ 58,970 | -10.4% |
| HOURLY | 10,175 | 7,653 | 10,930 | 13,011 | 19.0% |
| SUBTOTAL, MAINTENANCE | \$ 71,086 | \$ 70,687 | \$ 76,742 | \$ 71,981 | -6.2% |
| ACQUISITIONS DEPT.-WAGES: | | | | | |
| SALARIED | \$ 102,134 | \$ 105,423 | \$ 106,962 | \$ 110,982 | 3.8% |
| HOURLY | 18,273 | 18,005 | 21,341 | 21,923 | 2.7% |
| SUBTOTAL, ACQUISITIONS | \$ 120,407 | \$ 123,428 | \$ 128,303 | \$ 132,905 | 3.6% |
| CIRCULATION DEPT.-WAGES: | | | | | |
| SALARIED | \$ 232,482 | \$ 250,463 | \$ 271,271 | \$ 249,630 | -8.0% |
| HOURLY | 121,944 | 124,368 | 131,165 | 157,331 | 19.9% |
| SUBTOTAL, CIRCULATIONS | \$ 354,426 | \$ 374,831 | \$ 402,436 | \$ 406,961 | 1.1% |

Supplementary Expenditure Report

**MOTOR VEHICLE PARKING SYSTEM FUND
PARKING SYSTEM MAINTENANCE**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|--------------------------------|-------------------|-------------------|----------------------|-------------------|
| 100 | | | | |
| METER MAINT. TECHNICIANS | \$60,570 | \$55,809 | \$65,190 | \$65,190 |
| SEASONAL PAINTER | 1,223 | 2,336 | 4,600 | 4,710 |
| OVERTIME | 5,245 | 1,897 | 13,140 | 13,140 |
| LONGEVITY | 6,057 | 5,001 | 6,520 | 8,640 |
| EMPLOYEE INSURANCE | 5,440 | 6,210 | 7,100 | 8,020 |
| I.M.R.F. | 9,400 | 9,400 | 9,400 | 10,010 |
| TOTAL 100 | \$87,935 | \$80,653 | \$105,950 | \$109,710 |
| 200 | | | | |
| OFFICE SUPPLIES | \$388 | \$71 | \$210 | \$210 |
| PAINT | 287 | 443 | 3,270 | 3,270 |
| LANDSCAPE MATERIALS | 3,534 | 9,333 | 7,700 | 7,700 |
| PUSH MOWERS | 116 | 395 | 520 | 520 |
| PARKING PERMITS | 709 | 742 | 2,080 | 2,080 |
| ASPHALT | 721 | 0 | 700 | 700 |
| METERS AND SIGNS | 11,646 | 1,583 | 7,720 | 7,720 |
| SALT | 8,000 | 8,000 | 8,320 | 8,320 |
| SNOW BLADES | 240 | 0 | 120 | 120 |
| METER REFINISHING | 128 | 3,040 | 3,530 | 3,530 |
| TOTAL 200 | \$25,769 | \$23,607 | \$34,170 | \$34,170 |
| 300 | | | | |
| TRANSFER, SUPPORT SERV. | \$105,400 | \$109,620 | \$114,000 | \$119,940 |
| REIMB., GEN. FUND ARBOR PERSON | 40,350 | 41,960 | 43,640 | 45,600 |
| DUES AND SUBSCRIPTIONS | 475 | 495 | 330 | 330 |
| TRAINING AND EDUCATION | 2,481 | 308 | 2,080 | 2,080 |
| UNIFORM RENTAL | 247 | 1,130 | 710 | 710 |
| CDL LICENSE | 0 | 50 | 30 | 30 |
| METER REFINISHING | 108 | 0 | 3,530 | 3,530 |
| REFUSE COLLECTION | 12,424 | 6,136 | 9,310 | 9,310 |
| BANK FEES, COIN SORTING | 0 | 2,250 | 2,300 | 2,300 |
| VEHICLE SERVICES | 37,294 | 40,058 | 68,530 | 68,530 |
| PLOW REPAIR | 1,425 | 1,391 | 2,240 | 2,240 |
| CITY INSURANCE | 4,920 | 5,260 | 6,000 | 6,000 |
| TRANSFER, WORKER'S COMP. | 2,470 | 2,570 | 2,690 | 2,690 |
| CITY TELEPHONE | 1,040 | 1,120 | 1,170 | 960 |
| TOTAL 300 | \$208,634 | \$212,348 | \$256,560 | \$264,250 |
| 400 | | | | |
| APPURTENANCES | \$19,544 | \$9,436 | \$10,000 | \$10,000 |
| PARTS CLEANER | 1,353 | 0 | 0 | 0 |
| EL. GOLF CART | 0 | 0 | 5,640 | 0 |
| PARKING METERS & SOFTWARE | 0 | 206,949 | 9,155 | 0 |
| TOTAL 400 | \$20,897 | \$216,385 | \$24,795 | \$10,000 |
| PROGRAM TOTAL | \$343,235 | \$532,993 | \$421,475 | \$418,130 |

**MOTOR VEHICLE PARKING SYSTEM FUND
PARKING GARAGE**

| | ACTUAL 2000-01 | ACTUAL 2001-02 | PROJECTED 2002-03 | BUDGET 2003-04 |
|--------------------------|-------------------|-------------------|----------------------|-------------------|
| 100 | | | | |
| PART-TIME | \$27,834 | \$27,815 | \$30,080 | \$30,830 |
| OVERTIME | 0 | 0 | 2,180 | 2,240 |
| I.M.R.F. | 3,450 | 3,450 | 3,450 | 3,680 |
| TOTAL 100 | \$31,284 | \$31,265 | \$35,710 | \$36,750 |
| 200 | | | | |
| TICKETS | \$344 | \$973 | \$470 | \$470 |
| PAINT | 179 | 111 | 620 | 620 |
| MISC. SUPPLIES | 1,292 | 1,985 | 2,680 | 2,680 |
| LANDSCAPE MATERIALS | 1,321 | 4,646 | 3,270 | 3,270 |
| SIGNS | 510 | 0 | 530 | 530 |
| SNOW ABATEMENT MATERIALS | 2,280 | 2,280 | 2,370 | 2,370 |
| TOTAL 200 | \$5,926 | \$9,995 | \$9,940 | \$9,940 |
| 300 | | | | |
| TRANSFER, SUPPORT SERV. | \$16,640 | \$17,310 | \$18,000 | \$18,940 |
| SERVICE CONTRACTS | 889 | 97 | 3,470 | 3,470 |
| TRAINING AND EDUCATION | 0 | 0 | 520 | 520 |
| STRUCTURAL MAINT. | 178 | 0 | 3,120 | 3,120 |
| UNIFORM RENTAL | 762 | 600 | 620 | 620 |
| VEHICLE SERVICES | 515 | 741 | 970 | 970 |
| SPECIAL VANDALISM | 0 | 0 | 2,080 | 2,080 |
| UTILITIES | 126 | 4,471 | 16,450 | 16,450 |
| ADVERTISING | 406 | 263 | 830 | 830 |
| CITY INSURANCE | 4,920 | 5,260 | 6,000 | 6,000 |
| TRANSFER, WORKER'S COMP. | 1,130 | 1,180 | 1,230 | 1,230 |
| CITY TELEPHONE | 1,040 | 0 | 0 | 0 |
| TOTAL 300 | \$26,606 | \$29,922 | \$53,290 | \$54,230 |
| 400 | | | | |
| CASH REGISTER W/PRINTER | 0 | 8,195 | 0 | 0 |
| TOTAL 400 | \$0 | \$8,195 | \$0 | \$0 |
| PROGRAM TOTAL | \$63,816 | \$79,377 | \$98,940 | \$100,920 |

