

1833 - 2012

*City of Urbana, Illinois*  
**Annual Budget**  
**Fiscal Year 2012 - 2013**



# **City of Urbana Budget Fiscal Year 2012-2013**

**Mayor:**

**Laurel Prussing**

**City Clerk:**

**Phyllis D. Clark**

**Council Members:**

**Charles A. Smyth**

**Eric Jakobsson**

**Robert E. Lewis**

**Brandon Bowersox**

**Dennis Roberts**

**Heather Stevenson**

**Diane W. Marlin**

**Comptroller:**

**Ronald C. Eldridge**

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April 23, 2012

# Mayor's Message

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## To the Urbana City Council and the Citizens of Urbana:

This proposed budget for the fiscal year beginning July 1, 2012 through June 30, 2013 continues the cautious approach we have adopted for managing the budget squeeze faced by most governments in Illinois. Since 2008 the national recession has cut into our revenue. At the same time many costs over which we have no control have increased. In addition we also face the uncertainties generated by the fiscal crisis looming over Illinois state government.

This budget includes a spending increase of 2.2% above last year, including over \$7 million for large infrastructure projects such as Olympian Drive, the UC2B big broadband project and the Boneyard Creek project, all of which are financed by grants and tax increment financing funds. We believe all these investments will pay off in added economic vitality and business competitiveness of Urbana as well as amenities for our residents.

Our major sources of General Fund revenues (sales tax and income tax) are still below where they were in 2007-08 before the brunt of the recession. Also, for the first time in memory, our assessed valuation did not grow for taxes collectible in June and September 2012 (half of which are collected in the current fiscal year and half in the projected budget for 2012-2013). In response to a 1.9% decline in property values the Council voted to keep the dollar amount of the tax levy constant by raising the tax rate slightly (from \$1.29 per \$100 assessed value to \$1.31, a similar step to that taken by the City of Champaign.)

In order to maintain our level of services and keep our employees we have cut expenses by eliminating some vacant positions and taking longer to fill other vacant positions. To increase revenue we initiated a 2 cent per gallon local motor fuel tax (scheduled to increase 0.4 cents annually with city council approval) and a 1% tax on packaged liquor. We raised the hotel-motel tax from 5% to 6%. We made up part of the rest of the gap by drawing down our modest reserves. Our current deficit between on-going revenue and on-going expenses is being bridged by \$1 million in building permits being paid by Carle Hospital for a new cardiac care center and a one-time transfer from the city's insurance reserve fund.

### **Expenses Over Which the City has Little or No Control**

**Employee health insurance** costs are up 12.6%, an increase of \$289, 010.

**Costs of raw materials** such as asphalt have increased over the past 20 years while state motor fuel taxes have not grown. This was the major impetus for enacting a local motor fuel tax so we could deal with the backlog of maintenance for local streets.

**Public safety employee binding arbitration on wages:** state law requires the arbitrator to decide wage increases based on what other comparable communities have paid rather than on our ability to pay.

Unexpected cost increases for public safety:

1. METCAD, the police and fire dispatch system shared by major governments in Champaign County, has voted an 18% increase in member fees. This is because its funding system was based on a charge for land-based telephones as more and more people are switching to cell phones. Renewed efforts to get a new funding system passed through the legislature are an essential task for next year.
2. The closure of the Police Training Institute at the University of Illinois is a major blow to our training for Urbana police officers and for other cities around the state. This loss of an excellent local academy will add to our costs. Again, the legislature needs to work on reform of a state board that seems to operate with no real standards and that can arbitrarily "decertify" a training academy that has performed well for nearly 60 years.

### **Possible Revenue Growth in Future Years**

We expect the economic recovery to gradually boost existing sales and income tax receipts and to spur renewed growth in assessed valuation by both new construction and a return to gradual increases in the value of existing property..

For the upcoming fiscal year I am recommending that we increase our local motor fuel tax to 4 cents beginning July 1, 2012. This would match the new 4 cent local motor fuel tax enacted by the City of Champaign effective May 1, 2012. Urbana uses this tax solely for repair of local streets. Through June 30, 2012 we expect to have collected \$718,811. Projects so far have included repair of McCullough Street from Griggs to Main for \$54,000 and Phase 1 Main Street engineering for \$112,300. For the upcoming year Director of Public Works Bill Gray has identified nine projects totaling \$2.2 million for consideration. The Council will choose the priorities for spending approximately \$1.2 million (the amount available if we raise the tax to 4 cents effective July 1, 2012).

One large unknown is a resolution of the legal cases concerning property taxation of hospitals. Urbana has two large hospitals which serve a large region of central Illinois. The hospitals in Illinois contend that they should be tax exempt because they do charity work. However, the Illinois Supreme Court ruled that the Illinois Constitution provides that only true charities that derive their income from donations are entitled to a property tax exemption. The Illinois Department of Revenue has pointed out that some hospitals got considerably larger property tax exemptions than the value of their actual charity care. One could argue that the charity care provided by a regional hospital is actually paid for by the local taxpayers where the property is located.

This budget will permit the city to continue working to achieve the goals adopted by the mayor and city council. Our first goal is public safety. We want to maintain the level and quality of service Urbana residents rely on for police, fire and public works. This means we need to keep our employees. We invest a great deal in our employees and they invest their time and energy in the city.

**Public Input On This Budget**

City Council study sessions on this proposed budget will be held on Monday, May 7<sup>th</sup>, May 14<sup>th</sup> and May 21<sup>th</sup>. A public hearing will be held in the City Council Chambers on Monday, June 18<sup>th</sup>. Public participation is welcomed. Individual questions or comments may also be directed to me via e-mail ([llprussing@urbanaininois.us](mailto:llprussing@urbanaininois.us)), U.S. mail (400 S. Vine Street, Urbana, IL 61801) or by phone (384-2456).

Sincerely,



Laurel Lunt Prussing  
Mayor



# Adopting Ordinance

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ORDINANCE NO. 2012-\_\_\_\_\_

AN ORDINANCE  
APPROVING THE ANNUAL BUDGET

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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, 2012, and ending June 30, 2013, 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 7:00 p.m. on Monday, June 4, 2012, 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 2012-13, 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, 2012, and ending June 30, 2013.

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**

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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:

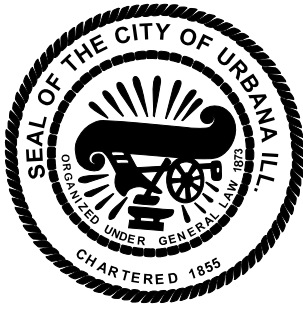
ABSTAINED:

PASSED by the City Council this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

\_\_\_\_\_  
Phyllis D. Clark, City Clerk

APPROVED by the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

\_\_\_\_\_  
Laurel Lunt Prussing, Mayor



# Staff Mission And Principles

## Our Mission

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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:

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## 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
  - Human Resources
- 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 Documents Management
- City Clerk
- Community Development Services Department
  - Administration
  - Economic Development
  - Planning and Zoning
  - Building Safety Division
    - New Construction
    - Housing
    - Multi-Family Inspection
  - Community Development Block Grant and other H.U.D. housing development and rehabilitation programs (in various special funds)

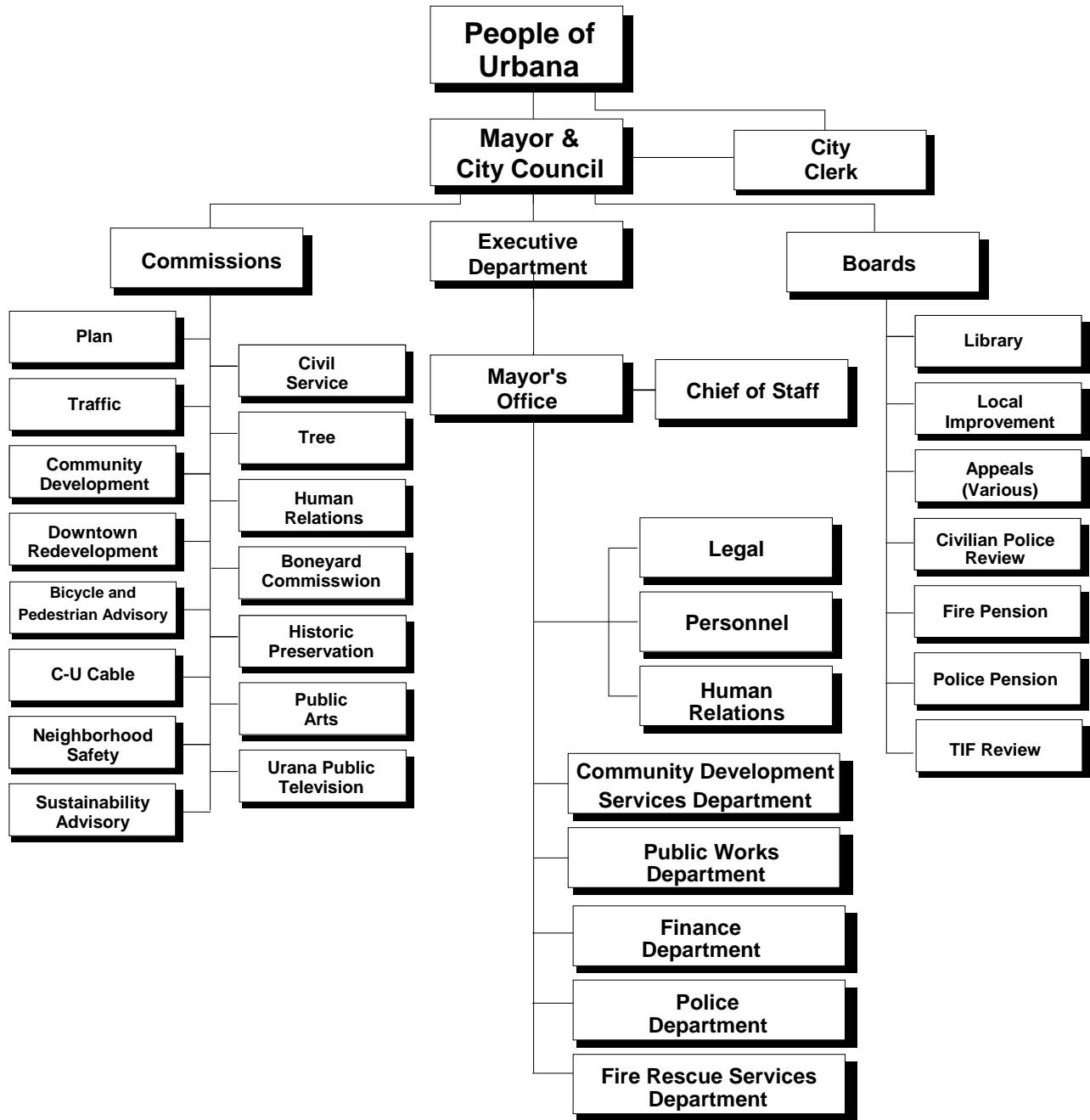
## General Information

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- Police Department
  - Administration
  - Patrol
  - Animal Control
  - Criminal Investigations
  - Support Services
  - School Crossing Guards
  - Meter Enforcement
- Fire Rescue Services Department
- Public Works Department
  - Administration
  - Arbor Division
    - Urban Forestry
    - Landscape Management
    - Landscape Recycling Center (in 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
    - Facilities Maintenance
    - Civic Center
    - Parking System Maintenance (M.V.P.S. Special Fund)
    - Parking Garage (M.V.P.S. Special Fund)

- 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**

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## 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. 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 41,250 (2010 Census) and the city boundaries include an area of 11.9 square miles.

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 for many years as the preferred method of budgeting by various municipal financial associations.

The City also publishes a detailed line item expenditure report. It is used by the City staff in managing the budget on a daily basis.

The Comprehensive Annual Financial Report is published annually in the third week of December. It presents a historical financial picture of operations of the City for the immediately preceding fiscal year and a balance sheet of assets and liabilities as of the end of the preceding fiscal year (June 30). 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.

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 2012-13 is the proposed amount to be levied in December



## General Information

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2012 and collected by the City approximately ½ in June of 2013 and ½ in Jul-Sep. 2013. 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 TIF or M.V.P.S. dedicated revenue sources.

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 (pension funds only). 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.

- All employees, except sworn police and fire personnel, who meet certain minimum hourly standards, participate in the Illinois Municipal Retirement Fund (IMRF), a multiple employer retirement system that acts as a common investment and administrative agent for local government in Illinois.
- Sworn police personnel are covered by the Police Pension Plan, which is a defined benefit, single employer plan.
- Sworn fire personnel are covered by the Firemen's Pension Plan, which is a defined benefit, single employer plan.

All benefits and required contributions from both employees and the City are governed by State Statutes. Current funding levels are adequate and comparable to other central Illinois cities of similar population. Financial information concerning the property tax levy, amounts contributed by employees and contributions by the City, and funding levels for each plan is contained in the budget document in the section entitled "Pension Funds".

# **SUMMARIES**

**THIS SECTION REPORTS TOGETHER REVENUES, EXPENSES, AND FUND BALANCES FOR ALL CITY FUNDS AND FOR OPERATING FUNDS. ALSO INCLUDED IS A DETAILED LISTING OF ALL PERSONNEL.**

# SUMMARIES

## REVENUES, EXPENSES AND FUND BALANCES: ALL FUNDS SUMMARY

	2010-11	2011-12	% CHG.	2012-13	% CHG.	% CHG.
FUND BAL., BEG. YEAR	\$27,901,200	\$23,709,705		\$17,682,182		2 Yr. Ave
REVENUES, PER DETAIL						
IN REVENUES SECTION	\$42,736,738	\$49,517,755	15.9%	\$50,358,449	1.7%	8.8%
EXPENSES:						
POLICE	\$8,489,607	\$8,711,298	2.6%	\$9,249,163	6.2%	4.4%
FIRE	7,057,540	7,063,755	0.1%	7,418,510	5.0%	2.6%
PUBLIC WORKS	7,208,084	7,099,060	-1.5%	7,128,700	0.4%	-0.5%
EXECUTIVE	1,454,770	1,453,870	-0.1%	1,507,810	3.7%	1.8%
FINANCE	1,407,490	1,435,750	2.0%	1,497,480	4.3%	3.2%
COMMUNITY DEVELOPMENT (1)	3,141,581	3,331,739	6.1%	2,681,227	-19.5%	-6.7%
ECONOMIC DEVELOPMENT	3,094,521	3,074,369	-0.7%	3,053,730	-0.7%	-0.7%
HIST.LINCOLN LANDMARK (2)	261,577	588,423	125.0%	200,000	-66.0%	29.5%
CITY CLERK	221,730	228,390	3.0%	238,610	4.5%	3.7%
LIBRARY	3,388,400	3,696,759	9.1%	3,800,680	2.8%	6.0%
CITY COUNCIL	52,180	52,350	0.3%	53,690	2.6%	1.4%
HOME RECYCLING (3)	639,034	554,660	-13.2%	557,820	0.6%	-6.3%
LANDSCAPE RECYCLING	547,840	555,940	1.5%	585,330	5.3%	3.4%
PARKING SYSTEM (4)	632,586	663,740	4.9%	768,060	15.7%	10.3%
POLICE RECORDS MGT.	95,982	104,820	9.2%	113,350	8.1%	8.7%
PUBLIC TELEVISION	128,479	145,010	12.9%	155,450	7.2%	10.0%
SOCIAL SERVICES	317,934	318,726	0.2%	316,900	-0.6%	-0.2%
PROVENA SURPLUS DIST. (5)	1,112,740	0	-100.0%	0	#DIV/0!	#DIV/0!
TIF SURPLUS/GOVT. PAYMENTS	216,709	215,248	-0.7%	223,860	4.0%	1.7%
DEBT SERVICE, BONEYARD (6)	0	0	#DIV/0!	479,170	#DIV/0!	#DIV/0!
PUBLIC ARTS PROGRAM	237,560	237,363	-0.1%	238,110	0.3%	0.1%
SUBTOTAL BEFORE EQ.						
PURCHASES & CAP. IMPR.	\$39,706,344	\$39,531,270	-0.4%	\$40,267,650	1.9%	0.7%
CAPITAL IMPROVEMENTS	7,788,284	8,792,936	12.9%	9,060,035	3.0%	8.0%
OLYMPIAN DR. IMPR. (7)	0	2,257,670	#DIV/0!	2,257,670	0.0%	#DIV/0!
BIG BROADBAND CONST. (7)	0	2,882,052	#DIV/0!	2,882,052	0.0%	#DIV/0!
BONEYARD IMPR. (7)	0	2,310,008	#DIV/0!	2,310,007	0.0%	#DIV/0!
EQUIPMENT PURCHASES	1,651,265	1,650,956	0.0%	1,653,330	0.1%	0.1%
TOTAL EXPENSES	\$49,145,893	\$57,424,892	16.8%	\$58,430,744	1.8%	9.3%
LESS AMOUNTS NOT SPENT	(2,217,660)	(1,879,614)		(1,662,944)		
NET EXPENSES	\$46,928,233	\$55,545,278	18.4%	\$56,767,800	2.2%	10.3%
FUND BALANCE, END YR (8)	\$23,709,705	\$17,682,182		\$11,272,831		

## Summaries

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Items of note in the Financial Summary (also see revenues section):

1. Community development lower due to lower level of HUD grants.
2. Historic Lincoln Landmark hotel, most of payments made in FY11-12.
3. Home recycling down over 2 year period due lower contract amount.
4. Parking system costs higher due to increased general fund charge.
5. Provena surplus distribution one time in FY10-11.
6. Debt service on boneyard borrowing, 1<sup>st</sup> payment in FY12-13.
7. Olympian Drive, Big Broadband, and Boneyard Improvements all started in FY11-12 over a 2 year period.
8. Fund balance has decreased from \$23.7 million at the end of FY10-11 to \$11.2 million due to significant capital improvements projects in FY11-12 and FY12-13.

## OPERATING FUNDS SUMMARY

	ACTUAL 2009-10	ACTUAL 2010-11	PROJECTED 2011-12	BUDGET 2012-13	% CHANGE
<b>REVENUES AND TRANSFERS IN:</b>					
<b>CITY, PER DETAIL INCLUDED</b>					
<b>IN REVENUES SECTION</b>	\$21,902,926	\$22,615,569	\$23,754,544	\$24,532,790	3.3%
PROPERTY TAX	7,660,376	7,710,528	7,710,528	8,057,500	
LESS CARLE/OVERLEVY	(418,108)	(465,125)	(468,380)	(820,042)	
<b>NET PROP. TAX REV.</b>	\$7,242,268	\$7,245,403	\$7,242,148	\$7,237,458	-0.06%
<b>TOTAL, REVENUES &amp; PROP. TAX</b>	\$29,145,194	\$29,860,972	\$30,996,692	\$31,770,248	2.50%
<b>BUDGET EXPENSES:, GEN. FUND:</b>					
CITY COUNCIL	52,970	52,130	52,350	53,690	2.6%
EXECUTIVE	1,461,040	1,431,480	1,462,680	1,516,620	3.7%
FINANCE	1,423,530	1,436,630	1,464,890	1,526,620	4.2%
CITY CLERK	216,640	223,660	230,320	240,590	4.5%
POLICE	8,547,326	8,768,679	8,973,841	9,545,780	6.4%
FIRE RESCUE	7,044,730	7,254,390	7,260,605	7,641,970	5.3%
PUBLIC WORKS	7,050,141	6,920,211	6,986,416	7,223,000	3.4%
COMMUNITY DEVELOPMENT	1,612,100	1,544,030	1,522,098	1,608,400	5.7%
<b>SUBTOTAL, BEFORE TRANSFERS</b>	\$27,408,477	27,631,210	\$27,953,200	\$29,356,670	5.0%
<b>RECURRING TRANSFERS OUT:</b>					
TRANSFER, SOCIAL SERVICES	205,260	204,400	185,600	204,400	10.1%
TRANSFER, UPTV P.E.G. FUND	134,165	149,386	151,400	154,400	2.0%
TRANSFER, UNEMPLOYMENT COMP.	20,770	27,599	32,100	32,100	0.0%
DEV. AGREEMENT/ANNEXATIONS PAYMENTS	250,882	126,216	100,000	100,000	0.0%
TRANSFER, LIBRARY CASH FLOW	71,395	-	62,600	71,395	14.0%
TRANSFER LIBRARY, I.M.R.F.	322,750	335,144	372,600	412,930	10.8%
TRANSFER, CAP. IMPR. FUND	858,400	858,400	858,400	858,400	0.0%
<b>TOTAL GEN. FUND EXPENSES</b>	\$29,272,099	\$29,332,355	\$29,715,900	\$31,190,295	5.0%
<b>LIBRARY FUNDING, PROP. TAX</b>	2,880,059	2,935,200	2,956,499	3,042,430	2.9%
<b>TOTAL OPERATING EXPENSES</b>	32,152,158	32,267,555	32,672,399	34,232,725	4.8%
<b>AMOUNT UNSPENT /UNDER BUDGET , REG.</b>	1,331,100	1,384,344	1,384,744	1,359,009	
<b>AMOUNT UNSPENT BUDGET , NON-REC.</b>	168,194	536,978	221,856	144,790	
<b>REV. OVER (UNDER) EXPENSES, END YEAR</b>	(1,507,670)	(485,261)	(69,107)	(958,678)	
<b>NON-RECURRING CARRYOVER, PREV. YEAR</b>	572,144	0	69,108	1	
<b>NON-RECURRING, TRANSFERS TO:</b>					
TRANSFER, VERF, NEW EQ.	0	350,000	0	0	
TRANSFER, MEIJER NOTE PAYMENT	(572,144)	0	0	0	
TRANSFER, CAP. IMPR. ONE-TIME	858,400	0	0	0	
DRAWDOWN OF FUND BALANCE	649,270	0	0	0	
CARLE HOSPITAL ADDN FEES	0	0	0	608,682	
TRANSFER, RISK MGT. RESERVE	0	0	0	350,000	
TRANSFER, CARLE/PROVENA	0	204,369	0	0	
<b>NON-RECURRING CARRYOVER, END YEAR</b>	\$0	\$69,108	\$1	\$5	

**PERSONNEL SUMMARY (AUTHORIZED POSITIONS)**

**EXECUTIVE DEPARTMENT:**

<b>FULL-TIME POSITIONS:</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
MAYOR	1.00	1.00	1.00	1.00
CHIEF OF STAFF	1.00	1.00	1.00	1.00
ADMIN. ASSISTANT II	4.00	4.00	4.00	4.00
EXECUTIVE ASST.	1.00	0.00	0.00	0.00
CITY ATTORNEY	1.00	1.00	1.00	1.00
ASST. CITY ATTORNEY	2.00	2.00	2.00	2.00
HUMAN RELATIONS OFFICER	1.00	1.00	1.00	1.00
HUMAN RESOURCES MANAGER	1.00	1.00	1.00	1.00
HUMAN RESOURCES ASST. MGR.	1.00	1.00	1.00	1.00
BENEFITS SPECIALIST	1.00	1.00	1.00	1.00
<b>SUBTOTAL, FULL-TIME</b>	<b>14.00</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>
<b>PART-TIME POSITIONS:</b>				
LEGAL INTERN P-T	0.00	0.00	0.00	0.00
EXECUTIVE ASST.	0.00	0.00	0.00	0.00
LEGAL CLERK-TYPIST P-T	0.00	0.00	0.00	0.00
<b>SUBTOTAL, PART-TIME</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>EXECUTIVE DEPARTMENT TOTAL</b>	<b>14.00</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>

**FINANCE DEPARTMENT:**

<b>FULL-TIME POSITIONS:</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
COMPTROLLER	1.00	1.00	1.00	1.00
ADMIN . ASSISTANT I	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	1.00	1.00	1.00	1.00
WEB DOCUMENTS COORDINATOR	1.00	1.00	1.00	1.00
PERSONAL COMPUTER TECH.	1.00	1.00	1.00	1.00
U.P.T.V. STATION MANAGER	1.00	1.00	1.00	1.00
U.P.T.V. PRODUCTION COORD.	1.00	1.00	1.00	1.00
<b>SUBTOTAL, FULL-TIME</b>	<b>18.00</b>	<b>18.00</b>	<b>18.00</b>	<b>18.00</b>
<b>PART-TIME POSITIONS:</b>				
I.L.E.A.S. COMPUTER SPECIALIST	0.75	0.00	0.00	0.00
U.P.T.V. OUTREACH COORD.	0.25	0.25	0.25	0.25
U.P.T.V. CAMERA OPERATORS	0.00	0.00	0.00	0.00
PERSONAL COMPUTER TECH.	0.25	0.00	0.00	0.00
<b>SUBTOTAL, PART-TIME</b>	<b>1.25</b>	<b>0.25</b>	<b>0.25</b>	<b>0.25</b>
<b>FINANCE DEPARTMENT TOTAL</b>	<b>19.25</b>	<b>18.25</b>	<b>18.25</b>	<b>18.25</b>

**CITY CLERK'S OFFICE:**

<b>FULL-TIME POSITIONS:</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
CITY CLERK	1.00	1.00	1.00	1.00
ADMIN. ASSISTANT II	1.00	1.00	1.00	1.00
ADMIN. ASSISTANT I	1.00	1.00	1.00	1.00
<b>CITY CLERK'S OFFICE TOTAL</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>

**POLICE DEPARTMENT:**

<b>FULL-TIME POSITIONS:</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
POLICE CHIEF	1	1	1	1
ASSISTANT CHIEF	1	1	1	1
LIEUTENANT	3	3	3	3
SERGEANT	11	11	11	11
K9 OFFICER	1	1	1	1
OFFICER	38	38	38	38
EVIDENCE/PHOTO TECHNICIAN	1	1	1	1
SUPPORT SERVICES SUPV.	1	1	1	1
POLICE SERVICES REPRESENTATIVE	7	7	7	7
ADMIN. ASSISTANT II	1	1	1	1
ANIMAL CONTROL OFFICER	1	1	1	1
PARKING ENFORCEMENT SUPERVISOR	1	1	1	1
PARKING ENFORCEMENT OFFICER	2	3	3	3
<b>SUBTOTAL, FULL-TIME</b>	<b>69.00</b>	<b>70.00</b>	<b>70.00</b>	<b>70.00</b>
<b>PART-TIME POSITIONS:</b>				
SUPPORT SERV. AD. ASSISTANT	0.75	0.75	0.75	0.75
SUPPORT SERV. AD. CLERK	0.25	0.25	0.25	0.25
P-T PARKING ENFORCEMENT	2.50	1.50	1.50	1.50
P-T ABANDONED VEH. SPEC.	0.50	0.50	0.50	0.50
P-T SCHOOL X-GUARD	3.75	3.75	3.75	3.75
<b>SUBTOTAL, PART-TIME</b>	<b>7.75</b>	<b>6.75</b>	<b>6.75</b>	<b>6.75</b>
<b>POLICE DEPARTMENT TOTAL</b>	<b>76.75</b>	<b>76.75</b>	<b>76.75</b>	<b>76.75</b>

**FIRE DEPARTMENT:**

<b>FULL-TIME POSITIONS:</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
FIRE CHIEF	1.00	1.00	1.00	1.00
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
CAPTAIN	0.00	0.00	3.00	3.00
LIEUTENANT	15.00	15.00	12.00	12.00
ENGINEER	0.00	0.00	15.00	15.00
FIREFIGHTER	37.00	37.00	22.00	22.00
ADMIN. ASSISTANT II	1.00	1.00	1.00	1.00
<b>SUBTOTAL, FULL-TIME</b>	<b>59.00</b>	<b>59.00</b>	<b>59.00</b>	<b>59.00</b>
<b>PART-TIME POSITIONS:</b>				
<b>PART-TIME</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>FIRE DEPARTMENT TOTAL</b>	<b>59.00</b>	<b>59.00</b>	<b>59.00</b>	<b>59.00</b>

**PUBLIC WORKS DEPARTMENT:**

<b>FULL-TIME POSITIONS:</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
PUBLIC WORKS DIRECTOR	1.00	1.00	1.00	1.00
ADMIN. ASSISTANT I	3.00	3.00	3.00	3.00
ASSISTANT TO THE DIRECTOR	1.00	1.00	1.00	1.00
ASSISTANT CITY ENGINEER	1.00	1.00	1.00	1.00
ARBOR MANAGER	0.00	0.00	1.00	1.00
CITY ARBORIST	1.00	1.00	1.00	1.00
FORESTRY SUPERVISOR	1.00	1.00	0.00	0.00
LANDSCAPE SUPERVISOR	1.00	1.00	1.00	1.00
ARBOR TECHNICIAN	3.00	3.00	3.00	3.00
EQUIPMENT OPERATOR	10.00	10.00	11.00	11.00
L.R.C. EQUIPMENT OPERATOR	2.00	2.00	2.00	2.00
PUBLIC FACILITIES SUPERVISOR	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	9.00	8.00	8.00
ELECTRICIAN	3.00	3.00	3.00	3.00
TRAFFIC SIGNAL TECHNICIAN	1.00	1.00	1.00	1.00
SR. CIVIL ENGINEER	1.00	1.00	2.00	2.00
CIVIL ENGINEER	3.00	3.00	3.00	3.00
PROJECT COORDINATOR	1.00	1.00	0.00	0.00
ENGINEERING TECHNICIAN	5.00	5.00	5.00	5.00
INFORMATION TECHNICIAN	1.00	1.00	1.00	1.00
ENVIRON. SUSTAINABILITY 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
CERTIFIED MECHANIC	3.00	3.00	3.00	3.00
TOOL ROOM CLERK	1.00	1.00	1.00	1.00
U-CYCLE/RECYCLING COORD.	1.00	1.00	1.00	1.00
METER MAINT. TECHNICIAN II	2.00	2.00	1.00	1.00
METER MAINT. TECHNICIAN I	0.00	0.00	1.00	1.00
<b>SUBTOTAL, FULL-TIME</b>	<b>64.00</b>	<b>64.00</b>	<b>64.00</b>	<b>64.00</b>
<b>PART-TIME POSITIONS:</b>				
BIG BROADBAND TECH.	0.00	0.00	1.00	0.00
SEASONAL, ARBOR	4.54	4.54	4.54	4.54
L.R.C. LABORERS	1.75	1.75	1.75	1.75
BUILDING MAINT.	0.50	0.50	0.50	0.50
CIVIC CENTER	1.75	1.75	1.75	1.75
SEASONAL, OPERATIONS	3.24	3.24	3.24	3.24
ENGINEERING AIDE/INTERN	1.35	1.35	1.35	1.35
FLEET SERVICES PARTS CLERK	0.50	0.50	0.50	0.50
SEASONAL, MVPS	0.50	0.50	0.50	0.50
SEASONAL, GARAGE	2.50	2.50	2.50	2.50
<b>SUBTOTAL, PART-TIME</b>	<b>16.63</b>	<b>16.63</b>	<b>17.63</b>	<b>16.63</b>
<b>PUBLIC WORKS DEPARTMENT TOTAL</b>	<b>80.63</b>	<b>80.63</b>	<b>81.63</b>	<b>80.63</b>



**COMMUNITY DEVELOPMENT DEPARTMENT:**

<b>FULL-TIME POSITIONS:</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
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
PLANNER II	1.00	2.00	2.00	2.00
PLANNER I	2.00	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	2.00	2.00	2.00	2.00
PLUMBING & BLDG. INSPECTOR	1.00	1.00	1.00	1.00
ELECTRICAL INSPECTOR	1.00	1.00	1.00	1.00
ADMIN. ASSISTANT II	1.00	1.00	1.00	1.00
ADMIN. ASSISTANT I	3.00	3.00	3.00	3.00
GRANTS MANAGER	1.00	1.00	1.00	1.00
GRANTS COORDINATOR	2.00	2.00	2.00	2.00
REHAB SPECIALIST	1.00	1.00	1.00	1.00
PUBLIC ARTS COORD.	0.00	0.00	1.00	1.00
EC. DEV. SPECIALIST/MARKET DIR.	1.00	1.00	1.00	1.00
TIF REDEVELOPMENT SPECIALIST	1.00	1.00	1.00	1.00
<b>SUBTOTAL, FULL-TIME</b>	<b>22.00</b>	<b>22.00</b>	<b>23.00</b>	<b>23.00</b>
<b>PART-TIME POSITIONS:</b>				
CLERK-TYPIST	0.75	0.75	0.75	0.75
PUBLIC ARTS COORD.	0.75	0.75	0.00	0.00
TOURISM MARKETING SPEC.	0.00	0.00	0.60	0.60
HOME INTERN	0.30	0.30	0.30	0.30
<b>SUBTOTAL, PART-TIME</b>	<b>1.80</b>	<b>1.80</b>	<b>1.65</b>	<b>1.65</b>
<b>COMMUNITY DEVEL. DEPT. TOTAL</b>	<b>23.80</b>	<b>23.80</b>	<b>24.65</b>	<b>24.65</b>

**CITY TOTAL, BEFORE LIBRARY:**

	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
<b>FULL-TIME POSITIONS</b>	<b>249.00</b>	<b>249.00</b>	<b>250.00</b>	<b>250.00</b>
<b>PART-TIME POSITIONS</b>	<b>27.43</b>	<b>25.43</b>	<b>26.28</b>	<b>25.28</b>
<b>CITY TOTAL (BEFORE LIBRARY)</b>	<b>276.43</b>	<b>274.43</b>	<b>276.28</b>	<b>275.28</b>

**LIBRARY:**

	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
<b>FULL-TIME POSITIONS</b>	<b>21.00</b>	<b>21.00</b>	<b>21.00</b>	<b>21.00</b>
<b>PART-TIME, REG</b>	<b>22.15</b>	<b>23.15</b>	<b>23.15</b>	<b>23.15</b>
<b>PART-TIME, SUBSTITUTE</b>	<b>4.00</b>	<b>4.00</b>	<b>3.50</b>	<b>3.50</b>
<b>LIBRARY TOTAL</b>	<b>47.15</b>	<b>48.15</b>	<b>47.65</b>	<b>47.65</b>

**CITY TOTAL, INCLUDING LIBRARY:**

	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
<b>FULL-TIME POSITIONS</b>	<b>270.00</b>	<b>270.00</b>	<b>271.00</b>	<b>271.00</b>
<b>PART-TIME POSITIONS</b>	<b>53.58</b>	<b>52.58</b>	<b>52.93</b>	<b>51.93</b>
<b>CITY TOTAL (INCLUDING LIBRARY)</b>	<b>323.58</b>	<b>322.58</b>	<b>323.93</b>	<b>322.93</b>

Summaries

**BUDGET EXPENDITURE SUMMARIES (PAGE 1 OF 2)**

DEPARTMENT	PERSONNEL SERVICES	% CHG.	MATERIALS & SUPPLIES	% CHG.	OPERATIONS & CONTRACTUAL	% CHG.	CAPITAL OUTLAY	% CHG.	SUBTOTAL	% CHG.
CITY COUNCIL	\$46,440	3.0%	\$750	0.0%	\$6,500	0.0%	\$0	#DIV/0!	\$53,690	2.6%
EXECUTIVE DEPT.:										
ADMINISTRATIVE	\$294,050	4.5%	\$3,460	0.0%	\$80,460	-1.8%	\$8,810	0.0%	\$386,780	3.0%
LEGAL	479,380	5.0%	3,300	0.0%	136,340	0.2%	0	#DIV/0!	619,020	3.9%
HUMAN RELATIONS	137,260	4.1%	1,050	0.0%	30,830	0.4%	0	#DIV/0!	169,140	3.4%
HUMAN RESOURCES	257,470	5.7%	1,200	0.0%	83,010	0.3%	0	#DIV/0!	341,680	4.3%
SUBTOTAL EXECUTIVE	\$1,168,160	4.9%	\$9,010	0.0%	\$330,640	-0.3%	\$8,810	0.0%	\$1,516,620	3.7%
FINANCE DEPT.:										
ADMINISTRATION	\$200,850	4.5%	\$6,460	0.0%	\$100,740	-0.9%	\$29,140	0.0%	\$337,190	2.3%
PARKING TICKETS, PERMITS & LICENSES	242,670	5.3%	13,500	0.0%	27,510	0.5%	0	#DIV/0!	283,680	4.6%
FINANCIAL SERVICES	225,960	5.4%	27,620	0.0%	61,920	0.2%	0	#DIV/0!	315,500	3.8%
INFORMATION SERVICES	575,440	5.5%	0	#DIV/0!	14,810	1.0%	0	#DIV/0!	590,250	5.4%
TOTAL FINANCE	\$1,244,920	5.3%	\$47,580	0.0%	\$204,980	-0.3%	\$29,140	0.0%	\$1,526,620	4.2%
CITY CLERK	\$206,290	5.3%	\$2,880	0.0%	\$29,440	-0.2%	\$1,930	0.0%	\$240,540	4.4%
COMMUNITY DEVELOPMENT:										
ADMINISTRATION	\$209,150	3.6%	\$6,730	0.0%	\$52,130	-0.8%	\$18,500	0.0%	\$286,510	2.4%
PLANNING AND ZONING	388,100	8.6%	5,200	0.0%	66,590	4.8%	0	#DIV/0!	459,890	8.0%
ECONOMIC DEVELOPMENT	105,700	13.3%	300	0.0%	72,550	-3.9%	0	#DIV/0!	178,550	5.6%
NEW CONSTRUCTION	398,560	7.0%	4,380	0.0%	26,010	1.1%	0	#DIV/0!	428,950	6.6%
HOUSING SAFETY	109,560	3.4%	760	0.0%	15,790	1.8%	0	#DIV/0!	126,110	3.1%
MULTIFAMILY SAFETY	109,090	5.5%	1,150	0.0%	15,920	0.8%	2,230	0.0%	128,390	4.7%
SUBTOTAL (CD)	\$1,320,160	7.0%	\$18,520	0.0%	\$248,990	0.2%	\$20,730	0.0%	\$1,608,400	5.7%
POLICE DEPARTMENT:										
ADMINISTRATION	\$461,300	6.8%	\$480	0.0%	\$31,950	5.6%	\$289,560	0.0%	\$783,290	4.2%
PATROL	5,534,790	7.2%	21,720	0.0%	768,210	10.4%	0	#DIV/0!	6,324,720	7.5%
CRIMINAL INVEST.	1,177,810	7.2%	1,300	0.0%	119,140	0.9%	0	#DIV/0!	1,298,250	6.5%
SUPPORT SERVICES	543,530	5.3%	27,440	-4.1%	164,690	1.3%	0	#DIV/0!	735,660	4.0%
PARKING ENFORCEMENT	224,350	4.5%	1,230	0.0%	19,400	-29.2%	0	#DIV/0!	244,980	0.7%
SCHOOL CROSS GUARD	57,950	0.2%	500	0.0%	2,940	0.3%	0	#DIV/0!	61,390	0.2%
ANIMAL CONTROL	59,410	5.3%	1,000	0.0%	54,540	4.5%	0	#DIV/0!	114,950	4.9%
SUBTOTAL POLICE	\$8,059,140	6.9%	\$53,670	-2.2%	\$1,160,870	6.6%	\$289,560	0.0%	\$9,563,240	6.6%
FIRE DEPARTMENT:	\$6,740,350	5.3%	\$70,590	0.0%	\$639,930	7.7%	\$196,850	0.0%	\$7,647,720	5.3%
PUBLIC WORKS:										
ADMINISTRATIVE	\$430,970	5.3%	\$10,410	0.0%	\$80,590	0.0%	\$393,080	0.0%	\$915,050	2.4%
URBAN FORESTRY	325,620	4.5%	4,580	0.0%	79,760	0.8%	0	#DIV/0!	409,960	3.7%
LANDSCAPE MANAGEMENT	255,060	3.1%	6,500	0.0%	88,600	0.3%	0	#DIV/0!	350,160	2.3%
FACILITY MAINT.	191,870	-6.0%	33,220	0.0%	310,280	0.1%	0	#DIV/0!	535,370	-2.2%
CIVIC CENTER	62,420	0.5%	2,140	0.0%	21,950	0.3%	6,030	0.0%	92,540	0.4%
TOOLROOM	63,940	5.3%	28,420	0.0%	24,960	0.0%	0	#DIV/0!	117,320	2.8%
SNOW & ICE REMOVAL	84,280	2.9%	83,280	0.0%	35,810	0.3%	0	#DIV/0!	203,370	1.2%
TRAFFIC CONTROL	209,040	4.6%	51,670	0.0%	39,280	35.8%	0	#DIV/0!	299,990	7.0%
ST. LIGHTING	305,340	4.7%	84,900	0.0%	226,440	-4.1%	0	#DIV/0!	616,680	0.6%
ST. MAINT. & CONST.	1,005,530	7.8%	181,580	0.0%	311,450	-5.8%	0	#DIV/0!	1,498,560	3.7%
CONCRETE REPAIR	0	0.0%	0	0.0%	0	0.0%	0	#DIV/0!	0	0.0%
SEWER MAINT. & CONST.	349,510	3.1%	29,590	0.0%	108,270	59.0%	0	#DIV/0!	487,370	11.6%
TRAFFIC SIGNALS	108,260	4.9%	9,050	0.0%	19,520	0.4%	0	#DIV/0!	136,830	3.9%
ROW/TECH. SUPPORT	24,080	-8.4%	2,310	0.0%	24,120	0.1%	0	#DIV/0!	50,510	-4.1%
SUBTOTAL, OPN. DIV.	\$2,149,980	5.6%	\$470,800	0.0%	\$789,850	2.8%	\$0	#DIV/0!	\$3,410,630	4.2%
ENGINEERING DIV.:										
PLANNING AND MAPPING	\$465,630	5.3%	\$2,000	0.0%	\$36,070	0.8%	\$0	#DIV/0!	\$503,700	4.9%
TRANSPORTATION IMPR.	528,390	5.4%	850	0.0%	15,530	1.2%	0	#DIV/0!	544,770	5.3%
SEWER IMPR.	180,730	4.6%	500	0.0%	10,910	1.6%	0	#DIV/0!	192,140	4.4%
SUBTOTAL, ENG. DIV.	\$1,174,750	5.2%	\$3,350	0.0%	\$62,510	1.0%	\$0	#DIV/0!	\$1,240,610	5.0%
ENV. MGT. PLANNING	95,880	4.4%	600	0.0%	63,510	0.2%	0	#DIV/0!	\$159,990	2.7%
ENV. CONTROL	66,870	5.8%	600	0.0%	41,220	0.1%	0	#DIV/0!	108,690	3.5%
SUBTOTAL, ENV. CONTROL	\$162,750	5.0%	\$1,200	0.0%	\$104,730	0.1%	\$0	#DIV/0!	\$268,680	3.0%
SUBTOTAL PUBLIC WORKS	\$4,753,420	4.7%	\$532,200	0.0%	\$1,538,270	1.6%	\$399,110	0.0%	\$7,223,000	3.4%
SUBTOTALS	\$23,538,880	5.8%	\$735,200	-0.2%	\$4,159,620	3.5%	\$946,130	0.0%	\$29,379,830	5.1%
PERCENTAGE OF BUDGET	80.12%		2.50%		14.16%		3.22%		100.00%	
TRANSFERS:										
SOCIAL SERVICE AGENCIES	\$0	#DIV/0!	\$0	#DIV/0!	\$0	#DIV/0!	\$0	#DIV/0!	\$0	#DIV/0!
TRANSFER, PEG TV FUND	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	-	#DIV/0!
LONGEVITY, MERIT PAY	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	-	#DIV/0!
UNEMPLOYMENT REIMB.	0	#DIV/0!	0	#DIV/0!	32,100	100.0%	0	#DIV/0!	32,100	100.0%
ANNEXATIONS/REBATES	0	#DIV/0!	0	#DIV/0!	100,000	0.0%	0	#DIV/0!	100,000	0.0%
TRANSFER IMRF, LIB.	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, LIBRARY CASH	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
TRANSFER, PUB. SAFETY OT	-	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	-	#DIV/0!
SUBTOTAL, GEN. FUND	\$23,538,880	5.8%	\$735,200	-0.2%	\$4,291,720	3.4%	\$946,130	0%	\$29,511,930	5.1%
GEN. FUND SHARE LIBRARY	2,838,175	3.8%	204,255	-8.1%	0	#DIV/0!	0	#DIV/0!	3,042,430	2.9%
SUBTOTAL, GEN. FUND & LIBRARY	\$26,377,055	5.6%	\$939,455	-2.0%	\$4,291,720	3.4%	\$946,130	0.0%	\$32,554,360	4.9%
PERCENTAGE OF BUDGET	81.02%		2.89%		13.18%		2.91%		100.00%	

## BUDGET EXPENDITURE SUMMARIES (CONTINUED)

DEPARTMENT	PERSONNEL SERVICES	MATERIALS & SUPPLIES	OPERATIONS & CONTRACTUAL	CAPITAL OUTLAY	SUBTOTAL	
EQUIPMENT SERVICES	\$406,070	\$662,270	\$170,770	\$70,110	\$1,309,220	4.9%
SOCIAL SERVICES	0	0	316,900	0	316,900	0.0%
LANDSCAPE RECYCLING	319,390	91,200	174,530	132,438	717,558	4.2%
UCYCLE	61,940	4,500	491,380	0	557,820	0.6%
VEH./EQ. REPL.	0	0	0	1,261,490	1,261,490	-24.4%
VEH./EQ. REPL., POLICE SUPPL.	0	0	79,231	0	79,231	0.0%
CABLE T.V. P.E.G.	139,980	5,000	10,470	0	155,450	7.2%
POLICE RECORDS PROG.	102,190	0	11,160	0	113,350	8.1%
SISTER CITY GRANT	0	0	5,000	0	5,000	0.0%
RETAINED RISK	0	0	138,820	0	138,820	-6.7%
PUBLIC ARTS	52,210	700	178,800	0	231,710	6.2%
C.D.B.G.	169,370	1,620	168,820	139,651	479,461	-28.2%
C.D. SPECIAL	0	0	12,500	0	12,500	0.0%
CRYSTAL LAKE PARK NGBHD	0	0	0	0	0	-100.0%
FAIRLAWN VILLAGE	0	0	0	0	0	#DIV/0!
HOME CONSORTIUM	183,970	2,610	447,670	0	634,250	-37.9%
HOME SUPPORTIVE	3,100	45	193,734	0	196,879	0.0%
LEAD OUT GRANT	0	0	0	0	0	-100.0%
TIF ONE	27,600	0	644,120	730,000	1,401,720	-21.1%
TIF TWO	77,100	0	732,290	5,535,000	6,344,390	71.2%
TIF THREE	63,620	0	701,600	800,000	1,565,220	-30.7%
TIF FOUR	0	0	390,900	287,500	678,400	-17.8%
MOTOR VEHICLE PARKING	216,740	44,340	612,310	1,731,770	2,605,160	1.0%
SPECIAL FUND SHARE LIBRARY	0	169,248	481,719	107,183	758,150	-78.5%
CAP. IMPR. REG.	0	0	0	3,523,618	3,523,618	0.0%
MOTOR FUEL TAX	0	0	0	5,242,600	5,242,600	0.0%
SANITARY SEWER CONST.	0	0	0	626,735	626,735	0.0%
CAP. IMPR. OPER.	0	0	260,046	37,663	297,709	8.1%
BIG BROADBAND CONST.	0	0	0	2,882,050	2,882,050	0.0%
TAX STABILIZATION	47,090	0	22,000	12,500	81,590	0.0%
EC. DEV. RESERVE	2,700	0	280,740	0	283,440	1.5%
<b>TOTALS</b>	<b>\$25,411,950</b>	<b>\$1,716,733</b>	<b>\$10,817,230</b>	<b>\$24,066,438</b>	<b>\$62,012,351</b>	<b>3.3%</b>
PERCENTAGE OF BUDGET	40.98%	2.77%	17.44%	38.81%	100.00%	



# **REVENUES**

**THIS SECTION PROVIDES AN ANALYSIS OF EACH OF THE CITY'S MAJOR SOURCES OF REVENUE, A HISTORICAL ACCOUNTING OF THESE REVENUES OVER THE PAST 2 YEARS, CURRENT YEAR AND NEXT YEAR'S PROJECTIONS.**

# REVENUE ANALYSIS

## INTRODUCTION:

The total projected revenue for all City funds in FY12-13 is \$50,358,449, which is an increase of 1.7% above the current FY11-12 revenue of \$49,517,755. Included in the FY11-12 and FY12-13 years is \$3,700,000 of bank borrowing for the bone yard project in TIF2 and \$9,933,770 in federal/state grants for the Olympian Drive improvement and for UC2B, split evenly in each FY. Without these two unusual revenues, total revenues would average a 1.4% increase over the last 2 years.

Sixty percent of these revenues (\$30.17 million) are reported in the City's general operating fund (includes property tax). Combined with \$1,705,750 in operating transfers from other funds, the total General Fund revenue amount for FY12-13 is \$31,736,248. This amount is used to finance the on-going costs related to the normal daily services provided by the City (including library). These general fund operating revenues are projected to increase 2.6%. Revenues reported in the general operating fund are included in the chart below, but also reported separately at the end of this section. The balance of these revenues are reported in and used to finance costs of the special funds of the City.

The largest revenue for the City is the sales tax which is projected to generate \$9.5 million next year (22% of total revenues). The second largest revenue is the property tax which is projected to generate \$7.2 million (14% of total revenues). If property tax from T.I.F. is added, total property tax generates \$11 million or 22% of total revenues. In the following pages in this section of the document is a detailed discussion of each of the 25 different types of revenues.

Total revenue sources for all city funds are summarized in the following table:

**REVENUE SUMMARIES-ALL FUNDS AND ACCOUNTS**

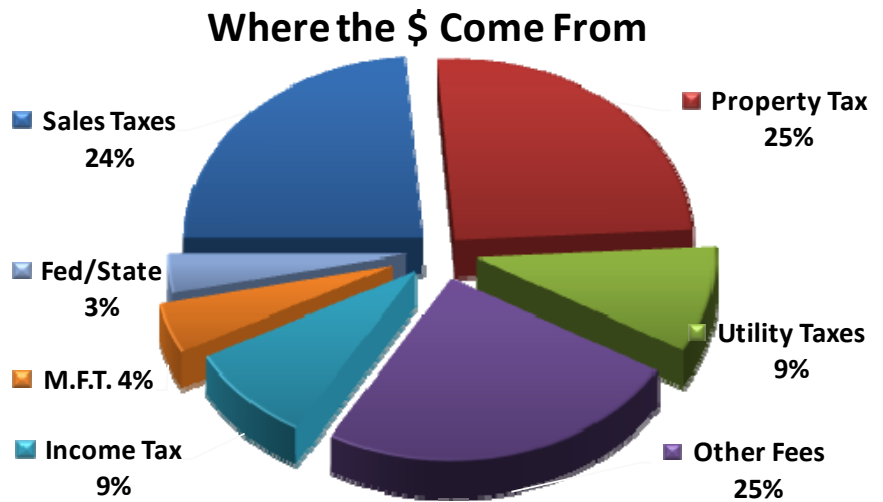
	ACTUAL 2010-11	EST. 2011-12	% CHG.	EST. 2012-13	% CHG.	2 YR. AVE. % CHG.
UTILITY TAXES	\$3,864,933	\$4,043,150	4.6%	\$4,104,630	1.5%	3.1%
STATE & H/R SALES TAXES	8,483,552	8,739,590	3.0%	9,036,700	3.4%	3.3%
GRANTS, OLYMPIAN DR. & UC2B (1)	484,660	4,966,885	924.8%	4,966,885	0.0%	462.4%
PROPERTY TAXES	7,235,686	7,242,148	0.1%	7,237,458	-0.1%	0.0%
C.D.B.G. /HOME GRANTS (2)	1,704,232	1,605,921	-5.8%	1,214,939	-24.3%	-14.4%
VARIOUS SERVICE FEES (3)	747,817	913,110	22.1%	919,120	0.7%	11.5%
LICENSE/PERMITS/FEES	1,066,473	1,108,480	3.9%	1,213,912	9.5%	6.9%
FINES/TICKETS	697,525	770,709	10.5%	780,709	1.3%	6.0%
PARKING FEES	1,107,972	1,158,280	4.5%	1,159,880	0.1%	2.3%
REIMB., CAP. IMPR. PROJECTS	1,399,271	1,440,510	2.9%	1,428,000	-0.9%	1.0%
FRANCHISE FEES	582,819	600,780	3.1%	618,990	3.0%	3.1%
LANDSCAPE RECYCLING FEES	617,998	618,000	0.0%	618,000	0.0%	0.0%
LIBRARY FEES	134,906	132,810	-1.6%	132,810	0.0%	-0.8%
U/I REIMB., FIREFIGHTING	1,661,236	1,692,640	1.9%	1,760,340	4.0%	3.0%
STATE INCOME TAX	3,666,952	3,738,480	2.0%	3,811,430	2.0%	2.0%
STATE/LOCAL M.F.T. (4)	1,493,456	1,673,599	12.1%	1,941,076	16.0%	15.0%
STATE/FED. GRANTS	260,244	266,333	2.3%	265,000	-0.5%	0.9%
SEWER BENEFIT TAX	1,150,000	1,236,130	7.5%	1,273,210	3.0%	5.4%
INTEREST INCOME (5)	472,632	470,900	-0.4%	384,230	-18.4%	-9.4%
HOTEL/MOTEL TAX (6)	651,499	797,000	22.3%	868,910	9.0%	16.7%
LOCAL FOOD/BEV. (7)	309,614	410,000	32.4%	444,840	8.5%	21.8%
RECYCLING TAX	528,737	521,400	-1.4%	521,400	0.0%	-0.7%
PROPERTY SALES	34,888	36,000	3.2%	36,000	0.0%	1.6%
PROVENA BACK TAXES (8)	1,024,592	0	-100.0%	0	n/a	-50.0%
BANK BORROWING (9)	0	1,850,000	n/a	1,850,000	n/a	n/a
T.I.F. TAXES	3,355,044	3,484,900	3.9%	3,769,980	8.2%	6.2%
<b>TOTAL REVENUES</b>	<b>\$42,736,738</b>	<b>\$49,517,755</b>	<b>15.9%</b>	<b>\$50,358,449</b>	<b>1.7%</b>	<b>8.9%</b>

Some significant changes are:

- (1) Majority of grants for Olympian Drive and UC2B received in FY12 and FY13
- (2) Lower CDBG and HOME grant amounts
- (3) Budgeting for \$50,000 public donations for public arts program in FY12 and FY13
- (4) State/local MFT for 2 year includes new local MFT tax and increases
- (5) Lower interest income rates
- (6) Increase in hotel tax rate in FY12
- (7) New package liquor tax in FY12
- (8) Provena back taxes one time payment in FY11
- (9) Bank borrowing for bone yard improvement in FY12 and FY13

**REVENUES ANALYSIS:**

The City of Urbana obtains revenues from multiple sources and is not dependent on any single source of revenue to fund operations. The 'Where The \$ Come From' chart illustrates this diversity of revenues. Note that the largest revenue source is sales tax, making up 21% of recurring revenues.

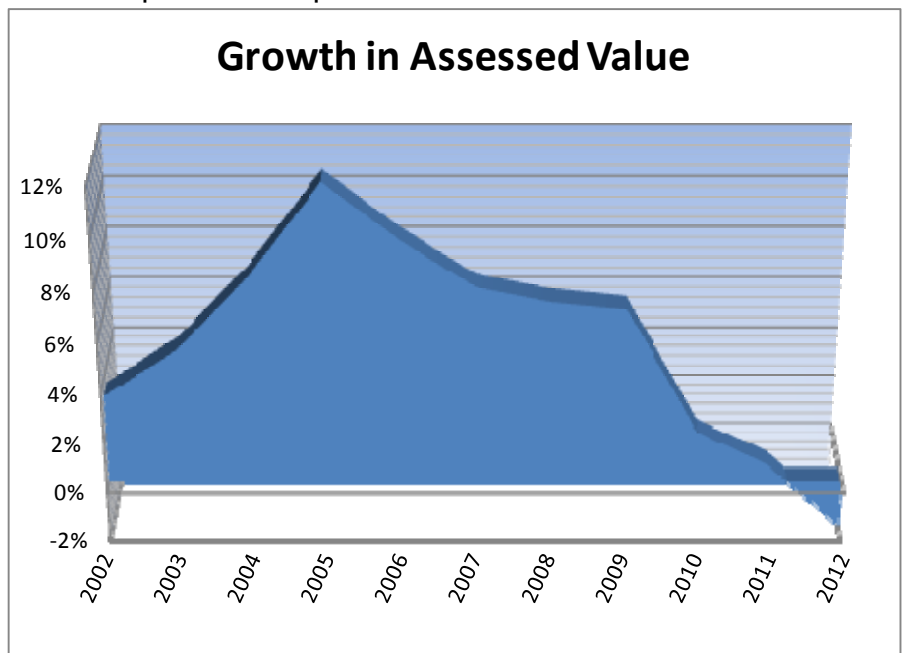


The amounts in most of these 12 categories in the chart are dependent upon different factors. This diversity makes future revenues more reliable and allow for steadier revenue growth. Following is a detailed discussion of each of these major revenue sources and the factors that affect the amounts received. The total revenues used to calculate the % of total revenue for each revenue type do not include the 2 unusual revenues of the bank borrowing for the bone yard and the state/federal grants for Olympian Drive and UC2B:

**PROPERTY TAX, \$7,237458 (15% OF TOTAL REVENUES):**

The amount of property tax is produced by multiplying the levy rate times the equalized assessed value. There are 2 reasons that assessed value increases: (1) annexations and new development and (2) increases in the market value of current properties (1/3 of it's market value). Cities want to capture property tax from annexations and new development to help offset additional service costs.

The rate of annual growth in assessed value has been dropping since 2005 , as a result of the economic slowdown in the real estate market, decreasing from a high of 8.5% annual increase in 2005 to a -1.9% in FY12 and a projected 0% increase in FY13, as reflected in the 'Growth in Assessed Value' chart:



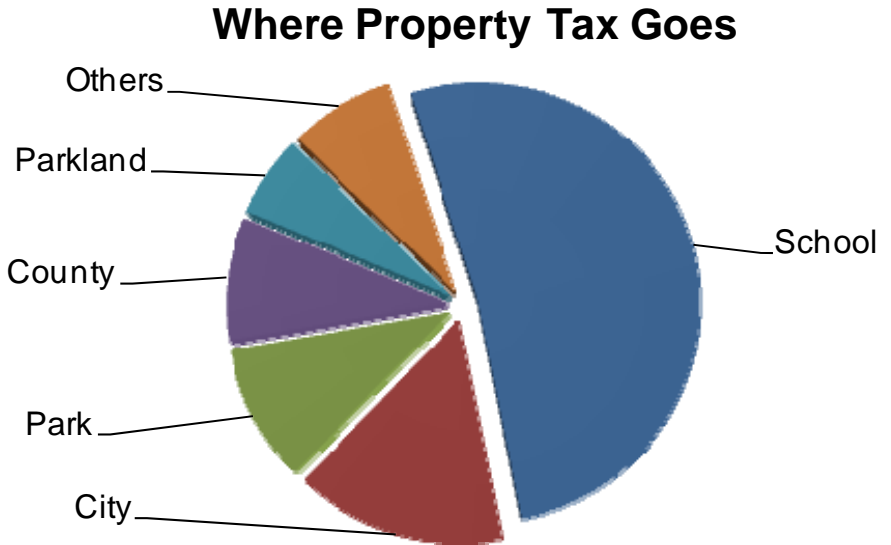


## Revenue Analysis

With the tax rate proposed to be the same \$1.3190, the amount generated from property tax is estimated to be the same, to exactly match no change in A/V. Therefore, current homeowners would pay on average the same amount to the City as this current year. Amounts paid by individual homeowners may be slightly higher or lower due to changes in values of their individual property. This levy will be approved in December 2012 and will be paid by homeowners in the spring and fall of 2013. The following chart shows the detail levy amounts over the last 3 years.

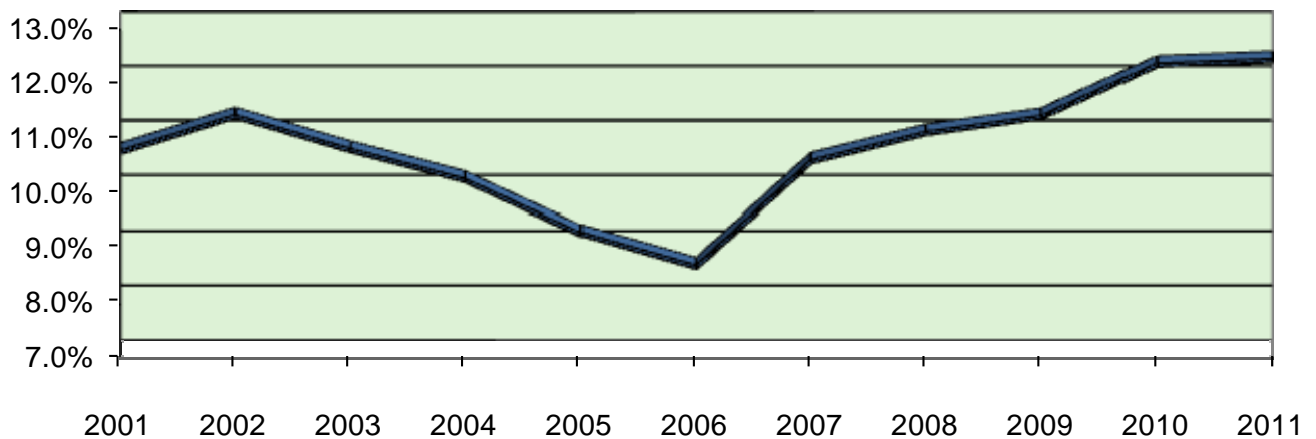
	ESTIMATED 2012-13		ACTUAL 2011-12		ACTUAL 2010-11	
	\$	%INC	\$	%INC	\$	%INC
<b>GENERAL FUND</b>	\$1,374,540	-5.39%	\$1,452,899		\$1,403,058	-13.33%
<b>LESS CARLE AMOUNT</b>	(820,042)	75.08%	(468,380)		(465,125)	-4.50%
<b>SUBTOTAL, GEN. FUND</b>	\$554,498	-43.68%	\$984,519		\$937,933	-17.13%
<b>LIBRARY</b>	3,042,430	2.91%	2,956,499	0.73%	2,935,200	-0.78%
<b>SUBTOTAL, GEN. &amp; LIBRARY</b>	\$4,416,970	0.17%	\$4,409,398		\$3,873,133	-5.31%
<b>PENSIONS *</b>	3,640,530	10.28%	3,301,130	-2.11%	3,372,270	9.38%
<b>SUBTOTAL, LEVIED</b>	\$8,057,500	4.50%	\$7,710,528	0.00%	\$7,710,528	7.49%
<b>LESS CARLE AMOUNT</b>	(820,042)		(468,380)		(465,125)	
<b>NET LEVY AMOUNT</b>	\$7,237,458	-0.06%	\$7,242,148	-0.04%	\$7,245,403	1.00%
<b>A/V Non-Residential, New</b>	\$2,922,927	0.50%	\$2,849,850	0.48%	\$4,407,340	0.74%
<b>A/V Residential, New</b>	600,000	0.10%	600,000	0.10%	1,600,000	0.27%
<b>A/V Non-Residential, Current</b>	241,349,262	0.00%	241,349,262	0.31%	240,613,559	-2.45%
<b>A/V Residential, Current</b>	339,713,170	-0.02%	339,786,247	-2.68%	349,154,767	1.14%
<b>ASSESSED VALUE TOTAL</b>	\$584,585,359	0.00%	\$584,585,359	-1.88%	\$595,775,666	0.66%
<b>CITY TAX RATE</b>	1.3190	0.00%	1.3190	1.92%	1.2942	0.00%
<b>HOMEOWNER PAYS:</b>						
<b>\$125,000 HOME</b>	\$493	0.00%	\$493	0.04%	\$493	0.66%
<b>\$175,000 HOME</b>	\$717	0.00%	\$717	0.04%	\$717	0.66%
<b>OVERALL TAX RATE</b>	UNK.		UNK.	-100.00%	8.4922	1.82%
<b>CHAMPAIGN:</b>						
<b>ASSESSED VALUE</b>	\$1,525,193,507	0.00%	\$1,525,193,507	-1.08%	\$1,541,915,649	0.58%
<b>CITY TAX RATE</b>	1.3206	0.00%	1.3206	2.04%	1.2942	0.00%
<b>OVERALL TAX RATE</b>	UNK.		UNK.	-100.00%	7.4449	1.71%
EACH 1% INCREASE IN TOTAL LEVY AMOUNT =		\$ 77,105				
EACH 1 CENT INCREASE IN TAX RATE =		\$ 59,578				

The City is only one of nine different government agencies that an Urbana homeowner will pay property tax to. The City is responsible for 15% of the total property tax (School District is responsible for 52%, County 9% and Park District 10%). The chart 'Property Tax Govt. Breakdown' chart shows the overall property tax distribution among the nine taxing districts.



The total current tax rate for taxes paid in CY2011 was \$8.4922. This rate was 12% higher than Champaign; however, Urbana has been able to reduce the difference in tax rates between the two cities by from a difference of 17% in 1993 to the current 12%; however, the difference has been increasing since 2006 when it was 9%. This reduction since 1993 saves the homeowner of a \$175,000 home \$260 in annual taxes. The reduction in overall tax rate is illustrated in the 'Difference in Tax Rates' chart:

### Difference in Tax Rates



**SALES AND USE TAX, \$9,481,540 (21.8% OF TOTAL REVENUES):**

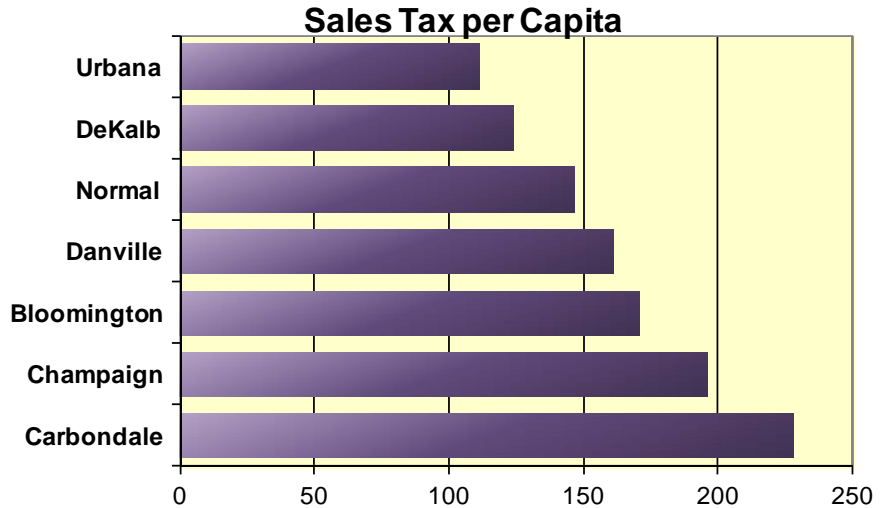
Included as sales and use tax is the sales tax imposed under state law, Urbana's home-rule sales tax on general merchandise, prepared food and beverage and package alcohol. The current sales tax rate on general retail sales in Urbana is 8.75%. Of this rate, the State's share is 5.0%, the City's share is 2.25%, the County's share is .5% (.25% statutory and .25% home-rule) and the School District share is 1.0% (started 1/1/10). The City's 2.25% is comprised of 1% statutory tax on most retail sales and an additional 1.25% local sales tax under home-rule authority. Sales of food, drugs and medicine are exempt from all but the City's 1% statutory imposed tax. Sales of licensed personal property such as automobiles are exempt from the City's 1.25% home-rule authority tax, the County's .25% home-rule imposed tax and the School 1%. In addition, the City of Urbana imposes a locally collected ½% on the sales of food and beverages that are prepared for consumption on premises and a 1% tax on the sales of alcohol that is prepared for consumption off-premises (package alcohol, implemented 10/1/11). Thus sales of food and beverages designed to be eaten on premises would be taxed at 9.25% and sales of package alcohol would be taxed at 9.75%. Sales of groceries and drugs would be taxed at 1%. Sales of licenses personal property would be taxed at 6.25%. All other sales would be taxed at 8.75%.

All sales tax revenue is allocated to the general operating fund. Since sales tax is based on point of sale, a new retail store or a store closing can have a significant impact. Any fluctuations in sales by O'Brien's (City's only new-car automobile dealer) can also have a significant impact. In the years 2001-2005, sales tax was severely reduced by the closing of Bergners, Kmart, and the State of Illinois retaining the tax on photo processing. In the years 2006-2008, sales tax increased an average annual amount of 17% per year due to the city increasing the home-rule rate ¼% in 2007 and the opening of Walmart, Walgreens, & O'Brien in 2006. After factoring out these unusual changes, sales tax only increased 2.2% during this time. Up through December 2008, sales tax remained relatively strong. However, beginning with sales made in Jan. 2009, sales tax declined significantly, averaging a decline of 5.3% during the 12 months from Jan. 2009 thru Dec. 2009, even with the impact of the opening of the Meijer store in this time. Sales tax for the six month period Jan. 2010 thru June 2010 stopped declining and was almost the same level as the previous year. Effective October 1, 2011, the City implemented a ½% tax on the sales of packaged alcohol. Sales tax for fiscal year 10-11 increased 4.2% and is estimated to increase 4.1% in FY11-12 (3.3% before impact of new taxes). For the FY12-13 year, I am projecting sales tax to increase a total of 3.6% (3.3% due to normal growth and 0.3% due to the impact of the package alcohol tax and the hotel tax rate increase). Even with the increases the last 2 years, sales tax revenue has been severely impacted due to recent economic problems. If FY12-13 projections are realized, sales tax will only have increased about 1.5% annually over the last 5 years (FY07-08).

Urbana still faces a challenge in producing more retail sales tax. Much of the disposable income from Urbana residents is being spent in Champaign on these items. Total sales tax/population for Champaign is \$395, compared to

\$215 in Urbana, even though this disparity has been reduced with the opening of Walmart, O'Brien's, Meijer's and other new retail development . Changes in the home-rule sales tax must be in ¼% increments. Changes can only be made every July 1 and January 1 with a minimum notice time to the Dept. of Revenue of 3 months.

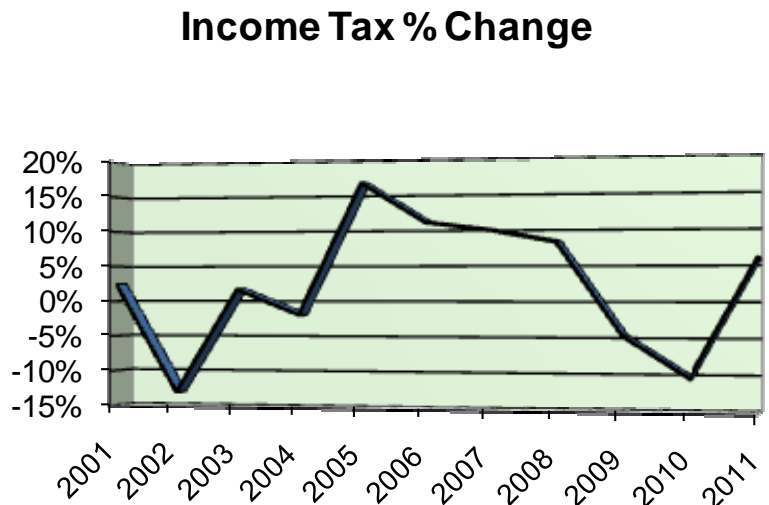
The 'Sales Tax Per Capita' chart illustrates a comparison of sales tax/capita of Urbana compared to other central Illinois cities. It's obvious that Urbana sales tax/capita still lags most central Illinois cities. If Urbana were able to increase this sales tax/capita number to the level of Champaign, this would generate an additional \$5.4 million each year.



**STATE INCOME TAX, \$3,811,430 (8.8% TOTAL REVENUES):**

The State of Illinois taxes imposes an income tax on individuals and corporations. A portion of these taxes are returned to local governments (previously was 1/12 of these collections) based on population. All income tax revenue is allocated to the general operating fund. It is has been extremely difficult to accurately project income tax due to extreme volatility (especially due to changes in federal tax laws and tax amnesty programs) over the past 10 years as shown in the 'Income Tax % Change, Last 10 Yrs.' chart.

Local governments will not receive any new monies from the recent state income tax increase. As the state struggles to balance their budget, the local government share of the income tax has come under continued scrutiny. In fact, Gov. Quinn proposed reducing this tax sharing to local governments in his budget last year but this proposal was not approved by the Legislature. This proposal would have cost Urbana approximately \$1 million annually. Although severely impacted by the economic problems within the State of Illinois, the income tax



## Revenue Analysis

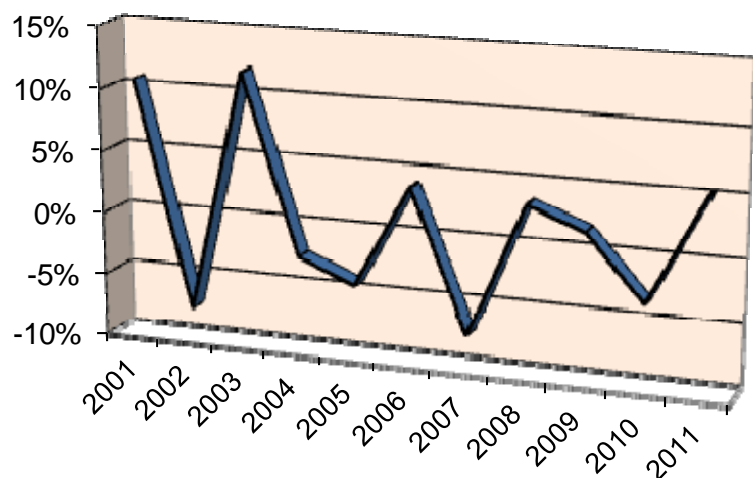
increased 5.8% in FY10-11 and is projected to increase 2% for each of FY11-12 and 12-13. Even with these recent increases, income tax revenue is only at a level that was received in FY05-06, 6 years ago. This revenue has basically remained flat even though Urbana received additional income tax monies in FY08 and FY09 due to the increase in population from the special census that was conducted. This increase amounted to an additional \$298,000 per year. Projected amounts are based on estimates from the Illinois Department of Revenue.

### UTILITY TAXES, \$4,104,630 (9.5% OF TOTAL REVENUES):

The City imposes a 5% tax on utility company charges for the sales of electricity (40% of total utility tax), natural gas (20% of total), water (8% of total), and telecommunications (32% of total). The tax on electricity is based on a kilowatt/hour "consumption" tax. Therefore increases in electricity costs tend to encourage reduction of usage and corresponding reduction of tax. The tax on natural gas and water remains at 5% of gross receipts and the tax on telecommunications is 6% 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 will impact this revenue. Over the past 9 years, the amount received from individual components of the utility tax has been extremely volatile due to changes in the telephone (increase in cell phones and other alternatives), price decreases in the telecommunications industry in general, price increases and decreases in natural gas and electricity, weather conditions, and the decision by the University of Illinois to produce a large amount of their own electricity (which is costing the City approximately \$250,000 per year in decreased utility tax). In FY10-11, The City imposed a new use tax on the purchases of natural gas. This has generated an additional \$267,630 annually. Even

with this new tax, Utility tax is only \$37,000 more than the level received 10 years ago in FY02-03. For FY11-12, I have projected a 4.6% increase (1.8% due to the impact of the new gas use tax) and for next year (FY12-13), I have projected a 1.5% increase. The 'Utility Tax % Change, Last 10 Yrs.' chart illustrates the annual % change in the amount of utility tax received over the past 10 years:

Utility Tax, Last 10 Yrs



**SERVICE CHARGES AND FEES, \$6,673,140 (15.4% 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, city policy has been to increase these fees similar to the increase in cost of personnel that provide these services. However, some of these fees can be impacted by usage, as well. 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 (in Fire Department budget). The amount of this charge for FY12-13 is estimated to be \$1,760,340 (+4%). The University reimburses the City actual amounts spent with the majority of these costs being personnel related.
- The City of Urbana charges users of the Landscape Recycling Center fees to drop off landscape waste which is then converted into recycled mulch, compost and firewood which is sold. The amount expected to be raised in FY12-13 is \$618,000. 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 parking 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 FY12-13 is \$1,159,880. This amount is approximately at the same level for the last few years. Approximately 50% of the amount is collected from spaces and meters in the University campus area. It is expected that this amount will not increase in the future unless an increase in rates is approved. However the amount may slowly decrease as more motorists and students utilize other transportation methods than motor vehicles.
- The Urbana Free Library charges fees 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 FY12-13 is \$132,810. This amount has remained about the same over the past few years..
- The City is reimbursed for certain other specific services it provides. The total amount estimated to be paid to the City in FY12-13 for these services and fees is \$919,120. The charge for these fees can be expected to be increased annually approximately equal to the cost of labor in providing the services.
- The City charges a franchise fee from Comcast and AT&T for cable and the water company since they utilize the City right of way in their business. The rate is 5% of gross receipts for general fund and 2% for P.E.G. for cable television and 5% on

## Revenue Analysis

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the water company. Revenues from these franchise fees are allocated to the General Fund. Revenues from the P.E.G. fee pay for costs of the City's public television program. 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 estimated to be received from franchise fees is \$618,990 in FY12-13, up 3% (\$549,100 from cable tv customers and \$69,890 from the water company customers.

- Included in the budget as a revenue is the amount of \$1,428,000 which is reimbursement for a portion of certain larger capital improvement projects. Some of this reimbursement is cost-sharing by other local governments (County and U/I) or by private developers. This amount is reported in the Capital Improvement Funds to partially offset the cost of the project. These amounts fluctuate from year to year and should not be considered of a recurring nature for projection purposes.
- Included in the budget is the amount of \$36,000 which is expected from the sale of surplus personal property.

### **COMMUNITY DEVELOPMENT BLOCK GRANT AND OTHER FEDERAL AND STATE HOUSING IMPROVEMENT GRANTS, \$1,214,939 (2.8% 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 and housing 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 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 in total has decreased approximately 25% over the last 2 years. This budget assumes funding for CDBG at \$331,060 (same amount as last year but \$88,609 below the amount 2 years ago) and \$609,000 for HOME (\$391,552 below last year)..

### **STATE & FEDERAL GRANTS, \$265,000 (0.6% OF TOTAL REVENUES):**

The City of Urbana receives small amounts of grants from the federal and state governments mainly for equipment purchases. Not included here is \$4,966,885 for grants for the Olympian Drive improvement and for UC2B, since these grants are so significant and are unusual.

### **TAX INCREMENT FINANCING DISTRICT PROPERTY TAXES, \$3,769,980 (8.7% 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 and state TIF laws. Increases in the future will be dependent upon new projects that will add to the assessed value and inflationary increases in property values. (See the Tax Increment Financing

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District Funds section in this budget document to learn more about each of these 4 districts.)

**STATE MOTOR FUEL TAX, \$1,204,416 (2.8% TOTAL REVENUES):**

Approximately 1/12 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 certain street maintenance and improvements, per I.D.O.T. regulations. Since Motor fuel tax is a per/gallon tax, it will only increase if gasoline consumption increases in the state and/or if Urbana's population increases compared to the state population. The amount of MFT has been decreasing slightly each year over the last 5 years even though Urbana's formula calculation was adjusted upward in FY08 and FY09 due to the adjustment in Urbana's population from the special census. This amount also includes the state jobs now revenue of \$176,096. It is not known if the jobs now revenues will continue beyond next year.

**LOCAL MOTOR FUEL TAX, \$736,660 (1.7% TOTAL REVENUES):**

In FY10-11, the City imposed a new tax of 2 cents per gallon of gasoline sold in the city limits. Revenues from this local motor fuel tax revenues are restricted for street maintenance and road safety improvements. Included in the ordinance imposing this tax were rate increases to 2.4 cents/gallon on July 1, 2011, 2.8 cents on 7/1/12 and 3.2 cents on 7/1/13. Since this tax was imposed, the City of Champaign has also imposed a local motor fuel tax of 4 cents/gallon. Therefore, this budget recommends increasing Urbana's rate to 4 cents, effective 7/1/12. This rate increase from the scheduled 2.8 cents will generate an additional \$221,000 next year. Revenues and costs of this program are reported in a separate fund included in the Capital Improvement Funds section.

**SEWER BENEFIT TAX, \$1,273,210 (2.9% TOTAL REVENUES):**

The city imposes a tax on all property owners to pay for sanitary sewer and related storm sewer improvements. This tax is collected as part of the bill a homeowner receives from the Sanitary District. It 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 \$68/year. It has been necessary to increase the annual rate 10% over the last 3 years to pay for 2 new sewer reimbursement programs for homeowners and for future sewer projects. The amount for FY12-13 is estimated to increase 3%.

**HOTEL/MOTEL TAX, \$868,910 (2% OF TOTAL REVENUES):**

The City imposes a tax on the receipts of hotel and motel room rentals. This tax was previously 5% but was increased to 6% on October 1, 2011. All hotel tax revenue is allocated to the general operating fund. Hotel/motel tax is also a revenue that is based on point of sale. Therefore, annexations of hotels and opening or closing hotels significantly impact the amounts generated.



Hotel/motel taxes have been severely impacted by the downtown in the State economy but have rebounded beginning in the 2<sup>nd</sup> quarter of CY2011. I have projected an increase for FY12-13 of 9.0% (5.5% before the impact of the increase in the rate) .

### **LICENSES AND PERMITS, \$1,213,912 (2.8% 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 increases in expenses incurred by the City in administering these activities, which is approximate to labor costs. Included in this amount is the multi-family rental inspection permit to pay for the costs of inspection of these properties. This amount is \$227,000 plus \$608,682 from building fees for the Carle hospital addition. Up until the recent economic downturn, licenses and permit revenue remained fairly easy to project. However, building related permit activity decreased significantly in FY09-10 and FY10-11. It is anticipated that these fees will rebound slightly in FY11-12 and even more in FY12-13.

### **FINES AND TICKETS, \$780,709 (1.7% OF TOTAL REVENUES):**

The City receives revenue in the form of fines from certain violations of ordinances and laws and from parking ticket violations. Most fine revenue is allocated to the general fund to offset the costs of administering the violation and collection of the fine. Some fine revenue (D.U.I. and Drug Seizure) is required by law to be accounted separately and used for certain police equipment and costs. These fines are reported in a special fund, the V.E.R.F. Special Supplementary Fund which is included in the section entitled "Special Funds that Support General Operations". Generally, fine/ticket revenue will remain fairly steady from one year to the next, unless a change occurs in fine amounts or collection methods. However, parking ticket revenue is approximately 55% of the level in FY02-03, as fewer tickets are being written and the city implemented a new program to forgive more offenders.

### **RECYCLING TAXES, \$521,400 (1.2% TOTAL REVENUES):**

The City imposes a annual \$2.50/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 this charge will be sufficient to fund the program at least thru FY13-14.

### **INTEREST ON INVESTMENTS, \$384,230 (0.8% TOTAL REVENUES):**

The City invests all monies that is not needed to pay expenses, in various interest earning securities. The length of maturity and type depends upon the amount available and when it is projected that these invested amounts will be needed. Because the City invests in securities that average 1-3 years in

maturity, the impact of fluctuations in interest rates have a significant impact. Interest earned is deposited to each of the City's 22 funds based on average balances invested. The amount projected for FY12-13 is approximately \$90,000 less than last year due to lower interest rates and less monies to invest.

Revenue Analysis

REVENUE DETAILS AND PROJECTIONS, GENERAL OPERATING FUNDS

	ACTUAL	%	BUDGET	%	EST. ACTUAL	%	VARIANCE	EST.	%
	2010-11	CHG.	2011-12	CHG.	2011-12	CHG.	2011-12	2012-13	CHG.
<b>SALES TAXES:</b>									
<b>STATE SALES TAX:</b>									
RECURRING STATE SALES TAX	\$4,585,795	3.0%	\$4,700,760	2.5%	\$4,727,190	3.1%	\$26,430	\$4,892,640	3.5%
NON-RECURRING STATE SALES TAX	0	0.0%	0	0.0%	0	0.0%	0	0	0.0%
<b>SUBTOTAL, STATE SALES TAX</b>	<b>\$4,585,795</b>	<b>3.0%</b>	<b>\$4,700,760</b>	<b>2.5%</b>	<b>\$4,727,190</b>	<b>3.1%</b>	<b>\$26,430</b>	<b>\$4,892,640</b>	<b>3.5%</b>
<b>HOME-RULE SALES TAX:</b>									
RECURRING H/R SALES TAX	\$3,301,783	3.8%	\$3,392,120	2.7%	\$3,427,490	3.8%	\$35,370	\$3,547,450	3.5%
NON-RECURRING H/R SALES TAX	0	0.0%	0	0.0%	0	0.0%	0	0	0.0%
<b>SUBTOTAL, H/R SALES TAX</b>	<b>\$3,301,783</b>	<b>3.8%</b>	<b>\$3,392,120</b>	<b>2.7%</b>	<b>\$3,427,490</b>	<b>3.8%</b>	<b>\$35,370</b>	<b>\$3,547,450</b>	<b>3.5%</b>
<b>SUBTOTAL STATE/LOCAL SALES TAX:</b>									
RECURRING SALES TAX	\$7,887,578	3.3%	\$8,092,880	2.6%	\$8,154,680	3.4%	\$61,800	\$8,440,090	3.5%
NON-RECURRING SALES TAX	0	0.0%	0	0.0%	0	0.0%	0	0	0.0%
<b>SUBTOTAL, SALES TAX</b>	<b>\$7,887,578</b>	<b>3.3%</b>	<b>\$8,092,880</b>	<b>2.6%</b>	<b>\$8,154,680</b>	<b>3.4%</b>	<b>\$61,800</b>	<b>\$8,440,090</b>	<b>3.5%</b>
<b>STATE USE SALES TAX:</b>									
RECURRING STATE USE TAX	\$489,582	2.5%	\$604,490	1.4%	\$604,910	1.5%	\$420	\$596,610	2.0%
NON-RECURRING STATE USE TAX	106,392	22.3%	25,000	4.2%	(20,000)	-3.4%	(45,000)	0	0.0%
<b>SUBTOTAL, STATE USE TAX</b>	<b>\$595,974</b>	<b>24.8%</b>	<b>\$629,490</b>	<b>5.6%</b>	<b>\$584,910</b>	<b>-1.9%</b>	<b>(\$44,580)</b>	<b>\$596,610</b>	<b>2.0%</b>
<b>LOCAL FOOD &amp; BEV. SALES TAX:</b>									
RECURRING F&B SALES TAX	\$309,614	-0.2%	\$333,820	7.8%	\$325,000	5.0%	(\$8,820)	\$334,840	3.0%
NON-RECURRING F&B SALES TAX	0	0.0%	0	0.0%	0	0.0%	0	0	0.0%
<b>SUBTOTAL, F&amp;B SALES TAX</b>	<b>\$309,614</b>	<b>-0.2%</b>	<b>\$333,820</b>	<b>7.8%</b>	<b>\$325,000</b>	<b>5.0%</b>	<b>(\$8,820)</b>	<b>\$334,840</b>	<b>3.0%</b>
<b>PACKAGE ALCOHOL TAX:</b>									
RECURRING ALCOH. TAX	\$0		\$0		\$0		\$0	\$92,000	0.0%
NON-RECURRING ALCOH. TAX	0		111,000		92,000		(19,000)	29,000	31.5%
<b>SUBTOTAL, OTB TAX</b>	<b>\$0</b>	<b>0.0%</b>	<b>\$111,000</b>	<b>0.0%</b>	<b>\$92,000</b>		<b>(\$19,000)</b>	<b>\$121,000</b>	<b>31.5%</b>
<b>SUBTOTAL, ALL SALES TAXES:</b>									
RECURRING SALES TAXES	\$8,686,774	3.1%	\$9,031,190	2.7%	\$9,084,590	3.3%	\$53,400	\$9,463,540	3.4%
NON-RECURRING SALES TAXES	106,392	1.2%	136,000	1.5%	72,000	0.8%	(64,000)	29,000	0.3%
<b>SUBTOTAL, SALES TAXES</b>	<b>\$8,793,166</b>	<b>4.2%</b>	<b>\$9,167,190</b>	<b>4.3%</b>	<b>\$9,156,590</b>	<b>4.1%</b>	<b>(\$10,600)</b>	<b>\$9,492,540</b>	<b>3.7%</b>
<b>HOTEL/MOTEL TAX:</b>									
RECURRING HOTEL/MOTEL TAX	\$651,499	2.1%	\$680,210	4.4%	\$695,000	6.7%	\$14,790	\$840,910	5.5%
NON-RECURRING HOTEL/MOTEL TAX	0	0.0%	127,000	19.5%	102,000	15.7%	(25,000)	28,000	3.5%
<b>SUBTOTAL, HOTEL/MOTEL TAX</b>	<b>\$651,499</b>	<b>2.1%</b>	<b>\$807,210</b>	<b>23.9%</b>	<b>\$797,000</b>	<b>22.3%</b>	<b>(\$10,210)</b>	<b>\$868,910</b>	<b>9.0%</b>
<b>SUBTOTAL, SALES TAXES, INCL. HOTEL:</b>									
RECURRING SALES TAXES	\$9,338,273	3.0%	\$9,711,400	2.8%	\$9,779,590	3.5%	\$68,190	\$10,304,450	3.5%
NON-RECURRING SALES TAXES	106,392	1.0%	263,000	2.8%	174,000	1.8%	(89,000)	57,000	0.6%
<b>SUBTOTAL, SALES TAXES</b>	<b>\$9,444,665</b>	<b>4.0%</b>	<b>\$9,974,400</b>	<b>5.6%</b>	<b>\$9,953,590</b>	<b>5.4%</b>	<b>(\$20,810)</b>	<b>\$10,361,450</b>	<b>4.1%</b>
<b>UTILITY TAX-ELECTRICITY:</b>									
NORMAL, RECURRING UTILITY TAX	\$1,549,748	2.8%	\$1,559,870	0.7%	\$1,589,210	2.5%	\$29,340	\$1,628,360	2.5%
NON-RECURRING UTILITY TAX	0	0.0%	0	0.0%	0	0.0%	0	0	0.0%
<b>SUBTOTAL, UTIL. TAX</b>	<b>\$1,549,748</b>	<b>2.8%</b>	<b>\$1,559,870</b>	<b>0.7%</b>	<b>\$1,589,210</b>	<b>2.5%</b>	<b>\$29,340</b>	<b>\$1,628,360</b>	<b>2.5%</b>
<b>UTILITY TAX-NAT. GAS REGULAR:</b>									
NORMAL, RECURRING UTILITY TAX	\$701,021	7.8%	\$606,430	0.9%	\$613,040	2.0%	\$6,610	\$628,370	2.5%
NON-RECURRING UTILITY TAX	(100,000)	-15.4%	60,000	10.0%	0	0.0%	(60,000)	0	0.0%
<b>SUBTOTAL, UTIL. TAX</b>	<b>\$601,021</b>	<b>-7.6%</b>	<b>\$666,430</b>	<b>10.9%</b>	<b>\$613,040</b>	<b>2.0%</b>	<b>(\$53,390)</b>	<b>\$628,370</b>	<b>2.5%</b>
<b>UTILITY TAX-NAT. GAS USE TAX:</b>									
NORMAL, RECURRING UTILITY TAX	\$0		\$186,000	0.1%	\$195,680	5.3%	\$9,680	\$267,630	1.5%
NON-RECURRING UTILITY TAX	185,775		87,000	46.8%	68,000	36.6%	(19,000)	0	0.0%
<b>SUBTOTAL, UTIL. TAX</b>	<b>\$185,775</b>		<b>\$273,000</b>	<b>47.0%</b>	<b>\$263,680</b>	<b>41.9%</b>	<b>(\$9,320)</b>	<b>\$267,630</b>	<b>1.5%</b>
<b>UTILITY TAX-WATER:</b>									
NORMAL, RECURRING UTILITY TAX	\$381,430	0.3%	\$489,740	-0.2%	\$487,740	-0.6%	(\$2,000)	\$490,790	0.6%
NON-RECURRING UTILITY TAX	109,360	28.7%	0	0.0%	0	0.0%	0	0	0.0%
<b>SUBTOTAL, UTIL. TAX</b>	<b>\$490,790</b>	<b>29.0%</b>	<b>\$489,740</b>	<b>-0.2%</b>	<b>\$487,740</b>	<b>-0.6%</b>	<b>(\$2,000)</b>	<b>\$490,790</b>	<b>0.6%</b>
<b>TELECOMMUNICATIONS TAX:</b>									
NORMAL, RECURRING TELECOM TAX	\$1,037,599	-10.2%	\$1,154,950	11.3%	\$1,089,480	5.0%	(\$65,470)	\$1,089,480	0.0%
NON-RECURRING TELECOM TAX	0	0.0%	0	0.0%	0	0.0%	0	0	0.0%
<b>SUBTOTAL, TELECOM. TAX</b>	<b>\$1,037,599</b>	<b>-10.2%</b>	<b>\$1,154,950</b>	<b>11.3%</b>	<b>\$1,089,480</b>	<b>5.0%</b>	<b>(\$65,470)</b>	<b>\$1,089,480</b>	<b>0.0%</b>
<b>SUBTOTAL, UTILITY TAX</b>									
NORMAL, RECURRING UTILITY TAX	\$3,669,798	-0.7%	\$3,996,990	3.4%	\$3,975,150	2.9%	(\$21,840)	\$4,104,630	1.5%
NON-RECURRING UTILITY TAX	195,135	5.3%	147,000	3.8%	68,000	1.8%	(79,000)	-	0.0%
<b>SUBTOTAL, UTILITY TAX</b>	<b>\$3,864,933</b>	<b>4.6%</b>	<b>\$4,143,990</b>	<b>7.2%</b>	<b>\$4,043,150</b>	<b>4.6%</b>	<b>(\$100,840)</b>	<b>\$4,104,630</b>	<b>1.5%</b>

## REVENUE DETAILS AND PROJECTIONS, GENERAL OPERATING FUNDS (CONTINUED)

	ACTUAL	%	BUDGET	%	EST. ACTUAL	%	VARIANCE	EST.	%
	2010-11	CHG.	2011-12	CHG.	2011-12	CHG.	2011-12	2012-13	CHG.
<b>STATE INCOME TAX:</b>									
REGULAR, RECURRING	\$3,189,278	3.2%	\$3,342,850	4.8%	\$3,334,710	1.7%	(\$8,140)	\$3,401,400	2.0%
ADDL. TAX	89,000	2.6%	0	0.0%	0	0.0%	0	0	0.0%
CORP. REPL. TAX (CITY/PENSION)	298,027	2.9%	313,120	5.1%	313,120	5.1%	0	319,380	2.0%
<b>SUBTOTAL, INCOME TAX</b>	<b>\$3,576,305</b>	<b>5.8%</b>	<b>\$3,655,970</b>	<b>2.2%</b>	<b>\$3,647,830</b>	<b>2.0%</b>	<b>(\$8,140)</b>	<b>\$3,720,780</b>	<b>2.0%</b>
<b>FRANCHISE AND FEES:</b>									
CABLE T.V., 5%	363,545	4.0%	383,700	5.5%	376,270	3.5%	(\$7,430)	389,440	3.5%
CABLE T.V., 2%	137,465	2.5%	147,200	7.1%	154,620	3.5%	7,420	159,660	3.3%
NON-RECURRING FEES	11,921	0.2%	0		0		0	0	
N. I.L. WATER	69,888	-4.0%	69,890	0.0%	69,890	0.0%	0	69,890	0.0%
NEW MULTIFAMILY INSPECT. PERMIT	219,996	18.8%	220,280	0.1%	220,280	0.1%	0	227,000	3.1%
<b>TOTAL FRANCHISE AND FEES</b>	<b>\$802,815</b>	<b>8.2%</b>	<b>\$821,070</b>	<b>2.3%</b>	<b>\$821,060</b>	<b>2.3%</b>	<b>(\$10)</b>	<b>\$845,990</b>	<b>3.0%</b>
<b>INTEREST ON INVESTMENTS:</b>									
REGULAR	\$364,435	-1.9%	\$75,000	5.9%	\$70,800	0.0%	(\$4,200)	\$70,800	0.0%
CHANGE IN MARKET VALUE	(293,621)	-79.1%	0	0.0%	0	0.0%	0	0	0.0%
<b>SUBTOTAL, INTEREST ON INVEST.</b>	<b>\$70,814</b>	<b>-80.3%</b>	<b>\$75,000</b>	<b>5.9%</b>	<b>\$70,800</b>	<b>0.0%</b>	<b>(\$4,200)</b>	<b>\$70,800</b>	<b>0.0%</b>
<b>TICKETS AND FINES:</b>									
PARKING TICKETS	355,153	-19.7%	442,400	24.6%	365,000	2.8%	(\$77,400)	365,000	0.0%
DOG CONTROL	5,115	-14.2%	6,000	17.3%	5,120	0.1%	(880)	5,120	0.0%
CITY COURT	168,871	-0.2%	170,000	0.7%	170,000	0.7%	0	170,000	0.0%
QUASI-FINES/NOTICE TO APPEAR	113,595	-5.8%	120,600	6.2%	114,000	0.4%	(6,600)	114,000	0.0%
NON-RECURRING TICKETS/FINES	0		0		0		0	0	
<b>SUBTOTAL, TICKETS AND FINES</b>	<b>642,734</b>	<b>-12.9%</b>	<b>739,000</b>	<b>15.0%</b>	<b>654,120</b>	<b>1.8%</b>	<b>(\$84,880)</b>	<b>654,120</b>	<b>0.0%</b>
LICENSES/PERMITS/FEES (SEE DETAIL)	1,155,540	0.0%	1,189,350	0.0%	1,225,840		36,490	1,284,930	4.8%
LRC EQ. RENTAL FEES	6,335		4,000	0.0%	6,340		2,340	6,400	0.9%
C.U.S.W.D.S. REIMB., ADMIN.	10,487		10,500	0.1%	10,500	0.1%	0	10,500	0.0%
UI FIREFIGHTING REIMBURSEMENT	1,661,236	0.8%	1,677,850	1.0%	1,692,640	1.9%	14,790	1,760,340	4.0%
<b>TRANSFERS IN FROM OTHER CITY FUNDS:</b>									
OVERHEAD, LRC SITE	19,430	10.0%	21,370	10.0%	21,370	10.0%	0	22,240	4.1%
SEWER TAX TRANSFER	579,320	10.0%	637,250	10.0%	637,250	10.0%	0	669,110	5.0%
OVERHEAD, C.D. FUNDS	26,470	4.0%	27,530	4.0%	27,530	4.0%	0	28,630	4.0%
M.V.P.S. ARBOR P-T SAL.	62,050	5.0%	68,260	10.0%	68,260	10.0%	0	71,670	5.0%
TIF 1 SURPLUS REIMB.	39,801	2.5%	41,190	3.5%	38,702	-2.8%	(2,488)	40,250	4.0%
L.R.C. ARBOR P-T/EQ. RENT	5,900	4.4%	6,160	4.4%	6,160	4.4%	0	6,460	4.9%
M.V.P.S. PILOT/OPERATING	483,530	11.8%	636,890	31.7%	636,890	31.7%	0	668,740	5.0%
TRANS., MARKET ADMIN.	17,960	106.0%	32,702	82.1%	32,702	82.1%	0	38,310	17.1%
TRANS., CAP. IMPR. ENG. OVERTIME	0	0.0%	7,310		7,310		0	7,310	0.0%
CAP IMPR. TRANSFER, WINDSOR ENG.	145,244	-10.7%	162,000	11.5%	152,500	5.0%	(9,500)	160,130	5.0%
<b>SUBTOTAL, RECURRING TRANSFERS</b>	<b>1,379,705</b>	<b>7.4%</b>	<b>1,640,662</b>	<b>18.9%</b>	<b>1,628,674</b>	<b>18.0%</b>	<b>(11,988)</b>	<b>1,712,850</b>	<b>5.2%</b>
<b>SUBTOTAL, REV. &amp; TRANSFERS</b>	<b>\$22,615,569</b>	<b>3.3%</b>	<b>\$23,931,792</b>	<b>5.8%</b>	<b>\$23,754,544</b>	<b>5.0%</b>	<b>(\$177,248)</b>	<b>\$24,532,790</b>	<b>3.3%</b>
NON-RECURRING REVENUES & TRANS.	150,572	0.7%	523,250	2.3%	363,300	1.6%	(159,950)	57,000	0.24%
<b>SUBTOTAL, REC. REV. &amp; TRANSFERS</b>	<b>\$22,464,997</b>	<b>2.6%</b>	<b>\$23,408,542</b>	<b>3.5%</b>	<b>\$23,391,244</b>	<b>3.4%</b>	<b>(17,298)</b>	<b>\$24,475,790</b>	<b>3.04%</b>
<b>TOTAL BEFORE PROP. TAX</b>	<b>\$22,615,569</b>	<b>3.3%</b>	<b>\$23,931,792</b>	<b>5.8%</b>	<b>\$23,754,544</b>	<b>5.0%</b>	<b>(\$177,248)</b>	<b>\$24,532,790</b>	<b>3.3%</b>
PROPERTY TAX	\$7,245,805	0.0%	\$7,310,960	0.9%	\$7,245,403	0.0%	(65,557)	\$7,245,403	0.0%
<b>TOTAL INCLUDING PROP. TAX</b>	<b>\$29,861,374</b>	<b>2.5%</b>	<b>\$31,242,752</b>	<b>4.6%</b>	<b>\$30,999,947</b>	<b>3.8%</b>	<b>(\$242,805)</b>	<b>\$31,778,193</b>	<b>2.5%</b>

**PERMITS AND LICENSES DETAIL**

	ACTUAL 2010-11	BUDGET 2011-12	EST. ACTUAL 2011-12	BUDGET 2012-13
PERMITS AND LICENSES:				
BUILDING PERMITS	\$106,008	\$136,130	\$136,100	\$136,130
MECHANICAL PERMITS	46,358	41,000	46,400	46,400
ELECTRICAL PERMITS	54,467	54,000	54,500	54,500
PLUMBING PERMITS	33,156	41,000	33,200	33,200
SIDEWALK CAFE LICENSE	315	300	400	400
LIQUOR LICENSE	284,154	269,950	292,700	292,700
N.I.L. WATER EXCAVATIONS	3,160	4,300	3,200	3,200
AMUSEMENT DEVICE LICENSE	6,460	8,640	6,500	6,500
TAXI CAB COMPANY LICENSE	9,870	7,500	9,900	9,900
MOBILE HOME PARK LICENSE	1,675	1,850	1,700	1,700
TAXI CAB DRIVER LICENSE	2,987	2,400	3,000	3,000
FIRE PREVENTION PERMITS	15,675	16,000	15,700	49,700
INFL. INCREASE PERMITS/FEES	0	0	0	15,000
ENGINEERING PERMITS	2,105	3,000	2,200	2,200
EROSION CONTROL PERMITS	3,760	4,250	3,800	3,800
FOOD HANDLER'S LICENSE	14,140	14,000	14,200	14,200
ELECTRICIAN LICENSE	11,175	11,000	11,200	11,200
SANITARY HAULERS LICENSE	17,760	17,500	17,800	17,800
RAFFLE/SOLICITOR LICENSE	380	200	400	400
AMBULANCE LICENSE	1,000	1,000	1,000	1,000
HAZARDOUS MAT'L HANDLING LICENSE	6,000	6,000	6,000	6,000
3-10 AREA PARKING PERMITS	50,671	51,100	50,700	50,700
DOMESTIC PARTNER REG. FEE	300	200	300	300
HOTEL/MOTEL LICENSE	0	2,250	2,300	2,300
<b>TOTAL, LICENSES AND PERMITS</b>	<b>\$671,576</b>	<b>\$693,570</b>	<b>\$713,200</b>	<b>\$762,230</b>

**OTHER REVENUES DETAIL**

	ACTUAL 2010-11	BUDGET 2011-12	EST. ACTUAL 2011-12	BUDGET 2012-13
OTHER REVENUES:				
VARIOUS SERVICE FEES	\$20,734	\$19,400	\$22,200	\$22,200
TRANS. STATION FEES	33,901	38,000	33,900	33,900
U/I HOUSING INSPECTION FEE	24,360	25,090	25,100	25,800
STATE-FIRE INS. FEE	40,738	46,740	46,740	53,000
TOWNSHIP REIMB., MAINTENANCE	5,352	5,560	5,400	5,400
JUNK/WEED LIENS	10,590	11,000	10,600	10,900
DAMAGE REIMB./CITY PROP.	11,545	14,000	11,600	11,900
HOMESTEAD LIEU OF TAX	1,286	1,340	1,300	1,300
DATA PROCESSING CONTRACTS	57,252	55,300	59,000	60,800
CIVIC CENTER RENTAL	40,815	41,000	40,900	40,900
SALE CODE/ZONING BOOKS/MAJ'S	30	180	100	100
ZONING REVIEW FEES	4,000	3,000	4,000	4,000
PLAN REVIEW FEES	66,660	75,000	75,000	75,000
COPY FEES	3,873	4,870	3,900	3,900
METROZONE PAYMENT	90,591	105,000	86,000	86,000
VEH. TOWING FEE	19,475	16,000	20,000	20,000
VEH. IMPOUNDMENT FEE	24,250	12,000	38,300	38,300
LICENSE/BACKGROUND COSTS REIMB.	2,859	2,300	2,900	2,900
ABATEMENT REIMB.	25,653	20,000	25,700	26,400
<b>TOTAL, OTHER REVENUES</b>	<b>\$483,964</b>	<b>\$495,780</b>	<b>\$512,640</b>	<b>\$522,700</b>

**GENERAL FUND  
DEPARTMENT EXPENDITURES**

**CITY COUNCIL**

**EXECUTIVE**

**FINANCE**

**CITY CLERK**

**POLICE**

**FIRE RESCUE SERVICES**

**PUBLIC WORKS**

**COMMUNITY DEVELOPMENT SERVICES**



# 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. Members of the City Council also meet on the 2<sup>nd</sup> and 4<sup>th</sup> Monday of the month as a committee of the whole. These committees also hear citizen input and forward legislation to the Council for action.

## CITY COUNCIL

### EXPENDITURES BY CATEGORY

	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	PROPOSED 2012-13	% CHG.
PERSONNEL SERVICES	\$42,153	\$42,852	\$45,100	\$46,440	3.0%
MATERIALS AND SUPPLIES	79	490	750	750	0.0%
OPERATIONS AND CONTRACTUAL	1,369	6,500	6,500	6,500	0.0%
<b>TOTAL</b>	<b>\$43,601</b>	<b>\$49,842</b>	<b>\$52,350</b>	<b>\$53,690</b>	<b>2.6%</b>







# EXECUTIVE DEPARTMENT

## DEPARTMENT MISSION

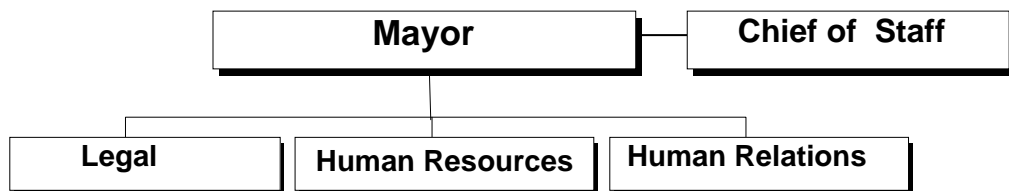
To provide professional management and leadership to ensure municipal services are delivered consistent with approved policies of the Mayor and City Council.

## DEPARTMENT ORGANIZATION

The Executive Department is organized into four divisions:

- **Administration** - provide overall administration of the City and the department to include the Office of the Mayor and Office of the Chief of Staff.
- **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, enforce the Americans with Disabilities Act and administration of the Civilian Police Review Board.
- **Human Resources** - 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 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG
ADMINISTRATION	\$369,356	\$413,991	\$375,570	\$386,780	3.0%
LEGAL	537,866	541,610	596,000	619,020	3.9%
HUMAN RELATIONS	125,527	127,640	155,430	160,990	3.6%
CIVILIAN POLICE REVIEW BOARD	4,882	2,363	8,150	8,150	0.0%
HUMAN RESOURCES	261,260	282,599	327,530	341,680	4.3%
<b>TOTAL</b>	<b>\$1,298,891</b>	<b>\$1,368,203</b>	<b>\$1,462,680</b>	<b>\$1,516,620</b>	<b>3.7%</b>

**EXECUTIVE DEPARTMENT  
EXPENDITURES BY CATEGORY**

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG
PERSONNEL SERVICES	\$1,037,300	\$1,023,628	\$1,113,350	\$1,168,160	4.9%
MATERIALS AND SUPPLIES	5,270	4,573	9,010	9,010	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	247,851	331,192	331,510	330,640	-0.3%
CAPITAL OUTLAY	8,470	8,810	8,810	8,810	0.0%
<b>DEPARTMENT TOTAL</b>	<b>\$1,298,891</b>	<b>\$1,368,203</b>	<b>\$1,462,680</b>	<b>\$1,516,620</b>	<b>3.7%</b>

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

FULL-TIME POSITIONS:	2009-10	2010-11	2011-12	2012-13
MAYOR	1.00	1.00	1.00	1.00
CHIEF OF STAFF	1.00	1.00	1.00	1.00
ADMIN. ASSISTANT II	4.00	4.00	4.00	4.00
EXECUTIVE ASST.	1.00	0.00	0.00	0.00
CITY ATTORNEY	1.00	1.00	1.00	1.00
ASST. CITY ATTORNEY	2.00	2.00	2.00	2.00
HUMAN RELATIONS OFFICER	1.00	1.00	1.00	1.00
HUMAN RESOURCES MANAGER	1.00	1.00	1.00	1.00
HUMAN RESOURCES ASST. MGR.	1.00	1.00	1.00	1.00
BENEFITS SPECIALIST	1.00	1.00	1.00	1.00
<b>SUBTOTAL, FULL-TIME</b>	<b>14.00</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>
<b>PART-TIME POSITIONS:</b>				
LEGAL INTERN P-T	0.00	0.00	0.00	0.00
EXECUTIVE ASST.	0.00	0.00	0.00	0.00
LEGAL CLERK-TYPIST P-T	0.00	0.00	0.00	0.00
<b>SUBTOTAL, PART-TIME</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>EXECUTIVE DEPARTMENT TOTAL</b>	<b>14.00</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>

**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, including union contracts
- 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
- Administer the City's emergency services and disaster efforts (ESDA)

**EXECUTIVE DEPARTMENT, ADMINISTRATION  
EXPENDITURES BY CLASSIFICATION**

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG
PERSONNEL SERVICES	\$282,796	\$255,185	\$281,380	\$294,050	4.5%
MATERIALS AND SUPPLIES	2,584	2,183	3,460	3,460	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	75,506	147,813	81,920	80,460	-1.8%
CAPITAL OUTLAY	8,470	8,810	8,810	8,810	0.0%
<b>PROGRAM TOTAL</b>	<b>\$369,356</b>	<b>\$413,991</b>	<b>\$375,570</b>	<b>\$386,780</b>	<b>3.0%</b>

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

	2009-10	2010-11	2011-12	2012-13
<b>FULL-TIME</b>	5.50	4.50	4.50	4.50
<b>PART-TIME</b>	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>5.50</b>	<b>4.50</b>	<b>4.50</b>	<b>4.50</b>

**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  
EXPENDITURES BY CLASSIFICATION**

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG
PERSONNEL SERVICES	\$416,165	\$423,723	\$456,600	\$479,380	5.0%
MATERIALS AND SUPPLIES	1,556	\$1,241	3,300	3,300	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	120,145	\$116,646	136,100	136,340	0.2%
<b>DIVISION TOTAL</b>	<b>\$537,866</b>	<b>\$541,610</b>	<b>\$596,000</b>	<b>\$619,020</b>	<b>3.9%</b>

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

	2009-10	2010-11	2011-12	2012-13
<b>FULL-TIME</b>	5.00	5.00	5.00	5.00
<b>PART-TIME</b>	0.50	0.50	0.50	0.50
<b>TOTAL</b>	5.50	5.50	5.50	5.50

**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
- Administer the Civilian Police Review Board

**EXECUTIVE DEPARTMENT, HUMAN RELATIONS DIVISION  
EXPENDITURES BY CLASSIFICATION (INCL. C. P.R.B.)**

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG
PERSONNEL SERVICES	\$119,502	\$121,173	\$131,810	\$137,260	4.1%
MATERIALS AND SUPPLIES	180	446	1,050	1,050	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	10,727	8,384	30,720	30,830	0.4%
<b>PROGRAM TOTAL</b>	<b>\$130,409</b>	<b>\$130,003</b>	<b>\$163,580</b>	<b>\$169,140</b>	<b>3.4%</b>

**EXECUTIVE DEPARTMENT, HUMAN RELATIONS DIVISION (INCL. C.P.R.B.)  
FTE'S**

	2009-10	2010-11	2011-12	2012-13
<b>FULL-TIME</b>	1.50	1.50	1.50	1.50
<b>PART-TIME</b>	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>

**EXECUTIVE DEPARTMENT  
HUMAN RESOURCES DIVISION ACTIVITIES**

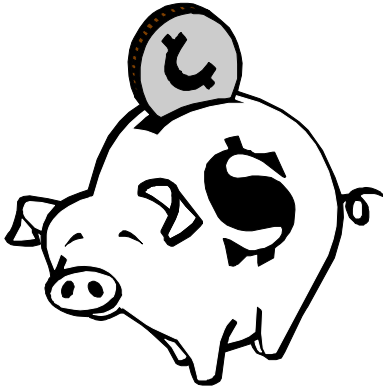
- Establish and recommend personnel and payroll policies and procedures
- Establish and recommend sound non-discriminatory recruiting, selection and promotion procedures for all non-elected positions
- Administer a salary and benefits and a merit-based employee performance evaluation program
- Construct 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, HUMAN RESOURCES DIVISION  
EXPENDITURES BY CLASSIFICATION**

	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG
PERSONNEL SERVICES	\$218,837	\$223,547	\$243,560	\$257,470	5.7%
MATERIALS AND SUPPLIES	950	703	1,200	1,200	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	41,473	58,349	82,770	83,010	0.3%
<b>PROGRAM TOTAL</b>	<b>\$261,260</b>	<b>\$282,599</b>	<b>\$327,530</b>	<b>\$341,680</b>	<b>4.3%</b>

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

	2009-10	2010-11	2011-12	2012-13
<b>FULL-TIME</b>	3.00	3.00	3.00	3.00
<b>PART-TIME</b>	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>



# FINANCE DEPARTMENT

## DEPARTMENT MISSION

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

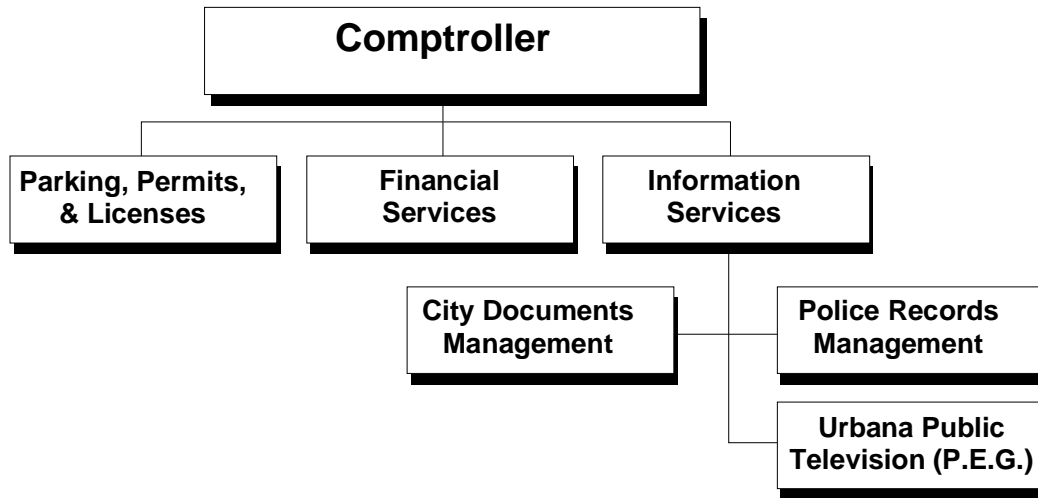
## DEPARTMENT ORGANIZATION

The Finance Department is organized into six programs:

- **Administration** - provides overall administration of the department. This program utilizes 1 Comptroller and .5 Administrative Assistant I.
- **Parking, Permits and Licenses** - manages the parking ticket, licenses and permit systems. This program utilizes 1 Office Supervisor, 2 Clerk-Cashiers and .5 Administrative Assistant I.
- **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, 2 Computer Systems Specialist, 1 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 Station Manager, 1 UPTV Production Coordinator, .25 Outreach Coordinator, 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**

**FINANCE DEPARTMENT  
ORGANIZATIONAL CHART**



**FINANCE DEPARTMENT  
EXPENDITURES BY PROGRAM**

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
ADMINISTRATION	\$301,868	\$297,955	\$329,520	\$337,190	2.3%
PARKING, PERMITS, & REV. COLLECTION	246,607	240,549	271,300	283,680	4.6%
FINANCIAL SERVICES	259,215	250,910	303,820	315,500	3.8%
INFORMATION SERVICES	451,913	492,056	560,250	590,250	5.4%
<b>DEPARTMENT TOTAL</b>	<b>\$1,259,603</b>	<b>\$1,281,470</b>	<b>\$1,464,890</b>	<b>\$1,526,620</b>	<b>4.2%</b>

**FINANCE DEPARTMENT  
EXPENDITURES BY CATEGORY**

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
PERSONNEL SERVICES	\$1,031,820	\$1,069,625	\$1,182,650	\$1,244,920	5.3%
MATERIALS AND SUPPLIES	38,008	32,226	47,580	47,580	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	161,755	150,479	205,520	204,980	-0.3%
CAPITAL OUTLAY	28,020	29,140	29,140	29,140	0.0%
<b>DEPARTMENT TOTAL</b>	<b>\$1,259,603</b>	<b>\$1,281,470</b>	<b>\$1,464,890</b>	<b>\$1,526,620</b>	<b>4.2%</b>



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

<b>FULL-TIME POSITIONS:</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
<b>COMPROLLER</b>	1.00	1.00	1.00	1.00
<b>ADMIN . ASSISTANT I</b>	1.00	1.00	1.00	1.00
<b>OFFICE SUPERVISOR</b>	1.00	1.00	1.00	1.00
<b>CLERK-CASHIER</b>	2.00	2.00	2.00	2.00
<b>ACCOUNT CLERK SUPV.</b>	1.00	1.00	1.00	1.00
<b>ACCOUNT CLERK II</b>	1.00	1.00	1.00	1.00
<b>ACCOUNT CLERK I</b>	1.00	1.00	1.00	1.00
<b>DATA PROCESSING SUPV.</b>	1.00	1.00	1.00	1.00
<b>COMPUTER PROGRAMMER II</b>	1.00	1.00	1.00	1.00
<b>PC ANALYST/NETWORK COORD.</b>	1.00	1.00	1.00	1.00
<b>POLICE RECORDS PROGRAMMER</b>	1.00	1.00	1.00	1.00
<b>COMPUTER SYSTEM TECHNICIAN</b>	1.00	1.00	1.00	1.00
<b>CITY DOCUMENTS COORDINATOR</b>	1.00	1.00	1.00	1.00
<b>WEB DOCUMENTS COORDINATOR</b>	1.00	1.00	1.00	1.00
<b>PERSONAL COMPUTER TECH.</b>	1.00	1.00	1.00	1.00
<b>U.P.T.V. STATION MANAGER</b>	1.00	1.00	1.00	1.00
<b>U.P.T.V. PRODUCTION COORD.</b>	1.00	1.00	1.00	1.00
<b>SUBTOTAL, FULL-TIME</b>	18.00	18.00	18.00	18.00
<b>PART-TIME POSITIONS:</b>				
<b>I.L.E.A.S. COMPUTER SPECIALIST</b>	0.75	0.00	0.00	0.00
<b>U.P.T.V. OUTREACH COORD.</b>	0.25	0.25	0.25	0.25
<b>U.P.T.V. CAMERA OPERATORS</b>	0.00	0.00	0.00	0.00
<b>PERSONAL COMPUTER TECH.</b>	0.25	0.00	0.00	0.00
<b>SUBTOTAL, PART-TIME</b>	1.25	0.25	0.25	0.25
<b>FINANCE DEPARTMENT TOTAL</b>	19.25	18.25	18.25	18.25

**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 in preparing an annual budget in accordance with directives from the Mayor
- Perform duties of Treasurer of the City, 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 reports to oversight agencies, especially for various grants
- 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
- Manage various city electronic information systems in an efficient and economical manner, such that these systems provide the required information and operating support to departments and provide information to the public (ex. UPTV, Web-documents, Area Police Records Management).
- Process 600 Build Urbana property rebate checks annually.
- Review and approve approximately 6,000 purchase orders annually
- Review and approve all employee travel reconciliation forms to ensure travel costs are in accordance with policies.

**FINANCE DEPARTMENT  
ADMINISTRATION PROGRAM  
EXPENDITURES BY CLASSIFICATION**

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
PERSONNEL SERVICES	\$174,668	\$178,242	\$192,220	\$200,850	4.5%
MATERIALS AND SUPPLIES	5,688	5,228	6,460	6,460	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	93,492	85,345	101,700	100,740	-0.9%
CAPITAL OUTLAY	28,020	29,140	29,140	29,140	0.0%
<b>PROGRAM TOTAL</b>	<b>\$301,868</b>	<b>\$297,955</b>	<b>\$329,520</b>	<b>\$337,190</b>	<b>2.3%</b>

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

	2009-10	2010-11	2011-12	2012-13
<b>FULL-TIME</b>	1.50	1.50	1.50	1.50
<b>PART-TIME</b>	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>

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

- Process and account for approximately 97,000 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 5,000 permits and licenses
- Process, resolve and account for approximately 3,200 parking ticket dispute notices
- Process payments and maintain records for approximately 500 parking rental spaces

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

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
PERSONNEL SERVICES	\$217,795	\$213,280	\$230,430	\$242,670	5.3%
MATERIALS AND SUPPLIES	10,167	7,123	13,500	13,500	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	18,645	20,146	27,370	27,510	0.5%
<b>PROGRAM TOTAL</b>	<b>\$246,607</b>	<b>\$240,549</b>	<b>\$271,300</b>	<b>\$283,680</b>	<b>4.6%</b>

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

	2009-10	2010-11	2011-12	2012-13
FULL-TIME	3.50	3.50	3.50	3.50
PART-TIME	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>

**FINANCE DEPARTMENT  
FINANCIAL SERVICES PROGRAM ACTIVITIES**

- Process and disburse approximately 6,000 payments to vendors and other entities following appropriate procedures
- Process and disburse approximately 6,000 payroll checks
- Maintain and manage various financial 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 2,000 rental registration program billings
- Coordinate with the U-C Sanitary District approximately 10,000 sewer tax billings
- Bill, collect and account for approximately 8,300 single-family and 400 multi-family recycling tax billings
- Collect and account for monthly locally imposed food and beverage tax, hotel/motel tax, and utility tax remittances
- Perform certain data processing and financial services for other local governments (Library, Park District and Cunningham Township) on a cost-reimbursement basis
- Bill, collect and account for miscellaneous receivables due to the City such as parking meter rentals, damage to city property, civic center rentals and junk and debris cleanup

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

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
PERSONNEL SERVICES	\$192,773	\$191,400	\$214,420	\$225,960	5.4%
MATERIALS AND SUPPLIES	22,153	19,875	27,620	27,620	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	44,289	39,635	61,780	61,920	0.2%
<b>PROGRAM TOTAL</b>	<b>\$259,215</b>	<b>\$250,910</b>	<b>\$303,820</b>	<b>\$315,500</b>	<b>3.8%</b>

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

	2009-10	2010-11	2011-12	2012-13
<b>FULL-TIME</b>	3.00	3.00	3.00	3.00
<b>PART-TIME</b>	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>

**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  
EXPENDITURES BY CLASSIFICATION**

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
PERSONNEL SERVICES	\$446,584	\$486,703	\$545,580	\$575,440	5.5%
OPERATIONS AND CONTRACTUAL SERVICES	5,329	5,353	14,670	14,810	1.0%
<b>PROGRAM TOTAL</b>	<b>\$451,913</b>	<b>\$492,056</b>	<b>\$560,250</b>	<b>\$590,250</b>	<b>5.4%</b>

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

	2009-10	2010-11	2011-12	2012-13
<b>FULL-TIME</b>	7.00	7.00	7.00	7.00
<b>PART-TIME</b>	0.50	0.00	0.00	0.00
<b>TOTAL</b>	<b>7.50</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>



# 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.

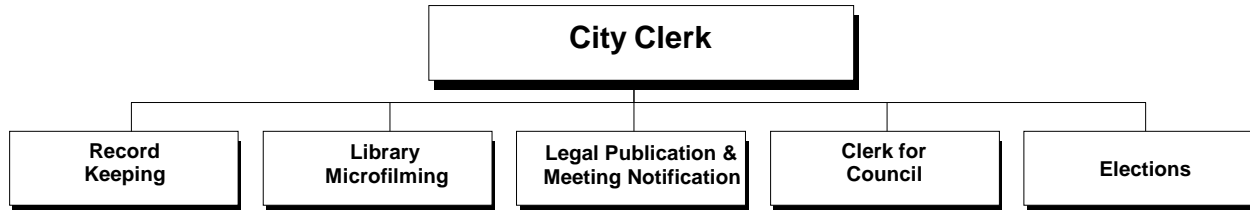
## ACTIVITIES OF THE CITY CLERK'S OFFICE

- 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 Finance Department to administer the City's document storage and retrieval system
- 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, to include being the designated "Freedom of Information Officer" for the City.

## City Clerk

- Participate in election process to include monitoring of ward boundaries, processing nominating petitions, and being deputy registrar
- Maintains the Domestic Partnership Registry

## CITY CLERK DEPARTMENT ORGANIZATIONAL CHART



## EXPENDITURES BY CATEGORY

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
PERSONNEL SERVICES	\$175,555	\$179,540	\$196,000	\$206,290	5.3%
MATERIALS AND SUPPLIES	2,879	1,730	2,880	2,880	0.0%
CONTRACTUAL SERVICES	23,731	22,609	29,510	29,490	-0.1%
CAPITAL OUTLAY	1,860	1,930	1,930	1,930	0.0%
<b>TOTAL</b>	<b>\$204,025</b>	<b>\$205,809</b>	<b>\$230,320</b>	<b>\$240,590</b>	<b>4.5%</b>

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

	2009-10	2010-11	2011-12	2012-13
FULL-TIME	3.00	3.00	3.00	3.00
PART-TIME	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>





# POLICE DEPARTMENT

## DEPARTMENT MISSION

The mission of the Urbana Police Department is to enhance the quality of life in the City of Urbana by working cooperatively with the community and within the framework of the Constitution to enforce the laws, preserve the peace, reduce the fear of crime, and provide a safe environment for all. The Urbana Police Department will continually strive for excellence in the performance of its duties through education, training, and collaboration with its citizens.

## DEPARTMENT ORGANIZATION

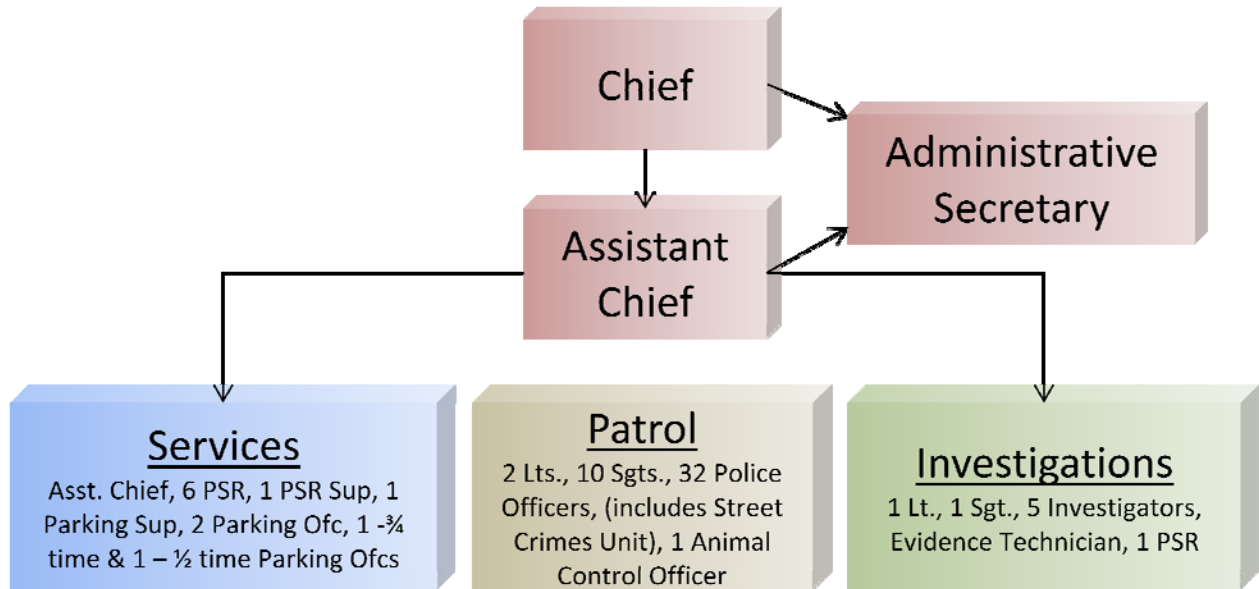
The Police Department has an authorized strength of 55 sworn officers and is organized into four divisions:

- **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, 1 Admin. Assistant and 2 vehicles .
- **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 2 Lieutenants, 33 officers, 10 sergeants, 1 civilian animal control officer and 20 vehicles.
- **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. Handles all evidence and seizures for the department. CID provides these services with 1 lieutenant, 1 sergeant, 6 officers, 1 civilian photo/evidence technician, 1 civilian service representative and 7 vehicles.
- **Support Services** – The front desk is a twenty-four hour a day, seven day a week operation that maintains the department’s record system and information management system, provides statistical analysis for the department, backup dispatch center, is the primary contact point for public access to the department, provides parking enforcement and school crossing services. This division is

**Police Department**

staffed with 11 full-time civilian employees , 6.75 (FTE) part-time positions and utilizes 3 vehicles.

**POLICE DEPARTMENT ORGANIZATION CHART**



**POLICE DEPARTMENT EXPENDITURES BY PROGRAM**

PROGRAM	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG
ADMINISTRATION PROGRAM	\$697,725	\$725,049	\$752,030	\$783,290	4.2%
PATROL PROGRAM	5,250,924	5,412,298	5,882,069	6,307,260	7.2%
ANIMAL CONTROL PROGRAM	92,602	93,598	109,580	114,950	4.9%
CRIMINAL INVESTIGATIONS PROGRAM	1,061,810	1,087,330	1,218,520	1,301,250	6.8%
SUPPORT SERVICES PROGRAM	640,192	666,181	707,122	732,660	3.6%
SCHOOL X-GUARDS PROGRAM	47,616	47,166	61,270	61,390	0.2%
PARKING PROGRAM	203,778	177,694	243,250	244,980	0.7%
<b>DEPARTMENT TOTAL</b>	<b>\$7,994,647</b>	<b>\$8,209,316</b>	<b>\$8,973,841</b>	<b>\$9,545,780</b>	<b>6.4%</b>

**POLICE DEPARTMENT EXPENDITURES BY CATEGORY**

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG
PERSONNEL SERVICES	\$6,826,035	\$6,930,196	\$7,540,211	\$8,059,140	6.9%
MATERIALS AND SUPPLIES	34,938	38,072	54,850	53,670	-2.2%
CONTRACTUAL SERV.	855,254	951,488	1,089,220	1,143,410	5.0%
CAPITAL OUTLAY	278,420	289,560	289,560	289,560	0.0%
<b>DEPARTMENT TOTAL</b>	<b>\$7,994,647</b>	<b>\$8,209,316</b>	<b>\$8,973,841</b>	<b>\$9,545,780</b>	<b>6.4%</b>

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

<b>FULL-TIME POSITIONS:</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
POLICE CHIEF	1	1	1	1
ASSISTANT CHIEF	1	1	1	1
LIEUTENANT	3	3	3	3
SERGEANT	11	11	11	11
K9 OFFICER	1	1	1	1
OFFICER	38	38	38	38
EVIDENCE/PHOTO TECHNICIAN	1	1	1	1
SUPPORT SERVICES SUPV.	1	1	1	1
POLICE SERVICES REPRESENTATIVE	7	7	7	7
ADMIN. ASSISTANT II	1	1	1	1
ANIMAL CONTROL OFFICER	1	1	1	1
PARKING ENFORCEMENT SUPERVISOR	1	1	1	1
PARKING ENFORCEMENT OFFICER	2	3	3	3
<b>SUBTOTAL, FULL-TIME</b>	<b>69.00</b>	<b>70.00</b>	<b>70.00</b>	<b>70.00</b>
<b>PART-TIME POSITIONS:</b>				
SUPPORT SERV. AD. ASSISTANT	0.75	0.75	0.75	0.75
SUPPORT SERV. AD. CLERK	0.25	0.25	0.25	0.25
P-T PARKING ENFORCEMENT	2.50	1.50	1.50	1.50
P-T ABANDONED VEH. SPEC.	0.50	0.50	0.50	0.50
P-T SCHOOL X-GUARD	3.75	3.75	3.75	3.75
<b>SUBTOTAL, PART-TIME</b>	<b>7.75</b>	<b>6.75</b>	<b>6.75</b>	<b>6.75</b>
<b>POLICE DEPARTMENT TOTAL</b>	<b>76.75</b>	<b>76.75</b>	<b>76.75</b>	<b>76.75</b>

**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	BUDGET	PROJECTED	BUDGET	%
	2009-10	2010-11	2011-12	2012-13	CHG
PERSONNEL SERVICES	\$398,303	\$415,355	\$431,730	\$461,300	6.8%
MATERIALS AND SUPPLIES	137	237	480	480	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	20,865	19,897	30,260	31,950	5.6%
CAPITAL OUTLAY	278,420	289,560	289,560	289,560	0.0%
PROGRAM TOTAL	\$697,725	\$725,049	\$752,030	\$783,290	4.2%

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

	2009-10	2010-11	2011-12	2012-13
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)
- Perform periodic checks for alcohol and tobacco violations
- 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 2009-10	BUDGET 2010-11	PROJECTED 2011-12	BUDGET 2012-13	% CHG
PERSONNEL SERVICES	\$4,664,227	\$4,734,588	\$5,164,459	\$5,534,790	7.2%
MATERIALS AND SUPPLIES	16,727	17,609	21,720	21,720	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	569,970	660,101	695,890	750,750	7.9%
<b>PROGRAM TOTAL</b>	<b>\$5,250,924</b>	<b>\$5,412,298</b>	<b>\$5,882,069</b>	<b>\$6,307,260</b>	<b>7.2%</b>

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

	2009-10	2010-11	2011-12	2012-13
<b>FULL-TIME</b>	46.00	46.00	46.00	46.00
<b>PART-TIME</b>	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>46.00</b>	<b>46.00</b>	<b>46.00</b>	<b>46.00</b>

**Police Department**

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**POLICE DEPARTMENT**

**ANIMAL CONTROL PROGRAM ACTIVITIES (UNDER PATROL DIVISION)**

- 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**

**EXPENDITURES BY CLASSIFICATION**

CATEGORY	ACTUAL	BUDGET	PROJECTED	BUDGET	%
	2009-10	2010-11	2011-12	2012-13	CHG
PERSONNEL SERVICES	\$50,016	\$50,943	\$56,410	\$59,410	5.3%
MATERIALS AND SUPPLIES	51	396	1,000	1,000	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	42,535	42,259	52,170	54,540	4.5%
<b>PROGRAM TOTAL</b>	<b>\$92,602</b>	<b>\$93,598</b>	<b>\$109,580</b>	<b>\$114,950</b>	<b>4.9%</b>

**POLICE DEPARTMENT**

**ANIMAL CONTROL PROGRAM**

**PERSONNEL SUMMARY FTE'S**

	2009-10	2010-11	2011-12	2012-13
<b>FULL-TIME</b>	1.00	1.00	1.00	1.00
<b>PART-TIME</b>	0.00	0.00	0.00	0.00
<b>TOTAL</b>	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
- Assist local school officials in prevention of juvenile crimes and illegal substance abuse through the school resource officer program
- 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
- Operate and monitor a station adjustment program to address minor juvenile crimes

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

CATEGORY	ACTUAL 2009-10	BUDGET 2010-11	PROJECTED 2011-12	BUDGET 2012-13	% CHG
PERSONNEL SERVICES	\$982,098	\$1,002,197	\$1,099,180	\$1,180,810	7.4%
MATERIALS AND SUPPLIES	811	1,113	1,300	1,300	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	78,901	84,020	118,040	119,140	0.9%
<b>PROGRAM TOTAL</b>	<b>\$1,061,810</b>	<b>\$1,087,330</b>	<b>\$1,218,520</b>	<b>\$1,301,250</b>	<b>6.8%</b>

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

	2009-10	2010-11	2011-12	2012-13
<b>FULL-TIME</b>	10.00	10.00	10.00	10.00
<b>PART-TIME</b>	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>

**Police Department**

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**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 2009-10	BUDGET 2010-11	PROJECTED 2011-12	BUDGET 2012-13	% CHG
PERSONNEL SERVICES	\$495,303	\$515,378	\$515,962	\$540,530	4.8%
MATERIALS AND SUPPLIES	15,702	18,267	28,620	27,440	-4.1%
OPERATIONS AND CONTRACTUAL SERVICES	129,187	132,536	162,540	164,690	1.3%
PROGRAM TOTAL	\$640,192	\$666,181	\$707,122	\$732,660	3.6%

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

	2009-10	2010-11	2011-12	2012-13
FULL-TIME	6.00	6.00	6.00	6.00
PART-TIME	1.00	1.00	1.00	1.00
TOTAL	7.00	7.00	7.00	7.00



**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 2009-10	BUDGET 2010-11	PROJECTED 2011-12	BUDGET 2012-13	% CHG
PERSONNEL SERVICES	\$191,090	\$166,963	\$214,630	\$224,350	4.5%
MATERIALS AND SUPPLIES	1,068	128	1,230	1,230	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	11,620	10,603	27,390	19,400	-29.2%
<b>PROGRAM TOTAL</b>	<b>\$203,778</b>	<b>\$177,694</b>	<b>\$243,250</b>	<b>\$244,980</b>	<b>0.7%</b>

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

	2009-10	2010-11	2011-12	2012-13
FULL-TIME	3.00	4.00	4.00	4.00
PART-TIME	3.00	2.00	2.00	2.00
<b>TOTAL</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>

**Police Department**

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**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 2009-10	BUDGET 2010-11	PROJECTED 2011-12	BUDGET 2012-13	% CHG
PERSONNEL SERVICES	\$44,998	\$44,772	\$57,840	\$57,950	0.2%
MATERIALS AND SUPPLIES	442	322	500	500	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	2,176	2,072	2,930	2,940	0.3%
<b>PROGRAM TOTAL</b>	<b>\$47,616</b>	<b>\$47,166</b>	<b>\$61,270</b>	<b>\$61,390</b>	<b>0.2%</b>

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

	2009-10	2010-11	2011-12	2012-13
FULL-TIME	0.00	0.00	0.00	0.00
PART-TIME	3.75	3.75	3.75	3.75
<b>TOTAL</b>	<b>3.75</b>	<b>3.75</b>	<b>3.75</b>	<b>3.75</b>



# 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:

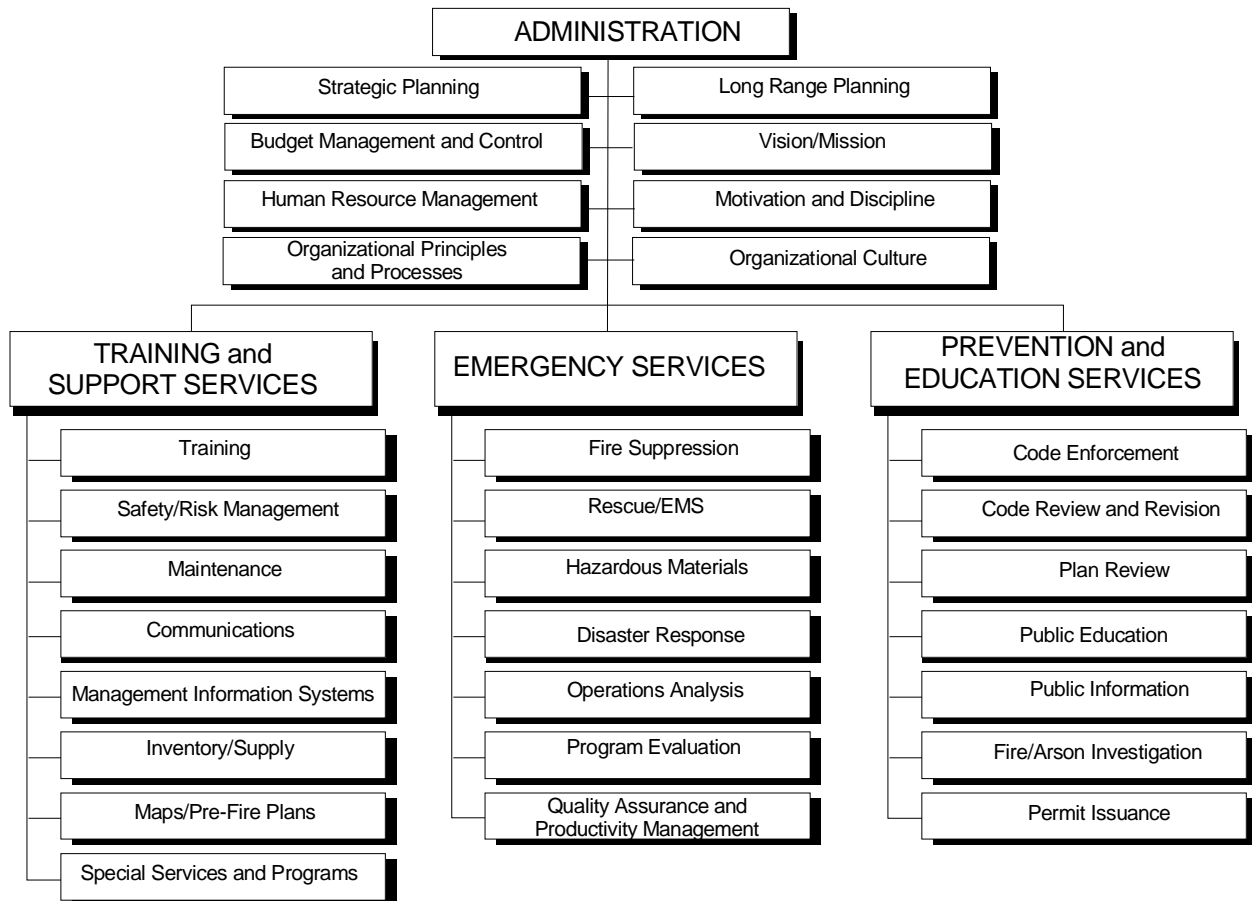
- **Administration** - functions include planning, organizing, coordinating, and controlling the services and programs provided by the department. These functions are accomplished by establishing an organizational vision, mission, long-range plan, and strategic plan. In addition, the administration is responsible for budget management and control, human resource management, establishing organizational principles and processes, and providing motivation and discipline. This division is staffed by 1 Chief and 1 Administrative Assistant II.
- **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

## Fire Rescue Services Department

and productivity management. Operations analysis is the process of reviewing 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 22 Firefighters, 15 Engineers, 12 Company Officers, 3 Captains 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 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
- 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

**Fire Rescue Services Department**

**FIRE RESCUE SERVICES DEPARTMENT  
EXPENDITURES BY CATEGORY**

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG
PERSONNEL SERVICES	\$5,972,248	\$6,113,382	\$6,399,165	\$6,740,350	5.3%
MATERIALS AND SUPPLIES	66,709	56,124	70,590	70,590	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	504,812	515,994	594,000	634,180	6.8%
CAPITAL OUTLAY	189,280	196,850	196,850	196,850	0.0%
<b>TOTAL</b>	<b>\$6,733,049</b>	<b>\$6,882,350</b>	<b>\$7,260,605</b>	<b>\$7,641,970</b>	<b>5.3%</b>

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

FULL-TIME POSITIONS:	2009-10	2010-11	2011-12	2012-13
FIRE CHIEF	1.00	1.00	1.00	1.00
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
CAPTAIN	0.00	0.00	3.00	3.00
LIEUTENANT	15.00	15.00	12.00	12.00
ENGINEER	0.00	0.00	15.00	15.00
FIREFIGHTER	37.00	37.00	22.00	22.00
ADMIN. ASSISTANT II	1.00	1.00	1.00	1.00
<b>SUBTOTAL, FULL-TIME</b>	<b>59.00</b>	<b>59.00</b>	<b>59.00</b>	<b>59.00</b>
<b>PART-TIME POSITIONS:</b>				
PART-TIME	0.00	0.00	0.00	0.00
<b>FIRE DEPARTMENT TOTAL</b>	<b>59.00</b>	<b>59.00</b>	<b>59.00</b>	<b>59.00</b>



# 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, cost-effective, and sustainable 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 six 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 Arbor Manager and provides certain services for the maintenance and planting of trees and green spaces and for operation of a county-wide landscape recycling center.
- **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
  - Underground utility locates
  - Training support for the Public Works Department
  - A comprehensive program of management and maintenance for all municipal buildings
  - A low-cost community meeting center (Civic Center).

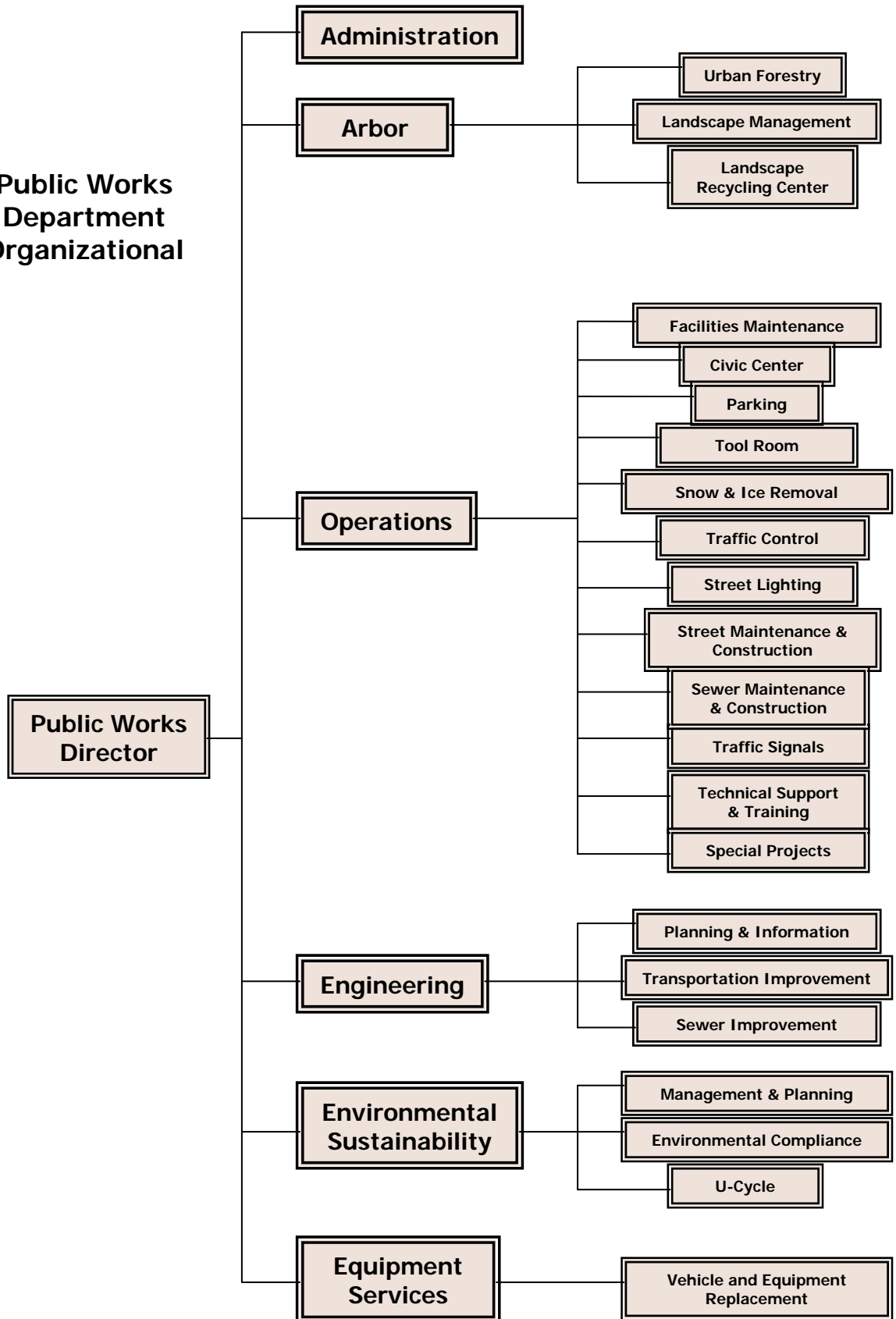
## Public Works Department

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- A system for on and off-street public parking spaces (costs are in the M.V.P.S. section of the budget).
- **Engineering** - This division is headed by the Assistant City Engineer (Public Works Director serves as City Engineer) and provides citywide mapping and graphic support, surveying, infrastructure design and construction management, subdivision/private development plan review, technical support to other city departments and advisory commissions, and maintenance of the Capital Improvement Plan.
- **Environmental Sustainability** - This division is headed by the Environmental Sustainability Manager and provides solid waste management, administers recycling programs, oversees the West Nile prevention program, and performs nuisance compliance 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



**Public Works Department**

**PUBLIC WORKS DEPARTMENT  
EXPENDITURES BY PROGRAM**

PROGRAM	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
ADMINISTRATION	\$827,210	\$847,124	\$893,211	\$915,050	2.4%
<b>ARBOR DIVISION:</b>					
FORESTRY	338,598	337,968	395,290	409,960	3.7%
LANDSCAPE	307,709	302,146	342,150	350,160	
<b>OPERATIONS DIVISION:</b>					
TOOL ROOM	108,711	109,489	114,080	117,320	2.8%
SNOW AND ICE REMOVAL	237,407	273,345	200,861	203,370	1.2%
TRAFFIC CONTROL	254,603	242,956	280,450	296,840	5.8%
STREET LIGHTING	506,272	546,038	612,780	616,680	0.6%
STREET MAINT. AND CONST.	1,354,155	1,271,810	1,426,931	1,484,040	4.0%
SEWER MAINT. AND CONST.	379,732	401,769	454,384	505,040	11.1%
TRAFFIC SIGNALS	115,226	119,153	131,680	136,830	3.9%
R.O.W. AND TECHNICAL SUPPORT	39,106	39,143	52,680	50,540	-4.1%
FACILITIES MAINTENANCE	533,289	459,284	547,350	535,340	-2.2%
CIVIC CENTER	64,211	75,619	92,139	92,540	0.4%
<b>ENGINEERING DIVISION:</b>					
PLANNING AND MAPPING	500,196	498,659	480,120	503,700	4.9%
TRANS. IMPROVEMENTS	413,786	407,450	517,430	544,770	5.3%
SEWER IMPROVEMENTS	165,385	169,272	184,050	192,140	4.4%
<b>ENVIRONMENTAL SUSTAINABILITY:</b>					
MGT. AND PLANNING	252,240	123,644	155,820	159,990	2.7%
ENVIRONMENTAL COMPLIANCE	113,423	98,910	105,010	108,690	3.5%
<b>DEPARTMENT TOTAL</b>	<b>\$6,511,259</b>	<b>\$6,323,779</b>	<b>\$6,986,416</b>	<b>\$7,223,000</b>	<b>3.4%</b>

**PUBLIC WORKS DEPARTMENT  
EXPENDITURES BY CATEGORY**

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
PERSONNEL SERVICES	\$4,223,923	\$4,113,657	\$4,540,626	\$4,753,420	4.7%
MATERIALS AND SUPPLIES	495,454	546,185	532,200	532,200	0.0%
CONTRACTUAL SERVICES	1,408,122	1,264,827	1,514,480	1,538,270	1.6%
CAPITAL OUTLAY	383,760	399,110	399,110	399,110	0.0%
<b>DEPARTMENT TOTAL</b>	<b>\$6,511,259</b>	<b>\$6,323,779</b>	<b>\$6,986,416</b>	<b>\$7,223,000</b>	<b>3.4%</b>

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

<b>FULL-TIME POSITIONS:</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
PUBLIC WORKS DIRECTOR	1.00	1.00	1.00	1.00
ADMIN. ASSISTANT I	3.00	3.00	3.00	3.00
ASSISTANT TO THE DIRECTOR	1.00	1.00	1.00	1.00
ASSISTANT CITY ENGINEER	1.00	1.00	1.00	1.00
ARBOR MANAGER	0.00	0.00	1.00	1.00
CITY ARBORIST	1.00	1.00	1.00	1.00
FORESTRY SUPERVISOR	1.00	1.00	0.00	0.00
LANDSCAPE SUPERVISOR	1.00	1.00	1.00	1.00
ARBOR TECHNICIAN	3.00	3.00	3.00	3.00
EQUIPMENT OPERATOR	10.00	10.00	11.00	11.00
L.R.C. EQUIPMENT OPERATOR	2.00	2.00	2.00	2.00
PUBLIC FACILITIES SUPERVISOR	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	9.00	8.00	8.00
ELECTRICIAN	3.00	3.00	3.00	3.00
TRAFFIC SIGNAL TECHNICIAN	1.00	1.00	1.00	1.00
SR. CIVIL ENGINEER	1.00	1.00	2.00	2.00
CIVIL ENGINEER	3.00	3.00	3.00	3.00
PROJECT COORDINATOR	1.00	1.00	0.00	0.00
ENGINEERING TECHNICIAN	5.00	5.00	5.00	5.00
INFORMATION TECHNICIAN	1.00	1.00	1.00	1.00
ENVIRON. SUSTAINABILITY 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
CERTIFIED MECHANIC	3.00	3.00	3.00	3.00
TOOL ROOM CLERK	1.00	1.00	1.00	1.00
U-CYCLE/RECYCLING COORD.	1.00	1.00	1.00	1.00
METER MAINT. TECHNICIAN II	2.00	2.00	1.00	1.00
METER MAINT. TECHNICIAN I	0.00	0.00	1.00	1.00
<b>SUBTOTAL, FULL-TIME</b>	<b>64.00</b>	<b>64.00</b>	<b>64.00</b>	<b>64.00</b>
<b>PART-TIME POSITIONS:</b>				
BIG BROADBAND TECH.	0.00	0.00	1.00	0.00
SEASONAL, ARBOR	4.54	4.54	4.54	4.54
L.R.C. LABORERS	1.75	1.75	1.75	1.75
BUILDING MAINT.	0.50	0.50	0.50	0.50
CIVIC CENTER	1.75	1.75	1.75	1.75
SEASONAL, OPERATIONS	3.24	3.24	3.24	3.24
ENGINEERING AIDE/INTERN	1.35	1.35	1.35	1.35
FLEET SERVICES PARTS CLERK	0.50	0.50	0.50	0.50
SEASONAL, MVPS	0.50	0.50	0.50	0.50
SEASONAL, GARAGE	2.50	2.50	2.50	2.50
<b>SUBTOTAL, PART-TIME</b>	<b>16.63</b>	<b>16.63</b>	<b>17.63</b>	<b>16.63</b>
<b>PUBLIC WORKS DEPARTMENT TOTAL</b>	<b>80.63</b>	<b>80.63</b>	<b>81.63</b>	<b>80.63</b>

**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 and CATS.
- Place professional engineer's seal on project plans and specifications as required by law

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

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
PERSONNEL SERVICES	\$369,769	\$377,154	\$409,150	\$430,970	5.3%
MATERIALS AND SUPPLIES	7,007	9,089	10,410	10,410	0.0%
CONTRACTUAL SERVICES	66,674	67,800	80,570	80,590	0.0%
CAPITAL OUTLAY	383,760	393,081	393,081	393,080	0.0%
<b>PROGRAM TOTAL</b>	<b>\$827,210</b>	<b>\$847,124</b>	<b>\$893,211</b>	<b>\$915,050</b>	<b>2.4%</b>

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

	2009-10	2010-11	2011-12	2012-13
<b>FULL-TIME</b>	5.00	5.00	5.00	5.00
<b>PART-TIME</b>	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>

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

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
PERSONNEL SERVICES	\$277,462	\$285,652	\$311,610	\$325,620	4.5%
MATERIALS AND SUPPLIES	4,288	3,781	4,580	4,580	0.0%
CONTRACTUAL SERVICES	56,848	48,535	79,100	79,760	0.8%
<b>PROGRAM TOTAL</b>	<b>\$338,598</b>	<b>\$337,968</b>	<b>\$395,290</b>	<b>\$409,960</b>	<b>3.7%</b>

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

	2009-10	2010-11	2011-12	2012-13
FULL-TIME	3.34	3.34	3.34	3.34
PART-TIME	1.28	1.28	1.28	1.28
<b>TOTAL</b>	<b>4.62</b>	<b>4.62</b>	<b>4.62</b>	<b>4.62</b>

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

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
PERSONNEL SERVICES	\$223,619	\$220,454	\$247,300	\$255,060	3.1%
MATERIALS AND SUPPLIES	6,287	3,408	6,500	6,500	0.0%
CONTRACTUAL SERVICES	77,803	78,284	88,350	88,600	0.3%
<b>PROGRAM TOTAL</b>	<b>\$307,709</b>	<b>\$302,146</b>	<b>\$342,150</b>	<b>\$350,160</b>	<b>2.3%</b>

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

	2009-10	2010-11	2011-12	2012-13
<b>FULL-TIME</b>	5.00	5.00	5.00	5.00
<b>PART-TIME</b>	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>

**PUBLIC WORKS DEPARTMENT  
TOOL ROOM PROGRAM ACTIVITIES**

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

**PUBLIC WORKS DEPARTMENT  
TOOL ROOM PROGRAM  
EXPENDITURES BY CLASSIFICATION**

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
PERSONNEL SERVICES	\$54,215	\$55,412	\$60,700	\$63,940	5.3%
MATERIALS AND SUPPLIES	26,874	23,718	28,420	28,420	0.0%
CONTRACTUAL SERVICES	27,622	30,359	24,960	24,960	0.0%
<b>PROGRAM TOTAL</b>	<b>\$108,711</b>	<b>\$109,489</b>	<b>\$114,080</b>	<b>\$117,320</b>	<b>2.8%</b>

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

	2009-10	2010-11	2011-12	2012-13
<b>FULL-TIME</b>	0.00	0.00	0.00	0.00
<b>PART-TIME</b>	1.75	1.75	1.75	1.75
<b>TOTAL</b>	<b>1.75</b>	<b>1.75</b>	<b>1.75</b>	<b>1.75</b>

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

- Plow City streets and parking lots when a snowfall exceeds two inches in depth
- Plow City alleys when snowfall exceeds 10 inches in depth
- Apply certain de-icing materials to City streets and parking lots
- Remove snow and ice from sidewalks adjacent to municipally owned facilities
- Implement Sidewalk Snow Removal Ordinance

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

CATEGORY	ACTUAL	ACTUAL	BUDGET	BUDGET	%
	2009-10	2010-11	2011-12	2012-13	CHG.
PERSONNEL SERVICES	\$106,208	\$119,706	\$81,881	\$84,280	2.9%
MATERIALS AND SUPPLIES	104,297	119,335	83,280	83,280	0.0%
CONTRACTUAL SERVICES	26,902	34,304	35,700	35,810	0.3%
<b>PROGRAM TOTAL</b>	<b>\$237,407</b>	<b>\$273,345</b>	<b>\$200,861</b>	<b>\$203,370</b>	<b>1.2%</b>

**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  
TRAFFIC CONTROL PROGRAM ACTIVITIES**

- Provide street and traffic control sign maintenance, including replacement of damaged or missing signs and ensure signs meet reflectivity standards
- Annually repaint or reapply on-street and parking lot traffic control markings
- Place curblines delineators on City streets to aid snowplowing and install snow fencing and salt barrels
- Provide traffic control support for community events
- Maintain sign inventory

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

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
PERSONNEL SERVICES	\$195,292	\$170,217	\$199,860	\$209,040	4.6%
MATERIALS AND SUPPLIES	31,977	46,145	51,670	48,520	-6.1%
CONTRACTUAL SERVICES	27,334	26,594	28,920	39,280	35.8%
<b>PROGRAM TOTAL</b>	<b>\$254,603</b>	<b>\$242,956</b>	<b>\$280,450</b>	<b>\$296,840</b>	<b>5.8%</b>

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

	2009-10	2010-11	2011-12	2012-13
<b>FULL-TIME</b>	2.70	2.70	2.70	2.70
<b>PART-TIME</b>	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>2.70</b>	<b>2.70</b>	<b>2.70</b>	<b>2.70</b>

**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 and maintain downtown holiday lighting
- Provide JULIE locates for underground city utilities

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

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
PERSONNEL SERVICES	\$256,473	\$263,110	\$291,680	\$305,340	4.7%
MATERIALS AND SUPPLIES	61,299	74,165	84,900	84,900	0.0%
CONTRACTUAL SERVICES	188,500	208,763	236,200	226,440	-4.1%
<b>PROGRAM TOTAL</b>	<b>\$506,272</b>	<b>\$546,038</b>	<b>\$612,780</b>	<b>\$616,680</b>	<b>0.6%</b>

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

	2009-10	2010-11	2011-12	2012-13
<b>FULL-TIME</b>	4.00	4.00	4.00	4.00
<b>PART-TIME</b>	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>

**PUBLIC WORKS DEPARTMENT  
STREET MAINTENANCE AND CONSTRUCTION PROGRAM ACTIVITIES (INCLUDES  
CONCRETE PROGRAM WHICH WAS PREVIOUSLY REPORTED SEPARATELY)**

- Maintain municipal asphalt streets, alleys, parking lots, ditch lines and install culverts
- Crackseal asphalt streets
- Mechanically collect leaves on City streets
- Repair and replace concrete sidewalks, brick sidewalks, curbs and gutters, streets, A.D.A. ramps and alley approaches
- Repair or replace manholes and inlets
- Spray patch asphalt streets as needed

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

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
PERSONNEL SERVICES	\$888,738	\$797,184	\$932,371	\$1,005,530	7.8%
MATERIALS AND SUPPLIES	183,373	200,803	163,910	167,060	1.9%
CONTRACTUAL SERVICES	282,044	273,823	330,650	311,450	-5.8%
<b>PROGRAM TOTAL</b>	<b>\$1,354,155</b>	<b>\$1,271,810</b>	<b>\$1,426,931</b>	<b>\$1,484,040</b>	<b>4.0%</b>

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

	2009-10	2010-11	2011-12	2012-13
<b>FULL-TIME</b>	14.20	14.20	14.20	14.20
<b>PART-TIME</b>	2.80	2.80	2.80	2.80
<b>TOTAL</b>	<b>17.00</b>	<b>17.00</b>	<b>17.00</b>	<b>17.00</b>

**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
- Sweep gutters, parking lots and medians to remove leaves and silted material
- Mow rights-of-way

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

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
PERSONNEL SERVICES	\$301,415	\$318,004	\$339,044	\$349,510	3.1%
MATERIALS AND SUPPLIES	28,571	25,513	47,260	47,260	0.0%
CONTRACTUAL SERVICES	49,746	58,252	68,080	108,270	59.0%
<b>PROGRAM TOTAL</b>	<b>\$379,732</b>	<b>\$401,769</b>	<b>\$454,384</b>	<b>\$505,040</b>	<b>11.1%</b>

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

	2009-10	2010-11	2011-12	2012-13
FULL-TIME	4.55	4.55	4.55	4.55
PART-TIME	0.44	0.44	0.44	0.44
<b>TOTAL</b>	<b>4.99</b>	<b>4.99</b>	<b>4.99</b>	<b>4.99</b>

**PUBLIC WORKS DEPARTMENT  
TRAFFIC SIGNALS PROGRAM ACTIVITIES**

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

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

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
PERSONNEL SERVICES	\$93,020	\$94,976	\$103,190	\$108,260	4.9%
MATERIALS AND SUPPLIES	7,474	8,716	9,050	9,050	0.0%
CONTRACTUAL SERVICES	14,732	15,461	19,440	19,520	0.4%
<b>PROGRAM TOTAL</b>	<b>\$115,226</b>	<b>\$119,153</b>	<b>\$131,680</b>	<b>\$136,830</b>	<b>3.9%</b>

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

	2009-10	2010-11	2011-12	2012-13
<b>FULL-TIME</b>	1.25	1.25	1.25	1.25
<b>PART-TIME</b>	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>1.25</b>	<b>1.25</b>	<b>1.25</b>	<b>1.25</b>

**Public Works Department**

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**PUBLIC WORKS DEPARTMENT  
TECHNICAL SUPPORT PROGRAM TRAINING ACTIVITIES**

- Provide skill, safety and quality control training for Public Works Department
- Coordinate special events with community and business groups

**PUBLIC WORKS DEPARTMENT  
TECHNICAL SUPPORT PROGRAM TRAINING  
EXPENDITURES BY CLASSIFICATION**

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
PERSONNEL SERVICES	\$20,598	\$21,207	\$26,280	\$24,080	-8.4%
MATERIALS AND SUPPLIES	495	0	2,310	2,310	0.0%
CONTRACTUAL SERVICES	18,013	17,936	24,090	24,150	0.2%
PROGRAM TOTAL	\$39,106	\$39,143	\$52,680	\$50,540	-4.1%

**PUBLIC WORKS DEPARTMENT  
TECHNICAL SUPPORT PROGRAM TRAINING ACTIVITIES  
PERSONNEL SUMMARY (FTE'S)**

	2009-10	2010-11	2011-12	2012-13
FULL-TIME	0.25	0.25	0.25	0.25
PART-TIME	0.00	0.00	0.00	0.00
TOTAL	0.25	0.25	0.25	0.25

**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  
EXPENDITURES BY CLASSIFICATION**

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
PERSONNEL SERVICES	\$180,470	\$183,368	\$204,050	\$191,870	-6.0%
MATERIALS AND SUPPLIES	30,664	29,519	33,220	33,220	0.0%
CONTRACTUAL SERVICES	322,155	246,397	310,080	310,250	0.1%
<b>PROGRAM TOTAL</b>	<b>\$533,289</b>	<b>\$459,284</b>	<b>\$547,350</b>	<b>\$535,340</b>	<b>-2.2%</b>

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

	2009-10	2010-11	2011-12	2012-13
<b>FULL-TIME</b>	2.00	2.00	2.00	2.00
<b>PART-TIME</b>	0.50	0.50	0.50	0.50
<b>TOTAL</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>

**Public Works Department**

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**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  
EXPENDITURES BY CLASSIFICATION**

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
PERSONNEL SERVICES	\$49,690	\$47,600	\$62,090	\$62,420	0.5%
MATERIALS AND SUPPLIES	1,897	693	2,140	2,140	0.0%
CONTRACTUAL SERVICES	12,624	21,297	21,880	21,950	0.3%
CAPITAL OUTLAY	0	6,029	6,029	6,030	0.0%
<b>PROGRAM TOTAL</b>	<b>\$64,211</b>	<b>\$75,619</b>	<b>\$92,139</b>	<b>\$92,540</b>	<b>0.4%</b>

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

	2009-10	2010-11	2011-12	2012-13
FULL-TIME	0.00	0.00	0.00	0.00
PART-TIME	1.75	1.75	1.75	1.75
<b>TOTAL</b>	<b>1.75</b>	<b>1.75</b>	<b>1.75</b>	<b>1.75</b>



**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
- Inspect utility cuts and in-house construction projects
- Provide engineering technical support to city departments and advisory commissions
- Coordinate project reviews, bid openings and awards, and execution of contracts
- Administer right-of-way permits and inspections
- Administer erosion control permits and inspections

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

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
PERSONNEL SERVICES	\$473,687	\$473,197	\$442,320	\$465,630	5.3%
MATERIALS AND SUPPLIES	760	298	2,000	2,000	0.0%
CONTRACTUAL SERVICES	25,749	25,164	35,800	36,070	0.8%
<b>PROGRAM TOTAL</b>	<b>\$500,196</b>	<b>\$498,659</b>	<b>\$480,120</b>	<b>\$503,700</b>	<b>4.9%</b>

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

	2009-10	2010-11	2011-12	2012-13
<b>FULL-TIME</b>	5.00	5.00	5.00	5.00
<b>PART-TIME</b>	0.35	0.35	0.35	0.35
<b>TOTAL</b>	<b>5.35</b>	<b>5.35</b>	<b>5.35</b>	<b>5.35</b>

**Public Works Department**

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**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.
- Provide engineering technical support to other city departments and appointed advisory commissions

**PUBLIC WORKS DEPARTMENT**

**ENGINEERING TRANSPORTATION IMPROVEMENTS PROGRAM**

**EXPENDITURES BY CLASSIFICATION**

CATEGORY	ACTUAL	ACTUAL	BUDGET	BUDGET	%
	2009-10	2010-11	2011-12	2012-13	CHG.
PERSONNEL SERVICES	\$404,411	\$398,521	\$501,240	\$528,390	5.4%
MATERIALS AND SUPPLIES	74	485	850	850	0.0%
CONTRACTUAL SERVICES	9,301	8,444	15,340	15,530	1.2%
PROGRAM TOTAL	\$413,786	\$407,450	\$517,430	\$544,770	5.3%

**PUBLIC WORKS DEPARTMENT**

**ENGINEERING TRANSPORTATION IMPROVEMENTS PROGRAM**

**PERSONNEL SUMMARY (FTE'S)**

	2009-10	2010-11	2011-12	2012-13
FULL-TIME	5.00	5.00	5.00	5.00
PART-TIME	1.00	1.00	1.00	1.00
TOTAL	6.00	6.00	6.00	6.00

**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
- Administer MS4-NPDES permit programs
- Provide technical services to assist the C.U.S.W.D.S. in monitoring the closed Urbana landfill as required by Illinois E.P.A. regulations and certain agreements with neighboring landowners

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

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
PERSONNEL SERVICES	\$156,542	\$160,784	\$172,810	\$180,730	4.6%
MATERIALS AND SUPPLIES	0	370	500	500	0.0%
CONTRACTUAL SERVICES	8,843	8,118	10,740	10,910	1.6%
<b>PROGRAM TOTAL</b>	<b>\$165,385</b>	<b>\$169,272</b>	<b>\$184,050</b>	<b>\$192,140</b>	<b>4.4%</b>

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

	2009-10	2010-11	2011-12	2012-13
<b>FULL-TIME</b>	2.00	2.00	2.00	2.00
<b>PART-TIME</b>	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>

**Public Works Department**

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**PUBLIC WORKS DEPARTMENT  
ENVIRONMENTAL SUSTAINABILITY MGT. & PLANNING PROGRAM ACTIVITIES**

- Administer environmental, sustainability and recycling plans and programs
- Coordinate the West Nile prevention program with other cooperating agencies
- Administer refuse collection contracts for all municipal facilities and City recycling programs

**PUBLIC WORKS DEPARTMENT  
ENVIRONMENTAL SUSTAINABILITY MGT. & PLANNING PROGRAM  
EXPENDITURES BY CLASSIFICATION**

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
PERSONNEL SERVICES	\$115,506	\$69,067	\$91,830	\$95,880	4.4%
MATERIALS AND SUPPLIES	117	114	600	600	0.0%
CONTRACTUAL SERVICES	136,617	54,463	63,390	63,510	0.2%
PROGRAM TOTAL	\$252,240	\$123,644	\$155,820	\$159,990	2.7%

**PUBLIC WORKS DEPARTMENT  
ENVIRONMENTAL SUSTAINABILITY MGT. & PLANNING PROGRAM  
PERSONNEL SUMMARY (FTE'S)**

	2009-10	2010-11	2011-12	2012-13
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 SUSTAINABILITY COMPLIANCE PROGRAM ACTIVITIES**

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

**PUBLIC WORKS DEPARTMENT  
ENVIRONMENTAL SUSTAINABILITY COMPLIANCE PROGRAM  
EXPENDITURES BY CLASSIFICATION**

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
PERSONNEL SERVICES	\$56,808	\$58,044	\$63,220	\$66,870	5.8%
MATERIALS AND SUPPLIES	0	33	600	600	0.0%
CONTRACTUAL SERVICES	56,615	40,833	41,190	41,220	0.1%
<b>PROGRAM TOTAL</b>	<b>\$113,423</b>	<b>\$98,910</b>	<b>\$105,010</b>	<b>\$108,690</b>	<b>3.5%</b>

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

	2009-10	2010-11	2011-12	2012-13
<b>FULL-TIME</b>	1.00	1.00	1.00	1.00
<b>PART-TIME</b>	0.00	0.00	0.00	0.00
<b>TOTAL</b>	1.00	1.00	1.00	1.00





# 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

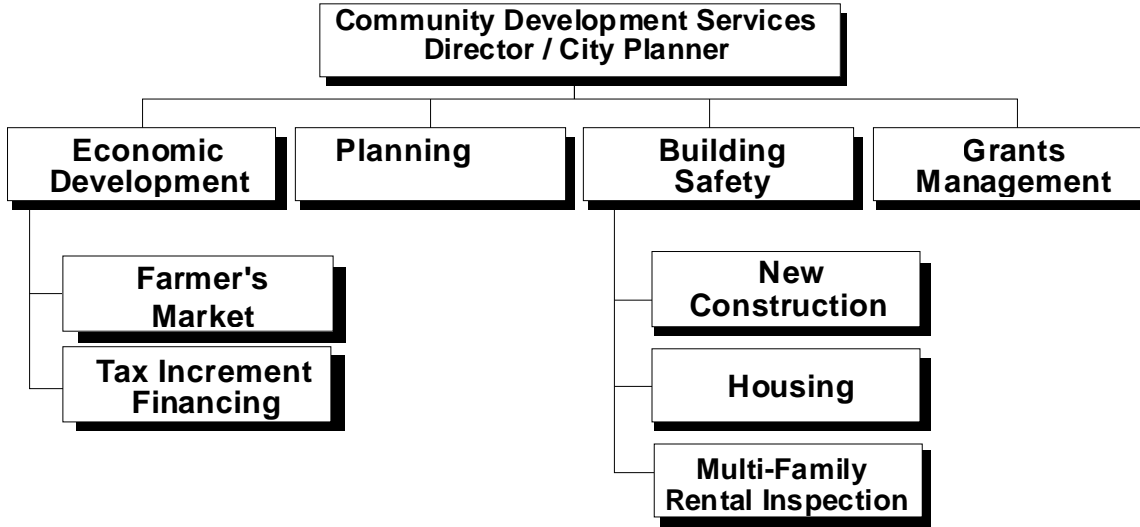
The Community Development Services Department is organized into five programs:

- **Administration** - provides overall administration of the department to insure effective and efficient management and customer service.
- **Planning** – ensures land use and general planning services in accordance with the Comprehensive Plan, the Zoning Ordinance, and Subdivision and Land Development Code. Provides staff support to the Plan Commission, Zoning Board of Appeals, Development Review Boards and the Historic Preservation Commission.
- **Economic Development** - administers economic development programs, including the four Tax Increment Financing Districts, enterprise zone administration, development loan/grant programs, the public arts program, the farmer's market, business retention and attraction and tourism marketing.
- **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 3 programs: New Construction, Housing, and Multi-family Rental Inspection.
- **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 are reported in Economic Development Reserve Fund in the special funds section of the budget

**Community Development Services Department**

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 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
ADMINISTRATION	\$247,577	\$245,407	\$279,680	\$286,510	2.4%
PLANNING	409,363	349,790	425,990	459,890	8.0%
ECONOMIC DEVELOPMENT	273,974	201,361	169,078	178,550	5.6%
NEW CONSTRUCTION	362,437	377,635	402,460	428,950	6.6%
HOUSING PROGRAM	102,706	105,593	122,270	126,110	3.1%
MULTIFAMILY INSPECTION	97,110	109,404	122,620	128,390	4.7%
<b>DEPARTMENT TOTAL</b>	<b>\$1,493,167</b>	<b>\$1,389,190</b>	<b>\$1,522,098</b>	<b>\$1,608,400</b>	<b>5.7%</b>

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT  
EXPENDITURES BY CATEGORY**

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
PERSONNEL SERVICES	\$1,151,271	\$1,088,711	\$1,234,248	\$1,320,160	7.0%
MATERIALS AND SUPPLIES	12,019	10,044	18,520	18,520	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	309,947	269,705	248,600	248,990	0.2%
CAPITAL OUTLAY	19,930	20,730	20,730	20,730	0.0%
<b>DEPARTMENT TOTAL</b>	<b>\$1,493,167</b>	<b>\$1,389,190</b>	<b>\$1,522,098</b>	<b>\$1,608,400</b>	<b>5.7%</b>



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

<b>FULL-TIME POSITIONS:</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
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
PLANNER II	1.00	2.00	2.00	2.00
PLANNER I	2.00	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	2.00	2.00	2.00	2.00
PLUMBING & BLDG. INSPECTOR	1.00	1.00	1.00	1.00
ELECTRICAL INSPECTOR	1.00	1.00	1.00	1.00
ADMIN. ASSISTANT II	1.00	1.00	1.00	1.00
ADMIN. ASSISTANT I	3.00	3.00	3.00	3.00
GRANTS MANAGER	1.00	1.00	1.00	1.00
GRANTS COORDINATOR	2.00	2.00	2.00	2.00
REHAB SPECIALIST	1.00	1.00	1.00	1.00
PUBLIC ARTS COORD.	0.00	0.00	1.00	1.00
EC. DEV. SPECIALIST/MARKET DIR.	1.00	1.00	1.00	1.00
TIF REDEVELOPMENT SPECIALIST	1.00	1.00	1.00	1.00
<b>SUBTOTAL, FULL-TIME</b>	<b>22.00</b>	<b>22.00</b>	<b>23.00</b>	<b>23.00</b>
<b>PART-TIME POSITIONS:</b>				
CLERK-TYPIST	0.75	0.75	0.75	0.75
PUBLIC ARTS COORD.	0.75	0.75	0.00	0.00
TOURISM MARKETING SPEC.	0.00	0.00	0.60	0.60
HOME INTERN	0.30	0.30	0.30	0.30
<b>SUBTOTAL, PART-TIME</b>	<b>1.80</b>	<b>1.80</b>	<b>1.65</b>	<b>1.65</b>
<b>COMMUNITY DEVEL. DEPT. TOTAL</b>	<b>23.80</b>	<b>23.80</b>	<b>24.65</b>	<b>24.65</b>

**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
- Ensure a high level of customer service
- Undertake special projects

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

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
PERSONNEL SERVICES	\$182,319	\$178,962	\$201,900	\$209,150	3.6%
MATERIALS AND SUPPLIES	3,439	3,503	6,730	6,730	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	44,029	44,442	52,550	52,130	-0.8%
CAPITAL OUTLAY	17,790	18,500	18,500	18,500	0.0%
<b>PROGRAM TOTAL</b>	<b>\$247,577</b>	<b>\$245,407</b>	<b>\$279,680</b>	<b>\$286,510</b>	<b>2.4%</b>

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

	2009-10	2010-11	2011-12	2012-13
FULL-TIME	2.00	2.00	2.00	2.00
PART-TIME	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT  
PLANNING PROGRAM ACTIVITIES**

- Assure implementation of the goals, objectives and policies of the Comprehensive Plan and other city planning documents
- Administer and enforce zoning, subdivision and development codes
- Provide planning coordination and recommendations to the Plan Commission Zoning Board of Appeals, Development Review Board, and City Council in their consideration of zoning and subdivision cases, neighborhood planning and long-range community plans
- Provide staffing to Historic Preservation Commission and Design Review Boards
- 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  
EXPENDITURES BY CLASSIFICATION**

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
PERSONNEL SERVICES	\$346,760	\$290,535	\$357,280	\$388,100	8.6%
MATERIALS AND SUPPLIES	5,751	2,813	5,200	5,200	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	56,852	56,442	63,510	66,590	4.8%
<b>PROGRAM TOTAL</b>	<b>\$409,363</b>	<b>\$349,790</b>	<b>\$425,990</b>	<b>\$459,890</b>	<b>8.0%</b>

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

	2009-10	2010-11	2011-12	2012-13
<b>FULL-TIME</b>	5.00	5.00	5.00	5.00
<b>PART-TIME</b>	0.00	0.00	0.00	0.00
<b>TOTAL</b>	5.00	5.00	5.00	5.00

**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, development agreements and tourism marketing.
- 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, public art, 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  
EXPENDITURES BY CLASSIFICATION**

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
PERSONNEL SERVICES	\$97,099	\$68,829	\$93,268	\$105,700	13.3%
MATERIALS AND SUPPLIES	110	151	300	300	
OPERATIONS AND CONTRACTUAL SERVICES	176,765	132,381	75,510	72,550	-3.9%
<b>PROGRAM TOTAL</b>	<b>\$273,974</b>	<b>\$201,361</b>	<b>\$169,078</b>	<b>\$178,550</b>	<b>5.6%</b>

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

	2009-10	2010-11	2011-12	2012-13
<b>FULL-TIME</b>	1.00	0.75	0.75	0.75
<b>PART-TIME</b>	0.00	0.00	0.60	0.60
<b>TOTAL</b>	1.00	0.75	1.35	1.35

An additional 3.25 F.T.E.'s working in the economic development program are reported and accounted for in the tax increment finance district funds and in the farmer's market program in the economic development reserve fund.

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

- To ensure the construction and remodeling of facilities are in compliance with various international, 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 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  
EXPENDITURES BY CLASSIFICATION**

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
PERSONNEL SERVICES	\$344,450	\$358,393	\$372,350	\$398,560	7.0%
MATERIALS AND SUPPLIES	2,707	3,409	4,380	4,380	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	15,280	15,833	25,730	26,010	1.1%
<b>PROGRAM TOTAL</b>	<b>\$362,437</b>	<b>\$377,635</b>	<b>\$402,460</b>	<b>\$428,950</b>	<b>6.6%</b>

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

	2009-10	2010-11	2011-12	2012-13
<b>FULL-TIME</b>	4.50	4.50	4.50	4.50
<b>PART-TIME</b>	0.00	0.00	0.00	0.00
<b>TOTAL</b>	4.50	4.50	4.50	4.50

**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
- Require demolition of unsafe structures
- Systematically inspect all rental housing units in the City and certain housing units in support of the Community Development Rehabilitation Program
- Respond to tenant and neighborhood complaints regarding properties
- Assist with zoning enforcement efforts as they pertain to rental housing
- Administer rental registration program for multi-family housing
- Coordinate with Legal Division on property maintenance complaints

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

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
PERSONNEL SERVICES	\$94,876	\$96,939	\$106,000	\$109,560	3.4%
MATERIALS AND SUPPLIES	5	168	760	760	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	7,825	8,486	15,510	15,790	1.8%
<b>PROGRAM TOTAL</b>	<b>\$102,706</b>	<b>\$105,593</b>	<b>\$122,270</b>	<b>\$126,110</b>	<b>3.1%</b>

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

	2009-10	2010-11	2011-12	2012-13
<b>FULL-TIME</b>	1.50	1.50	1.50	1.50
<b>PART-TIME</b>	0.00	0.00	0.00	0.00
<b>TOTAL</b>	1.50	1.50	1.50	1.50

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT  
MULTI-FAMILY RENTAL INSPECTION PROGRAM (NEW) ACTIVITIES**

- Perform annual inspections for multi-family rental housing
- Administer rental registration program for multi-family housing
- Coordinate with Legal Division on property maintenance complaints

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT  
MULTI-FAMILY RENTAL INSPECTION PROGRAM  
EXPENDITURES BY CLASSIFICATION**

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
PERSONNEL SERVICES	\$85,767	\$95,053	\$103,450	\$109,090	5.5%
MATERIALS AND SUPPLIES	7	0	1,150	1,150	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	9,196	12,121	15,790	15,920	0.8%
CAPITAL OUTLAY	2,140	2,230	2,230	2,230	0.0%
<b>PROGRAM TOTAL</b>	<b>\$97,110</b>	<b>\$109,404</b>	<b>\$122,620</b>	<b>\$128,390</b>	<b>4.7%</b>

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT  
MULTI-FAMILY RENTAL INSPECTION PROGRAM  
PERSONNEL SUMMARY (FTE'S)**

	2009-10	2010-11	2011-12	2012-13
<b>FULL-TIME</b>	1.00	1.00	1.00	1.00
<b>PART-TIME</b>	0.75	0.75	0.75	0.75
<b>TOTAL</b>	<b>1.75</b>	<b>1.75</b>	<b>1.75</b>	<b>1.75</b>





# **SPECIAL FUNDS THAT SUPPORT THE GENERAL FUND**

**CERTAIN FUNDS ACCOUNT FOR EXPENDITURES, WHICH SUPPORT THE GENERAL FUND BUT, WHICH ARE BEST SEPARATED FOR BETTER ACCOUNTING AND REPORTING.**

**THESE FUNDS ARE:**

- **SOCIAL SERVICE AGENCIES**
- **UNEMPLOYMENT COMPENSATION**
- **ANNEXATIONS/REBATES**
- **EQUIPMENT SERVICES**
- **VEHICLE AND EQUIPMENT REPLACEMENT**
- **LANDSCAPE RECYCLING**
- **HOME RECYCLING (U-CYCLE)**
- **RETAINED RISK**
- **CATV PEG**
- **FEMA TORNADO GRANT FUND**
- **POLICE RECORDS MANAGEMENT SYSTEM**
- **PUBLIC ARTS**

# 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 for the City share. The amount proposed to be transferred from the general fund is \$204,400. This is the same amount that was initially proposed last year. Last year, the transfer was reduced \$18,800, which was made up by increasing the Cunningham Township allocation. Specific allocations will be decided prior to adoption. It is unknown at this time what amount will be included in the Township budget. The amount below is the same regular amount as last year. Total spending 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>Last Yr.</u>	<u>Proposed</u>
City of Urbana General Fund	\$185,600	\$204,400
Cunningham Township	118,800	100,000
Community Dev. Block Grant	<u>12,500</u>	<u>9,000</u>
Total Grants	\$316,900	\$313,400

Each year, if there are unspent amounts from previous year's allocations, these amounts are rebudgeted in the following year. In FY10 and FY11, the City was able to reallocate additional monies that were previously budgeted for social services as part of the \$204,400 but were unspent. The reallocated amounts are considered to be of a non-recurring nature.

## SOCIAL SERVICE AGENCIES FUND FINANCIAL SUMMARY

	ACTUAL 2009-10	ACTUAL 2010-11	PROJECTED 2011-12	BUDGET 2012-13	%
					CHG.
<b>BEGINNING FUND BALANCE</b>	\$25,742	\$12,882	\$1,848	\$22	
<b>REVENUES:</b>					
TRANSFER, CITY GEN. FUND RECURRING \$	204,400	\$ 204,400	\$185,600	\$204,400	
TRANSFER, C.D.G.G. FUND RECURRING	12,500	12,500	12,500	9,000	
TRANSFER, TOWNSHIP RECURRING	85,000	90,000	118,800	100,000	
<b>TOTAL REVENUES</b>	<b>\$ 301,900</b>	<b>\$ 306,900</b>	<b>\$ 316,900</b>	<b>\$ 313,400</b>	<b>-1.1%</b>
<b>EXPENSES:</b>					
PREVIOUS ALLOCATIONS (SEE SUPPLEMENTARY (EXPENDITURE REPORT FOR DETAILS) \$	299,900	\$ 304,900	\$316,900	\$313,420	
PREVIOUS UNSPENT ALLOCATIONS ENCUMBERED	14,860	13,034	1,826	0	
<b>TOTAL EXPENSES</b>	<b>\$ 314,760</b>	<b>\$ 317,934</b>	<b>\$ 318,726</b>	<b>\$ 313,420</b>	<b>-1.7%</b>
<b>ENDING FUND BALANCE</b>	<b>\$12,882</b>	<b>\$1,848</b>	<b>\$22</b>	<b>\$2</b>	

**Special Funds That Support  
General Operations**

**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.

**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
- 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  
FINANCIAL SUMMARY**

	ACTUAL 2009-10	ACTUAL 2010-11	ESTIMATED 2011-12	BUDGET 2012-13	% CHG
CASH BAL., BEG. YEAR	\$134,431	\$116,108	\$64,785	\$465	
<b>RECEIPTS:</b>					
<b>CHARGES FOR SERVICE FEES:</b>					
PERSONNEL SERVICE	\$315,872	\$303,944	\$349,140	\$363,110	4.0%
PARTS	178,682	173,440	182,110	191,220	
FUEL	281,789	353,275	426,000	494,000	
CONTRACTUAL	54,736	62,301	96,000	96,000	
OTHER	454	476	500	500	
<b>TOTAL RECEIPTS</b>	<b>\$831,533</b>	<b>\$893,436</b>	<b>\$1,053,750</b>	<b>\$1,144,830</b>	
<b>EXPENDITURES:</b>					
PERSONNEL SERVICES	\$330,716	\$341,976	\$378,040	\$406,070	7.4%
SUPPLIES	412,428	483,961	628,270	662,270	5.4%
CONTRACTUAL AND OPERATING	105,445	121,684	172,100	170,770	-0.8%
EQUIPMENT	16,490	0	111,330	28,890	
<b>SUBTOTAL, EXPENDITURES</b>	<b>\$865,079</b>	<b>\$947,621</b>	<b>\$1,289,740</b>	<b>\$1,268,000</b>	
ADJUST FOR DEPRECIATION	(15,223)	(15,733)	(27,400)	(27,400)	
ADJUST FOR PARTS INVENTORY	0	12,871	0	0	
DEDUCT EST. UNSPENT BUDGET	0	0	(144,270)	(100,000)	
<b>NET CASH EXPENDITURES</b>	<b>\$849,856</b>	<b>\$944,759</b>	<b>\$1,118,070</b>	<b>\$1,140,600</b>	
<b>CASH BAL., END YEAR:</b>					
RESERVED FOR EQ. REPL.	\$93,441	\$119,441	\$34,111	\$32,221	
RESERVED FOR OPERATING	\$22,667	(\$54,656)	(\$33,646)	(\$27,526)	

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

	2009-10	2010-11	2011-12	2012-13
<b>FULL-TIME</b>	4.00	4.00	4.00	4.00
<b>PART-TIME</b>	0.50	0.50	0.50	0.50
<b>TOTAL</b>	4.50	4.50	4.50	4.50

**Special Funds That Support  
General Operations**

**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 2009-10	ACTUAL 2010-11	PROJECTED 2011-12	BUDGET 2012-13
FUND BAL., BEG. YEAR	\$4,502,588	\$4,328,842	\$3,945,810	\$3,439,332
<b>REVENUES:</b>				
TRANSFER FROM GEN. FUND	\$909,740	\$952,159	\$952,159	\$952,160
FED. GRANT, FIRE TR.	0	1,500	0	45,000
EQUIPMENT SALES	106,439	10,490	40,000	40,000
GRANT, POLICE VESTS/PAGERS	0	2,058	3,000	3,000
CITY SHARE, JAG (POLICE) GRANT	12,485	41,760	30,699	45,000
STATE REIMB., POLICE TRAINING	33,823	4,421	26,000	26,000
STATE REIMB., FIRE TRAINING	0	0	1,000	1,000
TRANSFER, P.E.G. FUND	23,000	14,916	40,000	40,000
INTEREST	160,424	77,151	70,000	90,000
<b>TOTAL REVENUES</b>	<b>\$1,245,911</b>	<b>\$1,104,455</b>	<b>\$1,162,858</b>	<b>\$1,242,160</b>
<b>EXPENDITURES:</b>				
MAJOR EQUIPMENT	\$1,126,585	\$498,446	\$667,083	\$777,470
POLICE EQUIPMENT, REG.	132,194	537,823	493,200	139,660
FIRE EQUIPMENT	61,129	49,621	127,640	158,750
PUBLIC WORKS EQUIPMENT	25,455	31,624	169,220	19,930
OTHER DEPT. EQUIPMENT	7,006	6,963	119,711	12,740
PEG EQUIPMENT	67,288	13,010	92,482	197,940
ONE-TIME TRANSFER, GEN. FUND	0	350,000	0	0
<b>SUBTOTAL, EXPENDITURES</b>	<b>\$1,419,657</b>	<b>\$1,487,487</b>	<b>\$1,669,336</b>	<b>\$1,306,490</b>
FUND BAL., END YEAR, P.E.G.	\$208,516	\$210,422	\$157,940	\$0
FUND BAL., END YEAR, REG.	4,120,326	3,735,388	3,281,392	3,375,002
<b>TOTAL FUND BALANCE, END YEAR</b>	<b>\$4,328,842</b>	<b>\$3,945,810</b>	<b>\$3,439,332</b>	<b>\$3,375,002</b>

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

DEPARTMENT	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13
EXECUTIVE	\$8,470	\$8,810	\$8,810	\$8,810
FINANCE	28,020	29,140	29,140	29,140
CITY CLERK	1,860	1,930	1,930	1,930
POLICE	278,420	289,560	289,560	289,560
FIRE	189,280	196,850	196,850	196,850
PUBLIC WORKS-REG.	383,760	399,110	399,110	399,110
PUBLIC WORKS-CIVIC CENTER	0	6,029	6,029	6,030
COMMUNITY DEV.-REG.	17,790	18,500	18,500	18,500
COMMUNITY DEV.-RENTAL	2,140	2,230	2,230	2,230
<b>TOTAL</b>	<b>\$909,740</b>	<b>\$952,159</b>	<b>\$952,159</b>	<b>\$952,160</b>

**VEHICLE AND EQUIPMENT REPLACEMENT POLICE SUPPLEMENTARY FUND**

Accounts for the purchase of major police equipment and supplies that are funded through certain funds acquired by the Police Department under federal and state laws. These funds and items purchased by these funds are restricted under these laws and required to be reported separately.

**VEHICLE AND EQUIPMENT REPLACEMENT POLICE SUPPLEMENTARY FUND  
FINANCIAL SUMMARY**

	ACTUAL 2009-10	ACTUAL 2010-11	PROJECTED 2011-12	BUDGET 2012-13
<b>FUND BAL., BEG. YEAR</b>	\$57,621	\$59,548	\$71,432	\$113,720
<b>REVENUES:</b>				
D.U.I. FINES, RESTRICTED (H10)	12,239	11,181	10,000	10,000
TASK FORCE, RESTRICTED (H11)	1,281	0	1,300	1,300
STATE SEIZURES, RESTRICTED (H12)	7,726	28,478	90,000	90,000
FED. SEIZURES, RESTRICTED (H13)	0	0	0	10,000
METRO AGENCY CONTRIBUTIONS (H14)	18,536	19,262	19,419	19,419
<b>INTEREST:</b>				
D.U.I. FINES, RESTRICTED (H10)	818	437	200	200
TASK FORCE, RESTRICTED (H11)	5	14	100	100
STATE SEIZURES, RESTRICTED (H12)	5	13	400	400
FED. SEIZURES, RESTRICTED (H13)	17	13	0	100
METRO AGENCY CONTRIBUTIONS (H14)	0	18	100	100
<b>TOTAL REVENUES</b>	<b>\$40,627</b>	<b>\$59,416</b>	<b>\$121,519</b>	<b>\$131,619</b>
<b>EXPENDITURES:</b>				
POLICE EQ., DUI FINES REST. (H10)	1,732	728	36,024	37,780
POLICE EQ., TASK FORCE X REST. (H11)	157	0	2,000	6,000
POLICE EQ., STATE DRUG SEIZ. REST. (H12)	11,777	23,463	15,400	170,410
POLICE EQ., FED DRUG SEIZ. REST. (H13)	7,499	8,585	0	10,360
METRO AGENCY EQUIPMENT (H14)	17,542	14,756	25,807	20,743
<b>SUBTOTAL, EXPENDITURES</b>	<b>\$38,707</b>	<b>\$47,532</b>	<b>\$79,231</b>	<b>\$245,293</b>
FUND BAL., REST. DUI FINES (H10)	\$42,518	\$53,408	\$27,584	\$4
FUND BAL., TASK FORCE X (H11)	5,221	5,235	4,635	35
FUND BAL., STATE SEIZURES REST. (H12)	(13)	5,015	80,015	5
FUND BAL., FED. SEIZURES REST. (H13)	8,834	262	262	2
FUND BAL., METRO AGENCY (H14)	2,988	7,512	1,224	-

**Special Funds That Support  
General Operations**

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**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 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  
FINANCIAL SUMMARY**

	ACTUAL 2009-10	ACTUAL 2010-11	ESTIMATED 2011-12	BUDGET 2012-13	% CHG
<b>FUND BAL., BEG. YEAR</b>	\$389,414	\$513,439	\$368,423	\$197,157	
<b>RECEIPTS:</b>					
<b>L.R.C. SERVICE FEES</b>	\$587,457	\$617,998	\$618,000	\$618,000	0.0%
<b>INTEREST</b>	10,961	8,012	8,000	8,000	
<b>TOTAL RECEIPTS</b>	\$598,418	\$626,010	\$626,000	\$626,000	
<b>EXPENDITURES:</b>					
<b>PERSONNEL SERVICES</b>	\$264,821	\$285,492	\$296,630	\$325,860	9.9%
<b>SUPPLIES</b>	56,236	60,010	91,200	97,200	6.6%
<b>CONTRACTUAL AND OPERATING</b>	118,882	170,701	195,640	199,470	2.0%
<b>SET ASIDE FOR EQ. REPL.</b>	0	0	0	0	
<b>SUBTOTAL, OP. EXPENDITURES</b>	\$439,939	\$516,203	\$583,470	\$622,530	
<b>DEDUCT EST. UNSPENT BUDGET</b>	0	0	44,000	44,000	
<b>NET REV. OVER (UNDER) OP. EXP.</b>	\$158,479	\$109,807	\$86,530	\$47,470	
<b>EQUIPMENT</b>	34,454	254,823	257,796	7,080	
<b>CASH BAL., END YEAR:</b>					
<b>RESERVED FOR EQ. REPL.</b>	\$294,666	\$318,053	\$158,557	\$253,707	
<b>RESERVED REPL. LRC BLDG.</b>	\$0	\$0	\$0	\$0	
<b>RESERVED FOR OPERATING</b>	\$218,773	\$50,370	\$38,600	(\$16,160)	

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

	2009-10	2010-11	2011-12	2012-13
<b>FULL-TIME</b>	2.83	2.83	2.83	2.83
<b>PART-TIME</b>	1.75	1.75	1.75	1.75
<b>TOTAL</b>	4.58	4.58	4.58	4.58

**U-CYCLE FUND**

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

**U-CYCLE PROGRAM ACTIVITIES**

- This program provides curbside recycling collection for four dwelling units or less, and on-site collection to apartment buildings of five or more units, under two private-sector contracts. The current contracts will expire in March 2009. The program is funded from a locally collected recycling tax of \$30/annual per household.

**U-CYCLE FUND**

**FINANCIAL SUMMARY**

	ACTUAL 2009-10	ACTUAL 2010-11	ESTIMATED 2011-12	BUDGET 2012-13	% CHG
FUND BAL., BEG. YEAR	\$204,416	\$220,951	\$139,818	\$94,058	
<b>RECEIPTS:</b>					
<b>RECYCLING TAX:</b>					
RESIDENTIAL	\$258,507	\$261,692	\$260,300	\$260,300	0.0%
MULTI-FAMILY	268,008	267,045	261,100	261,100	0.0%
INTEREST	1,425	2,946	1,000	1,000	
TRANSFER STA. FEES	5,000	0	0	0	
MATERIAL RESALE	33	218	500	500	
<b>TOTAL RECEIPTS</b>	<b>\$532,973</b>	<b>\$531,901</b>	<b>\$522,900</b>	<b>\$522,900</b>	
<b>EXPENDITURES:</b>					
RESIDENTIAL PROGRAM	\$273,446	\$362,873	\$349,670	\$384,250	9.9%
MULTI-FAMILY PROGRAM	240,054	248,292	241,290	282,270	
CITY SUSTAINABILITY PROGRAM	2,938	1,869	3,700	3,700	
<b>TOTAL EXPENDITURES</b>	<b>\$516,438</b>	<b>\$613,034</b>	<b>\$594,660</b>	<b>\$670,220</b>	<b>12.7%</b>
LESS UNSPENT BUDGET	\$0	\$0	\$26,000	\$53,262	
<b>NET OVER (UNDER) EXP.</b>	<b>\$16,535</b>	<b>(\$81,133)</b>	<b>(\$45,760)</b>	<b>(\$94,058)</b>	
FUND BAL., END YEAR	\$220,951	\$139,818	\$94,058	\$0	

**U-CYCLE FUND**

**PERSONNEL SUMMARY (FTE'S)**

	2009-10	2010-11	2011-12	2012-13
FULL-TIME	1.00	1.00	1.00	1.00
PART-TIME	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

**EXPENDITURES BY CLASSIFICATION**

	ACTUAL 2009-10	ACTUAL 2010-11	ESTIMATED 2011-12	BUDGET 2012-13	% CHG
PERSONNEL SERVICES	\$48,249	\$55,055	\$58,920	\$61,940	5.1%
MATERIALS AND SUPPLIES	24,738	33,713	4,500	37,500	733.3%
CONTRACTUAL	443,451	524,266	531,240	570,780	7.4%
<b>FUND TOTAL</b>	<b>\$516,438</b>	<b>\$613,034</b>	<b>\$594,660</b>	<b>\$670,220</b>	<b>12.7%</b>



**Special Funds That Support  
General Operations**

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**RETAINED RISK FUND**

Accounts for the transfer of monies from the general operating funds and costs for worker's compensation and liability claims. Amounts transferred represent the cost of conventional insurance and are charged to various programs and departments. Unspent amounts will be accumulated in the fund to pay for future claims.

**RETAINED RISK FUND  
FINANCIAL SUMMARY**

	<b>ACTUAL 2009-10</b>	<b>ACTUAL 2010-11</b>	<b>PROJECTED 2011-12</b>	<b>BUDGET 2012-13</b>
<b>FUND BAL., BEG. YEAR</b>	\$3,329,408	\$3,114,598	\$2,819,482	\$2,720,662
<b>REVENUES:</b>				
<b>INTEREST</b>	\$131,821	\$57,889	\$50,000	\$60,000
<b>TRANSFER, GEN. FUND, W/COMP</b>	215,810	215,810	215,810	215,810
<b>TRANSFER, GEN. FUND, LIAB.</b>	400,240	393,385	429,000	429,000
<b>TRANSFER, OTHER FUNDS</b>	10,800	11,470	11,470	11,470
<b>TOTAL REVENUES</b>	\$758,671	\$678,554	\$706,280	\$716,280
<b>EXPENDITURES:</b>				
<b>WORK. COMP. CLAIMS</b>	\$392,145	\$541,428	\$400,000	\$400,000
<b>LIABILITY CLAIMS</b>	139,127	107,789	140,000	140,000
<b>OUTSIDE INSURANCE COSTS</b>	265,687	285,596	289,000	289,000
<b>EMPLOYEE INCENTIVES/TRAINING</b>	143,765	6,357	140,000	130,000
<b>ADMINISTRATOR FEE</b>	32,757	32,500	36,100	36,100
<b>ONE-TIME TRANSFER, GEN. FUND</b>	0	0	0	350,000
<b>LESS EST. UNSPENT BUDGET</b>	0	0	(200,000)	(200,000)
<b>TOTAL EXPENDITURES</b>	\$973,481	\$973,670	\$805,100	\$1,145,100
<b>FUND BAL., END YEAR, GEN. LIAB.</b>	\$540,304	\$540,304	\$540,304	\$540,304
<b>FUND BAL., END YEAR, COMP.</b>	\$2,574,294	\$2,279,178	\$2,180,358	\$1,751,538

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

Accounts for costs of the Urbana Public Television program, to include costs of televising public various 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.

**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

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

	ACTUAL 2009-10	ACTUAL 2010-11	PROJECTED 2011-12	BUDGET 2012-13
FUND BAL., BEG. YEAR	\$59,593	\$73,836	\$79,967	\$46,457
<b>REVENUES:</b>				
TRANSFER IN FROM GEN. FUND (2% PEG)	\$134,165	\$149,386	\$151,400	\$154,400
MEMBERSHIP FEES	255	140	100	100
<b>TOTAL REVENUES</b>	<b>\$134,420</b>	<b>\$149,526</b>	<b>\$151,500</b>	<b>\$154,500</b>
<b>EXPENDITURES:</b>				
PERSONNEL COSTS	\$88,095	\$117,987	\$130,360	\$139,980
SUPPLIES	2,426	4,401	5,000	5,000
CONTRACTUAL/OPERATING	6,656	6,091	9,650	10,470
EQ. REPL. TRANSFER	23,000	14,916	40,000	40,000
<b>TOTAL EXPENDITURES</b>	<b>\$120,177</b>	<b>\$143,395</b>	<b>\$185,010</b>	<b>\$195,450</b>
DEDUCT EST. UNSPENT BUDGET	\$0	\$0	\$0	\$0
FUND BAL., END YEAR	\$73,836	\$79,967	\$46,457	\$5,507

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

	2009-10	2010-11	2011-12	2012-13
FULL-TIME	2.00	2.00	2.00	2.00
PART-TIME	0.25	0.25	0.25	0.25
<b>TOTAL</b>	<b>2.25</b>	<b>2.25</b>	<b>2.25</b>	<b>2.25</b>

**Special Funds That Support  
General Operations**

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**I.L.E.A.S. DATA PROCESSING CONTRACT FUND**

Accounted for the revenues and costs of a contract with the ILEAS to provide certain data processing services on a cost-reimbursement basis. ILEAS lost their federal grant and the contract was cancelled, effective July 1, 2010.

	<b>ACTUAL 2009-10</b>	<b>ACTUAL 2010-11</b>	<b>PROJECTED 2011-12</b>	<b>BUDGET 2012-13</b>
<b>BEG. FUND BALANCE:</b>	\$59,500	\$0	\$0	\$0
<b>REVENUES:</b>				
<b>I.L.E.A.S. REIMBURSEMENTS</b>	\$21,000	\$0	\$0	\$0
<b>EXPENDITURES:</b>				
<b>PERSONNEL AND BENEFITS</b>	36,500	0	0	0
<b>CITY INSURANCE/COMPUTER</b>	44,000	0	0	0
<b>TOTAL EXPENDITURES</b>	\$80,500	\$0	\$0	\$0
<b>ENDING FUND BALANCE:</b>	\$0	\$0	\$0	\$0

**HISTORIC PRESERVATION FUND**

Accounts for the costs of various programs and line items to encourage historic preservation. Revenues and costs are being reported in the Economic Development Reserve Fund, with accumulated fund balance so designated.

**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.

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

- Maintain and update a data base of over 580,000 names of victims, criminals and witnesses to crimes, over 730,000 individual criminal cases, over 15 years of historical criminal records available for crime trend analysis and historical statistical research, records of over 170,000 items of evidence, over 44,000 I.D.O.T. traffic entries, and over 71,000 officer field reports
- 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  
FINANCIAL SUMMARY**

	ACTUAL 2009-10	ACTUAL 2010-11	PROJECTED 2011-12	BUDGET 2012-13
<b>REVENUES:</b>				
CONTRIBUTIONS, OTHER AGENCIES	\$73,288	\$79,023	\$82,230	\$88,920
CONTRIBUTIONS, URBANA	14,882	16,959	22,590	24,430
INTEREST	89	0	0	0
<b>TOTAL REVENUES</b>	<b>\$88,259</b>	<b>\$95,982</b>	<b>\$104,820</b>	<b>\$113,350</b>
<b>EXPENDITURES:</b>				
PERSONNEL SERVICES	\$84,535	\$90,211	\$93,910	\$102,190
SUPPLIES AND MATERIALS	0	0	0	0
OPERATING AND CONTRACTUAL	3,724	5,771	10,910	11,160
CAPITAL OUTLAY	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$88,259</b>	<b>\$95,982</b>	<b>\$104,820</b>	<b>\$113,350</b>

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

	2009-10	2010-11	2011-12	2012-13
<b>FULL-TIME</b>	1.00	1.00	1.00	1.00
<b>PART-TIME</b>	0.00	0.00	0.00	0.00
<b>TOTAL</b>	1.00	1.00	1.00	1.00

**Special Funds That Support  
General Operations**

**PUBLIC ARTS FUND**

Accounts for the costs of various public arts programs and line items and private donations and revenues to assist in paying for a portion of these costs. Costs in the public arts fund have been almost entirely paid by transfers from TIF1 and TIF2 and smaller transfers from other city special funds. Included is an estimated \$54,000 from private donations, T3 liquor licenses and other non-city revenue sources. Included in the expenditures is \$54,000 for public arts project costs, which spending will not be authorized until the equivalent revenue is received. The City has only been able to receive very small amounts for public arts from outside resources.

**PUBLIC ARTS FUND  
FINANCIAL SUMMARY**

	ACTUAL 2009-10	ACTUAL 2010-11	PROJECTED 2011-12	BUDGET 2012-13
<b>FUND BAL., BEG. YEAR</b>	\$617	\$8,322	\$37,999	\$4,020
<b>REVENUES:</b>				
<b>TRANS. TIF ONE</b>	\$117,924	\$100,323	\$145,875	\$128,910
<b>TRANS. TIF TWO</b>	18,300	18,300	49,235	25,000
<b>TRANS. TIF2, BONEYARD ART</b>	0	0	46,000	0
<b>TRANS. TIF THREE</b>	0	0	50,000	0
<b>TRANS. GEN. RESERVE</b>	5,000	5,000	5,000	0
<b>TRANS. CAP. IMPR. SUPPL. RES.</b>	5,061	24,934	15,000	15,000
<b>TRANS. MVPS, ART MAINT.</b>	2,203	680	4,000	4,000
<b>TRANS. TIF UBA, ARTS FESTIVAL</b>	15,000	10,000	5,000	5,000
<b>STATE GRANT, MARKETING</b>	0	0	5,250	0
<b>PRIVATE DONATIONS/GRANTS/EVENTS</b>	355	0	50,000	50,000
<b>T3 LIQUOR LICENSES</b>	0	0	4,020	4,000
<b>TOTAL REVENUES</b>	\$163,843	\$159,237	\$379,380	\$231,910
<b>EXPENDITURES:</b>				
<b>PERSONNEL SERVICES (.75 to 1)</b>	\$41,019	\$22,284	\$38,800	\$52,210
<b>SUPPLIES/PRINTING</b>	194	10	700	700
<b>TRAINING/EDUCATION</b>	165	2,052	800	2,000
<b>GALLERY RENT SUBSIDIES</b>	40,900	41,500	55,000	55,000
<b>U.B.A. ARTS FESTIVAL</b>	5,000	0	5,000	5,000
<b>PUBLIC ARTS PROJECTS IN TIF</b>	47,986	12,959	44,000	44,000
<b>ARTS PROJECTS TIF (CARRYOVER)</b>	0	40,904	31,571	0
<b>PUBLIC ARTS PROJECTS NON-TIF *</b>	11,760	0	50,000	54,000
<b>ARTS PROJ. NON-TIF (CITY FUNDED)</b>	0	0	20,000	19,000
<b>ARTS PROJECTS NON-TIF * CARRYOVER</b>	1,850	9,171	37,999	0
<b>ART IN PARK PROJECT, TIF</b>	0	0	24,239	0
<b>ART IN PARK MAINT. (MVPS)</b>	2,203	680	4,000	4,000
<b>BONEYARD ART (TIF)</b>	0	0	46,000	0
<b>PHILO ROAD ART</b>	5,061	0	0	0
<b>KING PARK SCULPTURE</b>	0	0	50,000	0
<b>MARKETING (GRANT)</b>	0	0	5,250	0
<b>TOTAL EXPENDITURES</b>	\$156,138	\$129,560	\$413,359	\$235,910
<b>FUND BAL., END YEAR</b>	\$8,322	\$37,999	\$4,020	\$20

# **COMMUNITY DEVELOPMENT SPECIAL FUNDS**

## **COMMUNITY DEVELOPMENT SERVICES**

- **COMMUNITY DEVELOPMENT BLOCK GRANT**
- **COMMUNITY DEVELOPMENT SINK**
- **HUD SMALL BUSINESS LOAN PROGRAM**
- **CRYSTAL LAKE PARK NEIGHBORHOOD**
- **HUD LOCAL HOUSING LOAN PROGRAM**
- **HOME PROGRAM**
- **SUPPORTIVE HOUSING PROGRAM**
- **SHELTER PLUS PROGRAM**
- **GET THE LEAD OUT GRANT**
- **FHLB AFFORDABLE HOUSING GRANT**
- **FAIRLAWN VILLAGE REPAYMENT**

# 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, 55, and 56 Block 1 in north and east-central Urbana.

### 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 rehabilitation.
3. To further achievement of affordable housing goals established by the City in its Consolidated Plan.
4. To assist non-profits who work with low and moderate income persons, by supporting staff and programs and providing assistance for brick and mortar projects.
5. To maintain affordable housing stock through grants for minor home repair targeted toward elderly persons and persons with disabilities.
6. To provide funding to augment infrastructure improvements in targeted neighborhoods.

### 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 for consolidated social service funding.
5. Special neighborhood cleanup programs may be held in the fall and the spring in the Community Development Target Area.
6. Funds may be contributed for streetlight improvements in Census Tract 53, sidewalk and infrastructure improvements in target areas.
7. Funds may be used to acquire property for reuse in target areas.
8. Funds may be used for clearance of slum and blighted conditions.
9. Funds may be used to assist Center for Women, C-U Independence, YMCA, Neighborhood Connections and others to improve their facilities.

Community Development Special Funds

**COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM  
FINANCIAL SUMMARY**

	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13
FUND BAL., BEG. YEAR	\$0	\$0	\$0	\$0
<b>REVENUES:</b>				
FEDERAL GRANT-CURRENT	\$467,234	\$505,007	\$421,459	\$362,644
REPROGRAMMED FUNDS, PREV. YR.	36,135	(90,435)	549,422	0
A.A.R.A. GRANT, ONE-TIME	120,000	5,097	0	0
<b>SUBTOTAL, FED. GRANT</b>	<b>\$623,369</b>	<b>\$419,669</b>	<b>\$970,881</b>	<b>\$362,644</b>
<b>PROGRAM INCOME:</b>				
TRANS. HOUSING RENTS	1,901	2,656	0	3,000
OTHER PROGRAM INCOME	0	32,758	0	35,000
<b>TOTAL REVENUES</b>	<b>\$625,270</b>	<b>\$455,083</b>	<b>\$970,881</b>	<b>\$400,644</b>
<b>EXPENDITURES BY PROGRAM</b>				
ADMINISTRATION	\$90,743	\$99,244	\$88,890	\$92,080
HOUSING	285,230	247,823	476,601	208,985
PUBLIC SERVICES	21,875	19,237	20,500	17,000
PUBLIC FACILITIES	176,757	34,059	324,372	27,289
TRANSITIONAL HOUSING	50,665	54,720	60,518	55,290
<b>TOTAL EXPENDITURES</b>	<b>\$625,270</b>	<b>\$455,083</b>	<b>\$970,881</b>	<b>\$400,644</b>
FUND BAL., END YEAR	\$0	\$0	\$0	\$0

**COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM  
EXPENDITURE SUMMARY**

	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
PERSONNEL SERVICES	\$163,252	\$179,995	\$185,939	\$169,370	-8.9%
MATERIALS AND SUPPLIES	769	761	1,621	1,620	-0.1%
OPERATIONS AND CONTRACTUAL SERVICES	284,492	240,268	458,949	202,365	-55.9%
CAPITAL IMPROVEMENTS	176,757	34,059	324,372	27,289	-91.6%
<b>TOTAL</b>	<b>\$625,270</b>	<b>\$455,083</b>	<b>\$970,881</b>	<b>\$400,644</b>	<b>-58.7%</b>

**COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM  
PERSONNEL SUMMARY**

	2009-10	2010-11	2011-12	2012-13
FULL-TIME	2.50	2.50	2.50	2.50
PART-TIME	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>



**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. Interest revenues accrue to the Fund.

**COMMUNITY DEVELOPMENT SINK FUND  
FINANCIAL SUMMARY**

	ACTUAL 2009-10	ACTUAL 2010-11	PROJECTED 2011-12	BUDGET 2012-13
<b>FUND BAL., BEG. YEAR</b>	\$80,580	\$76,994	\$85,457	\$84,511
<b>REVENUES:</b>				
INTEREST	2,869	719	500	500
GRANT, WINDOWS WORKSHOP	0	0	0	0
LOAN REPAYMENTS	0	10,000	35,000	10,000
<b>EXPENDITURES:</b>				
NEIGHBORHOOD CLEANUP	6,455	2,256	3,000	6,500
EADS HOMEOWNER ASSIST.	0	0	0	6,000
SET UP COSTS, TIF5	0	0	33,446	0
<b>FUND BAL., END YEAR</b>	\$76,994	\$85,457	\$84,511	\$82,511

**CRYSTAL LAKE PARK NEIGHBORHOOD FUND**

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 2009-10	ACTUAL 2010-11	PROJECTED 2011-12	BUDGET 2012-13
<b>FUND BAL., BEG. YEAR</b>	\$4,859	\$4,562	\$2,135	\$0
<b>REVENUES:</b>				
INTEREST	0	0	0	0
LOAN REPAYMENTS	0	0	0	0
<b>EXPENDITURES:</b>				
NEIGHBORHOOD CLEANUP	297	2,427	2,135	0
NEIGHBORHOOD PROJ.	0	0	0	0
<b>FUND BAL., END YEAR</b>	\$4,562	\$2,135	\$0	\$0

**Community Development Special Funds**

**HOME PROGRAM**

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

**HOME PROGRAM  
FINANCIAL SUMMARY**

	<b>ACTUAL 2009-10</b>	<b>ACTUAL 2010-11</b>	<b>BUDGET 2011-12</b>	<b>BUDGET 2012-13</b>
<b>FUND BAL., BEG. YEAR</b>	\$0	\$0	\$0	\$0
<b>REVENUES:</b>				
<b>FEDERAL GRANT- REG.</b>	\$1,128,059	\$1,011,145	\$1,000,552	\$769,083
<b>FEDERAL GRANT- CARRYOVER</b>	183,152	0	1,917,373	0
<b>PROGRAM INCOME</b>	0	19,125	1,000	1,000
<b>TRANS., FAIRLAWN VILLAGE</b>	173,693	0	0	0
<b>URBANA MATCH (TRANSFER CIP)</b>	39,353	25,825	34,990	34,990
<b>TOTAL REVENUES</b>	<b>\$1,524,257</b>	<b>\$1,056,095</b>	<b>\$2,953,915</b>	<b>\$805,073</b>
<b>EXPENDITURES:</b>				
<b>GENERAL ADMINISTRATION</b>	123,852	126,226	262,032	284,323
<b>COMMUNITY HOUSING DEV.</b>	291,113	67,261	444,395	443,820
<b>CITY OF CHAMPAIGN</b>	717,024	557,690	943,802	0
<b>CHAMPAIGN COUNTY</b>	87,597	108,937	664,273	0
<b>CITY OF URBANA</b>	304,671	195,981	639,413	76,930
<b>URBANA A.D.D.I.</b>	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$1,524,257</b>	<b>\$1,056,095</b>	<b>\$2,953,915</b>	<b>\$805,073</b>
<b>FUND BAL., END YEAR</b>	\$0	\$0	\$0	\$0

**HOME PROGRAM  
EXPENDITURE SUMMARY**

	<b>ACTUAL 2009-10</b>	<b>ACTUAL 2010-11</b>	<b>BUDGET 2011-12</b>	<b>BUDGET 2012-13</b>
<b>PERSONNEL SERVICES</b>	\$178,599	\$150,769	\$180,860	\$183,970
<b>SUPPLIES</b>	1,712	1,634	2,610	2,610
<b>CONTRACTUAL/OPERATIONS</b>	1,343,946	903,692	2,770,445	618,493
<b>CAPITAL OUTLAY</b>	0	0	0	0
<b>TOTAL</b>	<b>\$1,524,257</b>	<b>\$1,056,095</b>	<b>\$2,953,915</b>	<b>\$805,073</b>

**HOME PROGRAM  
PERSONNEL SUMMARY**

	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
<b>FULL-TIME</b>	2.45	2.45	2.45	2.45
<b>PART-TIME</b>	0.30	0.30	0.30	0.30
<b>TOTAL</b>	<b>2.75</b>	<b>2.75</b>	<b>2.75</b>	<b>2.75</b>

**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 expired June 30, 2001 and the the City was 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 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13
FUND BAL., BEG. YEAR	\$0	\$0	\$0	\$0
REVENUES:				
FED. GRANT	196,915	196,879	196,879	196,879
EXPENDITURES (PROGRAM):				
ADMINISTRATION	3,181	3,145	3,145	3,145
WOMAN'S PLACE	62,912	62,912	62,912	62,912
CENTER FOR WOMEN IN				
TRANSITION	103,917	103,917	103,917	103,917
SALVATION ARMY	26,905	26,905	26,905	26,905
TOTAL EXPENDITURES	\$196,915	\$196,879	\$196,879	\$196,879
FUND BAL., END YEAR	\$0	\$0	\$0	\$0

**SUPPORTIVE HOUSING PROGRAM  
EXPENDITURE SUMMARY**

	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13
PERSONNEL SERVICES	\$3,181	\$3,100	\$3,100	\$3,100
SUPPLIES	-	0	45	45
CONTRACTUAL/OPERATIONS	193,734	193,734	193,734	193,734
CAPITAL OUTLAY	0	0	0	0
TOTAL	\$196,915	\$196,834	\$196,879	\$196,879

**SUPPORTIVE HOUSING PROGRAM  
PERSONNEL SUMMARY**

	2009-10	2010-11	2011-12	2012-13
FULL-TIME	0.05	0.05	0.05	0.05
PART-TIME	0.00	0.00	0.00	0.00
TOTAL	0.05	0.05	0.05	0.05

**Community Development Special Funds**

**GET THE LEAD OUT GRANT FUND  
FINANCIAL SUMMARY**

This fund accounted for grants from the State Department of Public Health to pay for removal of lead hazards in housing rehabilitations of low-income families with small children. This program ended in FY10-11.

	ACTUAL 2009-10	ACTUAL 2010-11	PROJECTED 2011-12	BUDGET 2012-13
FUND BAL., BEG. YEAR	\$0	\$0	\$0	\$0
REVENUES:				
STATE GRANT	35,867	36,224	0	0
EXPENDITURES:				
ADMIN. STAFFING	0	5,056	0	0
HOUSING REHAB.	35,867	31,168	0	0
FUND BAL., END YEAR	\$0	\$0	\$0	\$0

**FAIRLAWN VILLAGE REPAYMENT FUND**

This fund accounts for the proceeds of the amount repaid from the sale of the Fairlawn Village. Use of the amounts is restricted to affordable housing uses.

	ACTUAL 2009-10	ACTUAL 2010-11	PROJECTED 2011-12	BUDGET 2012-13
FUND BAL., BEG. YEAR	\$249,243	\$75,550	\$75,550	\$0
REVENUES:				
NOTE REPAYMENT	0	0	0	0
INTEREST	0	0	0	0
EXPENDITURES:				
FAIRLAWN ALLEY IMPR.	0	0	0	0
TRANS. CDBG, KERR HOUSING DEV.	173,693	\$0	\$75,550	\$0
FUND BAL., END YEAR	\$75,550	\$75,550	\$0	\$0

**SISTER CITY GRANT FUND**

The City of Urbana was required to act as the lead agency in the Sister City Association Grant that was awarded to a group of local citizens to fund a project in Urbana's sister city, Mlawi, Africa. The award of \$10,000 was made for administrative costs, of which \$7,500 has been received.

	ACTUAL 2009-10	ACTUAL 2010-11	PROJECTED 2011-12	BUDGET 2012-13
<b>FUND BAL., BEG. YEAR</b>	\$0	\$7,500	\$7,500	\$0
<b>REVENUES:</b>				
<b>SISTER CITY ASSOC. GRANT</b>	7,500	0	2,500	0
<b>EXPENDITURES:</b>				
<b>SISTER CITY PROGRAM COSTS</b>	0	\$0	\$10,000	\$0
<b>FUND BAL., END YEAR</b>	\$7,500	\$7,500	\$0	\$0

**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. Any loan repayment is considered CDBG program income subject to CDBG guidelines.

**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. No loans are being originated from this Fund at this time. Loan payments and interest earnings deposited in the Local Housing Loan Program account are required to be repaid to the State of Illinois Loan Dev. Program.



# 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 with the first taxes being received in calendar year 1981. The property tax increment revenue was scheduled to terminate in 2004, but was extended to 2014. A portion of the property tax revenues are returned each year to the various overlapping governments. The sales tax increment expires in 2013. However, at this time, there is no sales tax increment being generated. The last year of taxes extended in TIF 1 will be received ½ June 2015 (City FY14-15) and ½ fall of 2015 (City FY15-16).
- TIF 2 was established in 1986 with the first taxes being received in calendar year 1987. The property tax increment revenue was scheduled to terminate in 2009, but was extended to 2021. 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). The last year of taxes extended in TIF 2 will be received ½ June 2021 (City FY20-21) and ½ fall of 2021 (City FY21-22).
- TIF 3 was established in 1990 and will terminate in 2013. It is a property tax increment TIF only, without a sales tax component. The last year of taxes extended in TIF 3 will be received ½ June 2013 (City FY12-13) and ½ fall of 2013 (City FY13-14).
- TIF 4 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 and will terminate in 2024. A portion of property taxes are designated for other taxing district projects within the district each year. The last year of taxes extended in TIF 4 will be received ½ June 2024 (City FY23-24) and ½ fall of 2024 (City FY24-25).

## Tax Increment Financing District Funds

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In all the TIF Funds, the total expenditures budgeted total \$13.2 Million for FY11-12 and \$3.7 million for FY12-13. This total is broken down into the following categories:

	FY11-12	FY12-13
SALARIES	161,610	168,320
MARKETING/ENG.	129,080	117,800
SCHOOL	415,594	363,530
PARK DISTRICT	139,556	142,130
SITE PREPARATION	136,300	0
LOANS/GRANTS	205,000	205,000
HISTORIC LINCOLN	588,423	200,000
KING SCHOOL HVAC	400,000	0
KING SCHOOL COMM ROOM	400,000	0
DEV. INCENTIVES	794,122	762,030
UBA	50,000	50,000
SURPLUS PAYMENTS	39,420	112,700
PUBLIC ART	200,114	139,610
DEBT SERVICE	156,000	640,170
CAPITAL IMPROVEMENTS:	0	0
LOT AT 310 MAIN	44,115	0
URBANA AVE. IMPR.	0	0
MATHEWS AVE. IMPR.	0	800,000
CUNN. AVE. CURBCUTS	60,000	20,000
AIRPORT RD.	175,000	0
BROADWAY AVE. IMPR.	1,096,875	0
MAIN ST. IMPR.	810,000	0
DENNY'S SITE	218,200	0
RAIL TO TRAIL IMPR.	330,000	0
BONEYARD	2,516,015	0
RACE ST.	2,150,000	0
DOWNTOWN SIGNAGE	20,000	0
SPRINGFIELD AVE.	440,000	0
BIG BROADBAND	345,675	0
KING AREA IMPR.	870,000	0
GOODWIN IMPR.	36,000	0
WILLOW RD.	250,000	0
CUNN. AVE. R.O.W.	70,000	0
TOTAL	13,247,099	3,721,290



**TIF 1 FUND  
FINANCIAL SUMMARY**

	ACTUAL 2009-10	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13
FUND BAL., BEG. YEAR	\$1,166,448	\$1,107,773	\$1,063,575	\$43,026
<b>REVENUES:</b>				
CURRENT YEAR INCREMENT	\$610,445	\$608,923	\$622,600	\$688,160
TRANSFER FROM TIF2 (HIST. LINCOLN)	0	261,577	588,423	255,000
TRANSFER FROM TIF2 (MAIN ST.)	0	0	575,000	0
INTEREST	31,496	17,425	24,000	5,000
<b>TOTAL REVENUES</b>	<b>\$641,941</b>	<b>\$887,925</b>	<b>\$1,810,023</b>	<b>\$948,160</b>
<b>EXPENDITURES:</b>				
<b>PERSONNEL:</b>				
ARTS/EC. DEV. INTERN (.5 to 1)	\$28,548	\$18,062	\$34,774	\$40,900
EMPLOYEE INS.	6,713	3,733	940	1,100
I.M.R.F./FICA	5,758	489	7,920	10,210
<b>SUBTOTAL, ARTS PERSONNEL</b>	<b>\$41,019</b>	<b>\$22,284</b>	<b>\$43,634</b>	<b>\$52,210</b>
EC. DEV. MANAGER (.25)	\$0	\$19,900	\$19,900	\$20,490
LONGEVITY PAY	0	0	0	460
EMPLOYEE INS.	0	2,280	2,550	2,750
I.M.R.F./FICA	0	3,980	3,980	3,900
<b>SUBTOTAL, ED MGR. PERSONNEL</b>	<b>\$0</b>	<b>\$26,160</b>	<b>\$26,430</b>	<b>\$27,600</b>
PUBLIC ARTS PRINTING/EDUC.	359	1,510	1,500	2,700
MARKETING/DUES/LEGAL	11,127	6,531	4,260	16,300
DOWNTOWN LOAN PROGRAM	55,964	5,210	60,000	60,000
GALLERY DIST. RENT SUBSIDIES	40,900	23,200	30,000	30,000
MAIN ST. ORG. GRANTS	20,000	22,307	25,000	25,000
HISTORIC LINCOLN INCENTIVES	0	261,577	588,423	200,000
STRATFORD PROJECT INCENT.	86,677	74,011	76,800	80,260
U.B.A. DOWNTOWN MARKETING	19,043	20,230	23,000	23,000
REGULAR U.B.A. CONT. (.5)	0	21,510	27,000	27,000
DOWNTOWN PUBLIC ART PROJECTS	47,096	53,329	75,575	44,000
U.B.A. ART FESTIVAL MARKETING	5,150	10,000	5,000	5,000
SURPLUS PAYMENTS TO GOVT.	207,820	216,709	215,248	223,860
SURPLUS PAYMENTS TO URBANA	38,820	39,801	38,702	40,250
<b>SUBTOTAL, CONTRACTUAL</b>	<b>\$532,956</b>	<b>\$755,925</b>	<b>\$1,170,508</b>	<b>\$777,370</b>
<b>CAPITAL IMPROVEMENTS:</b>				
BROADWAY AVE. IMPR.	0	0	650,000	0
MAIN ST. , INTERNAL ENG.	4,009	0	810,000	0
ENG., RACE/BROADWAY, BONEYARD	0	0	0	0
<b>SUBTOTAL, CAP. IMPROVEMENTS</b>	<b>\$4,009</b>	<b>\$0</b>	<b>\$1,460,000</b>	<b>\$0</b>
<b>TRANSFERS:</b>				
TRANSFER MVPS, DEBT SERVICE	122,632	127,754	130,000	134,000
<b>SUBTOTAL, TRANSFERS</b>	<b>\$122,632</b>	<b>\$127,754</b>	<b>\$130,000</b>	<b>\$134,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$700,616</b>	<b>\$932,123</b>	<b>\$2,830,572</b>	<b>\$991,180</b>
FUND BAL., END. YEAR	\$1,107,773	\$1,063,575	\$43,026	\$6

**Tax Increment Financing District Funds**

**TIF 2 FUND  
FINANCIAL SUMMARY**

	ACTUAL 2009-10	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13
<b>FUND BAL., BEG. YEAR</b>	\$4,191,086	\$4,282,275	\$3,309,587	\$697,198
<b>REVENUES:</b>				
<b>INCREMENTAL PROP. TAXES</b>	\$1,139,875	\$1,149,837	\$1,162,800	\$1,209,310
<b>PATEL PROP. ADD'L TAX</b>	0	7,000	14,000	14,210
<b>SUBTOTAL, PROP. TAX REC'D</b>	\$1,139,875	\$1,156,837	\$1,176,800	\$1,223,520
<b>INTEREST</b>	146,287	68,374	32,000	10,030
<b>BANK BORROW, BONEYARD/RACE IMPR.</b>	0	0	3,700,000	0
<b>SUBTOTAL, REVENUES</b>	\$1,286,162	\$1,225,211	\$4,908,800	\$1,233,550
<b>EXPENDITURES:</b>				
<b>TIF SPECIALIST</b>	\$40,339	\$43,270	\$51,070	\$52,610
<b>PART-TIME</b>	0	0	2,600	0
<b>LONGEVITY</b>	0	0	0	1,580
<b>IMRF PENSION</b>	6,618	7,172	8,870	11,050
<b>HEALTH INSURANCE</b>	9,042	9,624	10,200	11,860
<b>TIF SPECIALIST &amp; BEN.</b>	\$55,999	\$60,066	\$72,740	\$77,100
<b>MARKETING/DUES/LEGAL</b>	16,641	23,479	17,000	20,000
<b>TRAINING/CONFERENCES/IEDC CERT.</b>	3,809	4,711	4,800	4,800
<b>1/2 DOWNTOWN MARKETING CONSULTANT</b>	7,050	0	0	0
<b>DOWNTOWN LOAN PROGRAM</b>	21,598	99,368	80,000	80,000
<b>RENT SUBSIDIES</b>	23,000	18,300	25,000	25,000
<b>OMNI CARE LABS INCENTIVE</b>	881	876	940	980
<b>MARKETING STUDY</b>	0	47,688	0	0
<b>GRAPHICS, DOWNTOWN PLAN</b>	0	17,161	0	0
<b>TRANSFER TO TIF ONE, HIST. LINCOLN</b>	0	261,577	588,423	255,000
<b>TRANSFER TO TIF ONE, MAIN ST. IMPR.</b>	0	0	575,000	0
<b>FIVE POINTS W. INCENTIVE</b>	26,820	45,265	61,500	83,740
<b>PATEL PROPERTY INCENTIVES</b>	0	2,894	7,000	7,100
<b>TRANS. TIF4, PARK DISTRICT PROJECTS</b>	0	109,500	113,880	0
<b>DONATION, COURTHOUSE CLOCK</b>	19,000	0	0	0
<b>COUNTY LINCOLN MUSEUM/WALKING TOUR</b>	2,000	6,011	10,990	0
<b>ENGINEERING &amp; APPRAISALS</b>	0	7,195	26,000	25,000
<b>DENNY'S SITE DEMO COSTS</b>	0	1,800	218,200	0
<b>203 W. UNIVERSITY REIMB.</b>	0	0	22,500	0
<b>DENNY'S SITE ENVIRONMENTAL/OPTION</b>	26,661	31,028	3,972	0
<b>ALLMAN SITE ENVIRONMENTAL/OPTION</b>	5,194	1,200	0	0
<b>PROPERTY ACQUISITION, 502/504 S. BROADWAY</b>	597,000	0	0	0
<b>GOODYEAR SITE ENVIRONMENT/OPTION</b>	31,550	0	26,000	0
<b>GOODYEAR SITE ACQUISITION</b>	0	391,444	0	0
<b>PROPERTY ACQUISITION, 305/307 ELM</b>	647	0	0	0
<b>PURCHASE/BLDG. DEMO, 305/307 ELM</b>	0	330,511	0	0
<b>SUBTOTAL, CONTRACTUAL</b>	\$781,851	\$1,400,008	\$1,781,205	\$501,620

**TIF 2 FUND  
FINANCIAL SUMMARY  
(CONTINUED)**

	ACTUAL 2009-10	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13
BROADWAY AVE. STREETScape	\$0	\$0	\$446,875	\$0
DOWNTOWN IMPROVEMENTS	2,520	0	0	0
ART IN PARK STREETScape	1,850	0	15,239	0
ART IN PARK SCULPTURE	0	0	9,000	0
RAILROAD, RAIL TO TRAIL IMPR.	0	0	0	0
PARKING LOT IMPR.	23,646	0	0	0
DOWNTOWN NEWSTAND	3,252	0	0	0
ARTIST PAYMENT, NEWSTAND	5,500	0	0	0
BONEYARD DESIGN/CONST.	47,522	355,350	2,470,015	0
BONEYARD ART COSTS	0	0	46,000	0
RACE ST. IMPROVEMENT	0	0	2,150,000	0
URBANA AVE. MAIN TO OREGON	0	0	0	0
RACE ST. STORM IMPR.	0	71,273	0	0
VINE ST. LIFTSTATION	206,192	14,239	0	0
SIGNAGE, DOWNTOWN LOTS	0	0	20,000	0
CURBCUTS, 108 UNIV. AVE.	45,000	0	0	0
SPRINGFIELD AVENUE IMPR.	0	0	440,000	0
PURCHASE LOT 310 MAIN ST.	0	0	44,115	0
MAIN STREET IMPROV. (VINE TO GROVE)	0	274,418	0	0
<b>SUBTOTAL, CAPITAL IMPR.</b>	<b>335,482</b>	<b>715,280</b>	<b>5,641,244</b>	<b>0</b>
DEBT SERVICE, BONEYARD BORROWING	0	0	0	479,170
TRANSFER MVPS, DEBT SERVICE	21,641	22,545	26,000	27,000
<b>SUBTOTAL, EXPENDITURES</b>	<b>\$1,194,973</b>	<b>\$2,197,899</b>	<b>\$7,521,189</b>	<b>\$1,084,890</b>
<b>FUND BAL., END YEAR:</b>				
RESERVED FOR FUTURE COSTS	\$4,282,275	\$3,309,587	\$697,198	\$845,858

**Tax Increment Financing District Funds**

**TIF 3  
FINANCIAL SUMMARY**

	<b>ACTUAL 2009-10</b>	<b>ACTUAL 2010-11</b>	<b>ACTUAL 2011-12</b>	<b>BUDGET 2012-13</b>
<b>BAL., BEG. YEAR</b>	\$2,857,681	\$3,282,761	\$2,437,600	\$735,935
<b>REVENUES:</b>				
<b>PROPERTY TAX:</b>				
CURRENT YEAR'S INCREMENT	\$971,713	\$895,005	\$904,000	\$944,680
PREVIOUS YEAR'S INCREMENT	0	0	0	0
<b>SUBTOTAL, PROP. TAX</b>	\$971,713	\$895,005	\$904,000	\$944,680
PROVENA TAXES RECOGNIZED	0	1,024,592	0	0
INTEREST	112,781	2,000	55,000	20,500
<b>TOTAL REVENUES</b>	\$1,084,494	\$1,921,597	\$959,000	\$965,180
<b>EXPENDITURES:</b>				
REDEV. SPECIALIST	\$41,169	\$40,877	\$41,130	\$42,780
LONGEVITY PAY	1,628	2,037	2,470	0
IMRF PENSION/FICA	7,539	8,054	8,640	8,980
EMPLOYEE INSURANCE	5,758	6,125	10,200	11,860
<b>REDEV. SPECIALIST &amp; BEN.</b>	\$56,094	\$57,093	\$62,440	\$63,620
<b>CONTRACTUAL/OPERATIONS:</b>				
MARKETING/DUES/LEGAL	\$210	\$53	\$20,000	\$20,000
APPRAISALS	0	525	20,000	20,000
VOCATIONAL PAYMENT	209,630	218,020	226,740	235,810
PROVENA SURPLUS DISTRIBUTED	0	1,112,740	0	0
TRANS. CITY, PROVENA SURPLUS	0	204,369	0	0
PARK DIST., PROJECTS	105,310	0	0	118,440
HVAC IMPR., KING SCHOOL	0	0	400,000	0
COURTYARD, KING SCHOOL	0	0	20,000	0
COMMUNITY ROOM, KING SCHOOL	0	0	400,000	0
KING PARK SCULPTURE (PARK DIST.)	0	0	50,000	0
SITE PREPARATION/BEAUTIFICATION	6,700	0	56,300	0
UNIV. AVE. DESIGN STUDY	3,743	0	0	0
CORRIDOR M.O.B. PROP. INCENT.	220,941	211,926	223,510	251,050
<b>SUBTOTAL, CONTRACTUAL</b>	\$546,534	\$1,747,633	\$1,416,550	645,300
<b>CAPITAL IMPROVEMENTS:</b>				
LOCAL MATCH/BIG BROADBAND	0	0	345,675	0
LINCOLN/CHURCH SIGNAL	56,786	0	0	0
MATHEWS/CHURCH IMPR.	0	0	0	800,000
GOODWIN/PARK/UNIV. IMPR.	0	962,032	0	0
SIDEWALKS, KING SCHOOL/PARK	0	0	300,000	0
INTERNAL ENG., GOODWIN	0	0	36,000	0
KING PARK/SCHOOL AREA LIGHTING	0	0	500,000	0
<b>SUBTOTAL, CAP. IMPR.</b>	\$56,786	\$962,032	\$1,181,675	\$800,000
<b>TOTAL EXPENDITURES</b>	\$659,414	\$2,766,758	\$2,660,665	\$1,508,920
<b>FUND BAL., END YEAR</b>	<b>\$3,282,761</b>	<b>\$2,437,600</b>	<b>\$735,935</b>	<b>\$192,195</b>

ABOVE NUMBERS DO NOT INCLUDE APPROX. \$11 MILLION OF PROVENA TAXES PAID IN PROTEST AND HELD BY THE CITY. ALSO HELD BY THE CITY IS \$3.5 MILLION IN CARLE TAXES.

**TIF 4  
FINANCIAL SUMMARY**

	ACTUAL 2009-10	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13
<b>BAL., BEG. YEAR</b>	\$395,974	\$772,117	\$1,163,425	\$890,025
<b>REVENUES:</b>				
<b>PROPERTY TAX INCREMENT</b>	\$645,195	\$694,279	\$781,500	\$913,620
<b>TRANS. TIF 2, PARK DIST.</b>	0	109,500	113,880	0
<b>SUBTOTAL, PROP. TAX</b>	645,195	803,779	895,380	913,620
<b>INTEREST</b>	18,933	17,892	4,000	16,700
<b>MISCELLANEOUS REIMB.</b>	0	0	0	0
<b>TOTAL REVENUES</b>	664,128	821,671	899,380	930,320
<b>EXPENDITURES:</b>				
<b>CONTRACTUAL/OPERATIONS:</b>				
<b>MARKETING/DUES/LEGAL</b>	\$0	\$5,434	\$12,000	\$12,000
<b>O'BRIEN AUTO INCENTIVES</b>	231,833	292,989	308,900	205,200
<b>CREATIVE THERMAL INCENTIVES</b>	0	0	63,000	133,700
<b>LOAN SUBSIDY PROGRAM</b>	30,510	1,700	40,000	40,000
<b>MICHELLE'S PROP. TAX REIMB.</b>	3,791	1,528	0	0
<b>SITE PREPARATION/BEAUTIFICATION</b>	185	0	80,000	0
<b>PARK DISTRICT PROJECTS</b>	0	109,500	113,880	0
<b>SUBTOTAL, CONTRACTUAL</b>	\$266,319	\$411,151	\$617,780	390,900
<b>CAPITAL IMPROVEMENTS:</b>				
<b>KERR/CUNNINGHAM TRAFFIC SIGNALS</b>	0	19,212	0	0
<b>CUNNINGHAM AVE. CURBCUTS</b>	21,666	0	60,000	20,000
<b>AIRPORT RD. (CAPTIVA TO SUNSET)</b>	0	0	175,000	0
<b>WILLOW RD. IMPROVEMENT</b>	0	0	250,000	0
<b>CUNNINGHAM AVE. R.O.W.</b>	0	0	70,000	0
<b>SUBTOTAL, CAPITAL IMPR.</b>	\$21,666	\$19,212	\$555,000	\$20,000
<b>TOTAL EXPENDITURES</b>	\$287,985	\$430,363	\$1,172,780	\$410,900
<b>FUND BAL., END YEAR</b>	<b>\$772,117</b>	<b>\$1,163,425</b>	<b>\$890,025</b>	<b>\$1,409,445</b>





# 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.
- **Café Division** – reports costs for staff and materials of café in library
- **Special Funds** – reports non-recurring grants and private memorials and donations for materials.

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

	2009-10	2010-11	2011-12	2012-13
FULL-TIME	23.00	23.00	23.00	23.00
PART-TIME, REG.	22.08	21.76	23.83	23.83
PART-TIME, SUB.	4.04	3.68	3.53	3.62
<b>TOTAL</b>	<b>49.12</b>	<b>48.44</b>	<b>50.36</b>	<b>50.45</b>

**URBANA FREE LIBRARY  
FINANCIAL SUMMARY**

	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
<b>BEG. BALANCE</b>	\$1,101,709	\$1,177,989	\$1,368,538	\$1,368,538	
<b>REVENUES:</b>					
PROPERTY TAX LEVY, CASH RECD	\$2,880,059	\$2,935,200	\$2,956,499	\$3,042,430	2.9%
CITY TRANS., PROP. CASH	71,394	(10,119)	62,500	71,395	14.2%
TOTAL PROP. TAX LEVY	\$2,951,453	\$2,925,081	\$3,018,999	\$3,113,825	3.1%
STATE CORP. REPL. TAX	69,274	90,647	90,650	84,000	-7.3%
CITY PAYMENT, IMRF COSTS	322,750	335,144	372,600	412,930	10.8%
CITY PAYMENT, AUTO. MIGRATION	0	0	126,500	0	-100.0%
INTEREST	11,095	6,115	8,300	8,300	0.0%
STATE OF IL., OPERATING	41,406	41,496	41,500	42,302	1.9%
U/I PAYMENT (ORCH. DOWNS)	34,500	22,560	9,400	0	-100.0%
COUNTY GRANT (ARCHIVES)	24,250	23,000	22,500	22,500	0.0%
FINES AND LATE FEES	68,956	73,803	71,810	78,810	9.7%
LOST/DAMAGE FEES	13,293	14,337	14,100	14,100	0.0%
INTERLOAN FEES	6,835	5,826	6,620	5,620	-15.1%
NON-RESIDENT FEES	22,810	23,190	22,600	22,600	0.0%
CAFÉ FEES	0	0	84,607	87,122	3.0%
COPIER FEES	15,027	17,750	17,680	17,680	0.0%
<b>TOTAL REVENUES</b>	<b>\$3,581,649</b>	<b>\$3,578,949</b>	<b>\$3,907,866</b>	<b>\$3,909,789</b>	<b>0.0%</b>
<b>EXPENDITURES:</b>					
CENTRALIZED COSTS	\$592,660	\$503,220	\$588,902	\$588,977	0.0%
EMPLOYEE INSURANCE	176,819	184,589	245,542	259,510	5.7%
ADMINISTRATION	330,974	321,727	357,771	355,763	-0.6%
ADULT DIVISION	679,844	632,514	628,376	639,047	1.7%
CHILDREN'S DIVISION	396,527	390,106	398,739	412,059	3.3%
ARCHIVES DIVISION	249,702	240,883	258,163	270,413	4.7%
MAINTENANCE DIVISION	47,533	38,564	40,759	41,906	2.8%
ACQUISITION DIVISION	206,809	198,163	235,541	245,371	4.2%
CIRCULATION DIVISION	501,751	522,851	570,366	596,691	4.6%
CAFE DIVISION	0	0	84,607	87,122	3.0%
EMPLOYEE IMRF COSTS	322,750	335,144	372,600	412,930	10.8%
<b>TOTAL RECURRING EXPEND.</b>	<b>\$3,505,369</b>	<b>\$3,367,761</b>	<b>\$3,781,366</b>	<b>\$3,909,789</b>	<b>3.4%</b>
NON-RECURRING PROJECT	0	20,639	126,500	0	
<b>TOTAL EXPENDITURES BEFORE IMRF</b>	<b>\$3,505,369</b>	<b>\$3,388,400</b>	<b>\$3,907,866</b>	<b>\$3,909,789</b>	
LESS UNSPENT AMOUNTS	0	0	0	0	
<b>ENDING BALANCE</b>	<b>\$1,177,989</b>	<b>\$1,368,538</b>	<b>\$1,368,538</b>	<b>\$1,368,538</b>	



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

	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
<b>CENTRAL COSTS:</b>					
PROGRAM/PUBLIC RELATIONS	\$17,596	\$21,335	\$22,957	\$22,957	0.0%
TRAVEL/TRAINING	12,204	7,426	18,369	18,444	0.4%
BUILDING COSTS	162,801	155,136	156,742	156,742	0.0%
UTILITY COSTS	111,758	94,220	113,673	113,673	0.0%
CONTRACTUAL COSTS	75,383	70,287	75,801	75,801	0.0%
MATERIALS HANDLING COSTS	33,411	32,172	35,799	35,799	0.0%
SUPPLY COSTS	53,671	43,162	58,378	58,378	0.0%
EQUIPMENT COSTS	125,836	79,482	107,183	107,183	0.0%
<b>SUBTOTAL, CENTRAL COSTS</b>	<b>\$592,660</b>	<b>\$503,220</b>	<b>\$588,902</b>	<b>\$588,977</b>	<b>0.0%</b>
EMPLOYEE INSURANCE	176,819	184,589	245,542	259,510	5.7%
EMPLOYEE IMRF COSTS	322,750	335,144	372,600	412,930	10.8%
MATERIALS-REGULAR	369,383	371,703	373,503	373,503	0.0%
SUPPLIES-CAFÉ	0	0	42,600	42,600	0.0%
<b>WAGES:</b>					
SALARIED	\$1,616,196	\$1,556,728	\$1,645,894	\$1,733,457	5.3%
HOURLY	427,561	416,377	512,325	498,812	-2.6%
<b>SUBTOTAL, WAGES</b>	<b>\$2,043,757</b>	<b>\$1,973,105</b>	<b>\$2,158,219</b>	<b>\$2,232,269</b>	<b>3.4%</b>

**URBANA FREE LIBRARY  
SPECIAL FUNDS**

	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
<b>REVENUES:</b>					
GRANTS	\$17,631	\$5,000	\$187,650	\$187,650	0.0%
OTHER REVENUES	58,592	74,179	48,670	48,670	0.0%
<b>TOTAL REVENUES</b>	<b>\$76,223</b>	<b>\$79,179</b>	<b>\$236,320</b>	<b>\$236,320</b>	<b>0.0%</b>
<b>EXPENDITURES:</b>					
MATERIALS, GRANTS	\$17,631	\$5,000	\$187,650	\$187,650	0.0%
MATERIALS, OTHER FUNDS	58,592	48,532	48,670	48,670	0.0%
<b>SUBTOTAL, SPECIAL FUNDS</b>	<b>\$76,223</b>	<b>\$53,532</b>	<b>\$236,320</b>	<b>\$236,320</b>	<b>0.0%</b>



# 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 2005 parking improvement bonds. A transfer is made from the TIF 1 and TIF 2 funds to pay for this debt service. 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.)

Motor Vehicle Parking System

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

	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13
<b>CASH BAL., BEG. YEAR</b>	\$3,581,353	\$3,198,925	\$3,056,181	\$674,836
<b>REVENUES:</b>				
<b>CAMPUS METERS</b>	\$534,580	\$550,716	\$558,000	\$558,000
<b>OTHER METERS</b>	137,129	116,654	138,000	138,000
<b>BAGGED METER FEES</b>	93,975	164,362	134,000	134,000
<b>LINCOLN SQ. CONTRACT</b>	103,573	104,650	106,000	107,600
<b>PARKING GARAGE</b>	78,032	77,813	78,100	78,100
<b>OTHER RENTALS</b>	86,403	65,118	86,400	86,400
<b>PROP. RENTAL</b>	0	27,659	57,780	57,780
<b>INTEREST</b>	122,315	57,955	50,000	27,000
<b>UNIV. REIMB. GOODWIN AVE.</b>	0	0	100,000	100,000
<b>TRANSFER, TIF 1 DEBT</b>	122,632	127,754	130,000	134,000
<b>TRANSFER, TIF 2 DEBT</b>	21,641	22,545	26,000	27,000
<b>TOTAL REVENUES</b>	\$1,300,280	\$1,315,226	\$1,464,280	\$1,447,880
<b>EXPENSES:</b>				
<b>PARKING SYSTEM OPERATIONS</b>	\$584,548	\$581,364	\$700,278	\$676,930
<b>PARKING GARAGE OPERATIONS</b>	168,031	134,796	158,241	152,420
<b>DEBT SERVICE, 2005 BONDS</b>	142,949	152,000	156,000	162,000
<b>DEBT SERVICE, TEPPER NOTE</b>	22,000	22,000	22,000	22,000
<b>DEPRECIATION</b>	276,792	278,219	290,000	290,000
<b>MISCELLANEOUS</b>	8,861	8,866	9,500	9,500
<b>GOODYEAR PROP.. COSTS</b>	0	0	0	60,240
<b>TRANSFER, GEN., P.I.L.O.T.</b>	254,600	278,820	411,700	432,290
<b>DOWNTOWN PARKING STUDY/LITING/SIGNAGE</b>	23,253	30,626	53,950	0
<b>GOODWIN ST. IMPR.</b>	478,466	79,866	2,041,260	0
<b>CAMPUS AREA LIGHTING IMPR.</b>	0	26,087	0	0
<b>GARAGE REHAB.</b>	0	0	134,750	452,476
<b>DOWNTOWN SIGNAGE IMPR.</b>	0	6,221	183,780	0
<b>LOT AT 310 W. MAIN</b>	0	0	74,166	0
<b>OTHER LOT IMPROVEMENTS</b>	0	137,324	0	0
<b>SUBTOTAL, EXPENSES</b>	\$1,959,500	\$1,736,189	\$4,235,625	\$2,257,856
<b>LESS AMOUNT BUDGET UNSPENT</b>	\$0	\$0	(\$100,000)	(100,000)
<b>ADD BACK DEPRECIATION</b>	\$276,792	\$278,219	\$290,000	\$290,000
<b>CASH REV. OVER (UNDER) EXP.</b>	(\$382,428)	(\$142,744)	(\$2,381,345)	(\$419,976)
<b>CASH BAL., END YEAR:</b>				
<b>RESERVED GARAGE RECONSTRUCTION</b>	\$467,226	\$507,226	\$412,476	\$0
<b>RESERVED, LOT/EQ. IMPROVE.</b>	\$2,731,699	\$2,548,955	\$262,360	\$254,860

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

	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13
PERSONNEL SERVICES	\$210,628	\$226,272	\$202,330	\$219,650
SUPPLIES	36,535	36,090	44,340	44,340
OPERATIONS/CONTRACTUAL	509,428	534,992	601,330	672,550
CAPITAL OUTLAY	103,621	1,181	84,829	16,100
CAPITAL IMPROVEMENTS	666,668	454,124	2,665,906	636,476
<b>SUBTOTAL</b>	<b>\$1,526,880</b>	<b>\$1,252,659</b>	<b>\$3,598,735</b>	<b>\$1,589,116</b>
TRANSFERS	432,620	483,530	636,890	668,740
<b>TOTAL EXPENDITURES</b>	<b>\$1,959,500</b>	<b>\$1,736,189</b>	<b>\$4,235,625</b>	<b>\$2,257,856</b>

**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 provide information for response
- 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)**

	2009-10	2010-11	2011-12	2012-13
FULL-TIME	4.00	4.00	4.00	4.00
PART-TIME	0.50	0.50	0.50	0.50
<b>TOTAL</b>	<b>4.50</b>	<b>4.50</b>	<b>4.50</b>	<b>4.50</b>

**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 contractual agreements for use of parking garage
- Maintain specialized electronic equipment needed in operation of parking garage

**PARKING GARAGE  
PERSONNEL SUMMARY (FTE'S)**

	2009-10	2010-11	2011-12	2012-13
FULL-TIME	2.00	2.00	2.00	2.00
PART-TIME	0.50	0.50	0.50	0.50
<b>TOTAL</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>



# 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, bikepaths and sanitary sewers. The four main funds that are included in the City's CIP are the State M.F.T. Fund, the local M.F.T. Fund, the Sanitary Sewer Construction Fund and the Capital Improvements and Replacement Fund.

- **State 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).
- **Street Maintenance and Road Safety Improvement (Local M. F. T.)** – accounts for the locally administered and collected motor fuel tax. Costs are restricted for street improvements.
- **Sanitary Sewer Construction (Sewer Benefit Tax)** - 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.
- **Capital Improvements and Replacement, Supplementary** – accounts for certain arbor and public facility costs, usually recurring and the revenues that fund these costs.
- **Building Reserve Fund** – accounts for monies set aside for possible future building improvements or additions.
- **Big Broadband Construction Fund** – accounts for federal and state grants and construction and startup costs of the big broadband project

Capital Improvement Funds

**STATE MOTOR FUEL TAX**

	ACTUAL 2009-10	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13
<b>FUND BAL., BEG. YEAR</b>	\$2,176,969	\$2,530,975	\$3,549,125	\$927,334
<b>REVENUES:</b>				
INTEREST	\$73,229	\$53,657	\$50,000	\$25,000
STATE MOTOR FUEL TAX	1,019,467	1,019,237	1,028,320	1,028,320
TIF ENG. CONTRACT, HIGHCROSS SIDEPATH	0	0	0	0
FED. TEA21 GRANT (HIGHCROSS)	0	0	460,000	100,000
STATE, MFT SPECIAL HIGHGROWTH	21,318	21,312	27,183	27,183
FED. STIMULUS GRANT, GREEN ST.	567,500	0	0	0
FED. TEA21 GRANT (MAIN ST./RACE)	0	0	230,850	625,000
FED. REIMB., LINCOLN AVE. STUDY	0	0	0	0
COUNTY REIMB., LINCOLN AVE. STUDY	0	0	0	0
UNIV. REIMB., (ILLINOIS/GOODWIN)	0	0	0	0
REIMB., MTD, GOODWIN	115,110	0	0	0
STATE REIMB., WINDSOR/PHILO	0	0	0	0
COUNTY REIMB., WINDSOR/PHILO	287,700	0	1,880,660	0
STATE JOBS NOW GRANT PROGRAM	0	176,096	176,096	176,096
<b>TOTAL REVENUES</b>	<b>\$2,084,324</b>	<b>\$1,270,302</b>	<b>\$3,853,109</b>	<b>\$1,981,599</b>
<b>EXPENDITURES:</b>				
ANNUAL ST. MAINT.	\$3,637	\$132,937	\$4,495,000	\$727,300
HIGHCROSS ROAD SIDEPATH	0	76,400	643,600	180,000
GOODWIN AVE. IMPR.	493,867	0	0	0
TRAFFIC SIGNALS (FLA & PHILO)	0	0	200,000	0
TRAFFIC SIGNALS (MAIN/RACE)	0	0	263,700	0
MAIN ST. IMPR. (GROVE TO DEWEY)	0	0	400,000	1,850,000
MCCOLLOUGH ST. IMPR. (MAIN TO GRIGGS)	0	0	54,000	0
LINCOLN AVE. IMPR. (SALINE TO OLYMPIAN)	0	0	125,000	0
N. LINCOLN AVE. BRIDGE	0	0	146,800	0
LINCOLN AVE. STUDY	0	0	0	0
N. LINCOLN AVE. BRIDGE	31,009	42,815	146,800	0
WINDSOR RD. (25% CITY, 25% COUNTY)	575,400	0	0	0
GREEN ST. IMPR. (EAST)	626,405	0	0	0
<b>EXPENDITURES TOTAL</b>	<b>\$1,730,318</b>	<b>\$252,152</b>	<b>\$6,474,900</b>	<b>\$2,757,300</b>
<b>FUND BAL., END YEAR</b>	<b>\$2,530,975</b>	<b>\$3,549,125</b>	<b>\$927,334</b>	<b>\$151,633</b>



**LOCAL MOTOR FUEL TAX**

	ACTUAL 2009-10	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13
FUND BAL., BEG. YEAR	\$0	\$0	\$280,047	\$22,047
<b>REVENUES:</b>				
INTEREST	\$0	\$3,236	\$10,000	\$5,000
LOCAL MOTOR FUEL TAX	0	276,811	442,000	736,660
SMALL REIMB.	0	0	0	0
<b>TOTAL REVENUES</b>	\$0	\$280,047	\$452,000	\$741,660
EXPENDITURES, ST. MAINT.	\$0	\$0	\$710,000	\$763,700
FUND BAL., END YEAR	\$0	\$280,047	\$22,047	\$7

**SANITARY SEWER CONSTRUCTION**

	ACTUAL 2009-10	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13
FUND BAL., BEG. YEAR	\$284,580	\$15,718	\$193,175	\$141,385
<b>REVENUES:</b>				
SEWER BENEFIT TAX	\$1,021,600	\$1,150,000	\$1,236,130	\$1,273,210
UCSD REIMB., OVERHEAD SEWERS	7,881	2,162	5,000	5,000
OTHER REIMB.	9,849	0	0	0
N. SHORE DRIVE ASSESSMENT	12,756	0	0	0
INTEREST	1,370	0	3,000	2,000
<b>TOTAL REVENUES</b>	\$1,053,456	\$1,152,162	\$1,244,130	\$1,280,210
<b>EXPENDITURES:</b>				
TRANSFER-MAINTENANCE	\$526,650	\$579,320	\$637,250	\$669,110
SEWER TAX BILLING COSTS	14,212	16,893	16,000	16,000
MISC. SAN. SEWER IMPR.	3,663	0	0	0
75% REIMB. O/H SEWER PROGRAM	23,169	7,500	23,170	7,500
REIMB. HOMEOWNER ILLEGAL CONN.	7,100	0	13,100	13,100
REIMB. HOMEOWNER LATERAL CONN.	8,253	21,798	41,200	21,200
INFLOW/INFILTRATION REMEDIATION	329,393	284,832	418,000	400,000
SEWER DATA BASE S/W AND H/W	5,400	1,800	22,200	12,000
SEWER PIPE TURBO CUTTER	0	3,217	0	0
FUTURE INTERCEPTOR PROJECTS	9,751	0	100,000	100,000
FAIRVIEW AVE. SANITARY SEWER	16,015	0	0	0
LANDFILL LEACHATE TREATMENT	29,341	0	0	0
DIVISION ST. SEWER	0	34,345	0	0
PUBLIC TO PRIVATE SEWER COSTS	0	25,000	25,000	25,000
N. SHORE DRIVE SAN. SEWER	349,371	0	0	0
<b>EXPENDITURES TOTAL</b>	1,322,318	974,705	1,295,920	1,263,910
FUND BAL., END YEAR	\$15,718	\$193,175	\$141,385	\$157,685

**Capital Improvement Funds**

**CAPITAL REPLACEMENT AND IMPROVEMENT FUND**

	ACTUAL 2009-10	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13
<b>FUND BAL., BEG. YEAR</b>	\$1,782,915	\$1,375,395	\$1,495,049	\$1,000,087
<b>REVENUES:</b>				
<b>INTEREST</b>	\$52,470	\$17,529	\$25,500	\$25,500
<b>SALE OF PROPERTY</b>	4,646	6,398	5,000	5,000
<b>CHAMPAIGN REIMB. - BONEYARD</b>	11,550	4,483	5,000	5,000
<b>STATE GRANT, SCHOOL SIGNS</b>	21,437	9,041	0	0
<b>IDOT REIMB., SIGNAL MAINT.</b>	19,658	18,478	15,000	15,000
<b>UNIV. REIMB., GOODWIN DETENTION</b>	0	0	0	172,000
<b>MISC. SMALL REIMBURSEMENTS</b>	4,635	2,000	0	0
<b>STATE GRANT, OLYMPIAN DR. ENG.</b>	0	484,660	4,515,340	0
<b>COUNTY 50%, WINDSOR ENGIN./ROW</b>	176,720	35,007	4,000	0
<b>UNIV. REIMB., GOODWIN/IL.</b>	0	104,264	0	0
<b>TRANS. ENG. TIF PROJECTS</b>	0	0	59,710	165,000
<b>STATE GRANT/MERVIS REIMB.</b>	0	0	434,744	0
<b>TRANS. PW SIGN SYSTEM (ONE-TIME)</b>	0	20,135	0	0
<b>TRANSFER FROM GEN. FUND, REGULAR</b>	598,973	858,400	858,400	858,400
<b>TOTAL REVENUES</b>	\$890,089	\$1,560,395	\$5,922,694	\$1,245,900
<b>EXPENDITURES (SEE BELOW)</b>	\$1,297,609	\$1,440,741	\$6,417,656	\$1,560,790
<b>FUND BAL., END YEAR</b>	\$1,375,395	\$1,495,049	\$1,000,087	\$685,197

**CAPITAL REPLACEMENT AND IMPROVEMENT FUND  
EXPENDITURE DETAILS DETAIL**

	<b>ACTUAL 2009-10</b>	<b>ACTUAL 2010-11</b>	<b>PROJECTED 2011-12</b>	<b>BUDGET 2012-13</b>
BONEYARD/BRIDGES MAINT.	\$41,324	\$7,200	\$13,000	\$13,000
MISC. SIGNAL MAINTENANCE	9,606	5,871	15,000	15,000
OLYMPIAN DRIVE ENGINEERING	0	484,660	4,515,340	0
MISC. STORM SEWER REPAIRS	148,985	105,944	40,000	140,000
PAVEMENT PATCH/MAINTENANCE	457,396	81,263	350,000	580,000
C.D. "HOME" CAP. IMPR. TRANSFER	39,353	25,825	61,150	61,150
MERVIS ST. IMPROVEMENTS	0	0	434,774	0
CAMPUS AREA TRANS. STUDY	982	0	0	0
STREET SEAL COATING	5,352	0	0	0
BRICK SIDEWALK MAINT.	201,501	10,339	25,000	25,000
MATHEWS ST. IMPROVEMENT	0	0	0	120,000
BONEYARD MONITORING/MAINT.	0	27,494	15,000	5,000
TRANS., ENGINEERING GEN FUND	162,610	145,244	158,000	160,130
CONTRACTUAL AUDITING, WINDSOR	10,098	10,115	1,000	0
WINDSOR RD. DESIGN/ENG., OUTSIDE	59,669	22,291	0	0
TRANS., ENGIN. OVERTIME	7,000	0	7,310	7,310
BIKELANES & SIGNAGE	0	134,936	75,000	30,000
MISC. BIKELANE SIDEPATHS	0	0	70,000	25,000
WINDSOR MEDIAN IMPR.	0	20,000	0	0
NORTH SHORE DR. IMPROVEMENT	84,354	0	0	0
SUMP PUMP ROW PROGRAM	6,582	21,266	25,000	25,000
SAFE SCHOOL ROUTE SIGNS (GRANT)	0	9,041	0	0
TRAFFIC SIGN MGT. SYSTEM	0	0	86,135	0
DIVISION ST. IMPR.	0	0	100,000	0
KING PARK LIGHTING IMPR.	0	0	0	150,000
PHILO ROAD IMPR./ LANDSCAPING	47,927	24,008	12,547	0
HIGHCROSS RD. SIDEPATH	14,870	26,371	34,159	0
ROUNDBOUT STUDY	0	15,685	1,500	0
STORM WATER UTILITY FEASIBILITY STUDY	0	94,219	105,781	0
TRANS. CAP IMPR. SUPPL. FUND	0	168,969	271,960	204,200
<b>TOTAL</b>	<b>\$1,297,609</b>	<b>\$1,440,741</b>	<b>\$6,417,656</b>	<b>\$1,560,790</b>

Capital Improvement Funds

**CAPITAL IMPROVEMENT SUPPLEMENTARY FUND**

	ACTUAL 2009-10	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13
FUND BAL., BEG. YEAR	\$359,147	\$97,634	\$95,110	\$0
<b>REVENUES:</b>				
TRANS. FROM CAP. IMPR. FUND	\$0	\$168,969	\$271,960	\$204,200
DONATION/GRANTS, GREENSCAPES	4,881	525	10,000	10,000
OTHER REIMBURSEMENTS	1,500	500	0	0
FED. ENERGY CONSERVATION GRANT	4,706	53,651	126,843	0
GRANT, UNIV. AVE. STUDY	133,152	0	0	0
OTHER MATCH, UNIV. AVE. STUDY	6,497	0	0	0
REIMB., DAMAGE CITY TREES	0	355	7,000	7,000
STATE GRANT, LIGTING IMPR.	0	5,169	2,802	0
<b>TOTAL REVENUES</b>	<b>\$150,736</b>	<b>\$229,169</b>	<b>\$418,605</b>	<b>\$221,200</b>
<b>EXPENDITURES (SEE BELOW)</b>	<b>\$412,249</b>	<b>\$231,693</b>	<b>\$513,715</b>	<b>\$221,200</b>
FUND BAL., END YEAR	\$97,634	\$95,110	\$0	\$0

**CAPITAL IMPROVEMENT SUPPLEMENTARY FUND DETAILS**

	ACTUAL 2009-10	ACTUAL 2010-11	PROJECTED 2011-12	BUDGET 2012-13
GREENSCAPES ENDOWMENT	\$1,379	\$1,125	\$33,051	\$10,000
LANDSCAPING, PHILO RD.	249	0	27,680	20,000
TREE PLANTING PROGRAM	23,051	16,205	30,026	7,500
TREE INVENTORY DATA SERVICES	0	0	0	750
TREE INVENTORY FIELD LAPTOP COMPUTER	0	0	0	7,000
REPL. DAMAGED TREES	6,462	8,383	7,000	7,000
OUTSIDE TREE TRIMMING	30,000	30,000	30,000	30,000
MISC. STUDIES, APPRAISALS	3,000	0	7,350	7,350
PUBLIC FACILITY REHAB.	43,479	6,442	54,942	30,000
GIS PROF. SERVICES, RPC	35,000	34,566	37,500	37,500
GIS OVERHEAD PHOTOS, NON-REC.	670	0	5,350	7,350
LEGAL COSTS, CLINTON LANDFILL	0	0	2,000	0
704 GLOVER IMPROVEMENTS	0	15,138	44,856	0
CITYWIDE ART, TRANS. ART FUND	6,261	24,934	15,000	15,000
REMODEL, 2 FIRE SUBSTATIONS	7,344	22,354	5,465	0
COUNTY SALT DOME ROOF	0	0	25,000	0
TREE INVENTORY	0	0	58,850	2,750
SOLO CUP TREE SCREENING	1,800	0	0	0
CONSULTANT/ UTILITIES	21,083	0	0	0
AM580 EMERGENCY RADIO UPGRADE	0	0	0	21,000
CONSULTANT, BIG BROADBAND	11,018	376	0	0
LITING MAT'L, (GRANT)	0	5,169	2,802	0
ENERGY CONSERVATION COSTS (GRANT)	4,706	53,651	126,843	0
LEGISLATIVE LOBBYIST	0	0	0	18,000
DUMP TRUCK/EPOKE SPREADER	86,800	0	0	0
UNIV. AVE. STUDY (GRANT)	129,947	13,350	0	0
<b>TOTAL</b>	<b>\$412,249</b>	<b>\$231,693</b>	<b>\$513,715</b>	<b>\$221,200</b>

**BUILDING RESERVE FUND**

	ACTUAL 2009-10	ACTUAL 2010-11	PROJ. 2011-12	BUDGET 2012-13
FUND BAL., BEG. YEAR	\$20,072	\$20,072	\$0	\$0
EXPENSES:				
GLOVER ST. IMPROVEMENTS	\$0	\$20,072	\$0	\$0
FUND BAL., END YEAR	\$20,072	\$0	\$0	\$0

**BIG BROADBAND CONSTRUCTION FUND (L10)**

	ACTUAL 2009-10	ACTUAL 2010-11	PROJ. 2011-12	BUDGET 2012-13
FUND BAL., BEG. YEAR	\$0	\$0	\$0	\$0
REVENUES:				
FEDERAL GRANT	\$0	\$0	\$5,072,755	\$0
STATE GRANT	0	0	345,675	0
TRANSFER, TIF ONE	0	0	345,675	0
TOTAL REVENUES	\$0	\$0	\$5,764,105	\$0
EXPENSES:				
ENGINEERING TECH./BENEFITS (12 MOS.)	\$0	\$0	\$68,950	\$0
CONSULTING COSTS	0	0	30,000	0
CONSTRUCTION COSTS	0	0	5,665,155	0
TOTAL EXPENSES	\$0	\$0	\$5,764,105	\$0
FUND BAL., END YEAR	\$0	\$0	\$0	\$0



# 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** - a reserve to provide stability in delivering services or in raising revenues when fluctuations are occurring in the City's financial situation. This fund is also used to pay for certain large non-recurring expenses, such as the landfill remediation project. This fund previously was titled the "Tax Stabilization Fund".
- **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, revenues from the sale of property and right of way to the University in the north campus area, and revenues and costs of the city's historical preservation program.

Reserve Funds

**FINANCIAL SUMMARY  
GENERAL RESERVE (FORMERLY TAX STABILIZATION) FUND**

	ACTUAL 2009-10	ACTUAL 2010-11	PROJ. 2011-12	BUDGET 2012-13
<b>FUND BAL., BEG. YEAR</b>	\$988,470	\$ 873,305	\$ 285,050	\$ 135,868
<b>REVENUES:</b>				
<b>INTEREST</b>	\$520	\$0	\$1,000	\$1,000
<b>TRANSFER, GEN. FUND NON-RECURRING</b>	572,144	0	0	0
<b>TOTAL REVENUES</b>	\$572,664	\$0	\$1,000	\$1,000
<b>EXPENDITURES:</b>				
<b>FIRE CAPTAIN TESTING</b>	10,283	0	0	0
<b>TRANSFER TO EC. DEV. FUND</b>	0	0	0	89,800
<b>TRANSFER, PUBLIC ARTS FUND (repl by T3)</b>	5,000	5,000	5,000	0
<b>LEGISLATIVE LOBBY, HOSPITAL TAX ISSUE</b>	0	9,000	18,000	0
<b>LEGAL COSTS, WATER CO. RATE INTERV.</b>	0	0	8,000	0
<b>ZIP CAR SHARING PROGRAM</b>	2,158	0	0	0
<b>MEIJER NOISE ABATEMENT ENGINEERING</b>	1,952	2,111	0	0
<b>DIESEL EXTRACTION SYSTEMS, FIRE BAYS</b>	0	0	25,000	0
<b>MEIJER CAPITAL PAYMENTS</b>	572,144	572,144	0	0
<b>EMPLOYEE SEVERANCE BENEFITS</b>	96,292	0	94,182	0
<b>TOTAL EXPENDITURES</b>	\$687,829	\$588,255	\$150,182	\$89,800
<b>FUND BAL., END YEAR:</b>				
<b>RESERVED, LIBRARY CARLE INT.</b>	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
<b>UNRESERVED</b>	\$ 823,305	\$ 235,050	\$ 85,868	\$ (2,932)



## ECONOMIC DEVELOPMENT RESERVE

	ACTUAL 2009-10	ACTUAL 2010-11	PROJECTED 2011-12	BUDGET 2012-13
<b>FUND BAL., BEG. YEAR</b>	\$618,894	\$552,980	\$427,028	\$244,328
<b>REVENUES:</b>				
INTEREST	\$20,841	\$10,423	\$7,000	\$7,000
STATE GRANT, MARKET	1,000	9,193	10,000	0
TRANSFER FROM TAX STAB. FUND	0	0	0	89,800
HOUSE DEMOLITION RECOVERIES	436	0	17,000	17,000
DONATION, HIST. PRES.	0	0	0	0
STATE GRANT, HIST. LINCOLN PODCAST	0	0	6,650	0
STATE GRANT, HISTORICAL INTERN	0	0	5,445	0
FARMER'S MARKET FEES	64,838	72,108	74,000	72,000
<b>TOTAL REVENUES</b>	<b>\$87,115</b>	<b>\$91,724</b>	<b>\$120,095</b>	<b>\$185,800</b>
<b>EXPENDITURES:</b>				
RETAIL DEV. INCENTIVE LOANS	\$0	\$0	\$0	\$0
OPTIONS, TITLES, MARKETING	168	25	4,500	2,000
HISTORICAL PODCAST COSTS (GRANT)	0	0	6,650	0
COME ALIVE CELEBRATION	2,027	0	0	0
HOUSE DEMOLITIONS	0	0	17,000	17,000
GREGORY PLACE INCENTIVE	0	4,870	0	0
BERINGER AGREEMENT REBATES	46,097	57,074	59,000	59,000
DEVELOPER'S ROUNTABLE	1,227	1,787	2,000	2,000
FARMER'S MARKET COSTS	41,407	77,300	84,200	158,407
BUILD URBANA REBATES COSTS	23,949	1,400	18,000	18,000
METROZONE INCENTIVE COSTS	16,667	62,756	71,000	71,000
HISTORICAL INTERN (GRANT)	52	0	5,445	0
HISTORICAL PRES. PROGRAMS	0	464	5,000	5,000
PHILO ROAD RENTAL INCENTIVES	0	0	10,000	10,000
SUNNYCREST LOAN PROGRAM	21,435	12,000	20,000	10,000
<b>TOTAL EXPENDITURES</b>	<b>\$153,029</b>	<b>\$217,676</b>	<b>\$302,795</b>	<b>\$352,407</b>
<b>FUND BAL., END YEAR, RESERVED FOR:</b>				
URBANA DEV. GROUP LOAN GURANTEE	\$85,000	\$85,000	\$85,000	\$85,000
HISTORIC PRESERVATION	\$9,862	\$14,398	\$14,398	\$14,398
FARMER'S MARKET	\$75,546	\$79,547	\$79,347	(\$7,060)
BERINGER, BUILD URBANA,METROZONE	\$382,572	\$248,083	\$65,583	\$0
<b>UNRESERVED</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$14,617)</b>



# PENSION FUNDS

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

- **Illinois Municipal Retirement Fund (IMRF)** - All employees except sworn police and fire personnel that work at least 20 hours per week must participate in the IMRF, which is a defined benefit pension plan that provides retirement, disability, and death benefits. Benefit provisions and funding requirements are established by State statute. Employees are required to contribute 4.5% of their annual salary and the City is required to contribute the remaining amount that is necessary to fund the system (10.78% in CY2011 and 12.83% in CY2012). Employees in IMRF also contribute and participate in social security. 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. In general, IMRF members can draw a retirement pension upon reaching age 60 with at least 8 years of service. The retirement benefit is 1.67% for each year for the first 15 years of service and 2% for each year thereafter (max of 75%) of the employees average salary over the last 4 years of employment. For example, an employee upon reaching age 60 with 30 years of service would receive a pension of 55% of his average earnings. For employees hired after Jan. 1, 2011, regular retirement is at 62 with 35 years of service or 67 with 10 years of service (employees can retire earlier but with reduced benefits). Disability payments are at 50% of salary. A surviving spouse is entitled to 50% of the member's retirement. Currently, IMRF is 70% funded with the unfunded portion being paid over the next 30 years). Currently, 52% of the City's employees participate in the I.M.R.F. plan.
- **Police Pension Fund** - Sworn police personnel participate in the Police Pension Fund, which is a defined benefit pension plan that provides retirement, disability and death benefits. Benefit provisions and funding requirements are established by State statute. Police officers are required to contribute 9.91% 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. Employees in the Police Pension Fund do not participate in social security. 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. In general, police pension fund members can draw a retirement pension upon reaching age 50 with at least 8 years of service. The retirement benefit is 50% of the final salary for employees with 20 years of service plus 2.5% for each year thereafter (max of 75%). For example, an employee upon reaching age 50 with 25 years of service would receive a pension of 62.5% of his final earnings. For employees hired after Jan. 1, 2011, regular retirement is age 55 with 20 years of service (employees can retire earlier but with reduced benefits). Disability payments are at 50% of salary for non-duty disability and 65% for a duty disability. A surviving spouse is entitled to all of the member's retirement. Currently, the Police Pension Fund is 62% funded with the unfunded portion being paid over the

## Pension Funds

next 30 years). 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, which is a defined benefit pension plan that provides retirement, disability and death benefits. Benefit provisions and funding requirements are established by State statute. Firefighters are required to contribute 9.46% 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 . Employees in the Fire Pension Fund do not participate in social security. Administration of assets and benefit payments are performed by the Fire Pension Board, which is made up of elected representatives of active and retired firefighters and 2 City appointees. The City Comptroller serves as Fund Treasurer. In general, fire pension fund members can draw a retirement pension upon reaching age 50 with at least 10 years of service. The retirement benefit is 50% of the final salary for employees with 20 years of service plus 2.5% for each year thereafter (max of 75%). For example, an employee upon reaching age 50 with 25 years of service would receive a pension of 62.5% of his final earnings. For employees hired after Jan. 1, 2011, regular retirement is age 55 with 20 years of service (employees can retire earlier but with reduced benefits). Disability payments are at 50% of salary for non-duty disability and 65% for a duty disability. A surviving spouse is entitled to all of the member's retirement. Currently, the Fire Pension Fund is 78% funded with the unfunded portion being paid over the next 30 years). Currently, 20% of the City's employees participate in this pension plan.

## IMRF FINANCIAL SUMMARY

	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	EST. 2011-12	BUDGET 2012-13	% CHG.
CASH BAL., BEG. YEAR	\$0	\$0	\$0	\$0	\$0	
<b>REVENUES:</b>						
TRANSFER, GEN. FUND	\$1,228,881	\$1,273,743	\$1,540,710	\$1,443,160	\$1,551,400	
TRANSFER, LIBRARY	322,750	335,144	379,720	379,720	408,200	
OTHER FUNDS	238,572	244,954	220,245	277,520	297,960	
<b>TOTAL REVENUES</b>	<b>\$1,790,203</b>	<b>\$1,853,841</b>	<b>\$2,140,675</b>	<b>\$2,100,400</b>	<b>\$2,257,560</b>	<b>7.5%</b>
<b>EXPENSES:</b>						
I.M.R.F. PAYMENTS	\$1,787,699	\$1,851,269	\$2,135,675	\$2,095,400	\$2,252,560	7.5%
SECTION 125 ADMIN.	\$2,504	\$2,572	\$5,000	\$5,000	\$5,000	
<b>TOTAL EXPENSES</b>	<b>\$1,790,203</b>	<b>\$1,853,841</b>	<b>\$2,140,675</b>	<b>\$2,100,400</b>	<b>\$2,257,560</b>	<b>7.5%</b>
FUND BAL., END YEAR	\$0	\$0	\$0	\$0	\$0	
ACTUAL % INCREASE PREV. YEAR	12.2%	3.6%	15.5%	13.3%	7.5%	

**POLICE PENSION FUND  
FINANCIAL SUMMARY**

	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	EST. 2011-12	BUDGET 2012-13	CHG.
<b>REVENUES:</b>						
TRANS. GEN. FUND/PROPERTY TAX	\$1,742,575	\$1,940,609	\$2,104,660	\$1,945,460	\$2,144,110	10.2%
STATE REPLACEMENT TAX	41,000	41,000	41,000	41,000	41,000	
<b>TOTAL REVENUES</b>	<b>\$1,783,575</b>	<b>\$1,981,609</b>	<b>\$2,145,660</b>	<b>\$1,986,460</b>	<b>\$2,185,110</b>	<b>10.0%</b>
<b>PAYMENT TO PENSION BOARD</b>	<b>\$1,783,575</b>	<b>\$1,981,609</b>	<b>\$2,145,660</b>	<b>\$1,986,460</b>	<b>\$2,185,110</b>	<b>10.0%</b>
<b>ACTUAL % INCREASE PREV. YEAR</b>	<b>6.1%</b>	<b>11.1%</b>	<b>8.3%</b>	<b>0.2%</b>	<b>10.0%</b>	

**FIRE PENSION FUND  
FINANCIAL SUMMARY**

	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	EST. 2011-12	BUDGET 2012-13	% CHG.
<b>REVENUES:</b>						
PROPERTY TAX	\$1,328,730	\$1,431,661	\$1,554,700	\$1,355,670	\$1,496,440	10.4%
STATE REPLACEMENT TAX	52,000	52,000	52,000	52,000	52,000	
<b>TOTAL REVENUES</b>	<b>\$1,328,730</b>	<b>\$1,431,661</b>	<b>\$1,554,700</b>	<b>\$1,355,670</b>	<b>\$1,496,440</b>	<b>10.4%</b>
<b>PAYMENT TO PENSION BOARD</b>	<b>\$1,328,730</b>	<b>\$1,431,661</b>	<b>\$1,554,700</b>	<b>\$1,355,670</b>	<b>\$1,496,440</b>	<b>10.4%</b>
<b>ACTUAL % INCREASE PREV. YEAR</b>	<b>38.2%</b>	<b>7.7%</b>	<b>8.6%</b>	<b>-5.3%</b>	<b>10.4%</b>	





# City of Urbana Budget Fiscal Year 2012-2013

## Supplementary Expenditure Report

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**CITY COUNCIL**

	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	PROPOSED 2012-13	% CHG.
100					
COUNCIL MEMBERS (7)	\$39,487	\$40,118	\$41,900	\$43,160	3.0%
FICA/MEDICARE COST	2,666	2,734	3,200	3,280	
TOTAL	\$42,153	\$42,852	\$45,100	\$46,440	3.0%
200					
BOOKS & PERIODICALS	\$0	\$300	\$350	\$350	
OFFICE SUPPLIES	79	0	250	250	
MISC. SUPPLIES	0	190	150	150	
TOTAL	\$79	\$490	\$750	\$750	0.0%
300					
TRAVEL AND CONFERENCE	\$579	\$2,572	\$6,300	\$6,300	
SISTER CITY COSTS	0	3,728	0	0	
TELEPHONE/POSTAGE	0	100	0	0	
SPECIAL CONTRACTUAL ASST.	790	100	200	200	
TOTAL	\$1,369	\$6,500	\$6,500	\$6,500	0.0%

## Supplementary Expenditure Report

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### EXECUTIVE DEPARTMENT BUDGET ANALYSIS

	11-12	12-13	diff.	%
100'S	\$ 1,113,350	\$ 1,168,160	\$ 54,810	4.9%
200'S	9,010	9,010	-	0.0%
300'S	331,510	330,640	(870)	-0.3%
SUBTOTAL	1,453,870	1,507,810	53,940	3.7%
400'S	8,810	8,810	-	0.0%
TOTAL	\$ 1,462,680	\$ 1,516,620	\$ 53,940	3.7%
PERSONNEL:				
SALARIES-ELECTED	\$ 60,150	\$ 61,960	\$ 1,810	3.0%
SALARIES/NON-UNION	748,340	773,240	24,900	3.3%
LONGEVITY PAY	12,140	14,740	2,600	21.4%
EMPL. INS.	103,870	124,650	20,780	20.0%
EMPL. PENSION	188,850	193,570	4,720	2.5%
SUBTOTAL	\$ 1,113,350	\$ 1,168,160	\$ 54,810	4.9%
SUPPLIES:				
OTHER	\$ 6,550	\$ 6,550	\$ -	0.0%
STD. CHARGES	2,460	2,460	-	0.0%
SUBTOTAL	\$ 9,010	\$ 9,010	\$ -	0.0%
CONTRACTUAL:				
STD. CHARGES	\$ 46,630	\$ 45,760	\$ (870)	-1.9%
VEH. SERVICE	5,800	5,800	-	0.0%
OTHER	279,080	279,080	-	0.0%
SUBTOTAL	\$ 331,510	\$ 330,640	\$ (870)	-0.3%

**EXECUTIVE DEPARTMENT  
ADMINISTRATION DIVISION**

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
100					
MAYOR	\$56,636	\$58,330	\$60,150	\$61,960	
CHIEF OF STAFF	56,347	69,763	72,100	74,260	
ADMIN. ASSISTANT II	20,394	38,256	44,060	45,380	
ADMIN. ASSISTANT II (.5)	70,764	19,670	20,160	20,760	
OVERTIME	0	0	520	520	
LONGEVITY PAY	2,635	2,881	3,740	3,790	
EMPLOYEE INSURANCE	28,042	21,614	26,960	32,350	
EMPLOYEE PENSION	47,978	44,671	53,690	55,030	
TOTAL 100	\$282,796	\$255,185	\$281,380	\$294,050	4.5%
200					
BOOKS & PERIODICALS	\$0	\$0	\$200	\$200	
OFFICE SUPPLIES	808	527	800	800	
COPIER SUPPLIES	1,776	1,656	2,460	2,460	
TOTAL 200	\$2,584	\$2,183	\$3,460	\$3,460	0.0%
300					
DUES & SUBSCRIPTIONS	\$7,607	\$10,195	\$8,000	\$8,000	
MAYOR TRAVEL AND CONFERENCE	7,369	5,982	8,000	8,000	
TRAVEL AND CONFERENCE	1,212	1,223	2,000	2,000	
C-U HUMANITARIAN AWARD	1,200	1,200	1,200	1,200	
VEHICLE SERVICES	2,476	2,739	4,800	4,800	
MAYOR MILEAGE REIMBURSEMENT	1,011	1,011	1,000	1,000	
PRINTING SERVICES	72	638	500	500	
HEARINGS & ARBITRATIONS	126	0	4,500	4,500	
SPECIAL COUNSEL	16,375	89,543	8,780	8,780	
CITY INSURANCE	4,886	4,630	6,750	6,750	
TRANSFER, WORKER'S COMP.	370	370	370	390	
TELEPHONE	1,372	1,666	2,190	2,420	
COPIER LEASE & MAINT.	3,441	2,360	5,250	3,540	
CITY COMPUTERIZATION	15,430	15,172	16,050	16,050	
EMPLOYEE PROGRAMS	12,559	11,084	12,530	12,530	
TOTAL 300	\$75,506	\$147,813	\$81,920	\$80,460	-1.8%
400					
VEH. REPL. CHARGE	\$8,470	\$8,810	\$8,810	\$8,810	0.0%
PROGRAM TOTAL	\$369,356	\$413,991	\$375,570	\$386,780	3.0%

## Supplementary Expenditure Report

### EXECUTIVE DEPARTMENT LEGAL DIVISION

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
100					
CITY ATTORNEY	\$94,599	\$94,702	\$97,870	\$100,810	
ASST. CITY ATTORNEY	78,469	80,205	78,950	81,320	
ASST. CITY ATTORNEY	72,248	72,571	75,000	77,250	
ADMIN. ASSISTANT II (2)	81,130	81,125	83,920	86,440	
LONGEVITY PAY	0	1,039	4,850	7,570	
OVERTIME	0	0	270	270	
EMPLOYEE INSURANCE	31,163	32,454	40,480	48,580	
EMPLOYEE PENSION	58,556	61,627	75,260	77,140	
TOTAL 100	\$416,165	\$423,723	\$456,600	\$479,380	5.0%
200					
BOOKS & PERIODICALS	\$526	\$464	\$1,000	\$1,000	
OFFICE SUPPLIES	1,030	777	2,300	2,300	
TOTAL 200	\$1,556	\$1,241	\$3,300	\$3,300	0.0%
300					
DUES & SUBSCRIPTIONS	\$8,242	\$7,557	\$8,500	\$8,500	
ON-LINE WEST LAW SUBSCRIPTION	18,000	12,421	16,860	16,860	
ON-LINE CODE SUBSCRIPTION	0	0	2,000	2,000	
CELLUAR PHONE SERVICES	858	641	0	0	
TRAVEL AND CONFERENCE	725	2,141	4,340	4,340	
RECORDER'S ON-LINE SERVICE	1,597	1,525	1,600	1,600	
PROF. LEGAL SERVICES	9,054	10,580	19,000	19,000	
PROF. LEGAL SERVICES (JW)	76,560	76,560	76,560	76,560	
CITY INSURANCE	3,446	3,265	4,760	4,760	
TRANSFER, WORKER'S COMP.	290	290	290	300	
CITY TELEPHONE	1,373	1,666	2,190	2,420	
TOTAL 300	\$120,145	\$116,646	\$136,100	\$136,340	0.2%
DIVISION TOTAL	\$537,866	\$541,610	\$596,000	\$619,020	3.9%

**EXECUTIVE DEPARTMENT  
HUMAN RELATIONS DIVISION**

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
100					
HUMAN RELATIONS OFFICER	\$72,505	\$72,571	\$75,010	\$77,260	
ADMIN. ASSISTANT II (.5)	20,394	19,670	20,150	20,750	
LONGEVITY PAY	810	1,605	3,360	3,000	
EMPLOYEE INSURANCE	9,353	9,740	12,150	14,580	
EMPLOYEE PENSION	16,440	17,587	21,140	21,670	
TOTAL 100	\$119,502	\$121,173	\$131,810	\$137,260	4.1%
200					
BOOKS & PERIODICALS	\$0	\$32	\$150	\$150	
BOOKS, COMMISSION BUDGET	0	0	200	200	
MEETING EXPENSES, COMM.	0	108	150	150	
OFFICE SUPPLIES	180	221	200	200	
TOTAL 200	\$180	\$361	\$700	\$700	0.0%
300					
DUES & SUBSCRIPTIONS	\$0	\$0	\$490	\$490	
TRAVEL AND CONFERENCE	2,277	483	2,010	2,010	
COMMUNITY TRAINING	75	292	1,000	1,000	
TRAINING, COMMISSION BUDGET	191	12	2,000	2,000	
H/R HEARING OFFICER	15	0	9,500	9,500	
OUTSIDE SPECIAL STUDY	0	1,500	500	500	
M.L. KING SPEAKERS/GRANTS	982	1,189	1,500	1,500	
GRANTS, COMMISSION BUDGET	275	0	1,200	1,200	
COMM. ED., COMMISSION BUDGET	100	550	1,500	1,500	
PRINTING SERVICES	0	0	100	100	
PRINTING, COMMISSION BUDGET	0	84	400	400	
CITY INSURANCE	1,151	1,091	1,590	1,590	
TRANSFER, WORKER'S COMP.	190	190	190	200	
CITY TELEPHONE	589	715	940	1,040	
TOTAL 300	\$5,845	\$6,106	\$22,920	\$23,030	0.5%
PROGRAM TOTAL	\$125,527	\$127,640	\$155,430	\$160,990	3.6%

## Supplementary Expenditure Report

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### EXECUTIVE DEPARTMENT HUMAN RELATIONS DIVISION CIVILIAN POLICE REVIEW BOARD

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
200					
BOOKS & PERIODICALS	\$0	\$0	\$150	\$150	
BOARD MEETING SUPPLIES	0	85	200	200	
TOTAL 200	\$0	\$85	\$350	\$350	0.0%
300					
DUES & SUBSCRIPTIONS	\$300	\$300	\$300	\$300	
TRAVEL AND TRAINING	3,858	1,946	5,500	5,500	
POSTAGE AND PRINTING/OUTREACH	0	0	500	500	
TRAINING & EDUCATION	175	0	1,000	1,000	
POSTAGE & PRINTING/BROCHURES	549	32	500	500	
TOTAL 300	\$4,882	\$2,278	\$7,800	\$7,800	0.0%
PROGRAM TOTAL	\$4,882	\$2,363	\$8,150	\$8,150	0.0%

**EXECUTIVE DEPARTMENT  
HUMAN RESOURCES DIVISION**

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
100					
HUMAN RESOURCES MANAGER	\$75,165	\$75,234	\$77,760	\$80,090	
BENEFITS COORDINATOR	42,560	42,598	44,030	45,350	
ASST. HUMAN RESOURCES MGR.	47,464	47,507	49,100	50,570	
PART-TIME	0	0	320	320	
CIVIL SERVICE COMMISSIONERS	120	210	410	410	
OVERTIME	0	96	120	120	
LONGEVITY PAY	4,678	6,179	8,780	11,740	
EMPLOYEE INSURANCE	18,698	19,471	24,280	29,140	
EMPLOYEE PENSION	30,152	32,252	38,760	39,730	
TOTAL	\$218,837	\$223,547	\$243,560	\$257,470	5.7%
200					
BOOKS & PERIODICALS	\$164	\$16	\$400	\$400	
OFFICE SUPPLIES	786	687	800	800	
TOTAL	\$950	\$703	\$1,200	\$1,200	0.0%
300					
DUES & SUBSCRIPTIONS	\$160	\$180	\$1,180	\$1,180	
TRAVEL AND CONFERENCE	644	171	2,940	2,940	
TRAVEL, RECRUITMENT	0	2,781	3,580	3,580	
TRAINING AND EDUCATION	1,225	1,856	3,500	3,500	
CITY-WIDE TRAINING	2,509	0	3,000	3,000	
PHYSICAL EXAMINATIONS	2,481	12,668	17,000	17,000	
EMPL. DRUG TESTING PROG.	1,080	866	3,000	3,000	
AUTOMATED TRACKING SYSTEM	4,500	4,500	4,500	4,500	
PROF. SERVICES, EXAMS	8,335	18,152	19,070	19,070	
EDUCATIONAL REIMBURSEMENTS	8,187	4,054	5,000	5,000	
EMPLOYEE ASSISTANCE PROG.	6,290	6,490	7,530	7,530	
PRINTING SERVICES	527	413	1,170	1,170	
ADVERTISING, RECRUITMENT	1,306	1,835	5,120	5,120	
IPELRA SALARY SURVEY	0	0	120	120	
CITY INSURANCE	2,656	2,517	3,670	3,670	
TRANSFER, WORKER'S COMP.	200	200	200	210	
CITY TELEPHONE	1,373	1,666	2,190	2,420	
TOTAL	\$41,473	\$58,349	\$82,770	\$83,010	0.3%
DIVISION TOTAL	\$261,260	\$282,599	\$327,530	\$341,680	4.3%

**Supplementary Expenditure Report**

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**FINANCE DEPARTMENT  
BUDGET ANALYSIS**

	11-12	12-13	DIFF	%
SALARIES	1,182,650	1,244,920	62,270	5.3%
SUPPLIES	47,580	47,580	-	0.0%
CONTRACTUAL	205,520	204,980	(540)	-0.3%
SUBTOTAL	1,435,750	1,497,480	61,730	4.3%
VEH. & EQ. REPL.	29,140	29,140	-	0.0%
TOTAL	1,464,890	1,526,620	61,730	4.2%
PERSONNEL:				
SALARIES	\$ 825,310	\$ 850,070	\$ 24,760	3.0%
LONGEVITY PAY	41,190	48,990	7,800	18.9%
EMPL. INSURANCE	124,550	149,470	24,920	20.0%
EMPL. PENSION	191,600	196,390	4,790	2.5%
SUBTOTAL	\$ 1,182,650	\$ 1,244,920	\$ 62,270	5.3%
SUPPLIES:				
OTHER	\$ 45,120	\$ 45,120	\$ -	0.0%
STD. CHARGES	2,460	2,460	-	0.0%
SUBTOTAL	\$ 47,580	\$ 47,580	\$ -	0.0%
CONTRACTUAL:				
STD. CHARGES	\$ 73,380	\$ 72,840	(540)	-0.7%
VEH. SERVICE	5,500	5,500	-	0.0%
CITY AUDITING	36,540	36,540	-	0.0%
OTHER	90,100	90,100	-	0.0%
SUBTOTAL	\$ 205,520	\$ 204,980	\$ (540)	-0.3%



**FINANCE DEPARTMENT  
ADMINISTRATION PROGRAM**

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
100					
COMPTROLLER	\$117,455	\$117,562	\$121,500	\$125,150	
ADMIN. ASSISTANT I (.5)	17,830	17,846	18,450	19,000	
LONGEVITY PAY	5,202	6,542	8,210	9,410	
EMPLOYEE INSURANCE	9,353	9,740	12,150	14,580	
EMPLOYEE PENSION	24,828	26,552	31,910	32,710	
TOTAL 100	\$174,668	\$178,242	\$192,220	\$200,850	4.5%
200					
BOOKS & PERIODICALS	\$0	\$40	\$200	\$200	
OFFICE SUPPLIES	3,912	3,531	3,800	3,800	
COPIER SUPPLIES	1,776	1,657	2,460	2,460	
TOTAL 200	\$5,688	\$5,228	\$6,460	\$6,460	0.0%
300					
DUES & SUBSCRIPTIONS	\$1,572	\$1,396	\$1,800	\$1,800	
CELLUAR/PAGING SERVICES	275	278	410	410	
TRAVEL AND CONFERENCE	171	1,728	2,500	2,500	
VEHICLE SERVICE	1,164	2,255	3,000	3,000	
AUDITING	31,535	29,035	36,540	36,540	
REAL ESTATE TAXES	89	76	1,000	1,000	
CITY INSURANCE	2,707	2,565	3,740	3,740	
TRANSFER, WORKER'S COMP.	220	290	220	230	
TELEPHONE	771	936	1,230	1,360	
COPIER LEASE & MAINT.	2,208	1,515	3,370	2,270	
CITY COMPUTERIZATION	52,780	45,271	47,890	47,890	
TOTAL 300	\$93,492	\$85,345	\$101,700	\$100,740	-0.9%
400					
VEH. REPL. CHARGE	\$28,020	\$29,140	\$29,140	\$29,140	0.0%
PROGRAM TOTAL	\$301,868	\$297,955	\$329,520	\$337,190	2.3%

## Supplementary Expenditure Report

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

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
100					
OFFICE SUPERVISOR	\$65,814	\$60,213	\$57,500	\$59,230	
ADMIN. ASSISTANT I (.5)	17,830	17,846	18,450	19,000	
CUST. SERVICE ACCT CLK. (2)	76,442	73,494	78,960	81,330	
LONGEVITY PAY	6,188	7,232	9,000	9,970	
EMPLOYEE INSURANCE	21,810	22,715	28,330	34,000	
EMPLOYEE PENSION	29,711	31,780	38,190	39,140	
TOTAL 100	\$217,795	\$213,280	\$230,430	\$242,670	5.3%
200					
PARKING TICKET PRINTING	\$6,892	\$3,789	\$4,100	\$4,100	
COMPUTER TICKET SUPPLIES	170	84	2,300	2,300	
LICENSE SUPPLIES	3,105	3,250	7,100	7,100	
TOTAL 200	\$10,167	\$7,123	\$13,500	\$13,500	0.0%
300					
TRAINING AND EDUCATION	\$603	\$681	\$2,000	\$2,000	
NOTICES PRINTING	950	0	4,180	4,180	
TICKET HEARING OFFICER	0	974	1,000	1,000	
PRINTING, PARKING BROCHURE	0	824	1,000	1,000	
VEHICLE SERVICES	1,035	1,299	2,500	2,500	
RSVP TICKET HEARINGS	230	230	230	230	
VEHICLE REGISTRATIONS TAPES	1,200	1,200	1,500	1,500	
CREDIT CARD EXPENSE	8,811	8,629	8,000	8,000	
STATE BACKGROUND EXPENSE	2,270	2,730	2,000	2,000	
CITY INSURANCE	2,505	2,373	3,460	3,460	
TRANSFER, WORKER'S COMP.	270	270	270	280	
CITY TELEPHONE	771	936	1,230	1,360	
TOTAL 300	\$18,645	\$20,146	\$27,370	\$27,510	0.5%
PROGRAM TOTAL	\$246,607	\$240,549	\$271,300	\$283,680	4.6%

**FINANCE DEPARTMENT  
FINANCIAL SERVICES PROGRAM**

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
100					
ACCOUNTING SUPERVISOR	\$66,022	\$66,082	\$68,300	\$70,350	
ACCOUNT CLERK II	42,414	42,453	43,880	45,200	
ACCOUNT CLERK I	34,621	29,588	35,820	36,890	
LONGEVITY PAY	4,309	6,240	7,810	9,190	
EMPLOYEE INSURANCE	18,698	19,471	24,280	29,140	
EMPLOYEE PENSION	26,709	27,566	34,330	35,190	
TOTAL 100	\$192,773	\$191,400	\$214,420	\$225,960	5.4%
200					
GENERAL CITY SUPPLIES	\$6,892	\$3,121	\$11,200	\$11,200	
COMPUTER SUPPLIES	15,261	16,754	16,420	16,420	
TOTAL 200	\$22,153	\$19,875	\$27,620	\$27,620	0.0%
300					
TRAINING AND EDUCATION	\$1,013	\$1,143	\$2,000	\$2,000	
SHREDDER SERVICES	315	576	1,000	1,000	
GENERAL CITY POSTAGE	36,348	30,336	46,900	46,900	
OFFICE EQ. MAINTENANCE	2,421	3,392	6,000	6,000	
CITY INSURANCE	3,221	3,052	4,450	4,450	
TRANSFER, WORKER'S COMP.	200	200	200	210	
CITY TELEPHONE	771	936	1,230	1,360	
TOTAL 300	\$44,289	\$39,635	\$61,780	\$61,920	0.2%
PROGRAM TOTAL	\$259,215	\$250,910	\$303,820	\$315,500	3.8%

## Supplementary Expenditure Report

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### FINANCE DEPARTMENT INFORMATION SERVICES PROGRAM

	ACTUAL	ACTUAL	BUDGET	BUDGET	
CATEGORY	2009-10	2010-11	2011-12	2012-13	% CHG.
100					
INFO. SERVICES MANAGER	\$92,996	\$93,080	\$96,200	\$99,090	
P.C. ANALYST/NETWORK COORD.	58,977	59,031	61,020	62,850	
COMPUTER SYSTEMS PROG. II	60,889	60,944	62,990	64,880	
COMPUTER SYSTEMS SPEC.	10,887	39,000	40,330	41,540	
DOCUMENTS PROJ. SPECIALIST	21,109	31,840	35,820	36,890	
WEB DOCUMENTS COORD.	38,965	39,000	40,310	41,520	
COMPUTER SPEC., UPD	41,334	27,640	42,760	44,040	
OVERTIME	11,231	1,539	3,020	3,110	
LONGEVITY PAY	11,650	12,870	16,170	20,420	
EMPLOYEE INSURANCE	35,828	47,939	59,790	71,750	
EMPLOYEE PENSION	62,718	73,820	87,170	89,350	
TOTAL 100	\$446,584	\$486,703	\$545,580	\$575,440	5.5%
300					
DUES AND MEMBERSHIPS	\$565	\$575	\$600	\$600	
TRAINING AND EDUCATION	400	424	6,430	6,430	
DOCUMENT SUPPLIES/MAINT.	0	0	1,550	1,550	
CITY INSURANCE	3,323	3,148	4,590	4,590	
TRANSFER, WORKER'S COMP.	270	270	270	280	
CITY TELEPHONE	771	936	1,230	1,360	
TOTAL 300	\$5,329	\$5,353	\$14,670	\$14,810	1.0%
PROGRAM TOTAL	\$451,913	\$492,056	\$560,250	\$590,250	5.4%

**CITY CLERK  
BUDGET ANALYSIS**

	11-12	12-13	DIFF	%
SALARIES	196,000	206,290	10,290	5.3%
SUPPLIES	2,880	2,880	-	0.0%
CONTRACTUAL	29,510	29,490	(20)	-0.1%
SUBTOTAL	228,390	238,660	10,270	4.5%
VEH. & EQ. REPL.	1,930	1,930	-	0.0%
TOTAL	230,320	240,590	10,270	4.5%
PERSONNEL:				
SALARIES, ELECTED	52,930	54,520	1,590	3.0%
SALARIES, NON-UNION	84,610	87,140	2,530	3.0%
LONGEVITY PAY	3,800	4,350	550	14.5%
EMPL. INS.	24,290	29,150	4,860	20.0%
EMPL. PENSION	30,370	31,130	760	2.5%
SUBTOTAL	196,000	206,290	10,290	5.3%
SUPPLIES:				
OTHER	2,000	2,000	-	0.0%
STD. CHARGES	880	880	-	0.0%
SUBTOTAL	2,880	2,880	-	0.0%
CONTRACTUAL:				
STD. CHARGES	14,720	14,650	(70)	-0.5%
NEWSPAPER PUBL.	7,380	7,380	-	0.0%
VEH. SVC.	1,450	1,500	50	3.4%
OTHER	5,960	5,960	-	0.0%
SUBTOTAL	29,510	29,490	(20)	-0.1%

## Supplementary Expenditure Report

### CITY CLERK

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
100					
CITY CLERK	\$49,848	\$51,334	\$52,930	\$54,520	
ADMIN. ASSISTANT II	43,993	44,033	45,520	46,890	
ADMIN. ASSISTANT I	34,622	34,653	35,820	36,890	
DEPUTY CITY CLERK	600	600	790	810	
OVERTIME	2,411	1,538	2,480	2,550	
LONGEVITY PAY	1,748	2,628	3,800	4,350	
EMPLOYEE INSURANCE	18,706	19,479	24,290	29,150	
TRANSFER, EMPL. PENSION	23,627	25,275	30,370	31,130	
TOTAL 100	\$175,555	\$179,540	\$196,000	\$206,290	5.3%
200					
OFFICE SUPPLIES	\$2,244	\$1,137	\$2,000	\$2,000	
COPIER SUPPLIES	635	593	880	880	
TOTAL 200	\$2,879	\$1,730	\$2,880	\$2,880	0.0%
300					
DUES & SUBSCRIPTIONS	\$486	\$834	\$500	\$500	
TRAVEL AND CONFERENCE	2,516	1,987	3,100	3,100	
TRAINING AND EDUCATION	0	0	640	640	
VEHICLE SERVICES	948	1,135	1,450	1,500	
RECORDING FEES	613	273	920	920	
NEWSPAPER PUBL., LEGALS	6,771	5,769	7,380	7,380	
READER/PRINTER MAINT.	0	427	800	800	
CITY INSURANCE	2,816	2,668	3,890	3,890	
TRANSFER, WORKER'S COMP.	240	240	240	250	
TELEPHONE	1,097	1,331	1,750	1,940	
COPIER LEASE & MAINT.	544	373	830	560	
CITY COMPUTERIZATION	7,700	7,572	8,010	8,010	
TOTAL 300	\$23,731	\$22,609	\$29,510	\$29,490	-0.1%
400					
VEHICLE REPLACEMENT CHARGE	\$1,860	\$1,930	\$1,930	\$1,930	0.0%
TOTAL DEPARTMENT	\$204,025	\$205,809	\$230,320	\$240,590	4.5%

**POLICE DEPARTMENT  
BUDGET ANALYSIS**

	11-12	12-13	DIFF	%
SALARIES	7,540,211	8,059,140	518,929	6.9%
SUPPLIES	54,850	53,670	(1,180)	-2.2%
CONTRACTUAL	1,089,220	1,143,410	54,190	5.0%
<b>SUBTOTAL</b>	<b>8,684,281</b>	<b>9,256,220</b>	<b>571,939</b>	<b>6.6%</b>
VEH. & EQ. REPL.	289,560	289,560	-	0.0%
<b>TOTAL</b>	<b>8,973,841</b>	<b>9,545,780</b>	<b>571,939</b>	<b>6.4%</b>
<b>PERSONNEL:</b>				
SALARIES N/U	868,362	898,160	29,798	3.4%
SALARIES FOP	3,129,682	3,228,740	99,058	3.2%
SALARIES AFSCME	322,090	331,710	9,620	3.0%
LONGEVITY, N/U	38,290	48,780	10,490	27.4%
LONGEVITY, FOP	251,588	275,470	23,882	9.5%
LONGEVITY, AFSCME	26,750	21,870	(4,880)	-18.2%
OVERTIME, FOP	145,351	169,710	24,359	16.8%
EMPLOYEE INS.	608,710	730,460	121,750	20.0%
EMPL. PENSION	2,149,388	2,354,240	204,852	9.5%
<b>SUBTOTAL</b>	<b>7,540,211</b>	<b>8,059,140</b>	<b>518,929</b>	<b>6.9%</b>
<b>SUPPLIES:</b>				
OTHER	51,970	50,790	(1,180)	-2.3%
STD. CHARGES	2,880	2,880	-	0.0%
<b>SUBTOTAL</b>	<b>54,850</b>	<b>53,670</b>	<b>(1,180)</b>	<b>-2.2%</b>
<b>CONTRACTUAL:</b>				
STD. CHARGES	331,550	335,840	4,290	1.3%
VEH. SERVICE	247,330	252,330	5,000	2.0%
METCAD	239,690	282,000	42,310	17.7%
CENTRAL BOOKING	37,810	37,810	-	0.0%
DOG IMPOUNDMENT	38,730	40,090	1,360	3.5%
I.W.I.N. FEES	13,900	13,900	-	0.0%
ECIPTC TRAINING	8,220	8,220	-	0.0%
CRISIS INTERVENTION	1,500	1,500	-	0.0%
ARMS CONTRIBUTION	18,200	20,430	2,230	12.3%
CELLUAR PHONES	15,000	15,000	-	0.0%
OTHER	137,290	136,290	(1,000)	-0.7%
<b>SUBTOTAL</b>	<b>1,089,220</b>	<b>1,143,410</b>	<b>54,190</b>	<b>5.0%</b>

## Supplementary Expenditure Report

### POLICE DEPARTMENT ADMINISTRATION PROGRAM

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13 % CHG.	
100					
CHIEF OF POLICE	\$113,555	\$113,658	\$117,070	\$120,580	
ASSISTANT CHIEF	98,689	98,797	101,760	104,810	
ADMIN. ASSISTANT II	40,615	39,659	40,840	42,070	
LONGEVITY PAY	9,373	12,482	15,580	18,720	
EMPLOYEE INSURANCE	18,706	19,479	24,290	29,150	
TRANSFER, IMRF PENSION	7,646	8,177	9,830	10,080	
TRANSFER, POLICE PENSION	109,719	123,103	122,360	135,890	
TOTAL 100	\$398,303	\$415,355	\$431,730	\$461,300	6.8%
200					
BOOKS & PERIODICALS	\$136	\$0	\$180	\$180	0.0%
EMPL. RECOGNITION SUPPLIES	0	237	300	300	
TOTAL 200	\$137	\$237	\$480	\$480	0.0%
300					
DUES & SUBSCRIPTIONS	\$1,991	\$1,705	\$2,500	\$2,500	
TRAVEL AND CONF., CHIEF	2,451	2,445	2,630	2,630	
TRAVEL AND CONF., ASST CH.	930	590	1,880	1,880	
CLOTHING ALLOWANCE	1,702	0	1,700	1,700	
VEHICLE SERVICE	1,634	2,637	5,310	6,310	
CITY INSURANCE	5,827	5,521	8,050	8,050	
TRANSFER, WORKER'S COMP.	3,210	3,210	3,210	3,370	
CITY TELEPHONE	3,120	3,789	4,980	5,510	
TOTAL 300	\$20,865	\$19,897	\$30,260	\$31,950	5.6%
400					
VEH. REPL. CHARGE-REG.	\$278,420	\$289,560	\$289,560	\$289,560	
TRANSFER, NEW EQ.	0	0	0	0	
TOTAL 400	\$278,420	\$289,560	\$289,560	\$289,560	0.0%
DIVISION TOTAL	\$697,725	\$725,049	\$752,030	\$783,290	4.2%



**POLICE DEPARTMENT  
PATROL PROGRAM**

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
100					
LIEUTENANT (2)	\$173,377	\$163,341	\$173,610	\$180,140	
SERGEANTS (10)	629,552	631,499	655,701	675,350	
OFFICERS (32)	1,733,936	1,681,617	1,810,530	1,864,610	
K-9 OFFICER	54,337	54,387	56,578	58,270	
OVERTIME	11,368	3,195	34,242	55,270	
STEP OVERTIME	33,272	24,340	35,525	36,590	
OVERTIME, TRAINING	48,860	14,991	39,810	41,000	
SICK LEAVE INCENT.	0	0	18,097	18,100	
PERSONAL LEAVE ACCRUAL	16,120	27,940	30,406	32,420	
HOLIDAY PAY	131,400	127,226	136,877	145,900	
LONGEVITY, F.O.P.	172,682	165,264	203,116	220,890	
LONGEVITY PAY, NON-UNION	3,528	6,438	9,340	12,610	
EMPLOYEE INSURANCE	274,222	304,039	390,530	468,640	
TRANSFER, POLICE PENSION	1,381,573	1,530,311	1,570,097	1,725,000	
TOTAL 100	\$4,664,227	\$4,734,588	\$5,164,459	\$5,534,790	7.2%
200					
UNIFORMS AND EQ. REPL	\$4,434	\$5,780	\$4,720	\$4,720	
U.C.A.P. SUPPLIES	0	29	500	500	
AMMUNITION SUPPLIES	11,004	10,966	11,000	11,000	
SUPPLIES, SCHOOL OFFICER	803	0	2,000	2,000	
CRIME PREV./OUTREACH MAT'L	328	559	1,500	1,500	
SUPPLIES, BIKE PATROL	158	275	2,000	2,000	
TOTAL 200	\$16,727	\$17,609	\$21,720	\$21,720	0.0%
300					
EMPLOYEE WELLNESS	\$2,630	\$90	\$2,740	\$2,740	
TRAINING AND EDUCATION	(5,500)	8,617	10,320	10,320	
CLOTHING ALLOWANCE	37,854	37,430	40,000	40,000	
METRO SQUAD CLOTHING	642	525	900	900	
CELLUAR PHONE	13,628	8,234	10,820	10,820	
VEHICLE SERVICE	129,718	174,090	167,310	177,310	
EQ. SERVICE AND REPAIR	2,133	1,404	3,120	3,120	
CENTRAL BOOKING FEE	30,815	30,108	37,810	37,810	
RANGE MOWING	1,200	825	1,500	1,500	
RANGE OPERATING	2,649	3,552	3,500	3,500	
RANGE ALARM SERVICE	330	330	360	360	
TOWING SERVICES	1,940	1,300	1,500	1,500	
I.L.E.A.S. TRAINING FEE	500	500	500	500	
METCAD DISPATCH AGREEMENT	210,598	239,691	239,690	282,000	17.7%
E.C.I.P.T.P. TRAINING	7,826	8,217	8,220	8,220	
CRISIS INTERVENTION SERVICE	0	0	1,500	1,500	
EM. SUPPORT SERVICE TEAM	2,000	2,000	2,400	2,400	
CITY INSURANCE	83,775	95,627	115,550	115,550	
TRANSFER, WORKER'S COMP.	45,690	45,690	45,690	47,980	
CITY TELEPHONE	1,542	1,871	2,460	2,720	
TOTAL 300	\$569,970	\$660,101	\$695,890	\$750,750	7.9%
PROGRAM TOTAL	\$5,250,924	\$5,412,298	\$5,882,069	\$6,307,260	7.2%

## Supplementary Expenditure Report

### POLICE DEPARTMENT CRIMINAL INVESTIGATION PROGRAM

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
100					
LIEUTENANT	83,091	83,167	87,490	90,110	
SERGEANT	62,957	63,027	65,570	67,540	
OFFICERS (6 to 5)	326,044	322,156	339,470	349,740	
POL. SERV. REPRESENTATIVE	37,677	37,712	39,230	40,410	
PHOTO/EVIDENCE TECH.	41,713	40,118	41,320	46,580	
OVERTIME	31,258	14,337	35,774	36,850	
STANDBY PAY	10,430	10,435	11,200	12,040	
PERSONAL TIME ACCRUAL	2,809	5,000	5,253	4,770	
POLICE LONGEVITY	41,642	46,089	48,472	54,580	
AFSCME LONGEVITY	5,663	5,657	5,890	6,060	
LONGEVITY, NON-UNION	4,895	6,126	7,500	9,310	
EMPLOYEE INSURANCE	62,325	64,917	88,660	106,390	
TRANSFER, IMRF PENSION	24,440	26,141	31,420	32,210	
TRANSFER, POLICE PENSION	247,154	277,315	291,931	324,220	
TOTAL 100	\$982,098	\$1,002,197	\$1,099,180	\$1,180,810	7.4%
200					
UNIFORMS AND EQUIPMENT	\$32	\$419	\$500	\$500	
SMALL COVERT EQ. (VERF)	779	694	800	800	
300					
TRAINING AND EDUCATION	\$9,061	\$6,246	\$7,770	\$7,770	
FOP CLOTHING ALLOWANCE	4,200	5,971	6,180	6,180	
AFSCME CLOTHING ALLOWANCE	402	403	430	430	
VEHICLE SERVICES	23,008	27,536	32,000	32,000	
LEASED VEH. COSTS	0	0	6,200	6,200	
TRAVEL, INVESTIGATIONS	39	610	4,000	4,000	
OUTSIDE PROF. SERVICES	2,027	1,924	6,000	6,000	
CHILDREN'S ADVOCACY PAYMENT	0	1,000	1,500	1,500	
CRIMEREPORTS S/W MAINT.	0	0	1,000	1,000	
UNIFORM REPLACEMENT	0	0	200	200	
INTERSECT SERVICES	1,216	1,070	1,400	1,400	
CELLEBRITE S/W MAINT.	0	0	1,000	1,000	
INTERNET INVEST.	0	0	400	400	
AFIX SYSTEM MAINTENANCE	1,013	2,025	2,030	2,030	
CITY INSURANCE	19,603	18,574	27,080	27,080	
TRANSFER, WORKER'S COMP.	16,790	16,790	16,790	17,630	
CITY TELEPHONE	1,542	1,871	2,460	2,720	
COMMUNICATIONS I.T.F.	0	0	1,600	1,600	
TOTAL 300	\$78,901	\$84,020	\$118,040	\$119,140	0.9%
PROGRAM TOTAL	\$1,061,810	\$1,087,330	\$1,218,520	\$1,301,250	6.8%

**POLICE DEPARTMENT  
SUPPORT SERVICES PROGRAM**

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
100					
SUPPORT SERVICES SUPERV.	51,043	51,089	52,630	54,210	
POL. SERV. REPRESENT (6)	224,552	219,019	235,380	242,440	
P-T SERVICES CLERK (.25)	3,882	6,109	6,380	6,570	
AD. ASST (.75)	25,170	27,540	30,520	31,440	
F.O.I.A. OFFICER (TEMP.)	0	3,456	5,142	5,300	
DOCUMENTS FILMING (TEMP.)	4,730	0	0	0	
OVERTIME	(2,665)	12,016	10,180	10,480	
AFSCME LONGEVITY	18,137	16,010	18,340	13,200	
LONGEVITY, NON-UNION	6,394	4,626	2,950	5,840	
EMPLOYEE INSURANCE	56,093	58,421	72,860	87,430	
TRANSFER, IMRF PENSION	62,838	66,212	81,580	83,620	
TRANSFER, POLICE PENSION	45,129	50,880	0	0	
TOTAL 100	\$495,303	\$515,378	\$515,962	\$540,530	4.8%
200					
OFFICE SUPPLIES	\$8,399	\$9,686	\$11,040	\$11,040	
CITY BLDG. COPIER SUPPLIES	520	485	720	720	
PAPER FOR POLICE MACHINE	1,560	1,432	2,160	2,160	
POLICE COPIER SUPPLIES	0	0	1,900	720	
EQ., POLICE SUPPLIES	5,223	6,664	12,800	12,800	
TOTAL 200	\$15,702	\$18,267	\$28,620	\$27,440	-4.1%
300					
AFSCME CLOTHING ALLOWANCE	\$2,451	\$2,125	\$2,380	\$1,380	
COMMUNICATIONS SERVICES	2,858	5,554	8,510	8,510	
VEHICLE SERVICE	1,657	4,140	10,800	11,800	
EQ. SERVICE AND REPAIR	75	0	2,350	2,350	
TRANSCRIBER/FAX MAINT.	636	245	700	700	
M.D.T./FAX MAINTENANCE	137	0	3,000	3,000	
C.M.S./I.W.I.N. FEES	12,825	11,225	13,900	13,900	
CONTRACTUAL SHREDDING	846	856	2,000	2,000	
I.A.C.P. WEBSITE DUES	1,100	1,100	1,100	1,100	
CITY INSURANCE	9,570	9,068	13,220	13,220	
TRANSFER, WORKER'S COMP.	2,000	2,000	2,000	2,100	
CITY TELEPHONE	1,542	1,871	2,460	2,720	
CITY BLDG. COPIER MAINT.	878	602	1,340	900	
POLICE COPIER MAINT.	1,930	1,863	2,600	2,600	
CITY COMPUTERIZATION	75,800	74,928	77,630	77,630	
A.R.M.S. CONTRIBUTION	14,882	16,959	18,200	20,430	
SPECIAL POLICE S/W MAINT.	0	0	350	350	
TOTAL 300	\$129,187	\$132,536	\$162,540	\$164,690	1.3%
PROGRAM TOTAL	\$640,192	\$666,181	\$707,122	\$732,660	3.6%

## Supplementary Expenditure Report

### POLICE DEPARTMENT SCHOOL CROSSING GUARDS PROGRAM

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
100					
SCHOOL CROSSING GUARDS	\$41,396	\$40,915	\$53,340	\$53,340	0.0%
TRANSFER, FICA	3,602	3,857	4,500	4,610	
TOTAL 100	\$44,998	\$44,772	\$57,840	\$57,950	0.2%
200					
MISC. SUPPLIES	\$442	\$322	\$500	\$500	0.0%
300					
CITY INSURANCE	\$1,976	\$1,872	\$2,730	\$2,730	0.0%
TRANSFER, WORKER'S COMP.	200	200	200	210	
TOTAL 300	\$2,176	\$2,072	\$2,930	\$2,940	0.3%
PROGRAM TOTAL	\$47,616	\$47,166	\$61,270	\$61,390	0.2%

### POLICE DEPARTMENT METER PATROL PROGRAM

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
100					
PARKING ENFORCE. SUPV.	\$40,713	\$34,055	\$40,330	\$41,540	
PARK. ENFORCE. SPEC. (3)	50,981	55,984	77,640	79,970	
PARKING ENFORCE. P-T	54,671	31,385	40,290	41,500	
LONGEVITY PAY	3,336	1,796	2,920	2,300	
EMPLOYEE INSURANCE	18,698	19,471	24,280	29,140	
TRANSFER, EMPL. PENSION	22,691	24,272	29,170	29,900	
TOTAL 100	\$191,090	\$166,963	\$214,630	\$224,350	4.5%
200					
UNIFORMS AND EQUIPMENT	\$1,068	\$128	\$1,230	\$1,230	0.0%
300					
VEHICLE SERVICE	\$9,048	\$8,156	\$23,910	\$15,910	
CITY INSURANCE	2,382	2,257	3,290	3,290	
TRANSFER, WORKER'S COMP.	190	190	190	200	
TOTAL 300	\$11,620	\$10,603	\$27,390	\$19,400	-29.2%
PROGRAM TOTAL	\$203,778	\$177,694	\$243,250	\$244,980	0.7%

**POLICE DEPARTMENT  
ANIMAL CONTROL PROGRAM**

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
100					
ANIMAL CONTROL WARDEN	\$34,696	\$34,727	\$36,130	\$37,210	
OVERTIME	4	80	1,170	1,170	
AFSCME LONGEVITY	2,338	2,431	2,520	2,610	
EMPLOYEE INSURANCE	6,232	6,488	8,090	9,710	
TRANSFER, EMPL. PENSION	6,746	7,217	8,500	8,710	
TOTAL 100	\$50,016	\$50,943	\$56,410	\$59,410	5.3%
200					
UNIFORMS AND EQUIPMENT	\$51	\$396	\$1,000	\$1,000	0.0%
300					
CLOTHING ALLOWANCE	\$131	\$0	\$220	\$220	
VEHICLE SERVICE	3,314	3,909	8,000	9,000	
DOG IMPOUNDMENT	35,300	34,940	38,730	40,090	3.5%
AN. CARCASS REMOVAL	2,128	1,824	3,000	3,000	
CITY INSURANCE	1,462	1,386	2,020	2,020	
TRANSFER, WORKER'S COMP.	200	200	200	210	
TOTAL 300	\$42,535	\$42,259	\$52,170	\$54,540	4.5%
PROGRAM TOTAL	\$92,602	\$93,598	\$109,580	\$114,950	4.9%

**Supplementary Expenditure Report**

**FIRE RESCUE SERVICES DEPARTMENT  
BUDGET ANALYSIS**

	11-12	12-13	DIFF	%
SALARIES	6,399,165	6,740,350	341,185	5.3%
SUPPLIES	70,590	70,590	-	0.0%
CONTRACTUAL	594,000	634,180	40,180	6.8%
SUBTOTAL	7,063,755	7,445,120	381,365	5.4%
EQ. & VEH. REPL.	196,850	196,850	-	0.0%
TOTAL	7,260,605	7,641,970	381,365	5.3%
ADD'L EQ.	-	-	-	
TOTAL	7,260,605	7,641,970	381,365	5.3%
PERSONNEL:				
SALARIES, N/U	535,800	540,460	4,660	0.9%
SALARIES, IAFF	3,508,960	3,606,170	97,210	2.8%
LONGEVITY, FIRE	410,520	400,320	(10,200)	-2.5%
LONGEVITY, N/U	26,480	34,670	8,190	30.9%
EMPL. INSURANCE	477,890	573,470	95,580	20.0%
EMPL. PENS, IMRF	35,920	36,820	900	2.5%
EMPL. PENS, FIRE	1,403,595	1,548,440	144,845	10.3%
SUBTOTAL	6,399,165	6,740,350	341,185	5.3%
SUPPLIES:				
OTHER	69,300	69,300	-	0.0%
F.F. REPL. GEAR	-	-	-	
STD. CHARGES	1,290	1,290	-	0.0%
SUBTOTAL	70,590	70,590	-	0.0%
CONTRACTUAL:				
STD. CHARGES	207,840	212,040	4,200	2.0%
VEH. SERVICE	152,220	167,220	15,000	9.9%
METCAD DISPATCH	88,780	103,500	14,720	16.6%
2% FIRE INS. PAYMENT	46,740	53,000	6,260	13.4%
OTHER	98,420	98,420	-	0.0%
SUBTOTAL	594,000	634,180	40,180	6.8%

**FIRE RESCUE SERVICES DEPARTMENT**

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
100					
FIRE CHIEF	\$106,195	\$106,291	\$109,490	\$112,770	
DIVISION OFFICERS (3)	255,237	246,502	251,760	247,910	
PREVENTION/ED. OFFICER	78,809	73,240	75,010	77,250	
CAPTAINS (3)	197,225	197,182	203,100	209,190	
LIEUTENANTS (15 TO 12)	740,524	741,437	764,450	787,380	
ENGINEERS (15)	862,363	863,884	887,650	914,290	
FIRE FIGHTERS (37 TO 22)	1,035,025	1,036,227	1,070,020	1,102,110	
ADMIN. ASSISTANT II	39,096	39,131	40,310	41,520	
PREV./ED. INSP., UNIV. IL.	57,445	57,497	59,230	61,010	
OVERTIME	269,053	293,972	371,040	382,170	
UPGRADE PAY	31,173	21,997	24,510	25,250	
SICK LEAVE INCENTIVE	0	0	4,660	4,800	
HOLIDAY PAY	110,408	110,281	117,320	120,280	
LONGEVITY/STEP, FIRE	349,523	358,688	410,520	400,320	
LONGEVITY PAY, NON-UNION	17,991	24,285	26,480	34,670	
EDUCATIONAL INCENTIVE	11,400	9,800	12,210	12,700	
EMPLOYEE INSURANCE	367,871	383,174	477,890	573,470	
TRANSFER, IMRF PENSION	27,945	29,886	35,920	36,820	
TRANSFER, FIRE PENSION	1,372,080	1,483,661	1,403,595	1,548,440	
TRANSFER, PENSION U/I	42,885	36,247	54,000	48,000	
TOTAL 100	\$5,972,248	\$6,113,382	\$6,399,165	\$6,740,350	5.3%
200					
OFFICE SUPPLIES	\$4,656	\$4,448	\$4,500	\$4,500	
BLDG. MAINT. SUPPLIES	7,096	7,084	7,100	7,100	
CITY BLDG. COPIER SUPPLIES	722	673	1,000	1,000	
PAPER/FIRE COPIER	209	192	290	290	
FIRE COPIER SUPPLIES	0	0	300	300	
RISK WATCH SUPPLIES	1,476	1,327	1,500	1,500	
UNIFORMS AND EQUIPMENT	22,147	23,222	25,360	25,360	
REPL. HOSE	1,030	500	1,030	1,030	
P.P.E. REPL.	9,637	0	9,300	9,300	
HAZMATS SUPPLIES	2,051	1,794	2,480	2,480	
TECH. RESCUE SUPPLIES/EQ.	1,511	1,455	1,500	1,500	
FIRST AID SUPPLIES	3,671	3,087	3,500	3,500	
DETECTOR REPL.	2,381	2,352	2,500	2,500	
FIRE PREVENTION MAT'L	10,122	9,990	10,230	10,230	
TOTAL 200	\$66,709	\$56,124	\$70,590	\$70,590	0.0%

**Supplementary Expenditure Report**

**FIRE RESCUE SERVICES DEPARTMENT  
(CONTINUED)**

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
300					
EMPLOYEE PHYSICALS	\$19,287	\$10,915	\$23,000	\$23,000	
DUES & SUBSCRIPTIONS	2,101	1,772	2,440	2,440	
SOFTWARE MAINT.	3,515	2,130	3,770	3,770	
TRAVEL AND CONFERENCE	3,614	4,985	6,620	6,620	
I.L.E.A.S. TRAINING FEE	500	500	500	500	
TRAINING AND EDUCATION	12,860	9,231	17,000	17,000	
I.L.S./E.M.S. TRAINING	2,836	0	4,500	4,500	
PAYMENT 2% FIRE FUND	38,234	40,738	46,740	53,000	
UNIFORM ALLOWANCE	7,490	7,240	7,540	7,540	
CELLUAR/PAGING SERVICES	8,626	7,263	5,700	5,700	
COMMUNICATION REPAIRS	2,891	3,946	3,000	3,000	
STATE IWIN RADIO FEES	4,945	3,410	5,670	5,670	
LAUNDRY AND TOWELS	150	0	820	820	
VEHICLE SERVICE	132,987	150,257	152,220	167,220	
SMALL ENGINE MAINT. CONTRA	1,516	1,432	2,000	2,000	
CITY INSURANCE	77,412	73,350	106,940	106,940	
TRANSFER, WORKER COMP.	83,610	83,610	83,610	87,790	
CITY TELEPHONE	2,351	2,853	3,750	4,150	
CITY BLDG. COPIER MAINT.	765	526	1,170	790	
FIRE COPIER MAINT.	327	372	710	710	
DISPATCH CONTRACT, METCAD	76,943	87,613	88,780	103,500	16.6%
CITY COMPUTERIZATION	11,890	11,694	12,370	12,370	
ESDA SERVICES	979	1,052	2,000	2,000	
METCAD TERMINAL MAINT.	0	0	200	200	
DEFIBRULATOR MAINT.	1,423	804	2,700	2,700	
GROUND LADDER TEST.	1,180	1,244	1,150	1,150	
AIR SYSTEM TESTING/MAINT.	4,380	7,057	7,100	7,100	
EM. SUPPORT SERVICES TEAM	2,000	2,000	2,000	2,000	
TOTAL 300	\$504,812	\$515,994	\$594,000	\$634,180	6.8%
400					
VEH. REPL. CHARGE	\$189,280	\$196,850	\$196,850	\$196,850	0.0%
VEH. REPL. CHARGE, ADD'L	0	0	0	0	
TOTAL 400	\$189,280	\$196,850	\$196,850	\$196,850	0.0%
DEPARTMENT TOTAL	\$6,733,049	\$6,882,350	\$7,260,605	\$7,641,970	5.3%



**PUBLIC WORKS DEPARTMENT  
BUDGET ANALYSIS**

	2011-12	2012-13	DIFF	%
PERSONNEL	4,540,626	4,753,420	212,794	4.7%
SUPPLIES	532,200	532,200	-	0.0%
CONTRACTUAL	1,514,480	1,538,270	23,790	1.6%
SUBTOTAL	6,587,306	6,823,890	236,584	3.6%
VEH/EQ. REPL.	399,110	399,110	-	0.0%
SUBTOTAL	6,986,416	7,223,000	236,584	3.4%
TOTAL	6,986,416	7,223,000	236,584	3.4%
PERSONNEL:				
SALARIES N/U	1,840,050	1,851,410	11,360	0.6%
LONGEVITY, NON-UNION	92,290	98,510	6,220	6.7%
SALARIES AFSCME	1,090,020	1,168,420	78,400	7.2%
LONGEVITY, AFSCME	65,370	63,790	(1,580)	-2.4%
ARBOR SEASONAL	123,090	126,770	3,680	3.0%
OPERATIONS SEASONAL	43,390	44,690	1,300	3.0%
ENG. PART-TIME	23,340	24,040	700	3.0%
OVERTIME	69,680	71,770	2,090	3.0%
EMPL. INSURANCE	465,730	558,890	93,160	20.0%
EMPL. PENSION	727,666	745,130	17,464	2.4%
SEASONAL	-	-	-	
SUBTOTAL	4,540,626	4,753,420	212,794	4.7%
SUPPLIES:				
OTHER	235,360	235,360	-	0.0%
SALT & CHEMICALS	83,280	83,280	-	0.0%
LIGHTING/ROAD SUPPLIES	91,550	91,550	-	0.0%
ASPHALT	49,720	49,720	-	0.0%
CONCRETE	69,380	69,380	-	0.0%
STD. CHARGES	2,910	2,910	-	0.0%
SUBTOTAL	532,200	532,200	-	0.0%
CONTRACTUAL:				
STD. CHARGES	289,030	292,820	3,790	1.3%
VEH. SERVICE	418,820	438,820	20,000	4.8%
UTILITIES, FACILI.	179,700	174,700	(5,000)	-2.8%
NUISANCE ABATE	50,000	35,000	(15,000)	-30.0%
GATE FEES	72,210	72,210	-	0.0%
JULIE SERVICE	4,800	4,800	-	0.0%
OTHER	499,920	519,920	20,000	4.0%
SUBTOTAL	1,514,480	1,538,270	23,790	1.6%

## Supplementary Expenditure Report

### PUBLIC WORKS DEPARTMENT ADMINISTRATION DIVISION

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
100					
DIRECTOR OF PUBLIC WORKS	\$119,325	\$119,434	\$123,430	\$127,130	
ASSISTANT TO DIRECTOR	52,389	52,437	54,190	55,820	
ADMIN. ASSISTANT I (3)	107,023	107,120	110,720	114,040	
LONGEVITY PAY	9,127	11,439	15,110	18,550	
EMPLOYEE INSURANCE	31,163	32,454	40,480	48,580	
TRANSFER, IMRF PENSION	50,742	54,270	65,220	66,850	
TOTAL 100	\$369,769	\$377,154	\$409,150	\$430,970	5.3%
200					
BOOKS AND PERIODICALS	\$344	\$430	\$1,000	\$1,000	
OFFICE SUPPLIES	4,561	6,108	6,500	6,500	
CITY BLDG. COPIER SUPPLIES	838	781	1,160	1,160	
P.W. COPIER PAPER	1,264	1,770	1,750	1,750	
TOTAL 200	\$7,007	\$9,089	\$10,410	\$10,410	0.0%
300					
DUES & SUBSCRIPTIONS	\$1,946	\$1,664	\$3,350	\$3,350	
CELLUAR/PAGING SERV.	300	310	360	360	
TRAVEL AND CONFERENCE	5,907	2,731	4,500	4,500	
TRAINING AND EDUCATION	2,485	2,334	2,500	2,500	
VEHICLE SERVICE	3,494	9,612	10,350	10,350	
PRINTING SERVICES	1,027	303	1,900	1,900	
SHIPPING CHARGES	1,787	1,856	2,000	2,000	
ALARM SERVICE MONITORING	204	204	210	210	
CITY INSURANCE	5,740	5,439	7,930	7,930	
TRANSFER, WORKER'S COMP.	3,300	3,300	3,300	3,470	
TELEPHONE	1,905	2,313	3,040	3,370	
CITY BLDG. COPIER MAINT.	957	656	1,460	980	
P.W. COPIER MAINT.	922	995	1,500	1,500	
CITY COMPUTERIZATION	36,700	36,083	38,170	38,170	
TOTAL 300	\$66,674	\$67,800	\$80,570	\$80,590	0.0%
400					
VEH. REPL. CHARGE	\$383,760	\$393,081	\$393,081	\$393,080	0.0%
VEHL. REPL., ADD'L	\$0	\$0	\$0	\$0	
TOTAL 400	\$383,760	\$393,081	\$393,081	\$393,080	0.0%
PROGRAM TOTAL	\$827,210	\$847,124	\$893,211	\$915,050	2.4%

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

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	
100					
CITY ARBORIST (1/3)	\$25,142	\$25,165	\$25,020	\$25,770	
ARBOR TECHNICIAN (2)	84,913	85,072	88,800	91,460	
FORESTRY SUPERVISOR	58,977	59,030	61,020	62,850	
REGULAR PART-TIME	27,616	28,314	31,160	32,090	
SEASONAL TRIMMER	8,616	10,201	11,120	11,450	
LONGEVITY, NON-UNION	3,343	4,184	5,220	6,400	
LONGEVITY, AFSCME	3,633	4,679	5,070	3,200	
EMPLOYEE INSURANCE	26,797	27,910	34,810	41,770	
TRANSFER, IMRF PENSION	38,425	41,097	49,390	50,630	
TOTAL 100	\$277,462	\$285,652	\$311,610	\$325,620	4.5%
200					
TOOLS & SUPPLIES	\$2,737	\$2,733	\$2,800	\$2,800	
EDUCATIONAL MAT'L	607	136	780	780	
MAINTENANCE SUPPLIES	944	912	1,000	1,000	
TOTAL 200	\$4,288	\$3,781	\$4,580	\$4,580	0.0%
300					
DUES AND SUBSCRIPTIONS	\$574	\$1,243	\$1,740	\$1,740	
TRAVEL AND CONFERENCE	456	24	1,600	1,600	
TRAINING AND EDUCATION	730	410	1,750	1,750	
SERVICE AND REPAIR	507	247	500	500	
SUPV. CLOTHING ALLOWANCE	1,026	1,026	1,360	1,360	
UNIFORM RENTAL	1,030	784	1,030	1,030	
CDL LICENSE	120	100	120	120	
VEHICLE SERVICE	32,200	24,791	45,830	45,830	
BOOM TRUCK INSP.	430	395	400	400	
BACKHOE RENTAL	0	0	1,000	1,000	
CITY INSURANCE	8,947	8,478	12,360	12,360	
TRANSFER, WORKER'S COMP.	9,850	9,850	9,850	10,340	
CITY TELEPHONE	978	1,187	1,560	1,730	
TOTAL 300	\$56,848	\$48,535	\$79,100	\$79,760	0.8%
PROGRAM TOTAL	\$338,598	\$337,968	\$395,290	\$409,960	3.7%

**Supplementary Expenditure Report**

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

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	
100					
CITY ARBORIST (1/3)	\$25,142	\$25,165	\$25,020	\$25,770	
LANDSCAPE SUPV. (.50)	28,626	28,268	28,740	29,600	
SEASONAL, LANDSCAPE	29,539	30,493	31,480	32,420	
LANDSCAPE TECHNICIAN	42,498	42,536	44,400	45,730	
SEASONAL, MVPS REIMB.	45,537	38,209	49,330	50,810	
LONGEVITY PAY, NON-UNION	2,785	3,385	4,540	3,820	
LONGEVITY, AFSCME	2,125	2,261	2,660	0	
EMPLOYEE INSURANCE	18,698	19,471	24,280	29,140	
TRANSFER, IMRF PENSION	28,669	30,666	36,850	37,770	
TOTAL 100	\$223,619	\$220,454	\$247,300	\$255,060	3.1%
200					
TOOLS & SUPPLIES	\$2,502	\$1,818	\$2,800	\$2,800	
MAINTENANCE SUPPLIES	3,785	1,590	3,700	3,700	
TOTAL 200	\$6,287	\$3,408	\$6,500	\$6,500	0.0%
300					
SERVICE AND REPAIR	\$275	\$308	\$550	\$550	
CONTRACTUAL TURF MAINT.	21,120	19,692	24,250	24,250	
MOWING TRI STAR	1,600	1,600	1,600	1,600	
ARBOR GATE FEES	28,081	28,280	25,500	25,500	
UNIFORM RENTAL	749	471	750	750	
CDL LICENSE	80	0	160	160	
VEHICLE SERVICE	11,795	13,511	14,750	14,750	
IRRIGATION SYSTEM	950	1,700	4,500	4,500	
CITY INSURANCE	8,223	7,792	11,360	11,360	
TRANSFER, WORKER'S COMP.	4,930	4,930	4,930	5,180	
TOTAL 300	\$77,803	\$78,284	\$88,350	\$88,600	0.3%
PROGRAM TOTAL	\$307,709	\$302,146	\$342,150	\$350,160	2.3%

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

	ACTUAL	ACTUAL	BUDGET	BUDGET	% CHG.
	2009-10	2010-11	2011-12	2012-13	
100					
OPERATIONS MGR. (.05)	\$3,744	\$3,748	\$4,350	\$3,860	
TOOLROOM CLERK	35,120	35,152	36,340	37,430	
LONGEVITY PAY	1,545	1,934	2,180	2,890	
EMPLOYEE INSURANCE	6,548	6,813	8,500	10,200	
TRANSFER, IMRF PENSION	7,258	7,765	9,330	9,560	
TOTAL 100	\$54,215	\$55,412	\$60,700	\$63,940	5.3%
200					
SAFETY EQUIPMENT	\$4,465	\$4,147	\$3,000	\$4,200	
CUSTODIAL SUPPLIES	3,438	3,239	2,000	2,000	
TOOL ROOM SUPPLIES	9,763	10,947	11,900	11,900	
SAW BLADES	1,531	0	3,000	3,000	
BARRICADES	7,677	5,385	8,520	7,320	
TOTAL 200	\$26,874	\$23,718	\$28,420	\$28,420	0.0%
300					
UNIFORM RENTAL	\$391	\$418	\$400	\$400	
SMALL EQUIPMENT REPAIR	27,231	29,941	24,560	24,560	0.0%
TOTAL 300	\$27,622	\$30,359	\$24,960	\$24,960	0.0%
PROGRAM TOTAL	\$108,711	\$109,489	\$114,080	\$117,320	2.8%

**Supplementary Expenditure Report**

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

ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET	% CHG.
	2009-10	2010-11	2011-12	2012-13	
100					
OVERTIME	\$84,873	\$97,473	\$60,940	\$62,770	
STANDBY PAY	8,400	8,400	8,740	9,000	
IMRF PENSION	12,935	13,833	12,201	12,510	
TOTAL 100	\$106,208	\$119,706	\$81,881	\$84,280	2.9%
200					
SNOW ABATEMENT CHEMICALS	\$2,740	\$7,491	\$2,300	\$2,300	
SAND	0	0	1,200	1,000	
SALT	97,875	104,567	77,500	77,500	
SNOW FENCE	0	0	280	280	
SNOW BLADES	3,682	7,277	2,000	2,200	
TOTAL 200	\$104,297	\$119,335	\$83,280	\$83,280	0.0%
300					
TRAINING AND EDUCATION	\$0	\$774	\$850	\$850	
WEATHER SERVICE	1,376	998	2,730	2,730	
PAGING SERVICE	892	411	900	900	
CELLUAR SERVICE	915	1,011	2,200	2,200	
TOWING SERVICE	0	0	250	250	
PLOW REPAIR	6,234	7,941	8,580	8,580	
EQUIPMENT RENTAL	70	2,948	4,000	4,000	
CONTRACT SNOW REMOVAL	8,724	11,874	5,000	5,000	
CITY INSURANCE	6,551	6,207	9,050	9,050	
TRANSFER, WORKER'S COMP.	2,140	2,140	2,140	2,250	
TOTAL 300	\$26,902	\$34,304	\$35,700	\$35,810	0.3%
PROGRAM TOTAL	\$237,407	\$273,345	\$200,861	\$203,370	1.2%

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

ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET	% CHG.
	2009-10	2010-11	2011-12	2012-13	
100					
OPERATIONS MGR (.2)	\$14,975	\$14,988	\$17,390	\$15,450	
SUPERVISOR (.5)	45,388	28,234	32,520	30,500	
EQ. OPERATOR	42,497	34,090	44,400	45,730	
MAINT. WORKER	40,108	40,144	41,900	43,160	
LONGEVITY, NON-UNION	2,055	2,148	3,550	3,220	
LONGEVITY, AFSCME	8,284	6,181	5,910	11,610	
EMPLOYEE INSURANCE	16,830	17,528	21,860	26,230	
TRANSFER, IMRF PENSION	25,155	26,904	32,330	33,140	
TOTAL 100	\$195,292	\$170,217	\$199,860	\$209,040	4.6%
200					
PAINT AND MARKINGS	\$7,908	\$15,812	\$18,680	\$18,680	
REPAIR & REPL. PARTS	1,692	1,021	1,500	1,500	
SIGNS	19,085	22,266	22,900	22,900	
LAWN MAINT. MATERIALS	681	2,679	3,150	0	
POSTS	2,593	4,333	5,040	5,040	
GUARDRAILS & POSTS	18	34	400	400	
TOTAL 200	\$31,977	\$46,145	\$51,670	\$48,520	-6.1%
300					
DUES AND SUBSCRIPTIONS	\$0	\$70	\$220	\$220	
TRAVEL AND CONFERENCE	1,877	0	450	450	
UNIFORM RENTAL	700	515	700	700	
CDL LICENSE	150	100	150	150	
VEHICLE SERVICE	11,564	13,094	9,900	19,900	
CONTRACT JUNK & DEBRIS	0	0	700	700	
CITY INSURANCE	8,325	7,888	11,500	11,500	
TRANSFER, WORKER'S COMP.	3,740	3,740	3,740	3,930	
CITY TELEPHONE	978	1,187	1,560	1,730	
TOTAL 300	\$27,334	\$26,594	\$28,920	\$39,280	35.8%
PROGRAM TOTAL	\$254,603	\$242,956	\$280,450	\$296,840	5.8%

## Supplementary Expenditure Report

### PUBLIC WORKS DEPARTMENT OPERATIONS DIVISION STREET LIGHTING PROGRAM

ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET	% CHG.
	2009-10	2010-11	2011-12	2012-13	
100					
OPERATIONS MGR (.2)	\$14,975	\$14,988	\$17,390	\$15,450	
SUPERVISOR (.8)	51,188	51,235	52,940	54,540	
ELECTRICIAN (3)	120,939	125,631	133,200	137,190	
LONGEVITY, NON-UNION	2,629	3,291	3,170	4,900	
LONGEVITY, AFSCME	5,382	5,035	5,770	6,400	
EMPLOYEE INSURANCE	24,930	25,967	32,390	38,870	
TRANSFER, IMRF PENSION	36,430	36,963	46,820	47,990	
TOTAL 100	\$256,473	\$263,110	\$291,680	\$305,340	4.7%
200					
LIGHTING SUPPLIES	\$60,548	\$53,279	\$83,350	\$83,350	
SIGN MGT. SYSTEM (NON-REC.)	0	20,135	0	0	
TOOLS & SUPPLIES	751	751	750	750	
TRANSFORMER REPLACEMENT	0	0	800	800	
TOTAL 200	\$61,299	\$74,165	\$84,900	\$84,900	0.0%
300					
TRAINING AND EDUCATION	\$70	\$410	\$730	\$730	
SUPV. CLOTHING ALLOWANCE	1,627	1,538	2,900	2,900	
UNIFORM RENTAL	418	526	840	840	
CDL LICENSE	150	100	100	100	
VEHICLE SERVICE	20,147	26,211	33,770	23,770	
EMERGENCY REPAIRS	460	175	1,500	1,500	
BOOM TRUCK INSP.	1,290	1,185	1,200	1,200	
UTILITIES	148,124	171,978	168,670	168,670	
LIGHT POLE PAINTING	0	0	3,000	3,000	
CONTRACTUAL BORING	0	1,000	2,500	2,500	
CITY INSURANCE	12,082	1,448	16,690	16,690	
TRANSFER, WORKER'S COMP.	3,850	3,850	3,850	4,040	
CITY TELEPHONE	282	342	450	500	
TOTAL 300	\$188,500	\$208,763	\$236,200	\$226,440	-4.1%
PROGRAM TOTAL	\$506,272	\$546,038	\$612,780	\$616,680	0.6%



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

	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
100					
OPERATIONS MGR (.3)	\$22,462	\$22,482	\$26,080	\$23,180	
SUPERVISOR (.9)	68,015	51,156	61,750	54,900	
EQUIPMENT OP. (6 TO 7)	252,656	257,311	266,400	320,110	
MAINT. WORKER (7 TO 6)	244,693	205,345	251,420	258,960	
SEASONAL	56,339	27,268	43,390	44,690	
LONGEVITY, NON-UNION	3,383	3,659	5,410	5,470	
LONGEVITY, AFSCME	33,273	27,337	29,190	24,880	
EMPLOYEE INSURANCE	87,953	84,263	105,090	126,110	
TRANSFER, IMRF PENSION	119,964	118,363	143,641	147,230	
TOTAL 100	\$888,738	\$797,184	\$932,371	\$1,005,530	7.8%
200					
TOOLS/SUPPLIES	\$3,648	\$1,774	\$5,410	\$5,410	
GRAVEL, CHIPS AND SAND	8,497	15,982	6,700	6,700	
ASPHALT	82,395	82,033	55,520	55,520	
CULVERT PIPE	0	0	710	710	
HEATING FUEL	393	589	1,650	1,650	
BRICK/BLOCK/MASONRY	281	80	850	850	
PRECAST MANHOLES	2,120	700	2,600	2,600	
CASTINGS	7,680	8,183	10,190	9,390	
TILE/PIPE	83	270	4,550	5,050	
CONCRETE	73,412	90,618	71,780	71,780	
FORMS/LUMBER	2,914	574	2,750	2,750	
CURING COMPOUND	1,950	0	1,200	1,500	
LAWN MAINT. MAT'L	0	0	0	3,150	
TOTAL 200	\$183,373	\$200,803	\$163,910	\$167,060	1.9%
300					
TRAINING AND EDUCATION	\$98	\$124	\$600	\$600	
CONT. ASPHALT PATCHUP	0	750	2,500	2,500	
CONT. MOWING, OPEN AREAS	0	0	2,500	2,500	
UNIFORM RENTAL	4,468	3,320	4,600	4,600	
CDL LICENSE	100	150	300	300	
GATE FEES	57,023	51,302	72,210	72,210	
VEHICLE SERVICE	181,170	180,548	198,840	178,840	
EQUIPMENT RENTAL	619	238	2,000	2,000	
CITY INSURANCE	22,376	21,201	30,910	30,910	
TRANSFER, WORKER'S COMP.	16,190	16,190	16,190	16,990	
TOTAL 300	\$282,044	\$273,823	\$330,650	\$311,450	-5.8%
PROGRAM TOTAL	\$1,354,155	\$1,271,810	\$1,426,931	\$1,484,040	4.0%

**Supplementary Expenditure Report**

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

ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET	% CHG.
	2009-10	2010-11	2011-12	2012-13	
100					
OPERATIONS MGR ( .15)	\$11,231	\$11,241	\$13,040	\$11,590	
OPN. SUPERVISOR (.4)	22,635	22,922	29,230	24,400	
EQUIPMENT OP. (3)	127,132	131,053	133,200	137,190	
MAINT. WORKER (1)	40,115	52,867	41,900	43,160	
SEASONAL	3,432	0	0	0	
LONGEVITY, NON-UNION	1,346	1,697	1,860	2,520	
LONGEVITY, AFSCME	14,454	12,491	14,540	14,960	
EMPLOYEE INSURANCE	34,275	35,698	44,520	53,420	
TRANSFER, IMRF PENSION	46,795	50,035	60,754	62,270	
TOTAL 100	\$301,415	\$318,004	\$339,044	\$349,510	3.1%
200					
TOOLS/SUPPLIES	\$1,154	\$1,743	\$1,810	\$1,810	
JET/PUMP HOSE	10,631	5,158	12,550	12,550	
RODS, PLUGS, NOZZLES	2,329	203	2,540	2,540	
SHORING EQUIPMENT	0	0	1,470	1,470	
T.V. SUPPLIES	3,250	3,887	3,000	3,000	
CHEMICALS	6,432	4,091	8,220	8,220	
GUTTER BROOMS	4,775	10,431	17,670	17,670	
TOTAL 200	\$28,571	\$25,513	\$47,260	\$47,260	0.0%
300					
TRAINING AND EDUCATION	\$0	\$1,235	\$700	\$700	
PEST CONTROL	150	360	880	880	
UNIFORM RENTAL	1,420	937	1,420	1,420	
CDL LICENSE	50	150	200	200	
VEHICLE SERVICE	28,381	34,566	37,150	77,150	
T.V. SERVICES	2,197	4,183	3,800	3,800	
SAFETY SERVICES	0	0	600	600	
EQUIPMENT RENTAL	0	0	500	500	
CITY INSURANCE	13,848	13,121	19,130	19,130	
TRANSFER, WORKER'S COMP.	3,700	3,700	3,700	3,890	
TOTAL 300	\$49,746	\$58,252	\$68,080	\$108,270	59.0%
PROGRAM TOTAL	\$379,732	\$401,769	\$454,384	\$505,040	11.1%

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

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
100					
OPERATIONS MGR. (.05)	\$3,744	\$3,747	\$4,350	\$3,860	
TRAFFIC SIGNAL TECHNICIAN	53,015	53,040	54,810	56,450	
SUPERVISOR (.2)	12,797	12,809	13,240	13,630	
LONGEVITY PAY	2,763	3,458	4,080	5,180	
EMPLOYEE INSURANCE	7,793	8,114	10,120	12,140	
TRANSFER, IMRF PENSION	12,908	13,808	16,590	17,000	
TOTAL 100	\$93,020	\$94,976	\$103,190	\$108,260	4.9%
200					
MISC. SUPPLIES	\$543	\$488	\$1,200	\$1,200	
TRAFFIC SIGNAL HARDWARE	6,931	8,228	7,850	7,850	
TOTAL 200	\$7,474	\$8,716	\$9,050	\$9,050	0.0%
300					
DUES AND SUBSCRIPTIONS	\$0	\$0	\$40	\$40	
TRAINING AND EDUCATION	0	40	800	800	
UNIFORM RENTAL	429	393	480	480	
VEHICLE SERVICE	5,035	5,957	6,070	6,070	
SIGNAL REPAIR SERVICES	1,217	1,364	1,500	1,500	
CITY INSURANCE	6,551	6,207	9,050	9,050	
TRANSFER, WORKER'S COMP.	1,500	1,500	1,500	1,580	
TOTAL 300	\$14,732	\$15,461	\$19,440	\$19,520	0.4%
PROGRAM TOTAL	\$115,226	\$119,153	\$131,680	\$136,830	3.9%

## Supplementary Expenditure Report

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

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
100					
OPERATIONS MGR. (.05)	\$3,744	\$3,747	\$4,350	\$3,860	
OPN. SUPV. (.2)	11,314	11,461	14,620	12,200	
LONGEVITY PAY	598	756	930	1,120	
EMPLOYEE INSURANCE	1,560	1,626	2,030	2,440	
TRANSFER, IMRF PENSION	3,382	3,617	4,350	4,460	
TOTAL 100	\$20,598	\$21,207	\$26,280	\$24,080	-8.4%
200					
MISC. SUPPLIES	\$22	\$0	\$400	\$400	
GRAPHIC MATERIAL	473	0	920	920	
COMPUTER SUPPLIES	0	0	800	800	
BASE MAPS	0	0	190	190	
TOTAL 200	\$495	\$0	\$2,310	\$2,310	0.0%
300					
TRAINING AND EDUCATION	\$0	\$55	\$950	\$950	
DEPT. WIDE TRAINING	7,767	5,706	5,000	7,500	
CONTRACTUAL LOCATING	0	0	1,000	1,000	
ST. BANNER INSTALLATION	0	0	5,000	5,000	
STREETSCAPE MAINT.	0	0	3,000	530	
UNIFORM RENTAL	155	115	200	200	
VEHICLE SERVICE	3,105	2,199	1,570	1,570	
JULIE SYSTEM FEES	5,695	8,608	5,800	5,800	
CITY INSURANCE	731	693	1,010	1,010	
TRANSFER, WORKER'S COMP.	560	560	560	590	
TOTAL 300	\$18,013	\$17,936	\$24,090	\$24,150	0.2%
PROGRAM TOTAL	\$39,106	\$39,143	\$52,680	\$50,540	-4.1%

**PUBLIC WORKS DEPARTMENT  
OPERATIONS DIVISION  
FACILITIES MAINTENANCE**

	ACTUAL	ACTUAL	BUDGET	BUDGET	% CHG.
	2009-10	2010-11	2011-12	2012-13	
100					
PUBLIC FACILITIES MGR.	\$79,509	\$79,581	\$82,270	\$68,640	
OPERATIONS MGR. (?%)	0	0	0	0	
PUBLIC FACILITIES SUPV. (?%)	0	0	0	0	
BLDG. MAINT. WORKER	42,497	42,536	44,400	45,730	
CITY BLDG WORKER (.5)	12,921	11,836	13,260	13,660	
LONGEVITY, NON-UNION	3,673	4,542	5,730	0	
LONGEVITY, AFSCME	1,291	2,127	2,230	2,740	
EMPLOYEE INSURANCE	15,777	16,219	24,280	29,140	
TRANSFER, IMRF PENSION	24,802	26,527	31,880	31,960	
TOTAL 100	\$180,470	\$183,368	\$204,050	\$191,870	-6.0%
200					
BLDG. MAINT. SUPPLIES	\$27,235	\$26,624	\$30,850	\$28,850	
SAFETY EQUIPMENT	3,429	2,895	2,370	4,370	
TOTAL 200	\$30,664	\$29,519	\$33,220	\$33,220	0.0%
300					
DUES AND SUBSCRIPTIONS	\$205	\$0	\$160	\$160	
REFUSE COLLECTION	8,395	7,049	5,800	5,800	
ELEVATOR SERVICE	2,659	2,596	2,000	5,000	
ARCHITECTURAL ASSISTANCE	1,875	0	2,600	2,600	
CELLUAR/PAGING SERV.	1,343	1,125	2,200	2,200	
UNIFORM RENTAL	360	398	450	450	
CDL LICENSE	50	0	30	30	
VEHICLE SERVICE	4,171	3,319	5,720	5,720	
BUILDING REPAIRS	40,722	38,019	25,400	25,400	
GENERATOR MAINT.	5,696	7,187	6,200	6,200	
CUSTODIAL CONTRACT	60,922	77,627	65,870	65,870	
UTILITIES	180,862	94,728	173,400	168,400	
FIRE SYSTEM INSPECTIONS	0	0	780	2,750	
CITY INSURANCE	11,553	10,947	15,960	15,960	
TRANSFER, WORKER'S COMP.	3,060	3,060	3,060	3,210	
CITY TELEPHONE	282	342	450	500	
TOTAL 300	\$322,155	\$246,397	\$310,080	\$310,250	0.1%
PROGRAM TOTAL	\$533,289	\$459,284	\$547,350	\$535,340	-2.2%

## Supplementary Expenditure Report

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### PUBLIC WORKS DEPARTMENT OPERATIONS DIVISION CIVIC CENTER

ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET	% CHG.
	2009-10	2010-11	2011-12	2012-13	
100					
OPERATIONS MGR. (?%)	0	0	0	0	
PUBLIC FACILITIES SUPV. (?%	0	0	0	0	
PART-TIME	42,085	39,106	51,680	51,680	0.0%
NON-UNION LONGEVITY PAY	771	1,183	1,880	2,000	
TRANSFER, IMRF PENSION	6,834	7,311	8,530	8,740	
TOTAL 100	\$49,690	\$47,600	\$62,090	\$62,420	0.5%
200					
BLDG. MAINT. SUPPLIES	\$1,897	\$693	\$2,140	\$2,140	0.0%
300					
REFUSE/RECYCLE COLLECTION	\$0	\$2,000	\$2,000	\$2,000	
UNIFORM RENTAL	91	328	400	400	
MARKETING COSTS	4,745	5,214	2,970	2,970	
UTILITIES	0	6,300	6,300	6,300	
CITY INSURANCE	6,348	6,015	8,770	8,770	
TRANSFER, WORKER'S COMP.	1,440	1,440	1,440	1,510	
TOTAL 300	\$12,624	\$21,297	\$21,880	\$21,950	0.3%
400					
VEH. REPL. CHARGE	\$0	\$6,029	\$6,029	\$6,030	0.0%
PROGRAM TOTAL	\$64,211	\$75,619	\$92,139	\$92,540	0.4%

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

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13 % CHG.	
100					
ASST. CITY ENGINEER	\$83,249	\$83,325	\$86,120	\$88,700	
SENIOR CIVIL ENGINEER	75,435	75,504	78,030	80,370	
PROJECTS COORDINATOR	68,640	69,504	0	0	
INFORMATION TECH.	49,376	49,421	51,080	52,610	
ENGINEERING AIDE P-T	1,948	9,450	7,380	7,600	
ENG. TECH/SURVEYOR	64,421	64,480	66,640	68,640	
DATA BASE INTERN (M09)	17,477	1,080	7,690	7,920	
LONGEVITY PAY	13,556	15,883	16,910	20,320	
EMPLOYEE INSURANCE	34,275	35,698	44,520	53,420	
TRANSFER, IMRF PENSION	65,310	68,852	83,950	86,050	
TOTAL 100	\$473,687	\$473,197	\$442,320	\$465,630	5.3%
200					
REPRODUCTION SUPPLIES	\$760	\$298	\$2,000	\$2,000	
TOTAL 200	\$760	\$298	\$2,000	\$2,000	0.0%
300					
DUES AND SUBSCRIPTIONS	\$50	\$50	\$500	\$500	
CELLUAR/PAGING SERVICES	2,629	2,630	2,440	2,440	
TRAVEL AND CONFERENCE	7,582	6,922	9,500	9,500	
PROF. ENGINEERING SERVICES	1,256	2,650	2,800	2,800	
REPRODUCTION SERVICES	266	0	2,000	2,000	
PLOTTER/COPIER MAINTENANCE	1,013	0	1,500	1,500	
VEHICLE SERVICE	4,473	4,502	5,590	5,590	
CITY INSURANCE	6,037	5,720	8,340	8,340	
TRANSFER, WORKER'S COMP.	1,290	1,290	1,290	1,360	
CITY TELEPHONE	1,153	1,400	1,840	2,040	
TOTAL 300	\$25,749	\$25,164	\$35,800	\$36,070	0.8%
PROGRAM TOTAL	\$500,196	\$498,659	\$480,120	\$503,700	4.9%

**Supplementary Expenditure Report**

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

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
100					
CIVIL ENGINEER	\$73,100	\$73,258	\$75,710	\$77,980	
ENGINEERING TECH. (2)	104,799	104,894	108,380	113,290	
CIVIL ENGINEER (WINDSOR)	65,065	63,735	64,710	66,640	
ENGIN. TECH. (WINDSOR)	49,418	49,462	54,190	55,810	
CIVIL ENGINEER	0	0	60,090	66,640	
OVERTIME	5,314	6,406	3,520	3,630	
INTERN	0	0	8,270	8,520	
LONGEVITY PAY	7,602	9,319	14,990	14,630	
EMPLOYEE INSURANCE	37,387	32,454	40,480	48,580	
IMRF PENSION	61,726	58,993	70,900	72,670	
TOTAL 100	\$404,411	\$398,521	\$501,240	\$528,390	5.4%
200					
SURVEYING SUPPLIES	\$74	\$485	\$850	\$850	
TOTAL 200	\$74	\$485	\$850	\$850	0.0%
300					
TRAINING (WINDSOR)	\$356	\$0	\$1,000	\$1,000	
VEHICLE SERVICE	3,086	2,621	6,490	6,490	
CITY INSURANCE	3,960	3,752	5,470	5,470	
TRANSFER, WORKER'S COMP.	1,090	1,090	1,090	1,140	
CITY TELEPHONE	809	981	1,290	1,430	
TOTAL 300	\$9,301	\$8,444	\$15,340	\$15,530	1.2%
PROGRAM TOTAL	\$413,786	\$407,450	\$517,430	\$544,770	5.3%



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

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
100					
SR. CIVIL ENGINEER	\$66,998	\$67,059	\$69,310	\$71,390	
ENGINEERING TECH.	52,389	52,437	54,190	55,810	
OVERTIME	574	58	930	960	
LONGEVITY PAY	2,308	4,926	4,160	4,410	
EMPLOYEE INSURANCE	12,465	12,983	16,190	19,430	
TRANSFER, IMRF PENSION	21,808	23,321	28,030	28,730	
TOTAL 100	\$156,542	\$160,784	\$172,810	\$180,730	4.6%
200					
SURVEY SUPPLIES	\$0	\$370	\$500	\$500	
TOTAL 200	\$0	\$370	\$500	\$500	0.0%
300					
VEHICLE SERVICE	\$3,328	\$2,639	\$3,290	\$3,290	
CITY INSURANCE	3,858	3,656	5,330	5,330	
TRANSFER, WORKER'S COMP.	880	880	880	920	
CITY TELEPHONE	777	943	1,240	1,370	
TOTAL 300	\$8,843	\$8,118	\$10,740	\$10,910	1.6%
PROGRAM TOTAL	\$165,385	\$169,272	\$184,050	\$192,140	4.4%

## Supplementary Expenditure Report

### PUBLIC WORKS DEPARTMENT ENVIRONMENTAL MANAGEMENT DIVISION MANAGEMENT AND PLANNING PROGRAM

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
100					
ENV. SUSTAINABILITY MGR.	\$93,712	\$48,352	\$66,640	\$68,640	
LONGEVITY PAY	2,255	0	0	0	
EMPLOYEE INSURANCE	6,233	6,488	8,090	9,710	
TRANSFER, IMRF PENSION	13,306	14,227	17,100	17,530	
TOTAL	\$115,506	\$69,067	\$91,830	\$95,880	4.4%
200					
BOOKS AND PERIODICALS	\$80	\$45	\$500	\$500	
MISC. SUPPLIES	37	69	100	100	
TOTAL	\$117	\$114	\$600	\$600	0.0%
300					
DUES AND SUBSCRIPTIONS	\$1,044	\$720	\$700	\$700	
TRAVEL AND TRAINING	983	595	1,800	1,800	
ED. SERVICES/PROMOTION	1,491	70	2,000	2,000	
PAYMENT TO CUSWDS	18,872	19,072	19,100	19,100	
VEHICLE SERVICE	2,977	2,732	3,330	3,330	
MOSQUITO ABATE CONTRACT	22,012	22,779	22,680	22,680	
CONTRACTUAL LEAF PICKUP	76,041	0	0	0	
LANDFILL UTILITIES	9,021	4,060	7,500	7,500	
FLORESCENT LIGHT RECYCL.	285	575	1,100	1,100	
CITY INSURANCE	2,606	2,469	3,600	3,600	
TRANSFER, WORKER'S COMP.	790	790	790	830	
CITY TELEPHONE	495	601	790	870	
TOTAL	\$136,617	\$54,463	\$63,390	\$63,510	0.2%
PROGRAM TOTAL	\$252,240	\$123,644	\$155,820	\$159,990	2.7%

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

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
100					
ENV. COMPLIANCE OFFICER	\$41,313	\$41,350	\$42,760	\$44,040	
LONGEVITY PAY	1,642	2,055	2,570	3,080	
EMPLOYEE INSURANCE	6,233	6,488	8,090	9,710	
TRANSFER, IMRF PENSION	7,620	8,151	9,800	10,040	
TOTAL 100	\$56,808	\$58,044	\$63,220	\$66,870	5.8%
200					
BOOKS AND PERIODICALS	\$0	\$0	\$100	\$100	
MISC. SUPPLIES	0	33	500	500	
TOTAL 200	\$0	\$33	\$600	\$600	0.0%
300					
PRINTING SERVICES	\$0	\$397	\$250	\$250	
VEHICLE SERVICE	2,517	4,914	3,030	3,030	
CELLUAR/PAGING SERVICES	562	550	500	500	
ABATEMENT SERVICES	51,645	33,153	35,000	35,000	
CITY INSURANCE	1,361	1,289	1,880	1,880	
TRANSFER, WORKER'S COMP.	530	530	530	560	
TOTAL 300	\$56,615	\$40,833	\$41,190	\$41,220	0.1%
PROGRAM TOTAL	\$113,423	\$98,910	\$105,010	\$108,690	3.5%

**Supplementary Expenditure Report**

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT  
BUDGET ANALYSIS**

	11-12	12-13	DIFF	%
PERSONNEL SERV.	1,234,248	1,320,160	85,912	7.0%
SUPPLIES	18,520	18,520	-	0.0%
CONTRACTUAL	248,600	248,990	390	0.2%
SUBTOTAL	1,501,368	1,587,670	86,302	5.7%
VEH/EQ. REPL.	18,500	18,500	-	0.0%
VEH/EQ. REPL.	2,230	2,230	-	0.0%
TOTAL	1,522,098	1,608,400	86,302	5.7%
PERSONNEL:				
SALARIES N/U	828,702	847,250	18,548	2.2%
LONGEVITY PAY	46,408	63,910	17,502	37.7%
PLANNER UPGRADE	29,880	41,530	11,650	39.0%
TOURISM SPEC.	9,618	24,320	14,702	152.9%
EMPL. INSUR.	119,730	141,380	21,650	18.1%
EMPL. PENS.	199,910	201,770	1,860	0.9%
SUBTOTAL	1,234,248	1,320,160	85,912	7.0%
SUPPLIES:				
STD. CHARGES	3,770	3,770	-	0.0%
OTHER	14,750	14,750	-	0.0%
SUBTOTAL	18,520	18,520	-	0.0%
CONTRACTUAL:				
STD. CHARGES	60,970	61,230	260	0.4%
VEH. SERVICE	22,070	22,070	-	0.0%
E.D.C.	36,350	38,350	2,000	5.5%
I.H.S.A. CONT.	5,000	-	(5,000)	-100.0%
CUUATS	26,280	27,600	1,320	5.0%
R.P.C.	23,420	24,590	1,170	5.0%
U.B.A.	28,370	28,370	-	0.0%
OTHER	46,140	46,780	640	1.4%
SUBTOTAL	248,600	248,990	390	0.2%

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT  
ADMINISTRATION PROGRAM**

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
100					
COMM. DEV. DIR./PLANNER	\$104,072	\$104,166	\$107,670	\$110,900	
ADMIN. ASSISTANT I	34,621	29,159	35,810	36,880	
OVERTIME	0	0	380	390	
LONGEVITY PAY	5,512	5,219	8,880	7,760	
EMPLOYEE INSURANCE	12,465	12,983	16,190	19,430	
TRANSFER, IMRF PENSION	25,649	27,435	32,970	33,790	
TOTAL 100	\$182,319	\$178,962	\$201,900	\$209,150	3.6%
200					
BOOKS & PERIODICALS	\$112	\$117	\$400	\$400	
OFFICE SUPPLIES	604	867	1,400	1,400	
CITY BLDG. COPIER SUPPLIES	1,264	1,179	1,750	1,750	
PAPER FOR C.D. COPIER	1,459	1,340	2,020	2,020	
C.D. COPIER SUPPLIES	0	0	1,160	1,160	
TOTAL 200	\$3,439	\$3,503	\$6,730	\$6,730	0.0%
300					
DUES AND SUBSCRIPTIONS	\$1,612	\$1,978	\$2,000	\$2,000	
CELLUAR/PAGING SERV.	227	228	480	480	
TRAVEL AND CONFERENCE	3,349	3,719	4,260	4,260	
TRAINING AND EDUCATION	1,719	2,027	2,170	2,170	
FAX MACHINE MAINT.	0	0	230	230	
VEHICLE SERVICE	917	1,439	2,980	2,980	
CITY INSURANCE	3,221	3,052	4,450	4,450	
TRANSFER, WORKER'S COMP.	270	270	270	280	
CITY TELEPHONE	1,210	1,468	1,930	2,140	
CITY BLDG. COPIER MAINT.	1,278	877	1,950	1,310	
C.D. COPIER MAINT.	3,656	3,265	4,200	4,200	
CITY COMPUTERIZATION	26,570	26,119	27,630	27,630	
TOTAL 300	\$44,029	\$44,442	\$52,550	\$52,130	-0.8%
400					
VEH. REPL. CHARGE	\$17,790	\$18,500	\$18,500	\$18,500	0.0%
VEH. REPL. CHARGE, ADD'L	\$0	\$0	\$0	\$0	
TOTAL 400	\$17,790	\$18,500	\$18,500	\$18,500	0.0%
PROGRAM TOTAL	\$247,577	\$245,407	\$279,680	\$286,510	2.4%

Supplementary Expenditure Report

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT  
ECONOMIC DEVELOPMENT PROGRAM**

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
100					
EC. DEVELOPMENT MGR. (.75)	\$76,932	\$57,102	\$59,680	\$61,470	
TOURISM SPECIALIST (.6)	0	0	9,618	24,320	
NON-UNION LONGEVITY	222	2,310	1,900	1,380	
EMPLOYEE INSURANCE	6,233	2,315	7,650	6,890	
TRANSFER, IMRF PENSION	13,712	7,102	14,420	11,640	
TOTAL 100	\$97,099	\$68,829	\$93,268	\$105,700	13.3%
200					
OFFICE SUPPLIES	\$110	\$151	\$300	\$300	
300					
EC. DEV. CORP.	\$36,350	\$36,350	\$36,350	\$38,350	
CONV./TOURIST BUREAU	81,380	71,820	-	-	
TRAINING/EDUCATION	766	290	1,000	1,000	
CELLUAR PHONE/PAGING	547	698	670	670	
I.H.S.A. CONTRIBUTION	5,000	5,000	5,000	0	
URBANA BUS. ASSOCIATION (.5)	49,715	15,310	28,370	28,370	
CITY INSURANCE	2,606	2,470	3,600	3,600	
TRANSFER, WORKER'S COMP.	200	200	200	210	
CITY TELEPHONE	201	243	320	350	
TOTAL 300	\$176,765	\$132,381	\$75,510	\$72,550	-3.9%
PROGRAM TOTAL	\$273,974	\$201,361	\$169,078	\$178,550	5.6%

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

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
100					
PLANNING MANAGER	\$73,877	\$73,944	\$76,430	\$78,720	
ADMIN. ASSISTANT I	35,660	35,693	36,900	38,010	
SR. PLANNER (2)	49,376	48,646	102,160	105,220	
PLANNER I (1)	77,929	46,500	29,880	41,530	
PLANNING INTERN (.25)	21,561	2,504	9,790	10,080	
OVERTIME	0	371	300	310	
LONGEVITY PAY	2,910	5,189	7,100	10,640	
EMPLOYEE INSURANCE	35,835	29,786	37,150	44,580	
TRANSFER, IMRF PENSION	49,612	47,902	57,570	59,010	
TOTAL 100	\$346,760	\$290,535	\$357,280	\$388,100	8.6%
200					
OFFICE SUPPLIES	\$2,129	\$2,526	\$2,800	\$2,800	
POSTAGE AND PRINTING	2,118	287	1,000	1,000	
GRAPHICS SUPPLIES	448	0	400	400	
SIDWELL MAP UPDATES	1,056	0	1,000	1,000	
TOTAL 200	\$5,751	\$2,813	\$5,200	\$5,200	0.0%
300					
DUES AND SUBSCRIPTIONS	\$1,414	\$630	\$990	\$1,500	
TRAVEL AND CONFERENCE	4,448	2,249	5,280	5,280	
PLAN COMMISSION TRAINING	752	1,946	810	810	
ZONING BOARD OF APPEALS	145	50	600	600	
HIST. PRESERVATION BOARD	293	623	600	600	
CUUATS MEMBERSHIP	23,840	25,032	26,280	27,600	
R.P.C. MEMBERSHIP	22,670	22,670	23,420	24,590	
RECORDER'S ON-LINE SERVICE	0	0	1,000	1,000	
CITY INSURANCE	2,606	2,470	3,600	3,600	
TRANSFER, WORKER'S COMP.	270	270	270	280	
CITY TELEPHONE	414	502	660	730	
TOTAL 300	\$56,852	\$56,442	\$63,510	\$66,590	4.8%
PROGRAM TOTAL	\$409,363	\$349,790	\$425,990	\$459,890	8.0%

## Supplementary Expenditure Report

### COMMUNITY DEVELOPMENT SERVICES DEPARTMENT NEW CONSTRUCTION PROGRAM

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
100					
BLDG. SAFETY DIV. MGR.	\$66,354	\$82,060	\$68,550	\$78,720	
PLUMBING/BLDG. INSPECTOR	53,948	53,997	55,800	57,470	
ADMIN. ASSISTANT I (.5 )	18,921	18,939	19,570	20,160	
BUILDING INSPECTOR II	56,670	56,722	58,630	60,390	
ELECTRICAL INSPECTOR	56,670	56,722	58,630	60,390	
CLERK TYPIST	6,896	0	0	0	
OVERTIME	0	0	2,760	2,840	
LONGEVITY PAY	10,311	11,846	12,050	13,800	
EMPLOYEE INSURANCE	26,490	27,593	34,420	41,300	
TRANSFER, IMRF PENSION	48,190	50,514	61,940	63,490	
TOTAL 100	\$344,450	\$358,393	\$372,350	\$398,560	7.0%
200					
BOOKS & PERIODICALS	\$0	\$27	\$120	\$120	
OFFICE SUPPLIES	1,089	1,226	1,750	1,750	
CODE BOOKS/SOFTWARE	1,618	1,800	1,800	1,800	
SUPPLIES AND EQUIPMENT	0	356	710	710	
TOTAL 200	\$2,707	\$3,409	\$4,380	\$4,380	0.0%
300					
DUES & SUBSCRIPTIONS	\$779	\$750	\$900	\$900	
TRAVEL AND CONFERENCE	453	1,537	2,830	2,830	
VEHICLE SERVICE	5,977	5,736	10,200	10,200	
CELLUAR PHONE/PAGING	1,088	1,102	1,790	1,790	
PERMIT PRINTING	511	153	1,000	1,000	
CITY INSURANCE	4,372	4,143	6,040	6,040	
TRANSFER, WORKER'S COMP.	640	640	640	670	
CITY TELEPHONE	1,460	1,772	2,330	2,580	
TOTAL 300	\$15,280	\$15,833	\$25,730	\$26,010	1.1%
PROGRAM TOTAL	\$362,437	\$377,635	\$402,460	\$428,950	6.6%



**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT  
HOUSING PROGRAM**

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
100					
HOUSING INSPECTOR	\$50,851	\$50,898	\$52,600	\$54,180	
ADMIN. ASSISTANT I (.5 )	18,921	18,938	19,570	20,160	
OVERTIME	0	0	650	670	
LONGEVITY PAY	2,772	3,470	4,330	2,850	
EMPLOYEE INSURANCE	9,353	9,748	12,160	14,590	
TRANSFER, IMRF PENSION	12,979	13,885	16,690	17,110	
TOTAL 100	\$94,876	\$96,939	\$106,000	\$109,560	3.4%
200					
OFFICE SUPPLIES	\$0	\$80	\$640	\$640	
EQ. & SUPPLIES	5	88	120	120	
TOTAL 200	\$5	\$168	\$760	\$760	0.0%
300					
PROFESSIONAL SERVICES	\$50	\$75	\$100	\$100	
VEHICLE SERVICE	3,970	3,671	6,000	6,000	
CELLUAR PHONE SERVICE	272	275	500	500	
TITLE SEARCHES	75	0	200	200	
DEMOLITION/BDG. CLOSURE	0	766	3,860	3,860	
CITY INSURANCE	1,361	1,289	1,880	1,880	
TRANSFER, WORKER'S COMP.	630	630	630	660	
CITY TELEPHONE	1,467	1,780	2,340	2,590	
TOTAL 300	\$7,825	\$8,486	\$15,510	\$15,790	1.8%
PROGRAM TOTAL	\$102,706	\$105,593	\$122,270	\$126,110	3.1%

## Supplementary Expenditure Report

### COMMUNITY DEVELOPMENT SERVICES DEPARTMENT RENTAL INSPECTION PROGRAM

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
100					
HOUSING INSPECTOR	\$49,376	\$49,421	\$51,090	\$52,620	
CLERK-TYPIST (.75)	13,793	20,654	21,350	21,990	
LONGEVITY PAY	548	1,654	2,530	3,160	
EMPLOYEE INSURANCE	9,353	9,748	12,160	14,590	
TRANSFER, IMRF PENSION	12,697	13,576	16,320	16,730	
TOTAL 100	\$85,767	\$95,053	\$103,450	\$109,090	5.5%
200					
OFFICE SUPPLIES	\$0	\$0	\$240	\$240	
TESTING SUPPLIES	7	0	910	910	
TOTAL 200	\$7	\$0	\$1,150	\$1,150	0.0%
300					
PROFESSIONAL SERVICES	\$1,141	\$1,137	\$2,890	\$2,890	
POSTAGE AND PRINTING	1,134	2,172	1,160	1,160	
VEHICLE SERVICE	2,546	4,386	6,500	6,500	
CELLUAR PHONE SERVICE	273	276	500	500	
CITY INSURANCE	615	583	850	850	
TRANSFER, WORKER'S COMP.	820	820	820	860	
CITY TELEPHONE	527	639	840	930	
CITY COMPUTERIZATION	2,140	2,108	2,230	2,230	
TOTAL 300	\$9,196	\$12,121	\$15,790	\$15,920	0.8%
400					
INITIAL VEHICLE PURCHASE	\$0	\$0	\$0	\$0	
VEH. & EQ. REPLACEMENT	2,140	2,230	2,230	2,230	
TOTAL 400	\$2,140	\$2,230	\$2,230	\$2,230	
PROGRAM TOTAL	\$97,110	\$109,404	\$122,620	\$128,390	4.7%

**SOCIAL SERVICES AGENCY FUND**

	ACTUAL 2009-10	BUDGET 2010-11	BUDGET 2011-12	BUDGET 2012-13
FAMILY SERVICES	\$41,760	\$39,848	\$38,900	\$0
HABITAT FOR HUMANITY	9,900	0	0	0
PACE HOUSING ED/ADVOCACY	5,400	5,153	6,100	0
PACE SR. MEAL PROGRAM	7,000	2,600	0	0
PACE PERS. ASSISTANCE	0	6,867	6,100	0
SISTERS OF CENTRAL IL.	7,700	0	0	0
PARTNERSHIP ACCOUNTS (PAID)	1,900	1,753	0	0
UNIV. YMCA TUTORING PROGRAM	1,300	1,734	1,900	0
E. ILL. REFUGEE ASSISTANCE CENTER	6,900	6,671	6,200	0
COURT APPOINTED SPECIAL ADVOCATE	4,600	4,905	4,800	0
GREATER COMMUNITY AIDS PROJECT	7,000	6,409	6,200	0
BEST INTERESTS OF CHILDREN	13,400	11,254	9,700	0
CHAMPAIGN COUNTY HEALTH CARE CONS.	12,900	16,160	15,400	0
EDUCATION FOR EMPLOYMENT	0	7,063	0	0
SALVATION ARMY STEPPING STONES	5,600	6,800	6,000	0
PLANNED PARENTHOOD/TEEN AWARENESS	0	8,548	8,000	0
COMMUNITY ELEMENTS TIMES CENTER	13,700	12,968	12,300	0
COMMUNITY ELEMENTS ROUNDHOUSE	10,000	10,181	9,200	0
CRISIS NURSERY	15,800	17,134	17,700	0
HOMESTEAD CORP.	5,500	6,000	6,000	0
C-U PUBLIC HEATH DISTRICT USHC	10,700	11,654	0	0
DON MOYER BOYS/GIRLS CLUBS	12,000	14,780	18,600	0
COOPERATIVE NURSERY	2,400	0	0	0
EASTERN IL. FOODBANK	13,800	14,165	15,000	0
CONSERVATORY OF CENTRAL IL.	2,700	2,765	3,100	0
PRAIRIE CENTER SUBSTANCE ABUSE	8,700	10,843	11,500	0
FRANCES NELSON HEALTH CENTER	10,000	9,417	27,600	0
SCHOOL INTERN PROGRAM	4,000	0	1,700	0
RPC COURT DIVERSION PROGRAM	0	5,258	5,300	0
RPC SR. SERVICES	4,900	3,662	4,100	0
URBANA PARK DISTRICT, YOUTH SCHOLARSHIP	7,500	4,774	5,300	0
CENTER FOR WOMEN IN TRANSITION	24,300	24,075	34,000	0
BIG BROTHERS/BIG SISTERS	0	7,743	11,300	0
U-C INDEPENDENT MEDIA CENTER	7,300	6,448	5,400	0
URBANA CONNECTIONS NEIGHBORHOOD CENTER	3,500	10,000	10,000	0
A WOMAN'S FUND	14,400	14,440	0	0
DAILY BREAD SOUP KITCHEN	0	1,538	1,300	0
PEACE MEAL NUTRITION PROGRAM	2,600	0	2,600	0
OPERATION SNOWBALL	3,000	0	0	0
MARILYN QUELLER CHILDCARE	1,500	0	0	0
CHAMPAIGN-URBANA AREA PROJECT	3,900	0	0	0
THE READING GROUP	4,300	0	0	0
RAPE ADVOCACY/COUNSELING/ED.	0	3,270	3,400	0
EMERGENCY TENANT RELOCATION	2,000	2,880	4,026	0
<b>TOTAL EXPENSES</b>	<b>\$ 313,860</b>	<b>\$ 319,760</b>	<b>\$ 318,726</b>	<b>\$ -</b>

## Supplementary Expenditure Report

### EQUIPMENT SERVICES FUND

	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	EST. ACT. 2012-13	BUDGET 2012-13	% CHG
100						
FLEET MANAGER	\$73,232	\$73,299	\$75,760	\$75,760	\$78,030	
CERTIFIED MECHANIC (3)	143,145	147,196	149,940	149,940	154,440	
PART-TIME PARTS CLERK (.5)	13,190	13,510	14,380	14,380	14,810	
OVERTIME	7,575	10,236	16,734	5,000	21,590	
LONGEVITY, AFSCME	13,804	15,037	16,570	16,570	17,490	
LONGEVITY, NON-UNION	3,030	4,048	5,280	5,280	5,870	
EMPLOYEE INSURANCE	28,290	29,800	42,770	42,770	53,650	
I.M.R.F.	48,450	48,850	56,606	56,606	60,190	
TOTAL 100	\$330,716	\$341,976	\$378,040	\$366,306	\$406,070	7.4%
200						
MISC. SUPPLIES	\$10,309	\$7,508	\$9,870	\$7,600	\$9,870	
PARTS	156,744	163,045	210,000	171,200	210,000	
SAFETY EQUIPMENT	152	273	300	280	300	
FUEL	239,722	306,507	400,000	366,000	434,000	
TOOL REIMBURSEMENT	2,608	2,596	2,600	2,600	2,600	
PARTS WASHER SUPPLIES	463	562	1,000	600	1,000	
PRESSURE WASHER SUPPLIES	693	693	750	700	750	
ENGINE ANALYZER SUPPLIES	645	795	1,250	800	1,250	
SPECIAL TOOLS	1,092	1,982	2,500	2,000	2,500	
TOTAL 200	\$412,428	\$483,961	\$628,270	\$551,780	\$662,270	5.4%
300						
DUES AND SUBSCRIPTIONS	\$507	\$627	\$850	\$630	\$850	
TRAVEL AND CONFERENCE	0	734	900	800	900	
TRAINING AND EDUCATION	2,035	3,218	3,200	3,200	3,200	
UNIFORM RENTAL	1,850	1,667	1,850	1,700	1,850	
CDL LICENSE	50	50	110	50	110	
ENVIRONMENTAL DISPOSAL	2,715	2,313	2,940	2,400	2,940	
VEHICLE SERVICES	6,672	5,255	10,360	5,780	10,360	
CONTRACTUAL REPAIRS	53,055	70,119	96,000	96,000	96,000	
EQUIPMENT MAINTENANCE	910	214	2,750	300	2,750	
PRINTING SERVICES	656	0	750	700	750	
S/W MAINT. COMPUTER SYSTEMS	4,234	4,312	6,200	4,500	6,200	
CITY INSURANCE	8,948	8,652	10,200	7,860	8,650	
TRANSFER, WORKER'S COMP.	3,050	3,050	3,050	3,050	3,200	
CITY TELEPHONE	660	660	660	660	730	
CITY COMPUTERIZATION	4,880	5,080	4,880	4,880	4,880	
DEPRECIATION	15,223	15,733	27,400	27,400	27,400	
TOTAL 300	\$105,445	\$121,684	\$172,100	\$159,910	\$170,770	-0.8%
SUBTOTAL BEFORE NON-RECURRING EQUIPMENT PURCHASES	\$848,589	\$947,621	\$1,178,410	\$1,077,996	\$1,239,110	5.2%

**EQUIPMENT SERVICES FUND  
(CONTINUED)**

	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	EST. ACT. 2012-13	BUDGET 2012-13	% CHG
400						
PRESSURE WASHERS (2)	\$0	\$0	\$9,040	\$9,040	\$0	
JUMP START UNIT	0	0	6,020	6,020	0	
SHOP VACUUM	0	0	130	130	0	
25 TON PRESS	0	0	0	0	0	
10 TON AIR BOTTLE JACK	0	0	1,930	1,930	0	
AIR IMPACT WRENCHES	0	0	1,700	1,700	0	
BATTERY CHARGERS	0	0	0	0	0	
LARGE TRUCK ANALYZER EQ.	0	0	0	0	0	
CAR TIRE CHANGER	8,662	0	0	0	0	
SHOP SERVICE TRUCK	0	0	70,000	70,000	0	
PORT./MOBILE RADIOS (METCAD)	0	0	0	0	0	
2 TON HYDRAULIC JACK	0	0	560	560	0	
HOSE CRIMP PRESS	0	0	0	0	0	
COMPUTER S/W UPGRADE	0	0	0	0	15,750	
PARTS WASHERS	0	0	1,120	1,120	0	
FUEL INJECTOR CLEANER	0	0	1,340	0	1,480	
4 TON HYDRAULIC JACK	0	0	1,270	1,270	0	
10 TON HYDRAULIC JACK	799	0	3,540	0	0	
R134 A/C TOOLS	0	0	2,450	2,450	0	
PLASMA CUTTER	2,816	0	0	0	0	
CHARGING SYSTEM ANALYZER	2,975	0	0	0	0	
AIR CONDITIONING VACUUM PUMP	0	0	550	0	580	
BENCH GRINDERS	0	0	1,530	0	1,630	
TRANSMISSION FLUSH MACHINE	0	0	5,270	5,270	0	
MECHANIC'S LAPTOP COMPUTER	0	0	1,500	1,500	0	
USED OIL STORAGE SYSTEM	0	0	0	0	2,660	
ODB ANALYZER UPGRADE	0	0	3,380	3,380	0	
COOLING SYSTEM FLUSHER	0	0	0	0	2,040	
DRILL PRESS	0	0	0	0	3,620	
VEHICLE LIFT MAINT.	0	0	0	0	1,130	
SHOP GREASE PUMPS	1,238	0	0	0	0	
TOTAL 400	\$16,490	\$0	\$111,330	\$104,370	\$28,890	
SPECIAL FUND TOTAL	\$865,079	\$947,621	\$1,289,740	\$1,182,366	\$1,268,000	

**Supplementary Expenditure Report**

**LANDSCAPE RECYCLING CENTER**

	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG
100:					
CITY ARBORIST (.33)	\$25,150	\$25,173	\$26,020	\$25,020	
L.R.C. EQUIPMENT OPERATOR (2)	84,731	87,571	88,800	91,460	
LANDSCAPE SUPERVISOR (.5)	28,626	28,268	27,160	29,580	
L.R.C. LABORERS	42,332	50,664	56,220	57,910	
OVERTIME	5,590	6,027	4,990	16,000	
CONTRACT PERSONNEL, CITY URBANA	5,650	5,900	6,160	6,470	
LONGEVITY, AFSCME	2,975	2,040	4,600	4,270	
LONGEVITY, NON-UNION	2,137	2,399	3,340	4,070	
EMPLOYEE INSURANCE	27,780	31,610	33,500	40,200	
I.M.R.F. TRANSFER	39,850	45,840	45,840	50,880	
TOTAL 100	\$264,821	\$285,492	\$296,630	\$325,860	9.9%
200					
BOOKS AND PERIODICALS	\$195	\$0	\$400	\$400	
OFFICE SUPPLIES	676	800	800	800	
TOOLS & SUPPLIES	7,718	6,669	7,500	7,500	
EQUIPMENT PARTS	181	6,333	9,000	9,000	
GRAVEL	3,453	3,703	7,500	7,500	
FUEL	42,819	36,588	60,000	60,000	
MATERIALS FOR RESALE	1,194	5,917	6,000	12,000	
TOTAL 200	\$56,236	\$60,010	\$91,200	\$97,200	6.6%
300					
TRAVEL AND CONFERENCE	\$385	\$0	\$1,950	\$1,950	
TRAINING AND EDUCATION	825	600	1,400	1,400	
UNIFORM RENTAL	1,431	763	1,800	1,800	
VEHICLE SERVICE	46,143	69,490	70,000	70,000	
BUILDING MAINTENANCE	1,332	1,135	5,000	5,000	
PRODUCT ANALYSIS/TESTING	262	1,114	1,600	1,600	
EQUIPMENT RENTAL, OUTSIDE	3,912	31,779	40,000	30,000	
EQUIPMENT RENTAL, CITY	16,556	6,335	9,050	9,050	
CHEMICAL DISPOSAL	0	0	4,500	4,500	
SOLID WASTE DISPOSAL	1,207	5,000	5,000	15,000	
ADVERTISING/PROMOTION	19,439	21,085	20,000	22,500	
CITY INSURANCE	1,730	1,900	1,900	2,090	
SUPPORT SERVICES	17,660	19,430	21,370	22,440	
TRANSFER, WORKER'S COMP.	1,300	1,370	1,370	1,440	
UTILITIES	6,700	10,700	10,700	10,700	
TOTAL 300	\$118,882	\$170,701	\$195,640	\$199,470	2.0%

LANDSCAPE RECYCLING CENTER (CONTINUED)

	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG
400					
PORTABLE RADIOS	0	0	0	0	
TICKET BOOTH	0	0	0	0	
ICE MACHINE	0	0	2,110	0	
GAS POWERED AIR COMPRESSOR	2,196	0	0	0	
ROAD MAINTENANCE/REHAB.	20,232	3,870	50,048	0	
PORTABLE/MOBILE RADIOS (METCAD)	0	0	0	0	
ENTRANCE SIGNAGE & IMPR.	0	3,293	0	0	
GRINDER	0	0	0	0	
GRINDER SCREENS	1,242	0	12,408	0	
GRINDER REHAB.	0	0	0	7,080	
4 W/DRIVE PICKUP	0	23,634	0	0	
CLASS E DUMP TRUCK	0	84,522	0	0	
DUMP TRAILER	0	0	7,500	0	
TIMBERWOLF LOG SPLITTER	10,784	0	0	0	
CRAWLER/LOADER REHAB.	0	0	41,820	0	
LARGE WHEEL LOADER	0	137,222	0	0	
SMALL WHEEL LOADER	0	0	137,000	0	
POWER WASHER	0	2,282	6,910	0	
TOTAL 400	\$34,454	\$254,823	\$257,796	\$7,080	
PROGRAM TOTAL	\$474,393	\$771,026	\$841,266	\$629,610	

**Supplementary Expenditure Report**

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

	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG
100					
RECYCLING COORD. (.5)	\$17,197	\$19,468	\$20,150	\$20,760	
LONGEVITY PAY	687	966	1,220	1,350	
IMRF TRANSFER	3,361	4,031	4,110	4,630	
EMPLOYEE INSURANCE	2,879	3,062	3,980	4,230	
TOTAL 100	\$24,124	\$27,527	\$29,460	\$30,970	5.1%
200					
CART PURCHASE	\$24,263	\$28,710	\$0	\$33,000	
MISC. SUPPLIES	475	2,506	2,250	2,250	
TOTAL 200	\$24,738	\$31,216	\$2,250	\$35,250	1466.7%
300					
VEHICLE SERVICE	\$3,360	\$696	\$3,360	\$3,360	
POSTAGE/PRINTING	4,577	3,965	4,000	4,000	
TRAINING/CONFERENCES	2,579	272	1,750	1,750	
CREDIT CARD EXPENSE	522	581	800	800	
BATTERY RECYCLING	7,976	9,414	10,440	10,440	
ANNUAL MAILING COSTS	5,470	5,928	5,500	5,500	
EDUCATION/PROMOTION	5,586	7,449	7,000	7,000	
HOUSEHOLD HAZ. WASTE COLL.	1,697	1,933	4,290	4,290	
CITY INSURANCE	610	610	610	670	
TRANS., WORKER COMP.	170	170	170	180	
CONTR. COLLECTION	192,037	192,704	194,940	194,940	
LEAF PICKUP	0	80,408	85,100	85,100	
TOTAL 300	\$224,584	\$304,130	\$317,960	\$318,030	0.0%
PROGRAM TOTAL	\$273,446	\$362,873	\$349,670	\$384,250	9.9%



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

	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG
100					
RECYCLING COORD. (.5)	\$17,198	\$19,468	\$20,150	\$20,760	
LONGEVITY PAY	688	966	1,220	1,350	
IMRF TRANSFER	3,360	4,032	4,110	4,630	
EMPLOYEE INSURANCE	2,879	3,062	3,980	4,230	
TOTAL 100	\$24,125	\$27,528	\$29,460	\$30,970	5.1%
200					
MISCELLANEOUS SUPPLIES	\$0	\$2,497	\$2,250	\$2,250	
TOTE BAGS	0	0	0	0	
TOTAL 200	\$0	\$2,497	\$2,250	\$2,250	0.0%
300					
TRAINING/CONFERENCES	\$75	\$865	\$2,350	\$2,350	
VEHICLE SERVICE	3,360	696	3,360	3,360	
POSTAGE/PRINTING-MULTI FAM.	995	700	1,400	1,400	
CREDIT CARD EXPENSE	73	43	100	100	
ANNUAL MAILING COSTS	5,470	5,500	5,500	5,500	
ED./ PROMOTION	5,543	9,546	9,200	9,200	
MANPOWER, TOTE BAG DISTRIBUTE	0	2,100	4,000	4,000	
HAZARDOUS WASTE COLL.	0	0	4,290	4,290	
RAIN BARREL REBATES	450	600	3,000	3,000	
CITY INSURANCE	610	610	610	670	
TRANS., WORKER COMP.	170	170	170	180	
CONTR. COLLECTION, MULTI FAM	199,183	197,437	175,600	215,000	
TOTAL 300	\$215,929	\$218,267	\$209,580	\$249,050	18.8%
PROGRAM TOTAL	\$240,054	\$248,292	\$241,290	\$282,270	17.0%

**CITY SUSTAINABILITY FUND**

	ACTUAL 2009-10	ACTUAL 2010-11	ESTIMATED 2011-12	BUDGET 2012-13
300				
DUES/SUBSCRIPTIONS	\$671	\$600	\$700	\$700
TRAINING/EDUCATION	1,284	269	2,000	2,000
PRINTING COSTS	983	1,000	1,000	1,000
TOTAL 300	\$2,938	\$1,869	\$3,700	\$3,700
PROGRAM TOTAL	\$2,938	\$1,869	\$3,700	\$3,700

**Supplementary Expenditure Report**

**VEHICLE AND EQUIPMENT REPLACEMENT FUND**

	ACTUAL 2009-10	ACTUAL 2010-11	PROJECTED 2011-12	BUDGET 2012-13
MAJOR EQUIPMENT PURCHASES:				
COMPACT AUTOS (3)	0	41,008	0	0
PASSENGER AUTOS	0	19,995	50,263	0
PASSENGER VAN	0	0	0	20,700
ENG. EXT. P/U WITH COVER	0	0	0	0
CLASS 2 DUMP TRUCK	0	0	53,340	56,590
CLASS 3 DUMP TRUCK (2)	0	84,724	98,400	0
CLASS 4 DUMP TRUCK (6)	646,768	0	0	0
CLASS 5 DUMP TRUCK (1)	140,890	0	0	0
DUMP TRUCK PLOWS (6)	25,000	0	0	0
DUMP TRUCK TARPS	0	0	9,060	2,600
DUMP TRUCK REHAB.	0	0	13,750	0
PICKUP COMPACT, EXT. CAB	0	0	0	17,000
PICKUP 1/4 TON , 4WD	0	116,460	0	0
PICKUP 1/2 TON, EXT. CAB	0	0	0	60,950
PICKUP 3/4 TON , SIGN TRUCK	0	0	0	0
PICKUP 3/4 TON (2)	0	0	0	30,280
PICKUP CREW CAB	0	0	0	39,570
3/4 TON SERVICE TRUCK	0	30,505	0	0
DUMPTRUCK SNOW PICKUP EQ.	0	0	9,850	10,450
PICKUP EQ. (2)	0	0	1,500	1,660
MINI-BOOM TRUCK	0	80,276	0	0
BOOM TRUCK REBUILD	0	24,348	22,280	0
LARGE LOADER WITH EQ.	0	0	0	0
STUMP GRINDER	0	0	0	37,640
AIR COMPRESSOR, PW05	0	0	17,490	0
CONCRETE PAVEMENT BREAKER	0	0	0	0
MAJOR REHABILITATIONS	0	2,624	26,130	8,440
TRAILERS	0	860	3,540	3,650
SNOWBLOWERS (2)	0	0	0	0
BACKHOE WITH EQ.	0	0	96,250	0
STREET SWEEPER	0	0	170,000	0
LARGE MOWER ATTACHMENT	0	0	5,790	0
T.V. SEWER TRUCK	0	0	0	194,190
SINGLE AXLE VACTOR TRUCK	276,206	0	0	0
WOBBLE WHEEL ROLLER	30,011	0	0	0
WOBBLE WHEEL ROLLER TRAILER	7,710	0	0	0
TANDEM AXLE VACTOR	0	0	0	293,750
CRACK SEALING MACHINE	0	0	38,740	0
1/2 DURAPATCH MACHINE (COUNTY)	0	9,446	0	0
LEAF PUSHER	0	0	7,130	0
ARTICULATED LOADER	0	88,200	0	0
SMALL LOADER	0	0	34,380	0
SMALL LOADER TRAILER	0	0	9,190	0
 SUBTOTAL, MAJOR EQUIPMENT	 \$1,126,585	 \$498,446	 \$667,083	 \$777,470

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

DETAIL POLICE EQ.	ACTUAL 2009-10	ACTUAL 2010-11	PROJECTED 2011-12	BUDGET 2012-13
SQUAD CARS (12)	\$0	\$278,940	\$0	\$0
EQ., SQUAD CARS	43,658	0	43,390	0
FULL SIZE PICKUP EXT. CAB	0	31,741	0	0
FULL SIZE POLICE ADMIN. CARS	38,496	45,888	0	0
SQUAD CAR CONVERSION	0	0	0	0
CIS PASSENGER AUTOS	0	0	0	0
METER PATROL VEHICLES	0	27,558	0	0
METCAD 800 MHZ RADIOS/EQ.: -POLICE	0	0	0	0
ANIMAL CONTROL VAN W/EQ.	0	28,734	0	0
ANIMAL CONTROL TRANQUILLIZER EQ.	0	0	0	0
PASSENGER MINIVAN	0	0	0	0
SQUAD CAR DEFIB. UNITS (12)	0	0	31,910	0
HANDGUNS W/SIGHTS	0	9,760	0	0
HANDGUN HOLSTERS	0	6,090	0	0
PATROL DIGITAL CAMERA	0	0	0	2,730
PORTABLE RADIOS	0	0	69,200	3,180
GAS MASKS	0	0	19,710	0
RECORDING EQ., FRONT DESK	0	0	0	0
REGULAR VESTS	582	10,016	16,820	2,090
TRAINING/EQ. NEW OFFICERS	2,120	35,029	31,070	32,000
L.C.D. PROJECTOR	0	0	1,560	0
SQUAD CAR RADAR UNITS	0	0	4,600	0
FAX MACHINE	0	977	0	0
COPIER MACHINE	0	0	18,480	0
PATROL BIKES	4,105	0	2,895	0
MOBILE DIG. COMPUTERS (20)	0	768	112,170	0
SQUAD VIDEO CAMERAS	0	0	88,874	0
Policy Consultant (Grant)	0	0	0	8,000
STORAGE SHED AT FIRING RANGE	0	5,140	0	0
JAG GRANT EQ./TRAINING	12,485	0	0	37,000
NIGHT BINOCULARS	0	0	11,900	0
REGULAR BINOCULARS	0	0	0	0
HIGH POWER BINOCULARS	0	0	0	0
TRANSCRIBERS	0	0	3,510	0
TV/VCR STAND (TRAINING)	0	0	1,320	0
LCD PROJECTOR	0	0	0	0
STATE POLICE RADIOS	0	0	0	17,200
HELMETS	0	0	0	8,740
2 SNIPER SCOPES	0	0	0	0
NIGHTSCOPE ADAPTER	8,426	0	0	0
RANGE IMPROVEMENTS	0	0	0	0
MOBILE RADIOS	0	0	0	0
ELECTRONIC SPEED SIGN	0	0	0	0
DVD RECORDER (EVIDENCE)	0	0	1,660	0
MEDICAL EXAMS	17,160	0	0	19,690
VARDA ALARM AT RANGE	0	0	1,870	0
FIREARMS SIMULATOR (GRANT)	0	41,761	3,239	0
7 SQUAD RADAR UNITS	0	0	0	0
SQUAD CAR MRC PRINTERS	0	0	0	0
POLICE BATONS	0	0	0	0
MOUNTED DEPT. PHOTO	1,190	0	0	0
CID PORTABLE ALARMS	0	0	0	0
CID HANDHELD RECORDERS	0	0	1,050	0
CID VARDA ALARMS	0	11,607	0	0
1/2 3 CID VIDEO CAMERAS	0	0	4,890	0
CID SRL DIGITAL CAMERA	0	0	0	0
CID LOW POWER BINOCULARS	0	0	500	0
CID VIDEO EQ.	0	0	0	0
CID NIGHT BINOCULARS	0	0	5,770	0
CITY CONTRIBUTION METRO SQUAD	3,972	3,814	3,972	4,130
HOSTAGE PHONE	0	0	6,220	0
MOBILE FORCE SHIELDS	0	0	2,310	0
RADIO HEADSETS	0	0	0	4,900
1/3 SHARE SWAT VEHICLE	0	0	4,310	0
SUBTOTAL, POLICE EQ. REGULAR	\$132,194	\$537,823	\$493,200	\$139,660

**Supplementary Expenditure Report**

**VEHICLE AND EQ. REPLACEMENT FUND (CONTINUED)  
POLICE SUPPLEMENTARY FUND**

	ACTUAL 2009-10	ACTUAL 2010-11	PROJECTED 2011-12	BUDGET 2012-13
<b>SPECIAL DUI FINES EQUIPMENT (H10):</b>				
SQUAD VIDEO CAMERAS	0	0	29,624	0
PORTABLE BREATHALYZERS	0	0	2,920	2,920
D.U.I. POLICE EQ.	0	0	0	31,380
2 ALCOHOL BLOWERS	710	0	980	980
D.U.I. SUPPLIES	1,022	728	2,500	2,500
<b>    SUBTOTAL, DUI FINES EQ.</b>	<b>\$1,732</b>	<b>\$728</b>	<b>\$36,024</b>	<b>\$37,780</b>
<b>TASK FORCE X COSTS (H11):</b>				
TASK FORCE X VEH. MAINT.	157	0	2,000	2,000
POLICE LOCKERS	0	0	0	0
POLICE EQ.	0	0	0	4,000
<b>    SUBTOTAL, TASK FORCE X EQ.</b>	<b>\$157</b>	<b>\$0</b>	<b>\$2,000</b>	<b>\$6,000</b>
<b>STATE SEIZURES COSTS (H12):</b>				
K-9 SUPPLIES	909	1,116	1,500	2,500
INVESTIGATOR EXPENSES	1,000	647	2,000	2,000
K-9 VEH. MAINTENANCE	2,933	3,512	3,800	4,000
VEHICLE LEASING COSTS	5,935	1,544	6,600	8,800
ADD'L VEH. MAINTENANCE	1,000	2,144	1,000	3,000
GPS DEVICE & SOFTWARE	0	0	500	500
DRUG SEIZURE EQ./COSTS	0	0	0	149,610
CID BODY WIRE/RECORDING EQ.	0	14,500	0	0
<b>    SUBTOTAL, STATE SEIZURES EQ.</b>	<b>\$11,777</b>	<b>\$23,463</b>	<b>\$15,400</b>	<b>\$170,410</b>
<b>FED. SEIZURES COSTS (H13):</b>				
GPS DEVICE & SOFTWARE	0	5,585	0	0
INVESTIGATOR EXPENSES	2,000	3,000	0	0
DRUG SEIZURE EQ./COSTS	0	0	0	10,360
HAWK SURVEILANCE CAMERA	0	0	0	0
NIGHT BINOCULARS	5,499	0	0	0
K9 DOG REPL. & TRAINING	0	0	0	0
VEH. LEASING COSTS	0	0	0	0
<b>    SUBTOTAL, FED. SEIZURES EQ.</b>	<b>\$7,499</b>	<b>\$8,585</b>	<b>\$0</b>	<b>\$10,360</b>
<b>METRO AGENCY COSTS (H14):</b>				
METRO SQUAD COSTS	17,542	14,756	25,807	20,743

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

DETAIL FIRE EQ.	ACTUAL 2009-10	ACTUAL 2010-11	PROJECTED 2011-12	BUDGET 2012-13
HOSE/NOZZLE REPL.	\$4,420	\$4,950	\$4,740	\$4,880
TRAINING EQ/SW, FED. GRANT	0	0	0	45,000
TREADMILL EXERCISE EQ.	0	2,300	0	0
NEW F.F. INITIAL GEAR (3)	109	9,328	11,730	10,380
NEW F.F. INITIAL TRAINING (3)	0	3,166	8,600	8,950
EMPLOYEE PROMOTION TESTING	0	7,634	10,300	12,000
FULL SIZE PICKUP	7,043	0	0	0
FIRE PUMPER TRUCK MAJOR REHAB	0	0	29,780	32,850
FIRE LADDER TRUCK MAJOR REHAB	0	3,608	43,130	0
LADDER BEARING REHAB.	0	0	0	0
FIRE SAFETY HOUSE REHAB	0	0	0	0
FIRE SAFETY HOUSE	0	17,460	0	0
VENTILATED CHAIN SAW	0	0	1,610	0
FIRE VEH. MDC'S	0	0	0	0
FULLSIZE P/S VEHICLE	21,500	0	0	0
VEHICLE INTERCOM SYSTEM	0	0	0	0
BUILDING DEFIBULATORS	0	0	0	0
FIRE PUMPER TRUCK	3,090	0	0	0
FIRE COMMAND VEHICLE W/EQ.	0	0	0	0
SEMI-AUTO. DEFIB. UNIT (5)	13,202	0	0	0
STATE IWIN CHARGES	0	0	0	0
LUCAS TOOL	0	0	0	18,450
GAS MONITORS	8,585	0	0	0
GAS MONITORS DOCKING STATION	2,180	0	0	0
THERMAL IMAGING CAMERAS	0	0	0	0
K12 PARTNER SAW	0	1,175	0	0
TACKBOARD	1,000	0	0	0
AIR PACK REGULATORS	0	0	0	0
FIRE/POLICE CID COPIER	0	0	3,200	0
POSITIVE PRESSURE FANS	0	0	2,120	0
5000 WATT GENERATOR	0	0	1,160	0
PRERIG LITTER/SKID	0	0	2,580	0
LARGE DEMOLITION HAMMER	0	0	0	0
TOTAL AIR SUPPLY HOSES	0	0	0	0
SEARCH CAM 2000 CAMERA	0	0	0	0
DELSOR 6 LISTENING SENSOR	0	0	0	0
GRIP HOIST COME ALONG	0	0	0	0
INFLATABLE SLIDE	0	0	0	8,770
PREVENTION TRAINING ROBOT	0	0	0	11,740
PORTABLE RADIOS (2)	0	0	8,690	5,730
SUBTOTAL, FIRE EQ.	\$61,129	\$49,621	\$127,640	\$158,750

Supplementary Expenditure Report

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

DETAIL PUBLIC WORKS EQ.	ACTUAL 2009-10	ACTUAL 2010-11	PROJECTED 2011-12	BUDGET 2012-13
PORTABLE RADIOS	\$0	\$0	\$3,540	\$1,250
METCAD RADIOS	0	0	0	0
CABLE FAULT FINDER	0	0	7,440	0
MISC. PW EQ. <5M	0	0	0	0
RECEPTION AREA OFFICE EQ.	0	0	0	0
LIFT GATE FOR PW34	3,165	0	0	0
PAINT TRAILER	0	0	0	0
TAILGATE, DURAPATCH MACHINE	0	0	0	0
CONCRETE HAND SAW 14 INCH	0	4,145	2,120	0
SNOWBLOWER	0	0	2,090	0
SIDEWALK VACUUM	0	0	2,100	0
2" TRASH PUMP	0	0	1,410	0
GRINDER	0	0	7,620	0
PIPE PUSHER	0	0	17,210	0
ROCK DRILL	0	0	5,830	0
SIGN MARKING LAMINATOR	0	0	0	0
MANHOLE VENT	0	0	1,480	0
DRILL PRESS 3/4"	0	0	1,550	0
OPTICOM EMITTER	0	0	1,620	0
AIRLESS PAINT SPRAYER	0	0	0	0
SUB. ELECTRIC PUMP	0	0	0	2,880
POWER SCREED	0	0	5,510	0
PUBLIC WORKS SNOWBLOWER	0	0	5,020	0
CONCRETE HANDSAW, 16 INCH	0	0	0	3,460
ROOT SAW W/CUTTERS	0	10,144	0	0
ARROW BOARD	0	0	5,740	0
SIDEWALK FORMS	0	0	5,820	0
TELEPHONE SYSTEM	0	0	0	0
127 CC GENERATOR	0	0	990	0
5000 WATT GENERATOR	0	0	2,490	0
SEWER PUSH CAMERA	0	0	0	0
WALL MOUNTED CAR VACUUM	0	0	0	0
POWER SCREEDS	0	0	0	0
POWER HACKSAW	0	0	1,300	0
JACK HAMMER W/HOSE	0	0	2,710	0
CONCRETE VIBRATOR	0	0	1,350	0
SHORING EQUIPMENT	0	0	3,810	0
GAS MONITORS	0	0	6,600	0
VEHICLE WASHER	0	0	7,020	0
LIGHT POLE TRAILER	0	14,175	0	0
PW MAIN COPIER	0	0	0	0
THERMOPLASTIC MACHINE	0	0	7,480	0
CIVIC CENTER ICE MACHINE	2,713	0	0	0
CIVIC CENTER AIRWALLS	0	0	17,810	0
PAINT MIXER	0	0	6,490	0
FLOOR MACHINE	0	0	3,110	0
CIVIC CENTER COPIER	0	0	0	0
CIVIC CENTER REFRIGERATOR	0	0	0	0
CIVIC CENTER SOUND SYSTEM	0	0	0	0

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

	ACTUAL 2009-10	ACTUAL 2010-11	PROJECTED 2011-12	BUDGET 2012-13
ARBOR EQUIPMENT:				
CUTOFF SAW	919	0	0	0
SMALL ROTO TILLER	0	0	450	0
POWER POLE PRUNER (2)	0	1,065	0	0
STIHL 020 CHAINSAW (2)	0	1,085	0	1,200
STIHL 036 CHAINSAW	603	0	720	0
SPRAYER UNIT	0	0	0	4,660
PHILO RD. EDGER	0	0	0	1,460
MEDIUM ROTOTILLER	0	0	1,410	0
POWER EDGER	0	0	3,480	0
WEEDEATER, STIHL FS85	0	360	0	410
POWER BROOM	0	0	1,310	0
TURF SPRAYER PUMP	0	0	0	4,610
	ACTUAL 2009-10	ACTUAL 2010-11	PROJECTED 2011-12	BUDGET 2012-13
ENGINEERING EQUIPMENT:				
RADAR GUN	0	650	0	0
SMOKE BLOWER	0	0	1,080	0
LARGE COLOR PLOTTER/SCANNER	0	0	9,000	0
LIETZ THEODOLITE	0	0	0	0
POLE MOUNTED TRAFFIC COUNTER	0	0	5,500	0
LARGE DOCUMENT COPIER	0	0	0	0
REAL TIME GPS RECEIVER	18,055	0	0	0
TRAFFIC COUNTERS	0	0	2,320	0
HAND HELD GPS UNIT	0	0	6,690	0
SUBTOTAL, P.W. EQ.	\$25,455	\$31,624	\$169,220	\$19,930

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

	ACTUAL 2009-10	ACTUAL 2010-11	PROJECTED 2011-12	BUDGET 2012-13
DETAIL OTHER DEPT. EQ.				
CITY CLERK MICROFICHE PRINTER	\$5,590	\$0	\$0	\$0
GENERAL OFFICE EQ./FURN.	1,416	6,963	12,260	12,740
CITY COMPUTER SYSTEM UPGRADE	0	0	42,060	0
CD COPIER	0	0	0	0
COPIER, LOWER LEVEL	0	0	800	0
LETTER OPENER MACHINE	0	0	1,430	0
BURSTER MACHINE	0	0	0	0
POSTAGE MACHINE	0	0	9,090	0
LIBRARY CARD SYSTEM	0	0	54,071	0
SUBTOTAL, OTHER DEPT. EQ.	\$7,006	\$6,963	\$119,711	\$12,740

**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 2009-10	ACTUAL 2010-11	PROJECTED 2011-12	BUDGET 2012-13
VARIOUS EQ.	\$52,812	\$13,010	\$83,482	\$197,940
AUTOMATED CAMERA SYSTEM	14,476	0	0	0
NEXUS VIDEO SYSTEM CONTROL UNIT	0	0	9,000	0
SUBTOTAL, P.E.G.. EQ.	\$67,288	\$13,010	\$92,482	\$197,940



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

	ACTUAL 2009-10	ACTUAL 2010-11	PROJECTED 2011-12	BUDGET 2012-13
100				
POLICE RECORDS PROGR./ANALYST	\$60,722	\$60,821	\$62,810	\$64,700
CONTRACTUAL PROGRAMMER	540	2,540	2,540	2,690
OVERTIME	400	200	560	2,500
LONGEVITY PAY	2,413	3,020	3,770	4,530
EMPLOYEE INSURANCE	7,310	9,100	9,700	11,640
I.M.R.F./FICA	13,150	14,530	14,530	16,130
TOTAL 100	\$84,535	\$90,211	\$93,910	\$102,190
200				
SUPPLIES	\$0	\$0	\$0	\$0
300				
TRAINING AND EDUCATION	\$0	\$0	\$3,300	\$3,300
SOFTWARE MAINT./LICENSE, RECURRING	2,244	3,091	4,930	4,930
CITY INSURANCE	1,180	2,180	2,180	2,400
TRANSFER, WORKERS COMP.	170	370	370	390
CITY TELEPHONE	130	130	130	140
TOTAL 300	\$3,724	\$5,771	\$10,910	\$11,160
400				
PERSONAL COMPUTER	\$0	\$0	\$0	\$0
PROGRAM TOTAL	\$88,259	\$95,982	\$104,820	\$113,350

Supplementary Expenditure Report

**PUBLIC TELEVISION FUND  
EXPENDITURE DETAIL**

	<b>ACTUAL 2009-10</b>	<b>ACTUAL 2010-11</b>	<b>PROJECTED 2011-12</b>	<b>BUDGET 2012-13</b>
<b>Personnel Costs:</b>				
UPTV Station Manager	\$14,996	\$38,412	\$46,750	\$48,150
Camera Operators	3,194	2,285	3,500	3,700
Production Coordinator	34,260	35,618	36,900	38,010
Outreach Coord. (.25)	4,864	4,688	4,910	5,560
Overtime	1,541	1,434	1,000	1,000
Longevity	0	0	650	1,140
Employee Insurance	14,620	18,200	19,300	23,160
I.M.R.F.	14,620	17,350	17,350	19,260
<b>Subtotal, Personnel</b>	<b>\$88,095</b>	<b>\$117,987</b>	<b>\$130,360</b>	<b>\$139,980</b>
<b>Supplies</b>	<b>\$2,426</b>	<b>\$4,401</b>	<b>\$5,000</b>	<b>\$5,000</b>
<b>Contractual and Operating:</b>				
Dues and Subscriptions	\$0	\$0	\$60	\$60
Training & Education	1,560	765	2,000	2,000
CATV Commission Costs	1,747	1,276	540	1,000
Consultant	0	0	500	500
Eq. Maint.	699	0	2,000	2,000
Promotional Costs	0	0	500	500
City Insurance	1,880	2,880	2,880	3,170
Transfer, Worker's Comp.	450	850	850	890
City Telephone	320	320	320	350
<b>Subtotal, Contractual</b>	<b>\$6,656</b>	<b>\$6,091</b>	<b>\$9,650</b>	<b>\$10,470</b>
<b>Transfer, VERF (Eq.)</b>	<b>23,000</b>	<b>14,916</b>	<b>40,000</b>	<b>40,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$120,177</b>	<b>\$143,395</b>	<b>\$185,010</b>	<b>\$195,450</b>

**COMMUNITY DEVELOPMENT BLOCK GRANT FUND  
EXPENDITURE DETAIL**

	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
<b>PROGRAM: ADMINISTRATION</b>					
100					
MANAGER (.3)	\$20,960	\$30,151	\$22,260	\$20,590	
ADMIN. ASSISTANT II (.2)	7,888	7,896	7,920	8,400	
GRANTS COORD. II (.4 TO .3)	18,620	18,750	14,020	16,610	
INTERN	4,523	2,893	1,509	1,510	
LONGEVITY PAY	1,368	1,760	2,200	1,760	
IMRF/FICA	9,047	9,000	10,220	10,060	
EMPLOYEE INSURANCE	6,167	5,990	5,850	6,890	
TOTAL 100	\$68,573	\$76,440	\$63,979	\$65,820	2.9%
200					
BOOKS & PERIODICALS	\$0	\$0	\$200	\$200	
OFFICE SUPPLIES	769	761	1,421	1,420	
TOTAL 200	\$769	\$761	\$1,621	\$1,620	-0.1%
300					
DUES & SUBSCRIPTIONS	\$163	\$171	\$250	\$250	
TRAVEL & CONFERENCE	612	785	1,340	2,000	
POSTAGE	238	192	500	500	
PROGRAM OVERHEAD	15,900	16,540	17,200	17,890	
PUBLIC INFO. NEWSLETTER	4,488	4,355	4,000	4,000	
TOTAL 300	\$21,401	\$22,043	\$23,290	\$24,640	5.8%
PROGRAM TOTAL	\$90,743	\$99,244	\$88,890	\$92,080	3.6%
<b>PROGRAM: AFFORDABLE HOUSING</b>					
100					
ADMIN. ASSISTANT II (.5)	\$19,721	\$19,739	\$19,800	\$21,010	
REHAB COORDINATOR (.5 to .6)	24,657	26,738	26,830	28,470	
GRANTS COORDINATOR II (.1)	0	0	11,800	0	
GRANTS COORDINATOR I (.1)	0	4,680	4,680	0	
LONGEVITY PAY	1,845	2,310	2,330	3,460	
IMRF/FICA	8,559	9,456	10,170	11,120	
EMPLOYEE INSURANCE	5,758	6,419	9,270	7,650	
TOTAL 100	\$60,540	\$69,342	\$84,880	\$71,710	
300					
CASE PREPARATION	\$1,493	\$3,973	\$4,000	\$4,000	
NEIGHBORHOOD SLUM ABATE (C.O.)	5,297	0	5,000	0	
EMERGENCY, ACCESS	72,289	54,055	80,000	80,000	
EMERGENCY, ACCESS (CARRYOVER)	21,978	7,711	0	0	
SR. REPAIR SERVICE	12,583	20,632	20,000	20,000	
SR. REPAIR SERVICE (CARRYOVER)	0	7,417	0	0	
UNPROGRAMMED FUNDS	0	0	136,591	15,655	
ACQ./RELOCATIONS/DEMO:					
NEW CONST./ACQ./DEMO	20,735	0	14,117	17,620	
NEW CONST. (CARRYOVER)	19,246	79,693	132,013	0	
CRYSTAL VIEW CARRYOVER	71,069	5,000	0	0	
TOTAL 300	\$224,690	\$178,481	\$391,721	\$137,275	\$0
PROGRAM TOTAL	\$285,230	\$247,823	\$476,601	\$208,985	
<b>PROGRAM: PUBLIC SERVICES:</b>					
SOCIAL SERVICE AGENCIES	12,500	11,237	12,500	9,000	
SOCIAL SERVICE AGENCIES, C.O.	1,375	0	0	0	
NEIGHBORHOOD CLEANUP	8,000	8,000	8,000	8,000	
PROGRAM TOTAL	\$21,875	\$19,237	\$20,500	\$17,000	-17.1%

Supplementary Expenditure Report

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

	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	0 0
<b>PROGRAM: PUBLIC FACILITIES:</b>					
WEBER ST. STREET LIGHTS, C.O.	\$0	\$0	\$0	\$0	
A WOMAN'S PLACE	0	0	31,846	0	
HARTLE GROUP HOME (D.S.C.)	0	0	15,411	0	
ELM ST. SUPP. HOUSING (MHC)	0	9,033	0	0	
(MHC), LINCOLNSHIRE HOME	0	0	13,318	0	
(MHC), COUNTY HOUSING CORP.	0	0	3,275	0	
C-U INDEPENDENCE (DSC)	0	0	30,000	0	
C.W.I.T., (FORBES)	26,325	0	8,250	0	
DISABLED CITIZENS FOUNDATION	27,351	917	0	0	
C.W.I.T., (AWP SPRINK.)	0	0	11,851	0	
UNIVERSITY YMCA	0	0	0	0	
URBANA NEIGHBORHOOD CONNECTIONS	0	0	1,999	0	
A WOMAN'S FUND	3,081	0	0	27,289	
A WOMAN'S FUND, C.O.	0	19,012	0	0	
HARVEY ST. SIDEWALKS	0	0	0	0	
A.A.R.A. GRANT, GREEN ST. IMPR.	120,000	5,097	0	0	
KERR AVE. IMPROVEMENT, C.O.	0	0	31,317	0	
NEIGHBORHOOD SIDEWALKS, C.O.	0	0	43,000	0	
CT 53 STREET LIGHTS	0	0	0	0	
CT 53 STREET LIGHTS, C.O.	0	0	78,105	0	
CITY INFRASTRUCTURE	0	0	56,000	0	
PROGRAM TOTAL	\$176,757	\$34,059	\$324,372	\$27,289	-91.6%
<b>PROGRAM: TRANSITIONAL HOUSING:</b>					
100					
GRANTS COORDINATOR (.55)	\$25,602	\$25,230	\$25,710	\$22,840	
LONGEVITY PAY	698	878	1,030	0	
IMRF/FICA	4,672	4,894	5,340	4,800	
EMPLOYEE INSURANCE	3,167	3,211	5,000	4,200	
TOTAL 100	\$34,139	\$34,213	\$37,080	\$31,840	-14.1%
200					
OFFICE SUPPLIES	\$0	\$0	\$0	\$0	
300					
PROPERTY INSURANCE	\$0	\$0	\$400	\$400	
PROPERTY UTILITIES	12,912	13,418	14,788	14,800	
FURNISHINGS	34	285	500	500	
PROPERTY MANAGEMENT	3,532	6,470	7,000	7,000	
RESIDENT SERVICES	48	334	750	750	
TOTAL 300	\$16,526	\$20,507	\$23,438	\$23,450	0.1%
PROGRAM TOTAL	\$50,665	\$54,720	\$60,518	\$55,290	-8.6%

**HOME CONSORTIUM PROGRAM FUND  
EXPENDITURE DETAIL**

ADMINISTRATION PROGRAM:

CATEGORY	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13
100				
GRANTS MGR. (.5)	\$36,938	\$30,274	\$37,100	\$34,320
GRANTS COORDINATOR (.6)	20,447	22,706	22,800	24,910
ADMIN. ASSISTANT II (.2)	7,889	7,896	7,920	8,540
REHAB. COORDINATOR (.15)	8,015	8,022	8,050	8,400
INTERN	11,528	1,928	0	0
LONGEVITY PAY	1,460	1,901	1,520	3,130
OVERTIME PAY	387	0	0	0
I.M.R.F.	13,810	16,174	15,480	16,650
EMPLOYEE INSURANCE	9,841	11,872	13,200	11,090
100 SUBTOTAL	\$110,315	\$100,773	\$106,070	\$107,040
200				
OFFICE SUPPLIES	\$696	\$838	\$860	\$860
PRINTING/PUBLISHING	1,016	796	1,750	1,750
200 SUBTOTAL	\$1,712	\$1,634	\$2,610	\$2,610
300				
DUES AND SUBSCRIPTIONS	\$238	\$181	\$300	\$300
CONFERENCE AND TRAINING	1,818	803	2,350	2,750
POSTAGE	194	166	400	400
RECORDING FEES	25	64	400	400
PROGRAM OVERHEAD, URBANA	9,550	9,930	10,330	10,740
REGIONAL HOUSING NEEDS STUDY	0	12,675	13,000	0
ADMIN., URBANA, C.O.	0	0	126,572	160,083
300 SUBTOTAL	\$11,825	\$23,819	\$153,352	\$174,673
PROGRAM TOTAL	\$123,852	\$126,226	\$262,032	\$284,323
COMMUNITY HOUSING DEV.:				
URBAN LEAGUE OPER., CURRENT	\$0	\$0	\$0	\$0
CHDO OPERATING, UNOBLIGATED	0	0	11,403	0
URBAN LEAGUE OPER., C.O.	0	0	0	0
HOMESTEAD OPERATING	18,942	16,875	22,500	0
HOMESTEAD OPERATING C.O.	0	6,314	6,314	0
E.C.O. LAB, OPERATING	14,768	3,198	22,500	0
E.C.O. LAB, OPER, C.O.	4,209	10,488	10,488	0
E.C.O. LAB, MODULAR S/FAM	0	0	14,000	0
E.C.O. LAB, MODULAR S/FAM	0	0	16,836	0
E.C.O. LAB, MODULAR DUPLEX	0	0	90,000	0
URBAN LEAGUE LEASE PROG. C.O.	0	0	0	0
HOMESTEAD AFFORDABLE	0	2,693	80,000	0
HOMESTEAD HOMEBUYER FY08-09	0	2,693	85,030	0
HOMESTEAD DOUGLAS INFILL	0	0	5,310	0
HOMEST. DOUGLAS INFIL C.O.	2,190	0	0	0
HOMESTEAD-CRYSTAL VIEW C.O.	251,004	25,000	25,000	0
C.H.D.O. RESERVE ECOLAB C.O.	0	0	16,000	0
CHDO RESERVE, UNOBLIGATED	0	0	39,014	443,820
SUBTOTAL, COMM. HOUSING DEV.	\$291,113	\$67,261	\$444,395	\$443,820

Supplementary Expenditure Report

HOME CONSORTIUM PROGRAM FUND  
EXPENDITURE DETAIL (CONTINUED)

	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13
CITY OF CHAMPAIGN:				
ADMIN., CURRENT	11,302	11,302	11,302	0
HOUSING REHAB., CURRENT	28,634	0	100,000	0
HOUSING REHAB., C.O.	135,322	50,454	71,366	0
LOAN PROG. C.O.	14,999	0	0	0
TENANT BASED RENT ASSISTANCE	25,000	11,275	72,000	0
TENANT BASED RENT ASST. C.O.	0	47,000	47,000	0
PROP. ACQUISITION/REHAB, C.O.	120,582	236,334	236,334	0
PROP. ACQUISITION/REHAB	264,169	0	0	0
ACQ./REDEVELOPMENT. C.O.	0	0	0	0
LOT ACQUISITION	0	0	42,839	0
LOT ACQUISITION C.O.	0	0	56,448	0
RENTAL REHAB. C.O.	12,140	2,672	107,860	0
RENTAL REHAB.	0	0	0	0
A.D.D.I. PROGRAM, CURRENT	0	0	0	0
A.D.D.I. PROGRAM, C.O.	0	0	0	0
TAYLOR THOMAS	0	0	0	0
TAYLOR THOMAS C.O.	0	0	0	0
NEIGHHOOD REVITALIZATION 08-09	75,273	0	0	0
NEIGHHOOD REVITALIZATION 09-10	29,603	198,653	198,653	0
DOUGLAS PARK INFILL C.O.	0	0	0	0
BRISTOL PLACE NEW CONST. C.O.	0	0	0	0
PROGRAM DELIVERY, CURRENT	0	0	0	0
PROGRAM DELIVERY. CARRYOVER	0	0	0	0
PROGRAM OVERHEAD	0	0	0	0
SUBTOTAL, CHAMPAIGN	\$717,024	\$557,690	\$943,802	\$0
	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13
CHAMPAIGN COUNTY:				
PROGRAM DELIVERY	\$0	\$0	\$5,625	\$0
PROGRAM DEL. CARRYOVER 09-10	0	3,979	6,600	0
PROGRAM DEL. CARRYOVER 08-09	0	0	6,600	0
PROGRAM DEL. CARRYOVER 07-08	0	0	6,600	0
PROGRAM DEL. CARRYOVER 06-07	0	0	17,500	0
PROGRAM DEL. CARRYOVER 05-06	1,571	1,507	6,876	0
PROGRAM DEL. CARRYOVER 04-05	0	1,201	4,562	0
ADMIN. CARRYOVER	0	0	12,895	0
ADMIN.	0	0	2,727	0
AM. DREAM D/P INITIATIVE PROGR.	0	0	0	0
D/P INITIATIVE PROGRAM, C.O.	0	0	0	0
HOUSING REHAB., CURRENT	0	0	71,820	0
HOUSING REHAB., C.O.09-10	0	3,280	78,414	0
HOUSING REHAB., C.O.08-09	0	12,310	79,539	0
HOUSING REHAB., C.O.07-08	0	0	65,569	0
HOUSING REHAB., C.O.06-07	24,540	0	17,921	0
T.B.R.A., CURRENT	0	17,693	175,000	0
T.B.R.A., CARRYOVER 04-05	3,853	0	0	0
T.B.R.A., CARRYOVER 03-04	2,271	0	0	0
A.D.D.I., CARRYOVER	3,362	0	0	0
URBANA CONSORTIUM, C.O.	0	68,967	106,025	0
HOMESTEAD/CRYSTAL VIEW C.O.	52,000	0	0	0
SUBTOTAL, COUNTY	\$87,597	\$108,937	\$664,273	\$0

**HOME CONSORTIUM PROGRAM FUND  
EXPENDITURE DETAIL (CONTINUED)**

	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13
CITY OF URBANA:				
PROGRAM:				
GRANTS MGR. (.2 to .1)	\$14,775	\$0	\$14,840	\$13,730
GRANTS COORD. (.4 to .3)	13,631	10,457	15,200	16,610
REHAB. COORD. (.35 to .25)	18,700	18,717	18,780	19,930
ADMIN. ASSISTANT II (.1)	3,944	3,948	3,960	4,200
IMRF/FICA	9,401	8,963	10,870	11,960
LONGEVITY	1,231	1,570	1,580	2,470
EMPLOYEE INSURANCE	6,602	6,341	9,560	8,030
SUBTOTAL,	\$68,284	\$49,996	\$74,790	\$76,930
HOUSING REHAB (WHOLE HOUSE)	114,869	46,856	129,798	0
HOUSING REHAB (C.O.)	13,610	49,131	60,131	0
PROGRAM DELIVERY	0	0	0	0
REDEVELOPMENT PROGRAMS	0	0	0	0
REDEVELOPMENT PROGRAMS C.O.	0	0	16,494	0
LAKESIDE TERRACE CUM. C.O.	0	0	0	0
CWIT, NEW CONST., C.O.	0	0	0	0
HOMEBUILDER BLITZ, C.O.	0	29,998	29,998	0
D/P INITIATIVE PROGRAM	0	0	0	0
UNPROGRAMMED CARRYOVER	0	0	1,676	0
KERR AVE. DEVELOPMENT C.O.	0	0	67,211	0
ECO LAB PASSIVE SOLAR 05-06	0	0	0	0
TBRA, CARRYOVER	0	0	0	0
CRYSTALVIEW/LAKESIDE 06-07	0	0	0	0
KERR AVE. 08-09 SUSTAIN.	0	0	14,550	0
URBANA CONSORTIUM ONOBLIG.	0	0	27,819	0
CRYSTALVIEW/LAKESIDE 06-07	42,908	5,000	5,000	0
CRYSTALVIEW/LAKESIDE C.O.	65,000	15,000	15,000	0
ASPEN COURT RENTAL REHAB.	0	0	164,989	0
CASH MATCH CARRYOVER	0	0	31,957	0
SUBTOTAL,	\$236,387	\$145,985	\$564,623	\$0
SUBTOTAL, CITY URBANA	\$304,671	\$195,981	\$639,413	\$76,930

## Supplementary Expenditure Report

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### SUPPORTIVE HOUSING FUND EXPENDITURE DETAIL

	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13
ADMINISTRATION PROGRAM:				
PERSONNEL:				
GRANTS COORDINATOR (.05)	\$2,327	\$2,340	\$2,340	\$2,340
LONGEVITY PAY	140	30	30	30
IMRF/FICA	426	430	430	430
EMPLOYEE INSURANCE	288	300	300	300
TOTAL, PERSONNEL	\$3,181	\$3,100	\$3,100	\$3,100
SUPPLIES:				
OFFICE SUPPLIES	\$0	\$45	\$45	\$45
TOTAL, SUPPLIES	\$0	\$45	\$45	\$45
CONTRACTUAL:				
TRAVEL AND CONFERENCE	\$0	\$0	\$0	\$0
AUDIT	0	0	0	0
POSTAGE	0	0	0	0
TOTAL, CONTRACTUAL	\$0	\$0	\$0	\$0
TOTAL ADMINISTRATION	\$3,181	\$3,145	\$3,145	\$3,145



**URBANA FREE LIBRARY  
BUDGET ANALYSIS**

	2011-12	2012-13	DIFF	%
SALARIES	\$ 2,776,361	\$ 2,904,709	\$ 128,348	4.6%
SUPPLIES	416,103	416,103	-	0.0%
CONTRACTUAL	488,719	481,794	(6,925)	-1.4%
SUBTOTAL	\$ 3,681,183	\$ 3,802,606	\$ 121,423	3.3%
EQ. & VEH.	100,293	107,183	6,890	6.9%
TOTAL	\$ 3,781,476	\$ 3,909,789	\$ 128,313	3.4%
<b>PERSONNEL:</b>				
SALARIES-SALARIED	1,645,894	1,733,457	87,563	5.3%
SALARIES-HOURLY	512,325	498,812	(13,513)	-2.6%
SUBTOTAL	2,158,219	2,232,269	74,050	3.4%
EMPLOYEE HEALTH INS.	245,542	259,510	13,968	0.8%
IMRF	372,600	412,930	40,330	7.9%
SUBTOTAL	2,776,361	2,904,709	128,348	4.6%
<b>SUPPLIES:</b>				
BOOKS/MATERIALS	416,103	416,103	-	0.0%
	-	-	-	0.0%
SUBTOTAL	416,103	416,103	-	0.0%
<b>CONTRACTUAL:</b>				
CENTRAL COSTS	488,719	481,794	(6,925)	-1.4%
OTHER	-	-	-	#DIV/0!
SUBTOTAL	488,719	481,794	(6,925)	-1.4%

## Supplementary Expenditure Report

### URBANA FREE LIBRARY (CONTINUED)

	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
ADMINISTRATION-WAGES:					
SALARIED:					
EX. DIRECTOR	\$ 94,741	\$ 94,749	\$ 98,034	\$ 100,968	3.0%
ASSOC. DIRECTOR	76,993	77,038	79,715	82,104	3.0%
I/T MGR.	58,460	49,362	60,498	62,317	3.0%
OFFICE MGR.	46,600	46,612	48,217	49,672	3.0%
GRAPHIC ARTIST	52,025	52,759	55,645	58,117	4.4%
SUBTOTAL, SALARIED	\$ 328,819	\$ 320,520	\$ 342,109	\$ 353,178	3.2%
HOURLY	2,155	1,207	15,662	2,585	-83.5%
SUBTOTAL, ADMIN.	\$ 330,974	\$ 321,727	\$ 357,771	\$ 355,763	-0.6%
ADULT DEPT.:					
BOOKS AND MATERIALS	\$ 267,151	\$ 268,820	\$ 270,293	\$ 270,293	0.0%
WAGES:					
SALARIED:					
ADULT DIRECTOR	\$ 66,436	\$ 29,978	\$ 63,471	\$ 68,101	7.3%
LIBRARIAN, F-T	207,543	209,493	186,520	205,295	10.1%
LIBRARIAN, P-T	62,563	48,944	29,524	30,412	3.0%
SUBTOTAL, SALARIED	\$ 336,542	\$ 288,415	\$ 279,515	\$ 303,808	8.7%
HOURLY	76,151	75,279	78,568	64,946	-17.3%
SUBTOTAL, ADULT WAGES	\$ 412,693	\$ 363,694	\$ 358,083	\$ 368,754	3.0%
SUBTOTAL, ADULT	\$ 679,844	\$ 632,514	\$ 628,376	\$ 639,047	1.7%
CHILDREN'S DEPT.:					
BOOKS AND MATERIALS	\$ 78,083	\$ 80,699	\$ 78,074	\$ 78,074	0.0%
WAGES:					
SALARIED:					
CHILD DIRECTOR	\$ 66,434	\$ 45,986	\$ 60,826	\$ 65,377	7.5%
LIBRARIAN, F-T	111,281	111,306	115,152	118,616	3.0%
LIBRARIAN, P-T	88,274	89,358	94,817	98,839	4.2%
SUBTOTAL, SALARIED	\$ 265,989	\$ 246,650	\$ 270,795	\$ 282,832	4.4%
HOURLY	52,455	62,757	49,870	51,153	2.6%
SUBTOTAL, CHILD. WAGES	\$ 318,444	\$ 309,407	\$ 320,665	\$ 333,985	4.2%
SUBTOTAL, CHILDREN'S	\$ 396,527	\$ 390,106	\$ 398,739	\$ 412,059	3.3%
ARCHIVES DEPT.:					
BOOKS AND MATERIALS	\$ 24,149	\$ 22,184	\$ 25,136	\$ 25,136	0.0%
WAGES:					
SALARIED:					
ARCHIVES DIRECTOR	\$ 63,879	\$ 61,937	\$ 66,117	\$ 70,827	7.1%
LIBRARIAN, F-T	104,842	107,001	112,938	116,335	3.0%
LIBRARIAN, P-T	15,304	16,020	18,318	20,281	10.7%
SUBTOTAL, SALARIED	\$ 184,025	\$ 184,958	\$ 197,373	\$ 207,443	5.1%
HOURLY	41,528	33,741	35,654	37,834	6.1%
SUBTOTAL, ARCH. WAGES	\$ 225,553	\$ 218,699	\$ 233,027	\$ 245,277	5.3%
SUBTOTAL, ARCHIVES	\$ 249,702	\$ 240,883	\$ 258,163	\$ 270,413	4.7%

URBANA FREE LIBRARY (CONTINUED)

	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	% CHG.
MAINTENANCE DEPT.-WAGES:					
SALARIED-CUSTODIAN	\$ 36,783	\$ 36,791	\$ 38,061	\$ 39,208	3.0%
HOURLY	10,750	1,773	2,698	2,698	0.0%
SUBTOTAL, MAINTENANCE	\$ 47,533	\$ 38,564	\$ 40,759	\$ 41,906	2.8%
ACQUISITIONS DEPT.-WAGES:					
SALARIED:					
ACQUISITIONS MGR.	\$ 47,992	\$ 48,007	\$ 52,694	\$ 55,907	6.1%
CLERK, F-T	73,564	73,582	78,416	80,766	3.0%
CLERK, P-T	37,230	38,038	43,468	45,782	5.3%
SUBTOTAL, SALARIED	\$ 158,786	\$ 159,627	\$ 174,578	\$ 182,455	4.5%
HOURLY	48,023	38,536	60,963	62,916	3.2%
SUBTOTAL, ACQUISITIONS	\$ 206,809	\$ 198,163	\$ 235,541	\$ 245,371	4.2%
CIRCULATION DEPT.-WAGES:					
SALARIED:					
CIRCULATION MGR.	\$ 61,308	\$ 63,869	\$ 66,117	\$ 68,101	3.0%
ASST. CIRC. MGR.	44,806	44,819	48,217	49,672	3.0%
CLERK, F-T	68,470	65,224	67,860	73,002	7.6%
CLERK, P-T	130,668	145,855	161,269	173,758	7.7%
SUBTOTAL, SALARIED	\$ 305,252	\$ 319,767	\$ 343,463	\$ 364,533	6.1%
HOURLY	196,499	203,084	226,903	232,158	2.3%
SUBTOTAL, CIRCULATIONS	\$ 501,751	\$ 522,851	\$ 570,366	\$ 596,691	4.6%
CAFÉ DIVISION-WAGES:					
MATERIALS	\$ -	\$ -	\$ 42,600	\$ 42,600	0.0%
WAGES:					
LEAD BARISTA	\$ -	\$ -	\$ -	\$ 19,227	
BARISTA HR.	-	-	42,007	25,295	-39.8%
SUBTOTAL, WAGES	\$ -	\$ -	\$ 42,007	\$ 44,522	6.0%
SUBTOTAL, CAFÉ	\$ -	\$ -	\$ 84,607	\$ 87,122	3.0%

Supplementary Expenditure Report

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

	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13
100				
METER MAINT. TECH. II	\$47,215	\$63,100	\$43,120	\$45,730
METER MAINT. TECH. I	39,300	40,280	40,690	43,160
SEASONAL PAINTER	22,090	22,265	20,260	22,900
OVERTIME	8,794	4,913	130	1,000
LONGEVITY	8,741	7,380	6,710	7,530
EMPLOYEE INSURANCE	14,620	15,590	16,500	19,800
I.M.R.F. PENSION/FICA	22,100	24,350	24,350	27,030
TOTAL PERSONNEL	\$162,860	\$177,878	\$151,760	\$167,150
200				
OFFICE SUPPLIES	\$136	\$711	\$210	\$210
PAINT	2,362	411	3,270	3,270
LANDSCAPE MATERIALS	7,088	7,448	7,700	7,700
SMALL TOOLS	455	398	520	520
PARKING PERMITS	2,492	1,008	2,080	2,080
ASPHALT	700	700	700	700
METERS AND SIGNS	4,514	7,766	7,720	7,720
SALT	8,320	8,320	8,320	8,320
SNOW BLADES	0	333	120	120
METER PARTS	195	3,548	3,530	3,530
TOTAL SUPPLIES	\$26,262	\$30,643	\$34,170	\$34,170
300				
TRANSFER, SUPPORT SERV.	\$153,710	\$176,750	\$194,430	\$204,150
REIMB., GEN. FUND ARBOR PERSONNEL	59,090	62,050	68,260	71,670
DUES AND SUBSCRIPTIONS	520	305	700	700
TRAINING AND EDUCATION	0	1,562	2,080	2,080
CELLUAR PHONE/PAGING	272	276	400	400
UNIFORM RENTAL	386	584	620	620
CDL LICENSE	50	50	60	60
METER REFINISHING	1,248	3,832	3,530	3,530
ART IN PARK SPECIAL MAINTENANCE	2,203	680	4,000	4,000
REFUSE COLLECTION	10,366	11,683	11,310	11,310
VEHICLE SERVICES	68,243	66,670	105,190	110,600
PLOW REPAIR	2,753	3,016	2,240	2,240
MAINT., HANDHELD WRITERS	8,910	7,235	6,410	6,500
BANK FEES, COIN SORTING	3,219	3,120	4,500	4,500
UTILITIES	12,000	22,000	22,000	22,000
EQUIPMENT RENTAL	0	0	1,000	1,000
CITY INSURANCE	8,630	8,630	8,630	9,490
TRANSFER, WORKER'S COMP.	3,750	3,750	3,750	3,940
CITY TELEPHONE	650	650	650	720
TOTAL CONTRACTUAL	\$336,000	\$372,843	\$439,760	\$459,510
400				
APPURTENANCES	\$91	\$0	\$74,588	\$16,100
TICKET WRITERS & SOFTWARE	56,800	0	0	0
BOOT DEVICES	1,973	0	0	0
POST STRAIGHTENER	562	0	0	0
TOTAL CAPITAL	\$59,426	\$0	\$74,588	\$16,100
PROGRAM TOTAL	\$584,548	\$581,364	\$700,278	\$676,930

**MOTOR VEHICLE PARKING SYSTEM FUND  
PARKING GARAGE**

	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13
100				
PART-TIME	\$38,760	\$39,865	\$39,530	\$40,720
OVERTIME	1,485	0	2,350	2,350
LONGEVITY PAY	1,453	1,839	2,000	2,000
I.M.R.F. PENSION/FICA	6,070	6,690	6,690	7,430
TOTAL 100	\$47,768	\$48,394	\$50,570	\$52,500
200				
TICKETS	\$1,274	\$1,274	\$700	\$700
PAINT	620	0	620	620
MISC. SUPPLIES	1,491	1,083	2,680	2,680
LANDSCAPE MATERIALS	3,158	3,090	3,270	3,270
SIGNS	530	0	530	530
SNOW ABATEMENT MATERIALS	3,200	0	2,370	2,370
TOTAL 200	\$10,273	\$5,447	\$10,170	\$10,170
300				
TRANSFER, SUPPORT SERV.	\$24,310	\$27,960	\$30,760	\$32,300
SERVICE CONTRACTS	5,773	5,379	3,770	3,770
TRAINING AND EDUCATION	0	520	520	520
STRUCTURAL MAINT.	0	795	3,120	3,120
UNIFORM RENTAL	710	710	710	710
VEHICLE SERVICES	1,066	640	1,700	1,700
SPECIAL VANDALISM	0	0	2,080	2,080
UTILITIES	23,400	33,400	33,400	33,400
ADVERTISING	166	0	830	830
CITY INSURANCE	8,630	8,630	8,630	9,490
TRANSFER, WORKER'S COMP.	1,740	1,740	1,740	1,830
TOTAL 300	\$65,795	\$79,774	\$87,260	\$89,750
400				
ENTRANCE/EXIT GATES	44,195	1,181	0	0
ATTENDANT BOOTH	0	0	10,241	0
TOTAL 400	\$44,195	\$1,181	\$10,241	\$0
PROGRAM TOTAL	\$168,031	\$134,796	\$158,241	\$152,420

Supplementary Expenditure Report

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**FARMER'S MARKET  
DETAIL EXPENSES**

	<b>ACTUAL 2009-10</b>	<b>ACTUAL 2010-11</b>	<b>PROJ. 2011-12</b>	<b>BUDGET 2012-13</b>
PART-TIME PERSONNEL FALL	\$4,610	\$4,800	\$9,400	\$5,300
PART-TIME PERSONNEL SPRING	1,583	3,880	4,500	2,600
ADMIN. SALARY	8,720	17,960	32,702	38,310
SUPPLIES, FALL	1,131	339	300	1,000
SUPPLIES, SPRING	1,178	1,727	2,700	2,000
EL. IMPROVEMENTS	0	25,382	0	0
INSPECTION FEE	0	0	600	0
CREDIT CARD FEES, FALL	0	1,513	2,000	2,000
CREDIT CARD FEES, SPRING	817	1,000	2,000	2,000
LINKUP COSTS (GRANT)	0	0	10,000	0
LIABILITY INSURANCE	4,030	0	3,812	4,120
CARRYOVER COSTS	0	0	0	65,657
PROMOTION, GRANT	0	9,193	0	0
PROMOTION FALL	11,970	4,587	0	14,390
PROMOTION SPRING	7,368	6,919	34,820	21,030
<b>TOTAL</b>	<b>\$41,407</b>	<b>\$77,300</b>	<b>\$102,834</b>	<b>\$158,407</b>

