



1833—2013

Fiscal Year 2013-2014

# Annual Budget



# **City of Urbana Budget Fiscal Year 2013-2014**

**Mayor:**

**Laurel Prussing**

**City Clerk:**

**Phyllis D. Clark**

**Council Members:**

**Charles A. Smyth**

**Eric Jakobsson**

**Carol Ammons**

**Bill Brown**

**Dennis Roberts**

**Michael Madigan**

**Diane W. Marlin**

**Comptroller:**

**William DeJarnette**

# Table of Contents

---

Mayor's Message .....	1
Adopting Ordinance .....	5
Staff Missions and Principles.....	7
General Information:	
Organization Structure - Program Budgeting .....	9
Organizational Chart .....	12
Financial and Accounting Information .....	13
Summaries:	
Revenues, Expenses and Fund Balances,	
All Funds Summary .....	15
Operating Funds Summary .....	17
Personnel Summary.....	18
Budget Expenditure Summaries.....	22
Revenue Analysis:	
General Description of All City Revenue .....	25
Revenue Details and Projections, General Operating Funds...	38
Expenditures Detail and Program Narrative:	
General Fund:	
Urbana City Council.....	41
Executive Department.....	43
Finance Department .....	49
City Clerk .....	57
Police Department .....	59
Fire Rescue Services Department .....	69
Public Works Department .....	73
Community Development Services Department .....	97
Special Funds:	
Special Funds That Support General Operations	
(Social Service Agencies, Equipment Services, Vehicle	
And Equipment Replacement, Landscape Recycling	
Center, U-Cycle, Retained Risk, Cable T.V., Police	
Area Records Management and Public Arts).....	107
Community Development Special Funds .....	119
Tax Increment Financing District Funds.....	127
Urbana Free Library.....	133
Motor Vehicle Parking System.....	137
Capital Improvement Funds.....	141
Reserve Funds .....	149
Pension Funds.....	153





**Office of the Mayor  
Laurel Lunt Prussing**

400 S. Vine Street  
Urbana, IL 61801  
(217) 384-2456  
FAX (217) 384-2456  
llprussing@urbanaininois.us

May 17, 2013

## **Mayor's Message**

---

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

#### **We Survived the Great Recession**

This proposed budget for the fiscal year beginning July 1, 2013 through June 30, 2014 is once again a cautious approach for managing in uncertain times. We lost revenue from the Great Recession since 2008 and have yet to get back to our 2007 revenue levels for sales tax and income tax. On top of that we have an unprecedented decrease in our assessed valuation. Now we face an even greater problem—a new state law that allows hospitals to stop paying property taxes.

We survived the recession and unlike most cities, managed to maintain basic public services without layoffs or furloughs. Mayor, Council and staff worked together to carefully balance the budget by trimming spending and finding additional revenue.

#### **An Even Bigger Challenge:**

##### **If Hospitals Don't Pay Their Fair Share, Everyone Else Picks Up the Burden.**

Now we face an even bigger challenge, not only to next year's budget, but to the future of the city. A new state law allows hospitals exemption from property taxes in exchange for providing charity care. The definition of charity care was stretched beyond recognition by the hospital industry in this new law. Most hospitals are also exempt from state and federal income tax because they are called non-profits. In fact many—including the two in Urbana—make profits far above other businesses.

Carle Hospital tax exemptions slash 11% of our assessed valuation from the tax rolls. This effectively shifts Carle's property tax burden to all other businesses and residents of Urbana. It will increase tax rates 11% for all Urbana taxing districts and put us in a downward spiral, unable to compete for business and residents. If the other Urbana hospital files for exemption the impact in lost assessed value and the increase in tax rates will be 13%. This is clearly an unsustainable situation for Urbana and we will do everything possible to get the hospitals to pay their fair share.

Urbana is a small community with two regional hospitals and the impact on us is clearly unsustainable. Urbana may be the most disproportionately impacted community in Illinois from this law. Consider the following:

## Mayor's Message

---

Carle Hospital serves a region of 1.2 million people in 25 counties in Illinois and Indiana. Urbana's population of 41,250 is only 3% of that region. However, because 83% of Carle's property is in Urbana, we will be hit far more severely than any other community.

More detail about the Carle problem is on our website.

### **Overview of the 2013-2014 Budget**

Our operating budget for next year is down 5.3% from this year, primarily due to the cut in Community Development funds from the federal government. Budgets in the General Fund have been held to this year's levels. However, because an unusually high number of long-term capital projects are planned for next year, the total spending increase is almost 25% -- including Olympian Drive at \$7.5 million and the Boneyard Creek project at \$5.2 million. Because most governments are not investing in capital projects now, we are getting very good prices on the bids we have solicited for road projects this year. We are getting excellent value for our money on projects we planned (and accumulated funds for) years in advance--primarily financed by state and federal money or TIF funds (tax increment finance district funds).

Our major sources of General Fund revenues (sales tax and income tax) are still below where they were in 2007 before the brunt of the recession. Our property tax dollars have been held constant in the face of declining property values. Last year, for the first time in memory, our assessed valuation declined. Again, this year our total assessed value declined for taxes collectible in June and September 2013 (half of which are collected in the current fiscal year and half in the projected budget for 2013-2014). On top of that we were hit with an additional surprise reduction in Carle taxes, \$360,000 more than what we had anticipated after the new law passed last June. Before the latest Carle surprise, the Council had responded to the then known decline in property values by voting to keep the dollar amount of the tax levy constant thereby raising the tax rate slightly (from \$1.31 per \$100 assessed value to \$1.355--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 first initiated a 2 cents per gallon local motor fuel tax and then raised it to 4 cents to match Champaign after they also instituted such a tax. We also have instituted a 1% tax on packaged liquor and 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.

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

Employee health insurance costs are up 15%, an increase of \$344,060. Costs of health insurance are higher in Champaign County than in Chicago, apparently due to the monopoly in our midst.

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 local street maintenance.



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:

METCAD, the police and fire dispatch system shared by major governments in Champaign County, is increasing member fees 17%, following an 18% increase last year. This is because its funding system was based on a charge for land-based telephones. As more and more people switch to cell phones, revenues decline. Continued efforts to get a new funding system passed through the legislature are essential.

The threatened closure of the Police Training Institute at the University of Illinois last year would have been a major blow to our training for Urbana police officers and for other cities around the state. This loss of an excellent local academy would have added to our costs. However, working with University of Illinois President Bob Easter and our legislators, Representative Naomi Jakobsson, then-Representative (now Senator) Chapin Rose and Senator Mike Frerichs, we were able to keep the Institute open.

**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. In order to succeed, indeed, in order to survive, we will need to get the hospitals to pay their fair share.

This budget for next year 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 20<sup>th</sup> and Monday, June 3. A public hearing will be held in the City Council Chambers on Monday, June 17<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

---

ORDINANCE NO. 2013-\_\_\_\_\_

AN ORDINANCE  
APPROVING THE ANNUAL BUDGET

---

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

WHEREAS, the proposed Annual Budget for the City of Urbana for the fiscal year beginning July 1, 2013, and ending June 30, 2014, 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 3, 2013, 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 2013-14, 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, 2013, and ending June 30, 2014.

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

**Adopting Ordinance**

---

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

AYES:

NAYS:

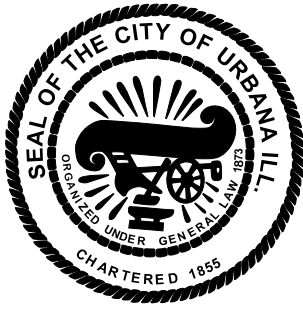
ABSTAINED:

PASSED by the City Council this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

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

APPROVED by the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

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



# Staff Mission And Principles

## Our Mission

---

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

Our staff is committed to:

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

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

### **Vision**

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

### **Responsibility**

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

### **Mutual Understanding**

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

### **Integrity**

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

### **Creative Cooperation/Collaboration**

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

### **Mutual Benefit/Safety**

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

### **Progress**

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

*January 2002*



# General Information:

---

## Organization Structure - Program Budgeting

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

- City Council
- Executive Department
  - Administration
  - Legal
  - Human Relations
  - 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

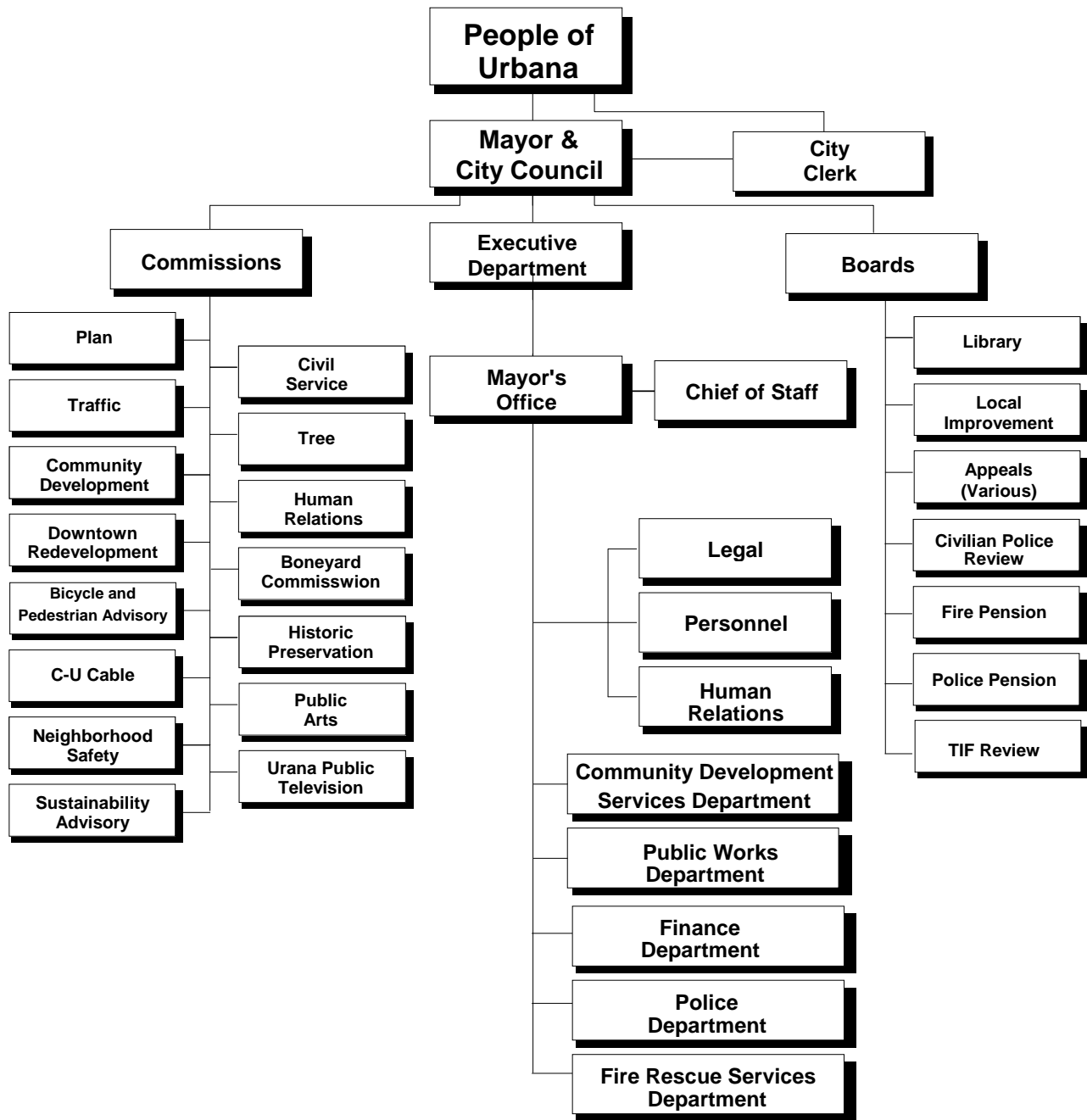
---

- 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**

---

## 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 2013-14 is the proposed amount to be levied in December

## General Information

---

2013 and collected by the City approximately ½ in June of 2014 and ½ in Jul-Sep. 2014. 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

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

	2011-12	2012-13	% CHG.	2013-14	% CHG.	% CHG.
FUND BAL., BEG. YEAR	\$23,709,705	\$22,844,858		\$20,438,899		2 Yr. Ave
<b>REVENUES, PER DETAIL</b>						
<b>IN REVENUES SECTION</b>	\$48,515,923	\$56,089,777	15.6%	\$67,288,814	20.0%	17.8%
<b>EXPENSES:</b>						
<b>POLICE</b>	\$8,658,149	\$9,500,830	9.7%	\$9,755,090	2.7%	6.2%
<b>FIRE</b>	6,998,624	7,596,610	8.5%	7,740,340	1.9%	5.2%
<b>PUBLIC WORKS</b>	6,180,381	7,223,000	16.9%	7,283,850	0.8%	8.9%
<b>EXECUTIVE</b>	1,318,832	1,524,960	15.6%	1,551,500	1.7%	8.7%
<b>FINANCE</b>	1,344,770	1,526,620	13.5%	1,552,290	1.7%	7.6%
<b>COMMUNITY DEVELOPMENT</b>	1,346,361	1,616,300	20.0%	1,647,380	1.9%	11.0%
<b>CD PROGRAMS (1)</b>	1,787,778	4,120,874	130.5%	1,633,733	-60.4%	35.1%
<b>ECONOMIC DEVELOPMENT</b>	2,794,208	2,310,317	-17.3%	2,217,273	-4.0%	-10.7%
<b>HIST.LINCOLN LANDMARK (2)</b>	493,425	294,998	-40.2%	200,000	-32.2%	-36.2%
<b>CITY CLERK</b>	214,979	240,590	11.9%	242,120	0.6%	6.3%
<b>LIBRARY</b>	3,723,971	3,918,389	5.2%	4,003,875	2.2%	3.7%
<b>CITY COUNCIL</b>	49,118	53,690	9.3%	53,970	0.5%	4.9%
<b>HOME RECYCLING (3)</b>	527,608	670,220	27.0%	635,900	-5.1%	11.0%
<b>LANDSCAPE RECYCLING</b>	545,254	879,623	61.3%	701,172	-20.3%	20.5%
<b>PARKING SYSTEM</b>	1,574,984	2,511,576	59.5%	1,668,220	-33.6%	12.9%
<b>POLICE RECORDS MGT.</b>	100,583	113,350	12.7%	115,110	1.6%	7.1%
<b>PUBLIC TELEVISION</b>	153,192	179,450	17.1%	179,450	0.0%	8.6%
<b>SOCIAL SERVICES</b>	289,425	342,701	18.4%	321,500	-6.2%	6.1%
<b>TIF SURPLUS/GOVT. PAYMENTS</b>	253,950	262,117	3.2%	272,600	4.0%	3.6%
<b>DEBT SERVICE, BONEYARD (4)</b>	0	-	-	928,270	-	0.0%
<b>PUBLIC ARTS PROGRAM</b>	178,345	444,070	149.0%	238,690	-46.2%	51.4%
<b>SUBTOTAL BEFORE EQ.</b>						
<b>PURCHASES &amp; CAP. IMPR.</b>	\$38,533,937	\$45,330,285	17.6%	\$42,942,333	-5.3%	6.2%
<b>CAPITAL IMPROVEMENTS</b>	5,654,746	10,881,470	92.4%	19,270,310	77.1%	84.8%
<b>OLYMPIAN DR. IMPR. (5)</b>	169,802	260,000	53.1%	7,458,000	2768.5%	1410.8%
<b>BIG BROADBAND CONST. (5)</b>	4,320,098	1,894,732	-56.1%	0	-100.0%	-78.1%
<b>BONEYARD IMPR. (4)</b>	730,260	742,680	1.7%	5,198,425	600.0%	300.8%
<b>EQUIPMENT PURCHASES</b>	(28,073)	1,049,513	0.0%	151,959	-85.5%	0.0%
<b>TOTAL EXPENSES</b>	\$49,380,770	\$60,158,680	21.8%	\$75,021,027	24.7%	23.3%
<b>LESS AMOUNTS NOT SPENT</b>		(1,662,944)		(1,662,944)		
<b>NET EXPENSES</b>	\$49,380,770	\$58,495,736	18.5%	\$73,358,083	25.4%	21.9%
<b>FUND BALANCE, END YR (6)</b>	\$22,844,858	\$20,438,899		\$14,369,630		

## Summaries

---

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 up due to movement of leaf pickup.
4. Debt service on boneyard borrowing, 1<sup>st</sup> payment in FY13-14.
5. Olympian Drive, Big Broadband, and Boneyard Improvements began in FY11-12.
6. Fund balance has decreased from \$22.8 million at the end of FY10-11 to \$14.4 million due to significant capital improvements projects in the last 3 years.

## OPERATING FUNDS SUMMARY

	ACTUAL 2011-12	BUDGET 2012-13	PROJECTED 2012-13	BUDGET 2013-14	% CHANGE
<b>REVENUES AND TRANSFERS IN: CITY, PER DETAIL INCLUDED</b>					
<b>IN REVENUES SECTION</b>	\$24,009,649	\$24,622,790	\$24,919,524	\$26,032,710	4.5%
PROPERTY TAX	7,710,528	7,710,528	7,710,528	7,346,938	
LESS CARLE/OVER LEVY	(468,380)	(468,380)	(468,380)	(468,380)	
<b>NET PROP. TAX REV.</b>	\$7,242,148	\$7,242,148	\$7,242,148	\$6,878,558	-5.02%
<b>TOTAL, REVENUES &amp; PROP. TAX</b>	\$31,251,797	\$31,864,938	\$32,161,672	\$32,911,268	2.33%
<b>BUDGET EXPENSES:, GEN. FUND:</b>					
CITY COUNCIL	49,842	53,690	53,690	53,970	0.5%
EXECUTIVE	1,318,832	1,524,960	1,524,960	1,551,500	1.7%
FINANCE	1,344,770	1,526,620	1,526,620	1,552,290	1.7%
CITY CLERK	214,979	240,590	240,590	242,120	0.6%
POLICE	8,658,149	9,500,880	9,500,880	9,755,090	2.7%
FIRE RESCUE	6,998,624	7,596,610	7,596,610	7,740,340	1.9%
PUBLIC WORKS	6,180,381	7,223,000	7,223,000	7,283,850	0.8%
COMMUNITY DEVELOPMENT	1,346,361	1,616,300	1,616,300	1,647,380	1.9%
<b>SUBTOTAL, BEFORE TRANSFERS</b>	\$26,111,938	29,282,650	\$29,282,650	\$29,826,540	1.9%
<b>RECURRING TRANSFERS OUT:</b>					
TRANSFER, SOCIAL SERVICES	185,600	204,400	204,400	210,530	3.0%
TRANSFER, UPTV P.E.G. FUND	140,821	146,630	146,630	152,500	4.0%
TRANSFER, UNEMPLOYMENT COMP.	27,816	32,100	32,100	32,100	0.0%
DEV. AGREEMENT/ANNEXATIONS PAYMT	43,926	50,000	50,000	50,000	0.0%
DEV. AGREEMENT/ANNEXATIONS MEIJER	-	20,000	20,000	150,000	650.0%
TRANSFER, LIBRARY CASH FLOW	19,784	71,395	71,395	63,392	-11.2%
TRANSFER LIBRARY, I.M.R.F.	380,444	421,530	421,530	476,400	13.0%
TRANSFER, CAP. IMPR. FUND	858,400	858,400	858,400	858,400	0.0%
<b>TOTAL GEN. FUND EXPENSES</b>	\$27,768,729	\$31,087,105	\$31,087,105	\$31,819,862	2.4%
LIBRARY FUNDING, PROP. TAX	2,956,499	3,042,430	3,042,430	3,088,070	1.5%
<b>TOTAL OPERATING EXPENSES</b>	30,725,228	34,129,535	34,129,535	34,907,932	2.3%
<b>AMOUNT UNSPENT /UNDER BUDGET, REG.</b>	0	1,384,344	1,384,744	1,384,744	
<b>AMOUNT UNSPENT BUDGET , NON-REC.</b>	413,966	140,260	140,260	0	
<b>REV. OVER (UNDER) EXPENSES, END YEAR</b>					
	940,535	(739,993)	(442,859)	(611,920)	
<b>NON-RECURRING CARRYOVER, PREV. YEAR</b>					
	162,022	1,711,239	1,711,239	1,268,380	
<b>NON-RECURRING, TRANSFERS TO:</b>					
CARLE HOSPITAL ADDN FEES	608,682	0	0	0	
<b>CARRYOVER, END YEAR</b>	\$1,711,239	\$971,246	\$1,268,380	\$656,460	

**PERSONNEL SUMMARY (AUTHORIZED POSITIONS)**

**EXECUTIVE DEPARTMENT:**

<b>FULL-TIME POSITIONS:</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</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
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>13.00</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>13.00</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>

**FINANCE DEPARTMENT:**

<b>FULL-TIME POSITIONS:</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</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>				
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
<b>SUBTOTAL, PART-TIME</b>	<b>0.25</b>	<b>0.25</b>	<b>0.25</b>	<b>0.25</b>
<b>FINANCE DEPARTMENT TOTAL</b>	<b>18.25</b>	<b>18.25</b>	<b>18.25</b>	<b>18.25</b>



**CITY CLERK'S OFFICE:**

<b>FULL-TIME POSITIONS:</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</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>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</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	3	3	3	3
<b>SUBTOTAL, FULL-TIME</b>	<b>70.00</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	1.50	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>6.75</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>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</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>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</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	1.00	1.00	1.00
CITY ARBORIST	1.00	1.00	1.00	1.00
FORESTRY SUPERVISOR	1.00	0.00	0.00	0.00
ARBOR SUPERVISOR	1.00	1.00	1.00	1.00
LANDSCAPE TECHNICIAN	3.00	3.00	3.00	3.00
EQUIPMENT OPERATOR	10.00	11.00	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	8.00	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	2.00	3.00	3.00
CIVIL ENGINEER	3.00	3.00	3.00	3.00
PROJECT COORDINATOR	1.00	0.00	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	1.00	1.00	1.00
METER MAINT. TECHNICIAN I	0.00	1.00	1.00	1.00
<b>SUBTOTAL, FULL-TIME</b>	<b>64.00</b>	<b>64.00</b>	<b>65.00</b>	<b>65.00</b>
<b>PART-TIME POSITIONS:</b>				
BIG BROADBAND/B.YARD TECH.	0.00	1.00	1.00	1.00
ARBOR SEASONAL/LABOR	4.54	4.54	4.54	5.18
L.R.C. SEASONAL/LABORERS	1.75	1.75	1.75	1.58
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 TECH./INTERN	1.35	1.35	1.35	1.85
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>17.63</b>	<b>17.63</b>	<b>18.60</b>
<b>PUBLIC WORKS DEPARTMENT TOTAL</b>	<b>80.63</b>	<b>81.63</b>	<b>82.63</b>	<b>83.60</b>

**COMMUNITY DEVELOPMENT DEPARTMENT:**

<b>FULL-TIME POSITIONS:</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</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	1.00	1.00	1.00
MARKETING COORDINATOR	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>23.00</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	0.00	0.00	0.00
EC DEV. SPEC.	0.00	0.60	0.60	0.75
CD INTERN	0.30	0.30	0.30	0.30
<b>SUBTOTAL, PART-TIME</b>	<b>1.80</b>	<b>1.65</b>	<b>1.65</b>	<b>1.80</b>
<b>COMMUNITY DEVEL. DEPT. TOTAL</b>	<b>23.80</b>	<b>24.65</b>	<b>24.65</b>	<b>24.80</b>

**CITY TOTAL, BEFORE LIBRARY:**

	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</b>
<b>FULL-TIME POSITIONS</b>	249.00	250.00	251.00	251.00
<b>PART-TIME POSITIONS</b>	25.43	26.28	26.28	27.40
<b>CITY TOTAL (BEFORE LIBRARY)</b>	<b>274.43</b>	<b>276.28</b>	<b>277.28</b>	<b>278.40</b>

**LIBRARY:**

	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</b>
<b>FULL-TIME POSITIONS</b>	23.00	23.00	23.00	23.00
<b>PART-TIME, REG</b>	21.76	23.83	23.83	23.83
<b>PART-TIME, SUBSTITUTE</b>	3.68	3.53	3.62	3.62
<b>LIBRARY TOTAL</b>	<b>48.44</b>	<b>50.36</b>	<b>50.45</b>	<b>50.45</b>

**CITY TOTAL, INCLUDING LIBRARY:**

	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</b>
<b>FULL-TIME POSITIONS</b>	272.00	273.00	274.00	274.00
<b>PART-TIME POSITIONS</b>	50.87	53.64	53.73	54.85
<b>CITY TOTAL (INCLUDING LIBRARY)</b>	<b>322.87</b>	<b>326.64</b>	<b>327.73</b>	<b>328.85</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	\$46,720	0.6%	\$750	0.0%	\$6,500	0.0%	\$0	#DIV/0!	\$53,970	0.5%
EXECUTIVE DEPT.:										
ADMINISTRATIVE	\$304,370	3.5%	\$3,460	0.0%	\$80,480	0.0%	\$8,810	0.0%	\$397,120	2.7%
LEGAL	496,270	3.5%	3,300	0.0%	136,360	0.0%	0	-	635,930	2.7%
HUMAN RELATIONS	141,330	3.0%	1,050	0.0%	30,840	0.0%	0	-	173,220	2.4%
HUMAN RESOURCES	261,010	1.4%	1,200	0.0%	83,020	0.0%	0	-	345,230	1.0%
SUBTOTAL EXECUTIVE	\$1,202,980	3.0%	\$9,010	0.0%	\$330,700	0.0%	\$8,810	0.0%	\$1,551,500	2.3%
FINANCE DEPT.:										
ADMINISTRATION	\$204,790	2.0%	\$6,460	0.0%	\$100,750	0.0%	\$29,140	0.0%	\$341,140	1.2%
PARKING TICKETS, PERMITS & LICENSES	245,320	1.1%	13,500	0.0%	27,530	0.1%	0	-	286,350	0.9%
FINANCIAL SERVICES	238,500	5.5%	27,620	0.0%	61,930	0.0%	0	-	328,050	4.0%
INFORMATION SERVICES	581,920	1.1%	0	#DIV/0!	14,830	0.1%	0	-	596,750	1.1%
TOTAL FINANCE	\$1,270,530	2.1%	\$47,580	0.0%	\$205,040	0.0%	\$29,140	0.0%	\$1,552,290	1.7%
CITY CLERK	\$207,810	0.7%	\$2,880	0.0%	\$29,500	0.2%	\$1,930	0.0%	\$242,120	0.7%
COMMUNITY DEVELOPMENT:										
ADMINISTRATION	\$216,140	3.3%	\$6,830	1.5%	\$52,150	0.0%	\$18,500	0.0%	\$293,620	2.5%
PLANNING AND ZONING	392,590	1.2%	5,100	0.0%	68,270	2.5%	0	-	466,960	1.3%
ECONOMIC DEVELOPMENT	114,810	8.6%	300	0.0%	75,140	3.6%	0	-	190,250	6.6%
NEW CONSTRUCTION	403,520	1.2%	4,380	0.0%	26,040	0.1%	0	-	433,940	1.2%
HOUSING SAFETY	113,270	3.4%	760	0.0%	16,470	4.3%	0	-	130,500	3.5%
MULTIFAMILY SAFETY	111,450	2.2%	750	-34.8%	18,680	17.3%	2,230	0.0%	133,110	3.7%
SUBTOTAL (CD)	\$1,351,780	2.4%	\$18,120	-2.2%	\$256,750	3.1%	\$20,730	0.0%	\$1,647,380	2.4%
POLICE DEPARTMENT:										
ADMINISTRATION	\$472,150	2.4%	\$1,380	187.5%	\$32,110	0.5%	\$289,560	0.0%	\$795,200	1.5%
PATROL	5,637,060	1.8%	21,720	0.0%	809,870	5.4%	0	-	6,468,650	2.3%
CRIMINAL INVEST.	1,206,080	2.4%	1,300	0.0%	120,530	1.2%	0	-	1,327,910	2.3%
SUPPORT SERVICES	548,510	0.9%	27,440	0.0%	162,900	-1.1%	0	-	738,850	0.4%
PARKING ENFORCEMENT	225,840	0.7%	1,230	0.0%	19,410	0.1%	0	-	246,480	0.6%
SCHOOL CROSS GUARD	58,260	0.5%	500	0.0%	2,950	0.3%	0	-	61,710	0.5%
ANIMAL CONTROL	60,740	2.2%	1,000	0.0%	54,550	0.0%	0	-	116,290	1.2%
SUBTOTAL POLICE	\$8,208,640	1.9%	\$54,570	1.7%	\$1,202,320	3.6%	\$289,560	0.0%	\$9,755,090	2.0%
FIRE DEPARTMENT:										
	\$6,789,860	0.7%	\$70,590	0.0%	\$683,040	6.7%	\$196,850	0.0%	\$7,740,340	1.2%
PUBLIC WORKS:										
ADMINISTRATIVE	\$437,000	1.4%	\$10,410	0.0%	\$80,750	0.2%	\$393,080	0.0%	\$921,240	0.7%
URBAN FORESTRY	324,200	-0.4%	4,580	0.0%	80,260	0.6%	0	-	409,040	-0.2%
LANDSCAPE MANAGEMENT	241,040	-5.5%	6,500	0.0%	85,840	-3.1%	0	-	333,380	-4.8%
FACILITY MAINT.	191,520	-0.2%	33,220	0.0%	313,910	1.2%	0	-	538,650	0.6%
CIVIC CENTER	63,430	1.6%	2,140	0.0%	22,020	0.3%	6,030	0.0%	93,620	1.2%
TOOLROOM	65,040	1.7%	29,420	3.5%	24,960	0.0%	0	-	119,420	1.8%
SNOW & ICE REMOVAL	85,130	1.0%	83,280	0.0%	35,910	0.3%	0	-	204,320	0.5%
TRAFFIC CONTROL	211,890	1.4%	48,520	-6.1%	39,460	0.5%	0	-	299,870	0.0%
ST. LIGHTING	309,790	1.5%	84,900	0.0%	226,640	0.1%	0	-	621,330	0.8%
ST. MAINT. & CONST.	919,630	-8.5%	167,060	-8.0%	312,210	0.2%	0	-	1,398,900	-6.7%
SEWER MAINT. & CONST.	451,260	29.1%	47,260	59.7%	107,350	-0.8%	0	-	605,870	24.3%
TRAFFIC SIGNALS	109,090	0.8%	9,550	5.5%	19,590	0.4%	0	-	138,230	1.0%
ROW/TECH. SUPPORT	24,700	2.6%	0	-100.0%	22,590	-6.3%	0	-	47,290	-6.4%
SUBTOTAL, OPN. DIV.	\$2,176,530	1.2%	\$469,990	-0.2%	\$788,710	-0.1%	\$0	-	\$3,435,230	0.7%
ENGINEERING DIV:										
PLANNING AND MAPPING	\$475,240	2.1%	\$2,000	0.0%	\$36,130	0.2%	\$0	-	\$513,370	1.9%
TRANSPORTATION IMPR.	536,330	1.5%	850	0.0%	15,590	0.4%	0	-	552,770	1.5%
SEWER IMPR.	226,720	25.4%	500	0.0%	10,960	0.5%	0	-	238,180	24.0%
SUBTOTAL, ENG. DIV.	\$1,238,290	5.4%	\$3,350	0.0%	\$62,680	0.3%	\$0	-	\$1,304,320	5.1%
ENV. MGT. PLANNING	97,070	1.2%	600	0.0%	40,870	-35.6%	0	-	\$138,540	-13.4%
ENV. CONTROL	67,990	1.7%	600	0.0%	41,240	0.0%	0	-	109,830	1.0%
SUBTOTAL, ENV. CONTROL	\$165,060	1.4%	\$1,200	0.0%	\$82,110	-21.6%	\$0	-	\$248,370	-7.6%
SUBTOTAL PUBLIC WORKS	\$4,837,070	1.8%	\$531,390	-0.2%	\$1,516,280	-1.4%	\$399,110	0.0%	\$7,283,850	0.8%
SUBTOTALS	\$23,915,390	1.6%	\$734,890	0.0%	\$4,230,130	1.7%	\$946,130	0.0%	\$29,826,540	1.5%
PERCENTAGE OF BUDGET	80.18%		2.46%		14.18%		3.17%		100.00%	
TRANSFERS:										
SOCIAL SERVICE AGENCIES	\$0	-	\$0	-	\$210,530	-	\$0	-	\$210,530	-
TRANSFER, PEG TV FUND	0	-	0	-	152,500	-	0	-	152,500	-
UNEMPLOYMENT REIMB.	0	-	0	-	32,100	100.0%	0	-	32,100	-
ANNEXATIONS/REBATES	0	-	0	-	200,000	100.0%	0	-	200,000	-
TRANSFER IMRF, LIB.	0	-	0	-	476,400	-	0	-	476,400	-
TRANSFER, CAP. IMPR.	0	-	0	-	858,400	-	0	-	858,400	-
TRANSFER, LIBRARY CASH	0	-	0	-	71,395	-	0	-	63,392	-
SUBTOTAL, GEN. FUND	\$23,915,390	1.6%	\$734,890	0.0%	\$6,231,455	45.2%	\$946,130	0%	\$31,819,862	7.8%
GEN. FUND SHARE LIBRARY	2,704,067	-5.2%	384,003	0.0%	0	-	0	-	3,088,070	-4.6%
SUBTOTAL, GEN. FUND & LIBRARY	\$26,619,457	0.9%	\$1,118,893	0.0%	\$6,231,455	45.2%	\$946,130	0.0%	\$34,907,932	6.6%
PERCENTAGE OF BUDGET	76.26%		3.21%		17.85%		2.71%		100.00%	

## BUDGET EXPENDITURE SUMMARIES (CONTINUED)

DEPARTMENT	PERSONNEL SERVICES	MATERIALS & SUPPLIES	OPERATIONS & CONTRACTUAL	CAPITAL OUTLAY	SUBTOTAL	
EQUIPMENT SERVICES	\$411,720	\$662,270	\$163,270	\$0	\$1,237,260	-5.5%
SOCIAL SERVICES	0	0	321,500	0	321,500	1.5%
LANDSCAPE RECYCLING	356,700	97,000	200,430	47,042	701,172	-20.3%
UCYCLE	63,600	4,500	567,800	0	635,900	-5.1%
VEH./EQ. REPL.	0	0	0	1,034,399	1,034,399	-11.1%
VEH./EQ. REPL., POLICE SUPPL.	0	0	144,420	0	144,420	-14.8%
CABLE T.V. P.E.G.	140,980	5,000	9,470	24,000	179,450	0.0%
POLICE RECORDS PROG.	103,930	0	11,180	0	115,110	1.6%
RETAINED RISK	0	0	755,100	0	755,100	0.0%
PUBLIC ARTS	58,990	700	179,000	0	238,690	3.0%
C.D.B.G.	184,658	1,000	201,761	0	387,419	-19.2%
C.D. SPECIAL	0	0	18,500	0	18,500	48.0%
HOME CONSORTIUM	183,970	1,220	836,881	0	1,022,071	61.1%
HOME SUPPORTIVE	3,100	45	193,734	0	196,879	0.0%
HOME SUPPORTIVE	0	0	8,864	0	8,864	
TIF ONE	28,620	0	849,230	0	877,850	-37.4%
TIF TWO	63,640	0	452,660	6,126,695	6,642,995	4.7%
TIF THREE	43,820	0	498,525	1,173,000	1,715,345	9.6%
TIF FOUR	43,820	0	632,580	290,000	966,400	42.5%
MOTOR VEHICLE PARKING	222,890	44,340	661,340	739,650	1,668,220	-36.0%
SPECIAL FUND SHARE LIBRARY	0	88,800	0	0	88,800	0.0%
CAP. IMPR. REG.	0	0	439,800	18,248,500	18,733,290	431.6%
MOTOR FUEL TAX	0	0	0	5,314,270	5,314,270	1.4%
SANITARY SEWER CONST.	0	0	702,570	612,500	1,337,760	113.4%
STORM WATER UTILITY	0	0	1,083,700	68,300	1,152,000	-
CAP. IMPR. OPER.	0	0	179,000	30,000	209,000	-29.8%
BIG BROADBAND CONST.	0	0	0	0	0	-100.0%
EC. DEV. RESERVE	0	0	276,978	0	276,978	239.5%
<b>TOTALS</b>	<b>\$28,529,895</b>	<b>\$2,023,768</b>	<b>\$15,619,748</b>	<b>\$34,494,486</b>	<b>\$80,887,574</b>	<b>29.9%</b>



# REVENUE ANALYSIS

## INTRODUCTION:

The total projected revenue for all City funds in FY13-14 is \$67,288,814, which is an increase from the current FY12-13 revenue of \$56,089,777. Included in the FY12-13 and FY13-14 years is \$13,800,000 of bond proceeds for the Bone Yard and Windsor projects and \$13,317,334 in federal/state grants for the Olympian Drive improvement and for UC2B. Without these two unusual revenues, total revenues would have decreased over the last 2 years.

Fifty percent of these revenues (\$32.9 million) are reported in the City's general operating fund (includes property tax). Combined with \$2,285,044 in operating transfers from other funds, the total General Fund revenue amount for FY13-14 is \$32,911,268. 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 1.2%. 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 \$9.65 million next year (21.7% of total revenues). The second largest revenue is the property tax which is projected to generate \$6.9 million (15.5% of total revenues). If property tax from T.I.F. is added, total property tax generates \$10 million or 22.9% 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**

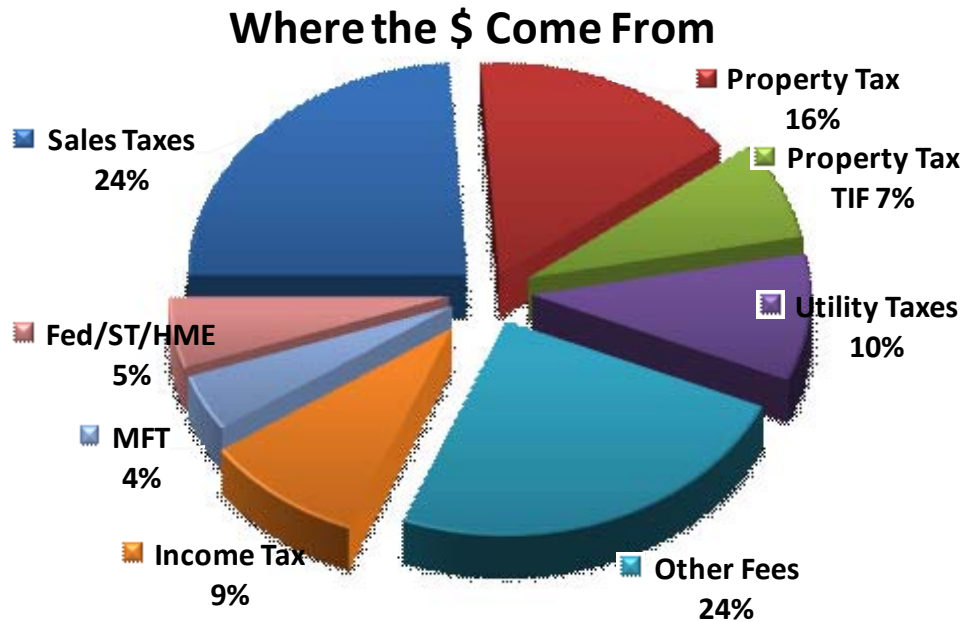
	ACTUAL 2011-12	EST. 2012-13	% CHG.	EST. 2013-14	% CHG.	2 YR. AVE. % CHG.
UTILITY TAXES	\$3,964,934	\$4,188,331	5.6%	\$4,281,995	2.2%	4.0%
STATE & H/R SALES TAXES	8,922,009	8,998,270	0.9%	9,193,732	2.2%	1.5%
GRANTS, OLYMPIAN DR. & UC2B (1)	4,218,623	1,640,711	-61.1%	7,458,000	354.6%	38.4%
PROPERTY TAXES	7,242,148	7,242,148	0.0%	6,878,558	-5.0%	-2.5%
C.D.B.G. /HOME GRANTS (2)	1,724,509	4,061,410	135.5%	1,629,594	-59.9%	-2.8%
VARIOUS SERVICE FEES (3)	837,051	1,178,366	40.8%	1,066,435	-9.5%	13.7%
LICENSE/PERMITS/FEES	1,056,685	1,077,920	2.0%	1,093,020	1.4%	1.7%
FINES/TICKETS	689,302	692,300	0.4%	692,300	0.0%	0.2%
PARKING FEES	1,201,920	1,204,880	0.2%	1,108,880	-8.0%	-3.9%
REIMB., CAP. IMPR. PROJECTS	757,227	1,712,792	126.2%	364,500	-78.7%	-25.9%
FRANCHISE FEES	563,797	586,026	3.9%	600,675	2.5%	3.3%
LANDSCAPE RECYCLING FEES	617,300	618,000	0.1%	618,000	0.0%	0.1%
LIBRARY FEES	137,072	137,810	0.5%	137,810	0.0%	0.3%
U/I REIMB., FIREFIGHTING	1,692,640	1,760,340	4.0%	1,821,950	3.5%	3.8%
STATE INCOME TAX	3,816,219	4,078,576	6.9%	4,160,148	2.0%	4.5%
STATE/LOCAL M.F.T. (4)	1,637,383	1,897,146	15.9%	1,897,146	0.0%	7.9%
STATE/FED. GRANTS	465,213	1,498,329	222.1%	4,744,225	216.6%	459.9%
SEWER BENEFIT TAX	1,245,500	1,275,710	2.4%	1,305,540	2.3%	2.4%
STORM WATER UTILITY FEE	0	0	-	1,141,000	-	-
INTEREST INCOME (5)	470,900	415,410	-11.8%	308,271	-25.8%	-17.3%
HOTEL/MOTEL TAX (6)	883,598	939,352	6.3%	962,836	2.5%	4.5%
LOCAL FOOD/BEV. (7)	428,854	444,918	3.7%	456,040	2.5%	3.2%
RECYCLING TAX (8)	527,109	527,610	0.1%	579,821	9.9%	5.0%
PROPERTY SALES	30,919	5,000	-83.8%	0	-	-50.0%
TRANSFERS IN FROM OTHER CITY FUNDS	1,615,031	1,685,311	4.4%	2,285,044	35.6%	20.7%
BANK BORROWING/BOND (9)	0	4,600,000	n/a	9,200,000	n/a	n/a
T.I.F. TAXES	3,769,980	3,623,111	-3.9%	3,303,294	-8.8%	-6.2%
<b>TOTAL REVENUES</b>	<b>\$48,515,923</b>	<b>\$56,089,777</b>	<b>15.6%</b>	<b>\$67,288,814</b>	<b>20.0%</b>	<b>19.3%</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 and lower fund balances
- (6) Increase in hotel tax rate in FY12
- (7) New package liquor tax in FY12
- (8) Recycling Tax increase from \$30 annually to \$33 annually per household. Not increased since 2006.
- (9) Bank borrowing for Bone Yard Improvement in FY13, FY14 and Windsor Road in FY14.

**REVENUES ANALYSIS:**

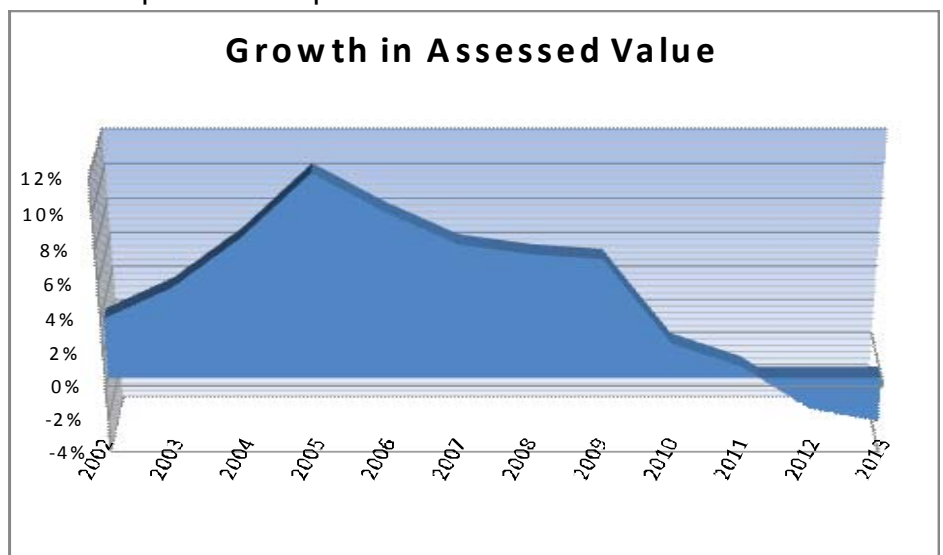
The City of Urbana obtains revenues from multiple sources and is not dependent on any single source of revenue to fund operations. The 'Where The \$ Come From' chart illustrates this diversity of revenues. Note that the largest revenue source is sales tax, making up 24% of recurring revenues. The amounts 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 revenues for each revenue type do not include the unusual revenues of the bank borrowing for the Boneyard and the state/federal grants for Olympian Drive and IL 130.



**PROPERTY TAX, \$6,878,558 (15.5% 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% decrease in FY12 and a projected -2% decrease in FY13 in the chart to the right:



## Revenue Analysis

The property tax levy in FY13 and FY14 was at the same dollar amount as previous. With A/V decreasing, the tax rate will have to increase the same % as the A/V decrease. Homeowners will 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 for FY13-14 was approved in December 2013 and will be paid by homeowners in the spring and fall of 2014. I am estimating that the decrease in A/V will slow down to -1.5% (from estimated -2%). The following chart shows the detail levy amounts over the last 3 years.

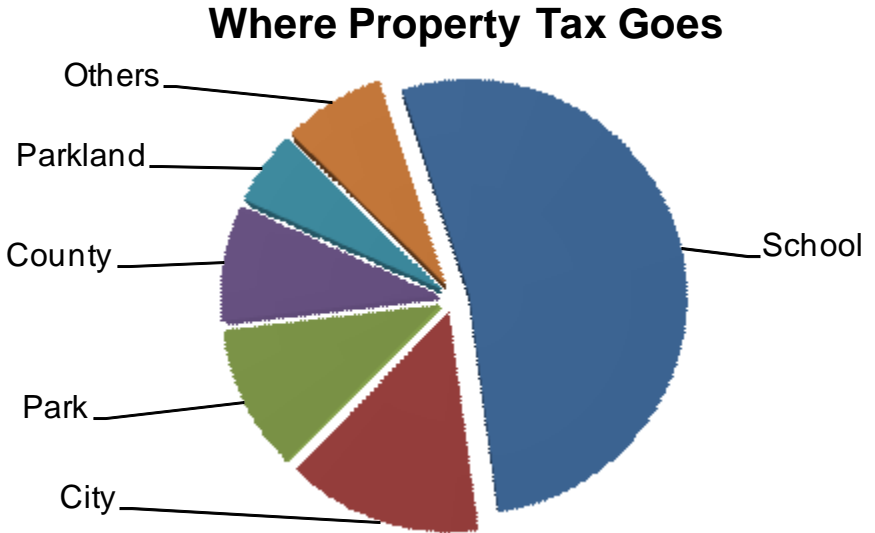
PROPERTY TAX SUMMARY	EST. 2013-14		EST. 2012-13		ACTUAL 2011-12	
	\$	%ΔNC	\$	%ΔNC	\$	%ΔNC
<b>GENERAL FUND</b>	\$1,137,211	-20.73%	\$1,434,572	0.00%	\$1,434,572	2.95%
LESS CARLE AMOUNT	(831,970)	77.63%	(468,380)	0.00%	(468,380)	0.03%
<b>SUBTOTAL, GEN. FUND</b>	\$305,241	-68.41%	\$966,192	0.00%	\$966,192	4.42%
LIBRARY	3,042,430	2.27%	2,974,955	0.00%	2,974,955	1.35%
<b>SUBTOTAL, GEN. &amp; LIBRARY</b>	\$4,179,641	-5.21%	\$4,409,527	0.00%	\$4,409,527	14.22%
PENSIONS *	3,531,040	6.96%	3,301,154	0.00%	3,301,153	-2.38%
<b>SUBTOTAL, LEVIED</b>	\$7,710,681	0.00%	\$7,710,681	0.00%	\$7,710,680	6.47%
LESS CARLE AMOUNT	(831,970)		(468,380)		(468,380)	
<b>NET LEVY AMOUNT</b>	\$6,878,711	-5.02%	\$7,242,301	0.00%	\$7,242,300	0.00%
<b>A/V Non-Residential, New</b>	\$2,234,240	0.39%	\$2,234,240	0.38%	\$2,849,850	0.48%
<b>A/V Residential, New</b>	1,000,000	0.18%	600,000	0.10%	600,000	0.10%
<b>A/V Non-Residential, Current</b>	233,681,157	-2.50%	237,439,752	-2.77%	241,349,262	-2.15%
<b>A/V Residential, Current</b>	323,570,549	-1.8%	328,768,177	-3.41%	339,786,247	-1.58%
<b>ASSESSED VALUE TOTAL</b>	\$560,485,946	-1.50%	\$569,042,169	-2.66%	\$584,585,359	-1.88%
<b>CITY TAX RATE</b>	1.3821	2.00%	1.3550	2.73%	1.3190	1.92%
<b>HOMEOWNER PAYS:</b>						
<b>\$150,000 HOME</b>	\$493	0.00%	\$493	0.07%	\$493	0.00%
<b>\$175,000 HOME</b>	\$718	0.00%	\$718	0.07%	\$717	0.00%
<b>OVERALL TAX RATE</b>	UNK.		9.3704		8.8466	4.17%
<b>CHAMPAIGN:</b>						
<b>ASSESSED VALUE</b>	\$1,502,005,883	0.00%	\$1,502,005,883	-1.50%	\$1,524,879,070	-1.10%
<b>CITY TAX RATE</b>	1.3280	0.97%	1.3152	0.52%	1.3084	1.10%
<b>OVERALL TAX RATE</b>	UNK.		8.0167		7.6800	3.16%

EACH 1% INCREASE IN TOTAL LEVY AMOUNT = \$ 77,107

EACH 1 CENT INCREASE IN TAX RATE = \$ 56,905

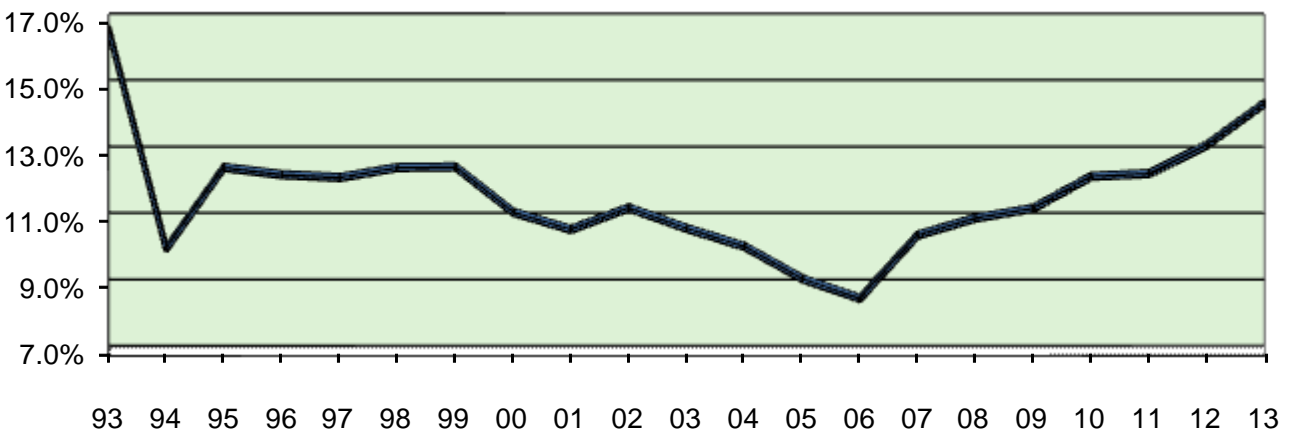
Carle's 11<sup>th</sup> hour filing for exemptions reduces our expected revenue stream for 2013-14 by an additional \$363,590. The above decrease in A/V will does not take into account removing over \$61,000,000 from the tax roles with the Carle exemptions.

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 11%). 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 CY2012 was \$8.466 (homeowner of home valued at \$150,000 would pay total taxes of \$4,423. This rate was 13% 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 13%; however, the difference has been increasing since 2006 when it was 9%. The reduction in overall tax rate is illustrated in the 'Difference in Tax Rates' chart:

**Difference in Tax Rates**



**SALES AND USE TAX, \$9,649,772 (21.7% OF TOTAL REVENUES):**

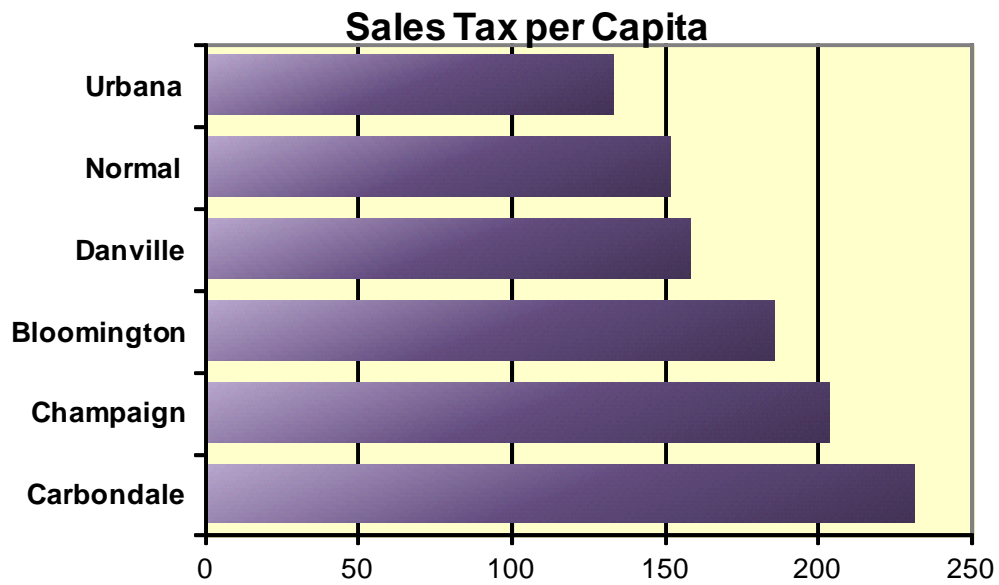
Included as sales and use tax is the sales tax imposed under state law, Urbana's home-rule sales tax on general merchandise, prepared food and beverage and package alcohol. The current sales tax rate on general retail sales in Urbana is 8.75%. Of this rate, the State's share is 5.0%, the City's share 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. Not counting new taxes, sales tax increased 3.1% for fiscal year 10-11 and increased 5.1% for fiscal year 11-12 but has slowed in the first few months of fiscal 12-13. I am estimating an increase of 1% for fiscal 12-13 and a 2.2% increase next year for fiscal 13-14. 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.

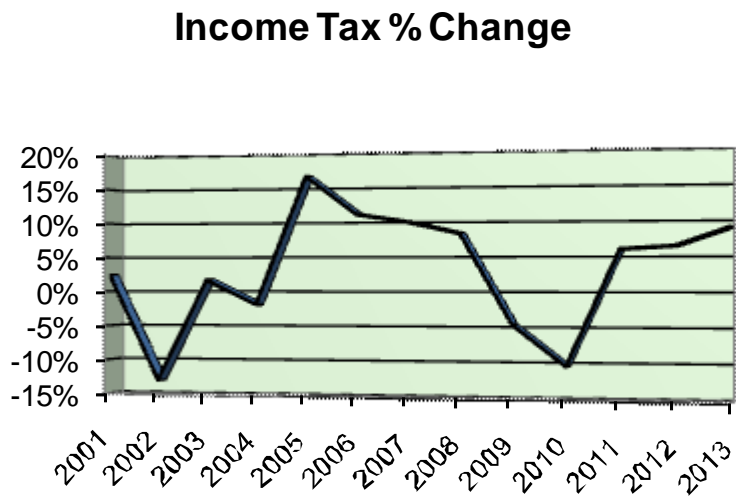
The 'Sales Tax Per Capita' chart illustrates a comparison of sales tax/capita of Urbana compared to other central Illinois cities. It's obvious that Urbana sales tax/capita still lags most central Illinois cities. If Urbana were able to increase this sales tax/capita number to the level of Champaign,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



**STATE INCOME TAX, \$4,160,148 (9.4% OF 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 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



## Revenue Analysis

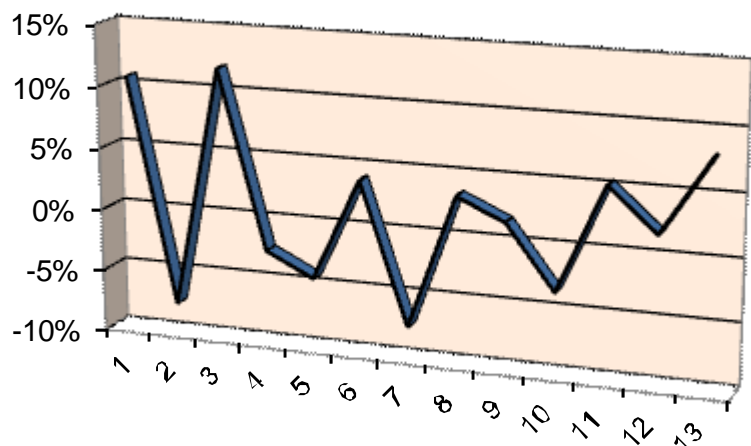
State of Illinois, the income tax increased 5.8% in FY10-11 and is projected to increase 6% for FY12-13 and 2%13-14. Even with these recent increases, income tax revenue is only at a level that was received in FY05-06, 7 years ago. This revenue has basically remained flat even though Urbana received 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, \$4,281,995 (9.7% OF TOTAL REVENUES):

The City imposes a 5% tax on utility company charges for the sales of electricity (38% of total utility tax), natural gas (20% of total), water (12% of total), and telecommunications (30% 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 \$228,300 annually. Even

with this new tax, Utility tax is only \$37,000 more than the level received 10 years ago in FY02-03. For FY12-13, I have projected a 5.6% increase (1.8% due to the impact of the new gas use tax) and for next year (FY13-14), I have projected a 2.2% 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, \$5,718,250 (12.9% OF TOTAL 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 FY13-14 is estimated to be \$1,821,950 (+3.5%). 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 FY13-14 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 sold.
- 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 FY13-14 is \$1,148,880. 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 or the placement of more meters.
- 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 FY13-14 is \$137,810. 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 FY13-14 for these services and fees is \$942,098. 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

---

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 \$586,026 in FY13-14. Flat for the last 2 years.(\$516,136 from cable tv customers and \$69,890 from the water company customers.

- Included in the budget as a revenue is the amount of \$364,500 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.

### **COMMUNITY DEVELOPMENT BLOCK GRANT HOUSING IMPROVEMENT AND OTHER FEDERAL AND STATE GRANTS, \$2,373,819 (5.3% 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 \$362,644 (same amount as last year but \$58,815 below the amount 2 years ago) and \$769,083 for HOME (\$231,469 below last year).

### **TAX INCREMENT FINANCING DISTRICT PROPERTY TAXES, \$3,303,294 (7.4% OF 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 District Funds section in this budget document to learn more about each of these 4 districts.)

### **STATE MOTOR FUEL TAX, \$1,197,146 (2.7% OF 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 does include the state jobs now revenue of \$176,096. It is not known how long the jobs now revenues will continue.

**LOCAL MOTOR FUEL TAX, \$700,000 (1.6% OF 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. Urbana increased its rate to 4 cents, effective 7/1/12. Revenues and costs of this program are reported in a separate fund included in the Capital Improvement Funds section.

**SEWER BENEFIT TAX, \$1,305,540 (2.9% OF 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 \$70/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 FY13-14 is estimated to increase 2.5%.

**STORM WATER UTILITY FEE, \$1,141,000 (2.6% OF TOTAL REVENUES):**

The City imposed a Fee based on runoff generated from each property to fund the management and replacement of the aging storm sewer infrastructure. The fee goes into effect 7/1/2013 and is expected to cost residents \$59.28 a year.

**HOTEL/MOTEL TAX, \$962,836 (2.2% 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 downturn in the State economy but have rebounded beginning in the 2<sup>nd</sup> quarter of CY2011. I have projected an increase for FY13-14 of 2.5%.

**LICENSES AND PERMITS, \$1,093,020 (2.5% OF TOTAL 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 \$216,680 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. Fees are slowly rebounding.

**FINES AND TICKETS, \$692,300 (1.6% 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. Discussion is in process to move oversight of parking ticket issuing to Finance.

**RECYCLING TAXES, \$580,821 (1.3% OF TOTAL REVENUES):**

The City recommends raising the recycle tax from \$30 to \$33 a year on property owners to raise monies to pay for the city's curbside recycling program and green initiatives. The addition of leaf pickup has materially impacted this fund. Revenues from these taxes are allocated to the City's Recycling Special Fund

**INTEREST ON INVESTMENTS, \$308,271 (0.7% OF 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 FY13-14 is approximately \$100,000 less than last year due to lower interest rates and less monies to invest.

## REVENUE DETAILS AND PROJECTIONS, GENERAL OPERATING FUNDS

	ACTUAL	%	BUDGET		EST. ACTUAL	%	VARIANCE	EST.	%
	2011-12	CHG.	2012-13	CHG.	2012-13	CHG.	2012-13	2013-14	CHG.
<b>SALES TAXES:</b>									
<b>STATE SALES TAX:</b>									
RECURRING STATE SALES TAX	\$4,847,763	5.6%	\$4,892,640	0.9%	\$4,921,415	1.5%	\$28,775	\$5,014,956	1.9%
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>\$4,847,763</b>	<b>5.6%</b>	<b>\$4,892,640</b>	<b>0.9%</b>	<b>\$4,921,415</b>	<b>1.5%</b>	<b>\$28,775</b>	<b>\$5,014,956</b>	<b>1.9%</b>
<b>HOME-RULE SALES TAX:</b>									
RECURRING H/R SALES TAX	\$3,457,104	4.4%	\$3,547,450	2.6%	\$3,431,625	-0.7%	(\$115,825)	\$3,517,416	2.5%
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>\$3,457,104</b>	<b>4.4%</b>	<b>\$3,547,450</b>	<b>2.6%</b>	<b>\$3,431,625</b>	<b>-0.7%</b>	<b>(\$115,825)</b>	<b>\$3,517,416</b>	<b>2.5%</b>
<b>SUBTOTAL STATE/LOCAL SALES TAX:</b>									
RECURRING SALES TAX	\$8,304,867	5.1%	\$8,440,090	1.6%	\$8,353,040	0.6%	(\$87,050)	\$8,532,372	2.1%
NON-RECURRING SALES TAX	0	0.0%	0	0.0%	0	0.0%	0	0	0.0%
<b>SUBTOTAL, SALES TAX</b>	<b>\$8,304,867</b>	<b>5.1%</b>	<b>\$8,440,090</b>	<b>1.6%</b>	<b>\$8,353,040</b>	<b>0.6%</b>	<b>(\$87,050)</b>	<b>\$8,532,372</b>	<b>2.1%</b>
<b>STATE USE SALES TAX:</b>									
RECURRING STATE USE TAX	\$617,142	2.9%	\$596,610	-3.3%	\$645,230	4.6%	\$48,620	\$661,360	2.5%
NON-RECURRING STATE USE TAX	0	0.0%	0	0.0%	0	0.0%	0	0	0.0%
<b>SUBTOTAL, STATE USE TAX</b>	<b>\$617,142</b>	<b>2.9%</b>	<b>\$596,610</b>	<b>-3.3%</b>	<b>\$645,230</b>	<b>4.6%</b>	<b>\$48,620</b>	<b>\$661,360</b>	<b>2.5%</b>
<b>LOCAL FOOD &amp; BEV. SALES TAX:</b>									
RECURRING F&B SALES TAX	\$337,958	9.2%	\$334,840	-0.9%	\$333,112	-1.4%	(\$1,728)	\$341,439	2.5%
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>\$337,958</b>	<b>9.2%</b>	<b>\$334,840</b>	<b>-0.9%</b>	<b>\$333,112</b>	<b>-1.4%</b>	<b>(\$1,728)</b>	<b>\$341,439</b>	<b>2.5%</b>
<b>PACKAGE ALCOHOL TAX:</b>									
RECURRING ALCOH. TAX	\$0		\$92,000	1.2%	\$80,806	-11.1%	(\$11,194)	\$114,601	2.5%
NON-RECURRING ALCOH. TAX	90,896		29,000		31,000		2,000	0	0.0%
<b>SUBTOTAL, OTB TAX</b>	<b>\$90,896</b>	<b>0.0%</b>	<b>\$121,000</b>	<b>33.1%</b>	<b>\$111,806</b>	<b>23.0%</b>	<b>(\$9,194)</b>	<b>\$114,601</b>	<b>2.5%</b>
<b>SUBTOTAL, ALL SALES TAXES:</b>									
RECURRING SALES TAXES	\$9,259,967	5.1%	\$9,463,540	1.2%	\$9,412,188	0.7%	(\$51,352)	\$9,649,772	2.2%
NON-RECURRING SALES TAXES	90,896	1.0%	29,000	0.3%	31,000	0.3%	2,000	0	0.0%
<b>SUBTOTAL, SALES TAXES</b>	<b>\$9,350,863</b>	<b>6.1%</b>	<b>\$9,492,540</b>	<b>1.5%</b>	<b>\$9,443,188</b>	<b>1.0%</b>	<b>(\$49,352)</b>	<b>\$9,649,772</b>	<b>2.2%</b>
<b>HOTEL/MOTEL TAX:</b>									
RECURRING HOTEL/MOTEL TAX	\$741,598	13.8%	\$840,910	-4.8%	\$911,352	3.1%	\$70,442	\$960,836	2.3%
NON-RECURRING HOTEL/MOTEL TAX	142,000	21.8%	28,000	3.2%	28,000	3.2%	0	2,000	0.2%
<b>SUBTOTAL, HOTEL/MOTEL TAX</b>	<b>\$883,598</b>	<b>35.6%</b>	<b>\$868,910</b>	<b>-1.7%</b>	<b>\$939,352</b>	<b>6.3%</b>	<b>\$70,442</b>	<b>\$962,836</b>	<b>2.5%</b>
<b>SUBTOTAL, SALES TAXES, INCL. HOTEL:</b>									
RECURRING SALES TAXES	\$10,001,565	5.7%	\$10,304,450	0.7%	\$10,323,540	0.9%	\$19,090	\$10,610,608	2.2%
NON-RECURRING SALES TAXES	232,896	2.5%	57,000	0.6%	59,000	0.6%	2,000	2,000	0.0%
<b>SUBTOTAL, SALES TAXES</b>	<b>\$10,234,461</b>	<b>8.2%</b>	<b>\$10,361,450</b>	<b>1.2%</b>	<b>\$10,382,540</b>	<b>1.4%</b>	<b>\$21,090</b>	<b>\$10,612,608</b>	<b>2.2%</b>
<b>UTILITY TAX-ELECTRICITY:</b>									
NORMAL, RECURRING UTILITY TAX	\$1,534,351	-1.0%	\$1,628,360	6.1%	\$1,602,261	4.4%	(\$26,099)	\$1,642,317	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>\$1,534,351</b>	<b>-1.0%</b>	<b>\$1,628,360</b>	<b>6.1%</b>	<b>\$1,602,261</b>	<b>4.4%</b>	<b>(\$26,099)</b>	<b>\$1,642,317</b>	<b>2.5%</b>
<b>UTILITY TAX-NAT. GAS REGULAR:</b>									
NORMAL, RECURRING UTILITY TAX	\$522,209	-13.1%	\$628,370	20.3%	\$639,805	22.5%	\$11,435	\$655,800	2.5%
NON-RECURRING UTILITY TAX	0		0	0.0%	0	0.0%	0	0	0.0%
<b>SUBTOTAL, UTIL. TAX</b>	<b>\$522,209</b>	<b>-13.1%</b>	<b>\$628,370</b>	<b>20.3%</b>	<b>\$639,805</b>	<b>22.5%</b>	<b>\$11,435</b>	<b>\$655,800</b>	<b>2.5%</b>
<b>UTILITY TAX-NAT. GAS USE TAX:</b>									
NORMAL, RECURRING UTILITY TAX	\$165,167	0.0%	\$267,630	17.3%	\$324,121	42.0%	\$56,491	\$332,224	2.5%
NON-RECURRING UTILITY TAX	63,087	38.2%	0	0.0%	0	0.0%	0	0	0.0%
<b>SUBTOTAL, UTIL. TAX</b>	<b>\$228,254</b>	<b>38.2%</b>	<b>\$267,630</b>	<b>17.3%</b>	<b>\$324,121</b>	<b>42.0%</b>	<b>\$56,491</b>	<b>\$332,224</b>	<b>2.5%</b>
<b>UTILITY TAX-WATER:</b>									
NORMAL, RECURRING UTILITY TAX	\$488,555	-0.5%	\$490,790	0.5%	\$517,604	5.9%	\$26,814	\$530,544	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>\$488,555</b>	<b>-0.5%</b>	<b>\$490,790</b>	<b>0.5%</b>	<b>\$517,604</b>	<b>5.9%</b>	<b>\$26,814</b>	<b>\$530,544</b>	<b>2.5%</b>
<b>TELECOMMUNICATIONS TAX:</b>									
NORMAL, RECURRING TELECOM TAX	\$1,098,651	1.8%	\$1,089,480	-8.6%	\$1,104,540	-7.3%	\$15,060	\$1,121,110	1.5%
NON-RECURRING TELECOM TAX	92,914	13.0%	0	0.0%	0	0.0%	0	0	0.0%
<b>SUBTOTAL, TELECOM. TAX</b>	<b>\$1,191,565</b>	<b>14.8%</b>	<b>\$1,089,480</b>	<b>-8.6%</b>	<b>\$1,104,540</b>	<b>-7.3%</b>	<b>\$15,060</b>	<b>\$1,121,110</b>	<b>1.5%</b>

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

	ACTUAL	%	BUDGET	%	EST. ACTUAL	%	VARIANCE	EST.	%
	2011-12	CHG.	2012-13	CHG.	2012-13	CHG.	2012-13	2013-14	CHG.
<b>SUBTOTAL, UTILITY TAX</b>									
<b>NORMAL, RECURRING UTILITY TAX</b>	\$3,808,933	-1.3%	\$4,104,630	3.5%	\$4,188,331	5.6%	\$83,701	\$4,281,995	2.2%
<b>NON-RECURRING UTILITY TAX</b>	156,001	2.7%	-	0.0%	-	0.0%	-	-	0.0%
<b>SUBTOTAL, UTILITY TAX</b>	\$3,964,934	1.5%	\$4,104,630	3.5%	\$4,188,331	5.6%	\$83,701	\$4,281,995	2.2%
<b>STATE INCOME TAX:</b>									
<b>REGULAR, RECURRING</b>	\$3,741,219	4.4%	\$3,720,780	-2.5%	\$4,078,576	6.9%	\$357,796	\$4,160,148	2.0%
<b>ADDL. TAX</b>	75,000	2.1%	0		0		0	0	
<b>SUBTOTAL, INCOME TAX</b>	\$3,816,219	6.5%	\$3,720,780	-2.5%	\$4,078,576	6.9%	\$357,796	\$4,160,148	2.0%
<b>FRANCHISE AND FEES:</b>									
<b>CABLE T.V., 5%</b>	352,926	-3.2%	389,440	10.3%	368,809	4.5%	(\$20,631)	379,285	2.8%
<b>CABLE T.V., 2%</b>	140,983	-3.2%	159,660	13.2%	147,327	4.5%	(12,333)	151,500	2.8%
<b>NON-RECURRING FEES</b>	0	0.0%	0		0		0	0	
<b>N. IL. WATER</b>	69,888	0.0%	69,890	0.0%	69,890	0.0%	0	69,890	0.0%
<b>NEW MULTIFAMILY INSPECT. PERMIT</b>	216,680	-1.5%	227,000	4.8%	216,680	0.0%	(10,320)	216,680	0.0%
<b>TOTAL FRANCHISE AND FEES</b>	\$780,477	-2.8%	\$845,990	8.4%	\$802,706	2.8%	(\$43,284)	\$817,355	1.8%
<b>INTEREST ON INVESTMENTS:</b>									
<b>REGULAR</b>	\$23,311	-67.5%	\$70,800	10.8%	\$23,000	-64.0%	(\$47,800)	\$28,590	24.3%
<b>CHANGE IN MARKET VALUE</b>	40,593	0.0%	0	0.0%	0	0.0%	0	0	0.0%
<b>SUBTOTAL, INTEREST ON INVEST.</b>	\$63,904	-67.5%	\$70,800	10.8%	\$23,000	-64.0%	(\$47,800)	\$28,590	24.3%
<b>TICKETS AND FINES:</b>									
<b>PARKING TICKETS</b>	347,329	-2.2%	365,000	3.1%	350,000	-1.1%	(\$15,000)	350,000	0.0%
<b>DOG CONTROL</b>	7,720	50.9%	5,120	-33.7%	7,700	-0.3%	2,580	7,700	0.0%
<b>CITY COURT</b>	193,032	14.3%	170,000	-11.9%	193,000	0.0%	23,000	193,000	0.0%
<b>QUASI-FINES/NOTICE TO APPEAR</b>	89,746	-21.0%	114,000	27.0%	90,000	0.3%	(24,000)	90,000	0.0%
<b>TOWING FEES</b>	20,450	6700.0%	20,000	-2.2%	20,500	0.2%	500	20,500	0.0%
<b>VEHICLE IMPOUNDMENT FEES</b>	24,325	0.0%	38,300	23.4%	31,100	0.2%	(7,200)	31,100	0.0%
<b>NON-RECURRING TICKETS/FINES</b>	6,700		0		0		0	0	
<b>SUBTOTAL, TICKETS AND FINES</b>	689,302	0.4%	712,420	3.4%	692,300	0.4%	(\$20,120)	692,300	0.0%
<b>LICENSES/PERMITS/FEES (SEE DETAIL)</b>	1,056,685	0.0%	1,147,030	8.5%	1,077,920	2.0%	(69,110)	1,093,020	1.4%
<b>METROZONE REV. FROM CHAMPAIGN</b>	85,509	-5.6%	86,000	0.6%	86,000	0.6%	0	86,000	0.0%
<b>C.U.S.W.D.S. REIMB., ADMIN.</b>	10,487	0.0%	10,500	0.1%	10,500	0.1%	0	10,500	0.0%
<b>EL. AGGREGATION FEES</b>	0	0.0%	90,000		90,000		0	90,000	0.0%
<b>STATE VIDEO GAMING REVENUE</b>	0	0.0%	0		42,000		42,000	53,200	26.7%
<b>UI FIREIGHTING REIMBURSEMENT</b>	1,692,640	1.9%	1,760,340	4.0%	1,760,340	4.0%	0	1,821,950	3.5%
<b>TRANSFERS IN FROM OTHER CITY FUNDS:</b>									
<b>OVERHEAD, LRC SITE</b>	21,370	10.0%	22,240	4.1%	22,240	4.1%	0	23,130	4.0%
<b>SEWER TAX TRANSFER</b>	637,250	10.0%	669,110	5.0%	669,110	5.0%	0	702,570	5.0%
<b>OVERHEAD, C.D. FUNDS</b>	24,830	4.0%	28,630	15.3%	19,864	-20.0%	(8,766)	19,864	0.0%
<b>M.V.P.S. ARBOR P-T SAL.</b>	68,260	5.0%	71,670	5.0%	71,670	5.0%	0	75,250	5.0%
<b>TIF 1 SURPLUS REIMB.</b>	38,702	2.5%	40,250	4.0%	38,257	-1.1%	(1,993)	39,790	4.0%
<b>L.R.C. ARBOR P-T/EQ. RENT</b>	10,160	4.4%	6,460	-36.4%	6,460	-36.4%	0	6,780	5.0%
<b>M.V.P.S. PILOT/OPERATING</b>	636,890	11.8%	668,740	5.0%	668,740	5.0%	0	702,180	5.0%
<b>TRANS., MARKET ADMIN.</b>	32,702	106.0%	38,310	17.1%	38,310	17.1%	0	40,230	5.0%
<b>CAP. IMPR. TRANSFER, ENGINEERING</b>	144,867	-10.7%	167,440	15.6%	150,660	4.0%	(16,780)	175,800	16.7%
<b>TRANSFER STORM WATER UTILITY FUND</b>	0		0		0		0	499,450	
<b>SUBTOTAL, RECURRING TRANSFERS</b>	1,615,031	7.4%	1,712,850	6.1%	1,685,311	4.4%	(27,539)	2,285,044	35.6%
<b>SUBTOTAL, REV. &amp; TRANSFERS</b>	\$24,009,649	6.0%	\$24,622,790	2.6%	\$24,919,524	3.8%	\$296,734	\$26,032,710	4.5%
<b>PROPERTY TAX</b>	\$7,242,148	0.0%	\$7,242,148	0.0%	\$7,242,148	0.0%	0	\$6,878,558	-5.0%
<b>TOTAL INCLUDING PROP. TAX</b>	31,251,797	4.5%	31,864,938	3.5%	32,161,672	2.9%	296,734	32,911,268	2.3%
<b>ONE-TIME &amp; NON-RECURRING REV.</b>	\$470,597	1.9%	\$147,000	0.5%	\$191,000	0.6%		\$554,650	190.4%

## PERMITS AND LICENSES DETAIL

	ACTUAL 2011-12	BUDGET 2012-13	EST. ACTUAL 2012-13	BUDGET 2013-14
PERMITS AND LICENSES:				
BUILDING PERMITS	\$101,947	\$136,130	\$105,000	\$105,000
MECHANICAL PERMITS	55,943	46,400	57,060	57,060
ELECTRICAL PERMITS	63,823	54,500	63,800	63,800
PLUMBING PERMITS	32,728	33,200	33,000	33,000
SIDEWALK CAFE LICENSE	338	400	340	340
LIQUOR LICENSE	307,734	307,700	307,700	307,700
N.I.L. WATER EXCAVATIONS	3,800	3,200	3,800	3,800
AMUSEMENT DEVICE LICENSE	6,555	6,500	6,560	6,560
TAXI CAB COMPANY LICENSE	11,377	9,900	11,380	11,380
MOBILE HOME PARK LICENSE	2,040	1,700	2,040	2,040
TAXI CAB DRIVER LICENSE	3,125	3,000	3,130	3,130
FIRE PREVENTION PERMITS	16,650	49,700	16,650	16,650
INFL. INCREASE PERMITS/FEES	0	0	0	15,000
ENGINEERING PERMITS	2,850	2,200	2,850	2,850
EROSION CONTROL PERMITS	4,050	3,800	4,050	4,050
FOOD HANDLER'S LICENSE	14,825	14,200	14,830	14,830
ELECTRICIAN LICENSE	11,800	11,200	11,800	11,800
SANITARY HAULERS LICENSE	19,360	17,800	19,360	19,360
RAFFLE/SOLICITOR LICENSE	580	400	580	580
AMBULANCE LICENSE	1,000	1,000	1,000	1,000
HAZARDOUS MAT'L HANDLING LICENSE	6,630	6,000	6,630	6,630
3-10 AREA PARKING PERMITS	50,257	50,700	50,260	50,260
DOMESTIC PARTNER REG. FEE	280	300	280	280
HOTEL/MOTEL LICENSE	2,400	2,300	3,000	3,000
TOTAL, LICENSES AND PERMITS	\$720,092	\$762,230	\$725,100	\$740,100

## OTHER REVENUES DETAIL

	ACTUAL 2011-12	BUDGET 2012-13	EST. ACTUAL 2012-13	BUDGET 2013-14
OTHER REVENUES:				
VARIOUS SERVICE FEES	\$13,738	\$28,600	\$16,840	\$16,940
TRANS. STATION FEES	34,522	33,900	35,200	35,200
U/I HOUSING INSPECTION FEE	25,400	25,800	26,160	26,160
STATE-FIRE INS. FEE	46,350	53,000	53,000	53,000
TOWNSHIP REIMB., MAINTENANCE	5,620	5,400	5,790	5,790
JUNK/WEED LIENS	14,396	10,900	14,400	14,400
DAMAGE REIMB./CITY PROP.	12,377	11,900	12,380	12,380
HOMESTEAD LIEU OF TAX	1,286	1,300	1,300	1,300
DATA PROCESSING CONTRACTS	60,642	60,800	62,760	62,760
CIVIC CENTER RENTAL	47,775	40,900	47,780	47,780
SALE CODE/ZONING BOOKS/MAJ'S	38	100	130	130
ZONING REVIEW FEES	5,200	4,000	5,200	5,200
PLAN REVIEW FEES	47,380	75,000	50,000	50,000
COPY FEES	3,724	3,900	3,730	3,730
LICENSE/BACKGROUND COSTS REIMB.	2,889	2,900	2,890	2,890
ABATEMENT REIMB.	15,256	26,400	15,260	15,260
TOTAL, OTHER REVENUES	\$336,593	\$384,800	\$352,820	\$352,920





# 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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	PROPOSED 2013-14	% CHG.
PERSONNEL SERVICES	\$42,852	\$45,667	\$46,440	\$46,720	0.6%
MATERIALS AND SUPPLIES	490	77	750	750	0.0%
OPERATIONS AND CONTRACTUAL	6,500	3,374	6,500	6,500	0.0%
<b>TOTAL</b>	<b>\$49,842</b>	<b>\$49,118</b>	<b>\$53,690</b>	<b>\$53,970</b>	<b>0.5%</b>







# EXECUTIVE DEPARTMENT

## DEPARTMENT MISSION

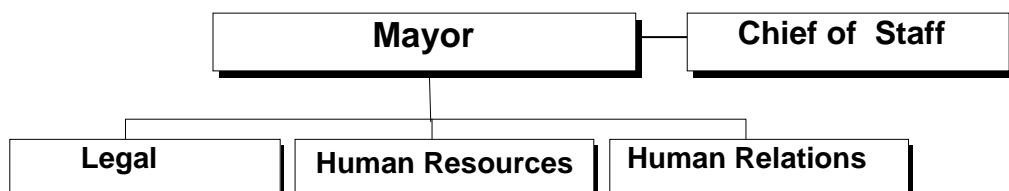
To provide professional management and leadership to ensure municipal services are delivered consistent with approved policies of the Mayor and City Council.

## 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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG
ADMINISTRATION	\$413,991	\$383,260	\$392,080	\$397,120	1.3%
LEGAL	541,610	499,636	622,060	635,930	2.2%
HUMAN RELATIONS	127,640	135,149	160,990	165,070	2.5%
CIVILIAN POLICE REVIEW BOARD	2,363	1,458	8,150	8,150	0.0%
HUMAN RESOURCES	282,599	299,329	341,680	345,230	1.0%
<b>TOTAL</b>	<b>\$1,368,203</b>	<b>\$1,318,832</b>	<b>\$1,524,960</b>	<b>\$1,551,500</b>	<b>1.7%</b>

**EXECUTIVE DEPARTMENT  
EXPENDITURES BY CATEGORY**

CATEGORY	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG
PERSONNEL SERVICES	\$1,023,628	\$1,010,223	\$1,176,500	\$1,202,980	2.3%
MATERIALS AND SUPPLIES	4,573	5,564	9,010	9,010	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	331,192	294,235	330,640	330,700	0.0%
CAPITAL OUTLAY	8,810	8,810	8,810	8,810	0.0%
<b>DEPARTMENT TOTAL</b>	<b>\$1,368,203</b>	<b>\$1,318,832</b>	<b>\$1,524,960</b>	<b>\$1,551,500</b>	<b>1.7%</b>

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

<b>FULL-TIME POSITIONS:</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</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
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>13.00</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>13.00</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
- In conjunction with City Comptroller, present 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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG
PERSONNEL SERVICES	\$255,185	\$269,247	\$299,350	\$304,370	1.7%
MATERIALS AND SUPPLIES	2,183	2,119	3,460	3,460	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	147,813	103,084	80,460	80,480	0.0%
CAPITAL OUTLAY	8,810	8,810	8,810	8,810	0.0%
<b>PROGRAM TOTAL</b>	<b>\$413,991</b>	<b>\$383,260</b>	<b>\$392,080</b>	<b>\$397,120</b>	<b>1.3%</b>

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

	2010-11	2011-12	2012-13	2013-14
<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>	<b>4.50</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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG
PERSONNEL SERVICES	\$423,723	\$380,344	\$482,420	\$406,270	2.9%
MATERIALS AND SUPPLIES	1,241	\$2,386	3,300	3,300	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	116,646	\$116,906	136,340	136,360	0.0%
<b>DIVISION TOTAL</b>	<b>\$541,610</b>	<b>\$499,636</b>	<b>\$622,060</b>	<b>\$635,930</b>	<b>2.2%</b>

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

	2010-11	2011-12	2012-13	2013-14
<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>	<b>5.50</b>	<b>5.50</b>	<b>5.50</b>	<b>5.50</b>

**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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG
PERSONNEL SERVICES	\$121,173	\$127,017	\$137,260	\$141,330	3.0%
MATERIALS AND SUPPLIES	446	318	1,050	1,050	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	8,384	9,272	30,830	30,840	0.0%
<b>PROGRAM TOTAL</b>	<b>\$130,003</b>	<b>\$136,607</b>	<b>\$169,140</b>	<b>\$173,220</b>	<b>2.4%</b>

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

	2010-11	2011-12	2012-13	2013-14
<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**

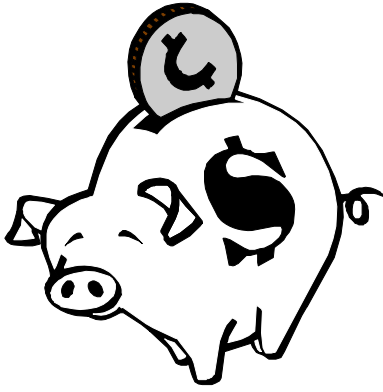
- Establish and recommend personnel and payroll policies and procedures
- Establish and recommend sound non-discriminatory recruiting, selection and promotion procedures for all non-elected positions
- Administer a salary and benefits and a merit-based employee performance evaluation program
- Construct 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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG
PERSONNEL SERVICES	\$223,547	\$233,615	\$257,470	\$261,010	1.4%
MATERIALS AND SUPPLIES	703	741	1,200	1,200	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	58,349	64,973	83,010	83,020	0.0%
<b>PROGRAM TOTAL</b>	<b>\$282,599</b>	<b>\$299,329</b>	<b>\$341,680</b>	<b>\$345,230</b>	<b>1.0%</b>

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

	2010-11	2011-12	2012-13	2013-14
<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

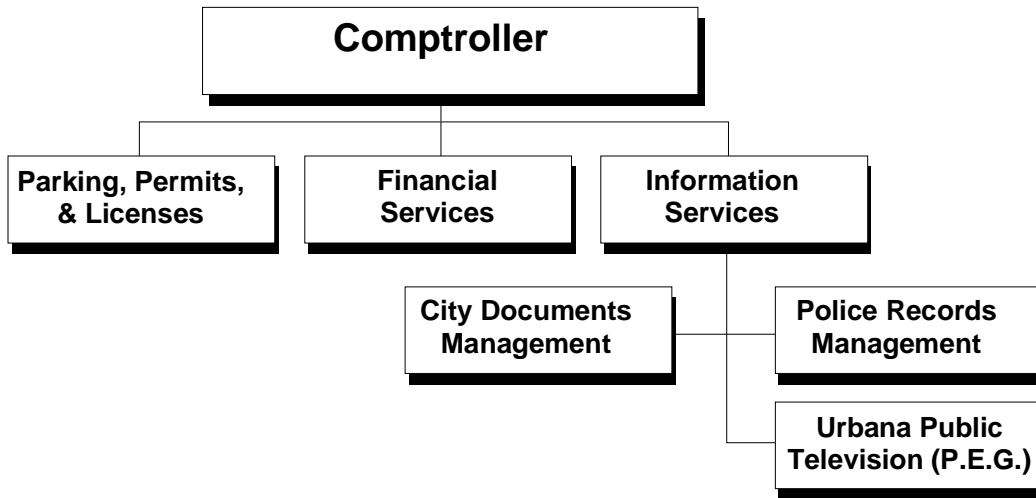
The Finance Department is organized into six programs:

- **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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
ADMINISTRATION	\$297,955	\$310,070	\$337,190	\$341,140	1.2%
PARKING, PERMITS, & REV. COLLECTION	240,549	249,575	283,680	286,350	0.9%
FINANCIAL SERVICES	250,910	263,658	315,500	328,050	4.0%
INFORMATION SERVICES	492,056	521,467	590,250	596,750	1.1%
<b>DEPARTMENT TOTAL</b>	<b>\$1,281,470</b>	<b>\$1,344,770</b>	<b>\$1,526,620</b>	<b>\$1,552,290</b>	<b>1.7%</b>

**FINANCE DEPARTMENT  
EXPENDITURES BY CATEGORY**

CATEGORY	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
PERSONNEL SERVICES	\$1,069,625	\$1,130,360	\$1,244,920	\$1,270,530	2.1%
MATERIALS AND SUPPLIES	32,226	35,109	47,580	47,580	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	150,479	150,161	204,980	205,040	0.0%
CAPITAL OUTLAY	29,140	29,140	29,140	29,140	0.0%
<b>DEPARTMENT TOTAL</b>	<b>\$1,281,470</b>	<b>\$1,344,770</b>	<b>\$1,526,620</b>	<b>\$1,552,290</b>	<b>1.7%</b>

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

<b>FULL-TIME POSITIONS:</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</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>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>SUBTOTAL, PART-TIME</b>	0.25	0.25	0.25	0.25
<b>FINANCE DEPARTMENT TOTAL</b>	18.25	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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
PERSONNEL SERVICES	\$178,242	\$185,602	\$200,850	\$204,790	2.0%
MATERIALS AND SUPPLIES	5,228	5,347	6,460	6,460	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	85,345	89,981	100,740	100,750	0.0%
CAPITAL OUTLAY	29,140	29,140	29,140	29,140	0.0%
<b>PROGRAM TOTAL</b>	<b>\$297,955</b>	<b>\$310,070</b>	<b>\$337,190</b>	<b>\$341,140</b>	<b>1.2%</b>

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

	2010-11	2011-12	2012-13	2013-14
<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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
PERSONNEL SERVICES	\$213,280	\$222,665	\$242,670	\$245,320	1.1%
MATERIALS AND SUPPLIES	7,123	8,437	13,500	13,500	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	20,146	18,473	27,510	27,530	0.1%
<b>PROGRAM TOTAL</b>	<b>\$240,549</b>	<b>\$249,575</b>	<b>\$283,680</b>	<b>\$286,350</b>	<b>0.9%</b>

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

	2010-11	2011-12	2012-13	2013-14
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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
PERSONNEL SERVICES	\$191,400	\$205,616	\$225,960	\$238,500	5.5%
MATERIALS AND SUPPLIES	19,875	21,325	27,620	27,620	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	39,635	36,717	61,920	61,930	0.0%
<b>PROGRAM TOTAL</b>	<b>\$250,910</b>	<b>\$263,658</b>	<b>\$315,500</b>	<b>\$328,050</b>	<b>4.0%</b>

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

	2010-11	2011-12	2012-13	2013-14
<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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
PERSONNEL SERVICES	\$486,703	\$516,477	\$575,440	\$581,920	1.1%
OPERATIONS AND CONTRACTUAL SERVICES	5,353	4,990	14,810	14,830	0.1%
<b>PROGRAM TOTAL</b>	<b>\$492,056</b>	<b>\$521,467</b>	<b>\$590,250</b>	<b>\$596,750</b>	<b>1.1%</b>

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

	2010-11	2011-12	2012-13	2013-14
<b>FULL-TIME</b>	7.00	7.00	7.00	7.00
<b>PART-TIME</b>	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>7.00</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

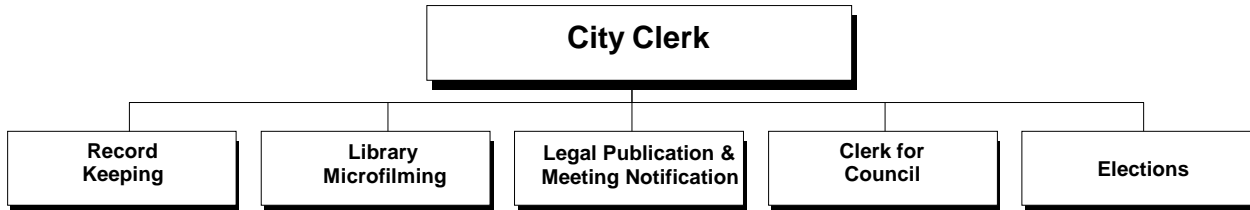
- Preserve and maintain the official permanent record of all City documents
- Develop and implement record retention schedules in cooperation with the Illinois Local Records Commission
- Work with the Finance Department to administer the City's document storage and retrieval system
- Act as keeper of 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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
PERSONNEL SERVICES	\$179,540	\$187,618	\$206,290	\$207,810	0.7%
MATERIALS AND SUPPLIES	1,730	1,247	2,880	2,880	0.0%
CONTRACTUAL SERVICES	22,609	24,184	29,490	29,500	0.0%
CAPITAL OUTLAY	1,930	1,930	1,930	1,930	0.0%
<b>TOTAL</b>	<b>\$205,809</b>	<b>\$214,979</b>	<b>\$240,590</b>	<b>\$242,120</b>	<b>0.6%</b>

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

	2010-11	2011-12	2012-13	2013-14
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

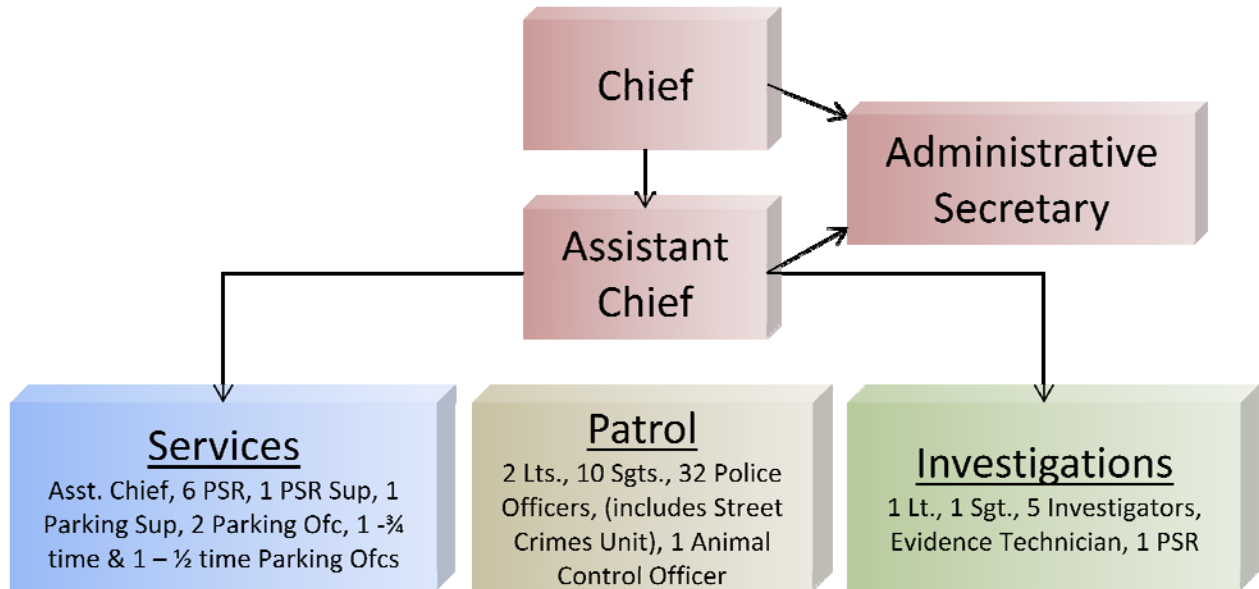
The Police Department has an authorized strength of 55 sworn officers and is organized into four divisions:

- **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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG
ADMINISTRATION PROGRAM	\$725,049	\$738,606	\$780,090	\$795,200	1.9%
PATROL PROGRAM	5,250,924	5,760,028	6,273,620	6,468,650	3.1%
ANIMAL CONTROL PROGRAM	92,602	98,385	114,950	116,290	1.2%
CRIMINAL INVESTIGATIONS PROGRAM	1,061,810	1,185,389	1,295,780	1,327,910	2.5%
SUPPORT SERVICES PROGRAM	640,192	624,356	730,070	738,850	1.2%
SCHOOL X-GUARDS PROGRAM	47,616	49,783	61,390	61,710	0.5%
PARKING PROGRAM	203,778	201,602	244,980	246,480	0.6%
<b>DEPARTMENT TOTAL</b>	<b>\$8,021,971</b>	<b>\$8,658,149</b>	<b>\$9,500,880</b>	<b>\$9,755,090</b>	<b>2.7%</b>

**POLICE DEPARTMENT EXPENDITURES BY CATEGORY**

CATEGORY	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG
PERSONNEL SERVICES	\$6,843,087	\$7,396,294	\$8,014,240	\$8,208,640	2.4%
MATERIALS AND SUPPLIES	35,038	41,303	53,670	54,570	1.7%
CONTRACTUAL SERV.	854,286	930,992	1,143,410	1,202,320	5.2%
CAPITAL OUTLAY	289,560	289,560	289,560	289,560	0.0%
<b>DEPARTMENT TOTAL</b>	<b>\$8,021,971</b>	<b>\$8,658,149</b>	<b>\$9,500,880</b>	<b>\$9,755,090</b>	<b>2.7%</b>

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

<b>FULL-TIME POSITIONS:</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</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	3	3	3	3
<b>SUBTOTAL, FULL-TIME</b>	<b>70.00</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	1.50	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>6.75</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**

---

**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 2010-11	BUDGET 2011-12	PROJECTED 2012-13	BUDGET 2013-14	% CHG
PERSONNEL SERVICES	\$415,355	\$426,247	\$458,100	\$472,150	3.1%
MATERIALS AND SUPPLIES	237	893	480	1,380	187.5%
OPERATIONS AND CONTRACTUAL SERVICES	19,897	21,906	31,950	32,110	0.5%
CAPITAL OUTLAY	289,560	289,560	289,560	289,560	0.0%
PROGRAM TOTAL	\$725,049	\$738,606	\$780,090	\$795,200	1.9%

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

	2010-11	2011-12	2012-13	2013-14
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 2010-11	BUDGET 2011-12	PROJECTED 2012-13	BUDGET 2013-14	% CHG
PERSONNEL SERVICES	\$4,664,227	\$5,116,576	\$5,501,150	\$5,637,060	2.5%
MATERIALS AND SUPPLIES	16,727	18,670	21,720	21,720	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	569,970	624,782	750,750	809,870	7.9%
<b>PROGRAM TOTAL</b>	<b>\$5,250,924</b>	<b>\$5,760,028</b>	<b>\$6,273,620</b>	<b>\$6,468,650</b>	<b>3.1%</b>

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

	2010-11	2011-12	2012-13	2013-14
<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>	46.00	46.00	46.00	46.00

**Police Department**

---

**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 2010-11	BUDGET 2011-12	PROJECTED 2012-13	BUDGET 2013-14	% CHG
PERSONNEL SERVICES	\$50,016	\$51,991	\$59,410	\$60,740	2.2%
MATERIALS AND SUPPLIES	51	353	1,000	1,000	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	42,535	46,041	54,540	54,550	0.0%
<b>PROGRAM TOTAL</b>	<b>\$92,602</b>	<b>\$98,385</b>	<b>\$114,950</b>	<b>\$116,290</b>	<b>1.2%</b>

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

	2010-11	2011-12	2012-13	2013-14
<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 2010-11	BUDGET 2011-12	PROJECTED 2012-13	BUDGET 2013-14	% CHG
PERSONNEL SERVICES	\$982,098	\$1,098,852	\$1,172,750	\$1,206,080	2.8%
MATERIALS AND SUPPLIES	811	1,020	1,300	1,300	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	78,901	85,517	121,730	120,530	-1.0%
<b>PROGRAM TOTAL</b>	<b>\$1,061,810</b>	<b>\$1,185,389</b>	<b>\$1,295,780</b>	<b>\$1,327,910</b>	<b>2.5%</b>

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

	2010-11	2011-12	2012-13	2013-14
<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>	10.00	10.00	10.00	10.00



**Police Department**

---

**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 2010-11	BUDGET 2011-12	PROJECTED 2012-13	BUDGET 2013-14	% CHG
PERSONNEL SERVICES	\$495,303	\$466,288	\$540,530	\$548,510	1.5%
MATERIALS AND SUPPLIES	15,702	19,210	27,440	27,440	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	129,187	138,858	162,100	162,900	0.5%
PROGRAM TOTAL	\$640,192	\$624,356	\$730,070	\$738,850	1.2%

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

	2010-11	2011-12	2012-13	2013-14
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 2010-11	BUDGET 2011-12	PROJECTED 2012-13	BUDGET 2013-14	% CHG
PERSONNEL SERVICES	\$191,090	\$188,319	\$224,350	\$225,840	0.7%
MATERIALS AND SUPPLIES	1,068	1,120	1,230	1,230	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	11,620	12,163	19,400	19,410	0.1%
<b>PROGRAM TOTAL</b>	<b>\$203,778</b>	<b>\$201,602</b>	<b>\$244,980</b>	<b>\$246,480</b>	<b>0.6%</b>

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

	2010-11	2011-12	2012-13	2013-14
<b>FULL-TIME</b>	4.00	4.00	4.00	4.00
<b>PART-TIME</b>	2.00	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**

---

**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 2010-11	BUDGET 2011-12	PROJECTED 2012-13	BUDGET 2013-14	% CHG
PERSONNEL SERVICES	\$44,998	\$48,021	\$57,950	\$58,260	0.5%
MATERIALS AND SUPPLIES	442	37	500	500	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	2,176	1,725	2,940	2,950	0.3%
<b>PROGRAM TOTAL</b>	<b>\$47,616</b>	<b>\$49,783</b>	<b>\$61,390</b>	<b>\$61,710</b>	<b>0.5%</b>

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

	2010-11	2011-12	2012-13	2013-14
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:

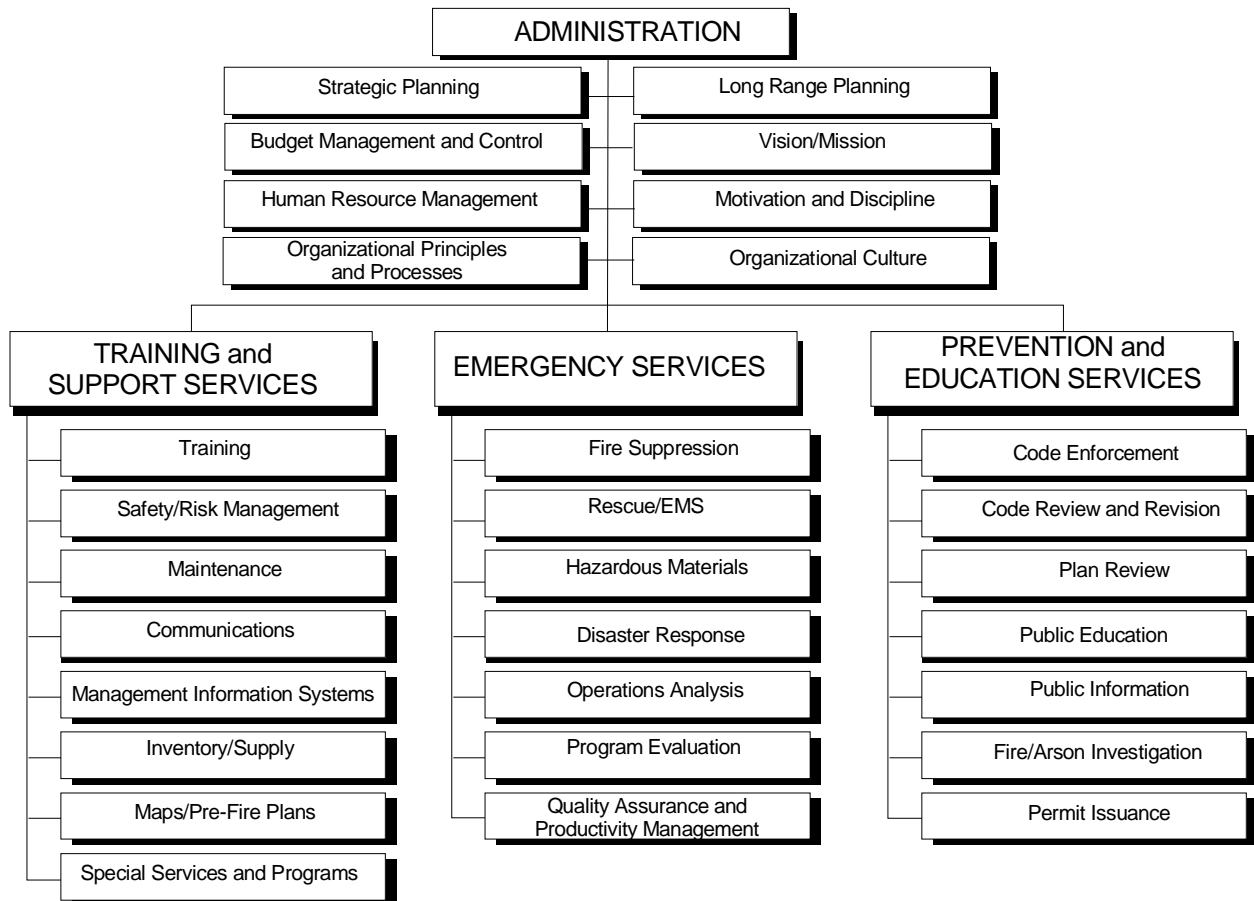
- **Administration** - functions include planning, organizing, coordinating, and controlling the services and programs provided by the department. These functions are accomplished by establishing an organizational vision, mission, long-range plan, and strategic plan. In addition, the administration is 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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG
PERSONNEL SERVICES	\$6,113,382	\$6,187,034	\$6,675,740	\$6,789,860	1.7%
MATERIALS AND SUPPLIES	56,124	69,857	70,590	70,590	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	515,994	544,883	653,430	683,040	4.5%
CAPITAL OUTLAY	196,850	196,850	196,850	196,850	0.0%
<b>TOTAL</b>	<b>\$6,882,350</b>	<b>\$6,998,624</b>	<b>\$7,596,610</b>	<b>\$7,740,340</b>	<b>1.9%</b>

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

FULL-TIME POSITIONS:	2010-11	2011-12	2012-13	2013-14
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).

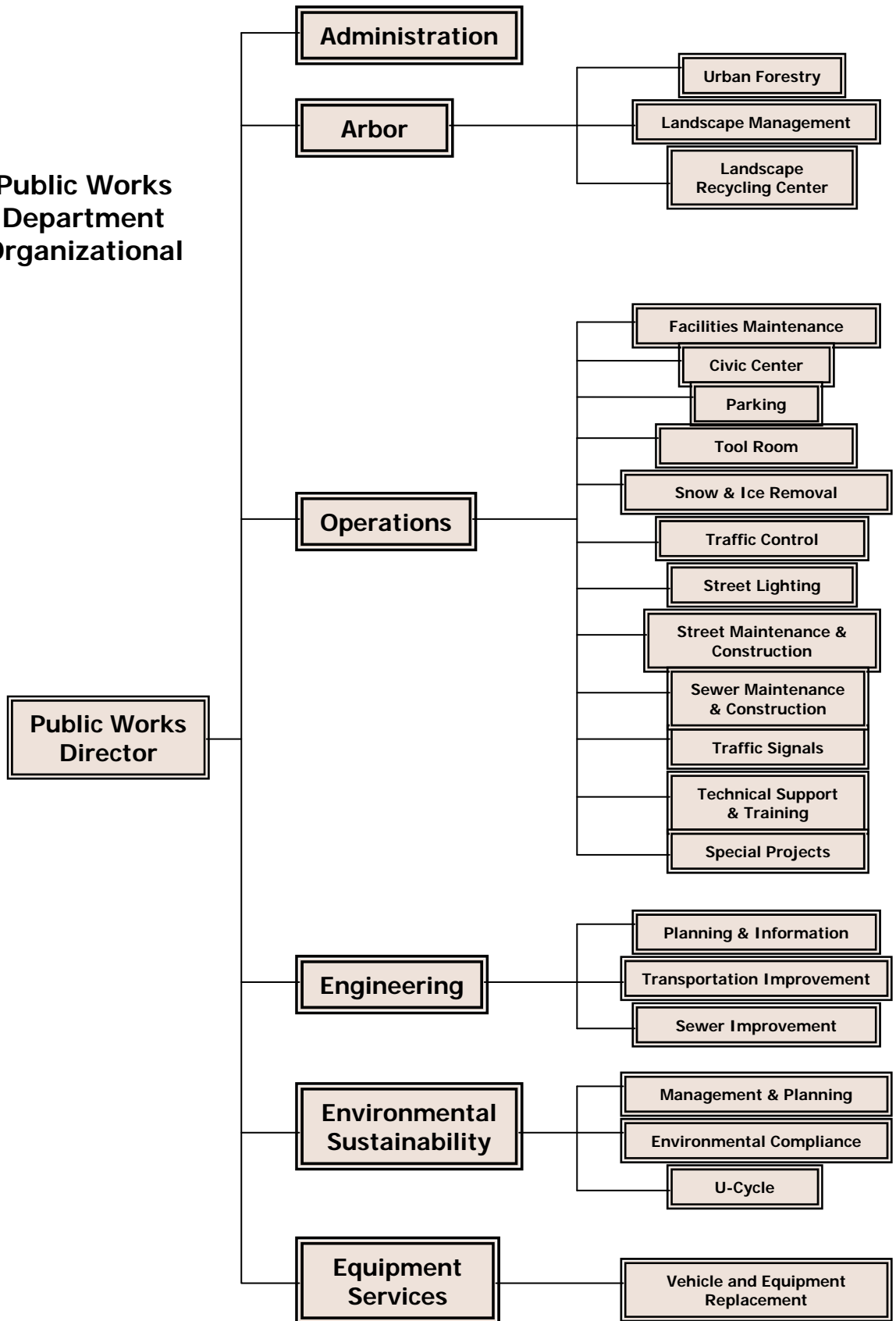


## Public Works Department

---

- 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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
ADMINISTRATION	\$847,124	\$862,234	\$915,050	\$921,240	0.7%
<b>ARBOR DIVISION:</b>					
FORESTRY	338,598	299,984	411,570	409,040	-0.6%
LANDSCAPE	307,709	283,262	348,550	333,380	
<b>OPERATIONS DIVISION:</b>					
TOOL ROOM	108,711	104,583	117,320	119,420	1.8%
SNOW AND ICE REMOVAL	237,407	172,955	203,370	204,320	0.5%
TRAFFIC CONTROL	254,603	263,201	296,840	299,870	1.0%
STREET LIGHTING	506,202	580,616	616,680	621,330	0.8%
STREET MAINT. AND CONST.	1,354,155	1,206,294	1,383,450	1,398,900	1.1%
SEWER MAINT. AND CONST.	379,732	432,566	601,770	605,870	0.7%
TRAFFIC SIGNALS	115,226	120,485	136,830	138,230	1.0%
R.O.W. AND TECHNICAL SUPPORT	39,106	38,083	50,540	47,290	-6.4%
FACILITIES MAINTENANCE	533,289	480,099	539,200	538,650	-0.1%
CIVIC CENTER	64,211	70,174	92,540	93,620	1.2%
<b>ENGINEERING DIVISION:</b>					
PLANNING AND MAPPING	500,196	433,672	503,700	513,370	1.9%
TRANS. IMPROVEMENTS	413,786	456,771	544,770	552,770	1.5%
SEWER IMPROVEMENTS	165,385	176,624	192,140	238,180	24.0%
<b>ENVIRONMENTAL SUSTAINABILITY:</b>					
MGT. AND PLANNING	252,240	120,538	159,990	138,540	-13.4%
ENVIRONMENTAL COMPLIANCE	113,423	78,240	108,690	109,830	1.0%
<b>DEPARTMENT TOTAL</b>	<b>\$6,531,103</b>	<b>\$6,180,381</b>	<b>\$7,223,000</b>	<b>\$7,283,850</b>	<b>0.8%</b>

**PUBLIC WORKS DEPARTMENT  
EXPENDITURES BY CATEGORY**

CATEGORY	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
PERSONNEL SERVICES	\$4,231,308	\$4,155,609	\$4,753,420	\$4,837,070	1.8%
MATERIALS AND SUPPLIES	497,536	465,118	532,200	531,390	-0.2%
CONTRACTUAL SERVICES	1,409,178	1,160,544	1,538,270	1,516,280	-1.4%
CAPITAL OUTLAY	393,081	399,110	399,110	399,110	0.0%
<b>DEPARTMENT TOTAL</b>	<b>\$6,531,103</b>	<b>\$6,180,381</b>	<b>\$7,223,000</b>	<b>\$7,283,850</b>	<b>0.8%</b>

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

<b>FULL-TIME POSITIONS:</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</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	1.00	1.00	1.00
CITY ARBORIST	1.00	1.00	1.00	1.00
FORESTRY SUPERVISOR	1.00	0.00	0.00	0.00
ARBOR SUPERVISOR	1.00	1.00	1.00	1.00
LANDSCAPE TECHNICIAN	3.00	3.00	3.00	3.00
EQUIPMENT OPERATOR	10.00	11.00	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	8.00	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	2.00	3.00	3.00
CIVIL ENGINEER	3.00	3.00	3.00	3.00
PROJECT COORDINATOR	1.00	0.00	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	1.00	1.00	1.00
METER MAINT. TECHNICIAN I	0.00	1.00	1.00	1.00
<b>SUBTOTAL, FULL-TIME</b>	<b>64.00</b>	<b>64.00</b>	<b>65.00</b>	<b>65.00</b>
<b>PART-TIME POSITIONS:</b>				
BIG BROADBAND/B.YARD TECH.	0.00	1.00	1.00	1.00
ARBOR SEASONAL/LABOR	4.54	4.54	4.54	5.18
L.R.C. SEASONAL/LABORERS	1.75	1.75	1.75	1.58
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 TECH./INTERN	1.35	1.35	1.35	1.85
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>17.63</b>	<b>17.63</b>	<b>18.60</b>
<b>PUBLIC WORKS DEPARTMENT TOTAL</b>	<b>80.63</b>	<b>81.63</b>	<b>82.63</b>	<b>83.60</b>

**Public Works Department**

---

**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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
PERSONNEL SERVICES	\$377,154	\$393,085	\$430,970	\$437,000	1.4%
MATERIALS AND SUPPLIES	9,089	6,795	10,410	10,410	0.0%
CONTRACTUAL SERVICES	67,800	69,273	80,590	80,750	0.2%
CAPITAL OUTLAY	393,081	393,081	393,080	393,080	0.0%
<b>PROGRAM TOTAL</b>	<b>\$847,124</b>	<b>\$862,234</b>	<b>\$915,050</b>	<b>\$921,240</b>	<b>0.7%</b>

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

	2010-11	2011-12	2012-13	2013-14
<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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
PERSONNEL SERVICES	\$277,462	\$249,457	\$327,230	\$324,200	-0.9%
MATERIALS AND SUPPLIES	4,288	3,451	4,580	4,580	0.0%
CONTRACTUAL SERVICES	56,848	47,076	79,760	80,260	0.6%
<b>PROGRAM TOTAL</b>	<b>\$338,598</b>	<b>\$299,984</b>	<b>\$411,570</b>	<b>\$409,040</b>	<b>-0.6%</b>

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

	2010-11	2011-12	2012-13	2013-14
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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
PERSONNEL SERVICES	\$223,619	\$214,901	\$253,450	\$241,040	-4.9%
MATERIALS AND SUPPLIES	6,287	3,906	6,500	6,500	0.0%
CONTRACTUAL SERVICES	77,803	64,455	88,600	85,840	-3.1%
<b>PROGRAM TOTAL</b>	<b>\$307,709</b>	<b>\$283,262</b>	<b>\$348,550</b>	<b>\$333,380</b>	<b>-4.4%</b>

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

	2010-11	2011-12	2012-13	2013-14
<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

**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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
PERSONNEL SERVICES	\$54,215	\$59,398	\$63,940	\$65,040	1.7%
MATERIALS AND SUPPLIES	26,874	22,089	28,420	29,420	3.5%
CONTRACTUAL SERVICES	27,622	23,096	24,960	24,960	0.0%
<b>PROGRAM TOTAL</b>	<b>\$108,711</b>	<b>\$104,583</b>	<b>\$117,320</b>	<b>\$119,420</b>	<b>1.8%</b>

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

	2010-11	2011-12	2012-13	2013-14
<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	%
	2010-11	2011-12	2012-13	2013-14	CHG.
PERSONNEL SERVICES	\$106,208	\$66,349	\$84,280	\$85,130	1.0%
MATERIALS AND SUPPLIES	104,297	88,532	83,280	83,280	0.0%
CONTRACTUAL SERVICES	26,902	18,074	35,810	35,910	0.3%
<b>PROGRAM TOTAL</b>	<b>\$237,407</b>	<b>\$172,955</b>	<b>\$203,370</b>	<b>\$204,320</b>	<b>0.5%</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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
PERSONNEL SERVICES	\$195,292	\$197,918	\$209,040	\$211,890	1.4%
MATERIALS AND SUPPLIES	31,977	39,083	48,520	48,520	0.0%
CONTRACTUAL SERVICES	27,334	26,200	39,280	39,460	0.5%
<b>PROGRAM TOTAL</b>	<b>\$254,603</b>	<b>\$263,201</b>	<b>\$296,840</b>	<b>\$299,870</b>	<b>1.0%</b>

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

	2010-11	2011-12	2012-13	2013-14
<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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
PERSONNEL SERVICES	\$256,473	\$285,305	\$305,340	\$309,790	1.5%
MATERIALS AND SUPPLIES	61,299	78,889	84,900	84,900	0.0%
CONTRACTUAL SERVICES	188,430	216,422	226,440	226,640	0.1%
PROGRAM TOTAL	\$506,202	\$580,616	\$616,680	\$621,330	0.8%

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

	2010-11	2011-12	2012-13	2013-14
FULL-TIME	4.00	4.00	4.00	4.00
PART-TIME	0.00	0.00	0.00	0.00
TOTAL	4.00	4.00	4.00	4.00

**PUBLIC WORKS DEPARTMENT  
STREET 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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
PERSONNEL SERVICES	\$888,738	\$809,644	\$904,940	\$919,630	1.6%
MATERIALS AND SUPPLIES	183,373	176,325	167,060	167,060	0.0%
CONTRACTUAL SERVICES	282,044	220,325	311,450	312,210	0.2%
<b>PROGRAM TOTAL</b>	<b>\$1,354,155</b>	<b>\$1,206,294</b>	<b>\$1,383,450</b>	<b>\$1,398,900</b>	<b>1.1%</b>

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

	2010-11	2011-12	2012-13	2013-14
<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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
PERSONNEL SERVICES	\$301,415	\$333,914	\$446,240	\$451,260	1.1%
MATERIALS AND SUPPLIES	28,571	14,604	47,260	47,260	0.0%
CONTRACTUAL SERVICES	49,746	84,048	108,270	107,350	-0.8%
<b>PROGRAM TOTAL</b>	<b>\$379,732</b>	<b>\$432,566</b>	<b>\$601,770</b>	<b>\$605,870</b>	<b>0.7%</b>

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

	2010-11	2011-12	2012-13	2013-14
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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
PERSONNEL SERVICES	\$93,020	\$100,590	\$108,260	\$109,090	0.8%
MATERIALS AND SUPPLIES	7,474	6,791	9,050	9,550	5.5%
CONTRACTUAL SERVICES	14,732	13,104	19,520	19,590	0.4%
<b>PROGRAM TOTAL</b>	<b>\$115,226</b>	<b>\$120,485</b>	<b>\$136,830</b>	<b>\$138,230</b>	<b>1.0%</b>

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

	2010-11	2011-12	2012-13	2013-14
<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**

---

**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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
PERSONNEL SERVICES	\$20,598	\$22,619	\$24,080	\$24,700	2.6%
MATERIALS AND SUPPLIES	495	0	2,310	0	-100.0%
CONTRACTUAL SERVICES	18,013	15,464	24,150	22,590	-6.5%
PROGRAM TOTAL	\$39,106	\$38,083	\$50,540	\$47,290	-6.4%

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

	2010-11	2011-12	2012-13	2013-14
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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
PERSONNEL SERVICES	\$180,470	\$220,635	\$195,730	\$191,520	-2.2%
MATERIALS AND SUPPLIES	30,664	21,245	33,220	33,220	0.0%
CONTRACTUAL SERVICES	322,155	238,219	310,250	313,910	1.2%
<b>PROGRAM TOTAL</b>	<b>\$533,289</b>	<b>\$480,099</b>	<b>\$539,200</b>	<b>\$538,650</b>	<b>-0.1%</b>

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

	2010-11	2011-12	2012-13	2013-14
<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**

---

**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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
PERSONNEL SERVICES	\$49,690	\$49,276	\$62,420	\$63,430	1.6%
MATERIALS AND SUPPLIES	1,897	2,254	2,140	2,140	0.0%
CONTRACTUAL SERVICES	12,624	12,615	21,950	22,020	0.3%
CAPITAL OUTLAY	0	6,029	6,030	6,030	0.0%
<b>PROGRAM TOTAL</b>	<b>\$64,211</b>	<b>\$70,174</b>	<b>\$92,540</b>	<b>\$93,620</b>	<b>1.2%</b>

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

	2010-11	2011-12	2012-13	2013-14
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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
PERSONNEL SERVICES	\$473,687	\$411,206	\$465,630	\$475,240	2.1%
MATERIALS AND SUPPLIES	760	105	2,000	2,000	0.0%
CONTRACTUAL SERVICES	25,749	22,361	36,070	36,130	0.2%
<b>PROGRAM TOTAL</b>	<b>\$500,196</b>	<b>\$433,672</b>	<b>\$503,700</b>	<b>\$513,370</b>	<b>1.9%</b>

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

	2010-11	2011-12	2012-13	2013-14
<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**

---

**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	%
	2010-11	2011-12	2012-13	2013-14	CHG.
PERSONNEL SERVICES	\$404,411	\$446,062	\$528,390	\$536,330	1.5%
MATERIALS AND SUPPLIES	74	593	850	850	0.0%
CONTRACTUAL SERVICES	9,301	10,116	15,530	15,590	0.4%
<b>PROGRAM TOTAL</b>	<b>\$413,786</b>	<b>\$456,771</b>	<b>\$544,770</b>	<b>\$552,770</b>	<b>1.5%</b>

**PUBLIC WORKS DEPARTMENT**

**ENGINEERING TRANSPORTATION IMPROVEMENTS PROGRAM**

**PERSONNEL SUMMARY (FTE'S)**

	2010-11	2011-12	2012-13	2013-14
<b>FULL-TIME</b>	5.00	5.00	5.00	5.00
<b>PART-TIME</b>	1.00	1.00	1.00	1.00
<b>TOTAL</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>

**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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
PERSONNEL SERVICES	\$156,542	\$167,652	\$180,730	\$226,720	25.4%
MATERIALS AND SUPPLIES	0	281	500	500	0.0%
CONTRACTUAL SERVICES	8,843	8,691	10,910	10,960	0.5%
<b>PROGRAM TOTAL</b>	<b>\$165,385</b>	<b>\$176,624</b>	<b>\$192,140</b>	<b>\$238,180</b>	<b>24.0%</b>

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

	2010-11	2011-12	2012-13	2013-14
<b>FULL-TIME</b>	2.00	2.00	2.00	2.00
<b>PART-TIME</b>	0.00	0.00	0.00	0.50
<b>TOTAL</b>	2.00	2.00	2.00	2.50

**Public Works Department**

---

**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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
PERSONNEL SERVICES	\$115,506	\$67,084	\$95,880	\$97,070	1.2%
MATERIALS AND SUPPLIES	117	0	600	600	0.0%
CONTRACTUAL SERVICES	136,617	53,454	63,510	40,870	-35.6%
PROGRAM TOTAL	\$252,240	\$120,538	\$159,990	\$138,540	-13.4%

**PUBLIC WORKS DEPARTMENT**

**ENVIRONMENTAL SUSTAINABILITY MGT. & PLANNING PROGRAM**

**PERSONNEL SUMMARY (FTE'S)**

	2010-11	2011-12	2012-13	2013-14
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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
PERSONNEL SERVICES	\$56,808	\$60,514	\$66,870	\$67,990	1.7%
MATERIALS AND SUPPLIES	0	175	600	600	0.0%
CONTRACTUAL SERVICES	56,615	17,551	41,220	41,240	0.0%
<b>PROGRAM TOTAL</b>	<b>\$113,423</b>	<b>\$78,240</b>	<b>\$108,690</b>	<b>\$109,830</b>	<b>1.0%</b>

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

	2010-11	2011-12	2012-13	2013-14
<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:

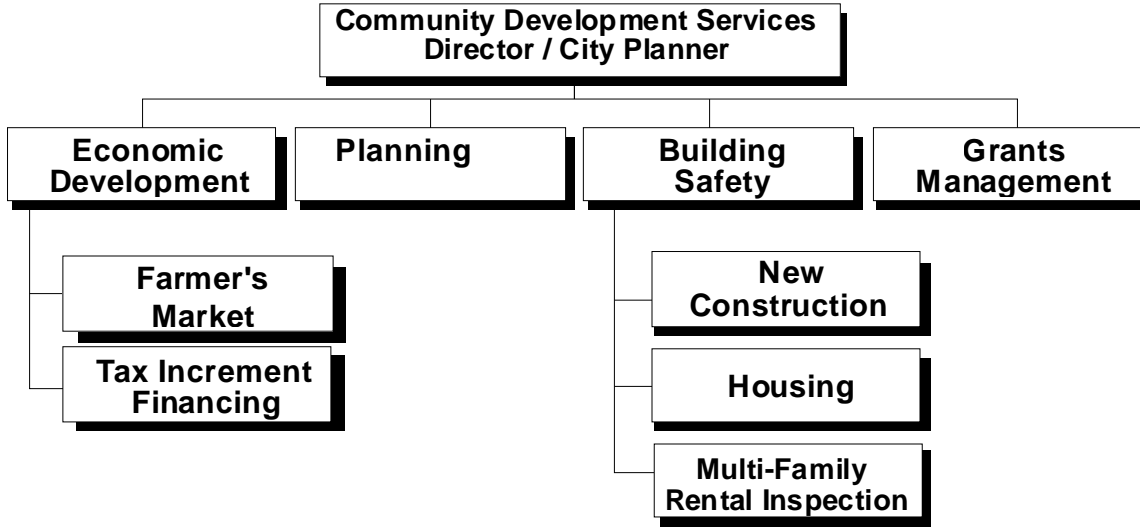
- **Administration** - provides overall administration of the department to insure effective and efficient management and customer service.
- **Planning** – ensures land use and general planning services in accordance with the Comprehensive Plan, the Zoning Ordinance, and Subdivision and Land Development 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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
ADMINISTRATION	\$245,407	\$258,396	\$289,810	\$293,620	1.3%
PLANNING	349,790	358,280	459,890	465,960	1.3%
ECONOMIC DEVELOPMENT	201,361	132,347	183,550	190,250	3.7%
NEW CONSTRUCTION	377,635	373,696	428,950	433,940	1.2%
HOUSING PROGRAM	105,593	109,786	126,110	130,500	3.5%
MULTIFAMILY INSPECTION	109,404	113,856	127,990	133,110	4.0%
<b>DEPARTMENT TOTAL</b>	<b>\$1,389,190</b>	<b>\$1,346,361</b>	<b>\$1,616,300</b>	<b>\$1,647,380</b>	<b>1.9%</b>

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT  
EXPENDITURES BY CATEGORY**

CATEGORY	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
PERSONNEL SERVICES	\$1,088,711	\$1,119,818	\$1,323,460	\$1,351,780	2.1%
MATERIALS AND SUPPLIES	10,044	8,443	18,120	18,120	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	269,705	197,370	253,990	256,750	1.1%
CAPITAL OUTLAY	20,730	20,730	20,730	20,730	0.0%
<b>DEPARTMENT TOTAL</b>	<b>\$1,389,190</b>	<b>\$1,346,361</b>	<b>\$1,616,300</b>	<b>\$1,647,380</b>	<b>1.9%</b>

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

<b>FULL-TIME POSITIONS:</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</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	1.00	1.00	1.00
MARKETING COORDINATOR	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>23.00</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	0.00	0.00	0.00
EC DEV. SPEC.	0.00	0.60	0.60	0.75
CD INTERN	0.30	0.30	0.30	0.30
<b>SUBTOTAL, PART-TIME</b>	<b>1.80</b>	<b>1.65</b>	<b>1.65</b>	<b>1.80</b>
<b>COMMUNITY DEVEL. DEPT. TOTAL</b>	<b>23.80</b>	<b>24.65</b>	<b>24.65</b>	<b>24.80</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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
PERSONNEL SERVICES	\$178,962	\$192,231	\$212,450	\$216,140	1.7%
MATERIALS AND SUPPLIES	3,503	3,457	6,730	6,830	1.5%
OPERATIONS AND CONTRACTUAL SERVICES	44,442	44,208	52,130	52,150	0.0%
CAPITAL OUTLAY	18,500	18,500	18,500	18,500	0.0%
<b>PROGRAM TOTAL</b>	<b>\$245,407</b>	<b>\$258,396</b>	<b>\$289,810</b>	<b>\$293,620</b>	<b>1.3%</b>

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

	2010-11	2011-12	2012-13	2013-14
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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
PERSONNEL SERVICES	\$290,535	\$295,554	\$388,100	\$392,590	1.2%
MATERIALS AND SUPPLIES	2,813	2,852	5,200	5,100	-1.9%
OPERATIONS AND CONTRACTUAL SERVICES	56,442	59,874	66,590	68,270	2.5%
<b>PROGRAM TOTAL</b>	<b>\$349,790</b>	<b>\$358,280</b>	<b>\$459,890</b>	<b>\$465,960</b>	<b>1.3%</b>

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

	2010-11	2011-12	2012-13	2013-14
<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>

**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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
PERSONNEL SERVICES	\$68,829	\$74,435	\$105,700	\$114,810	8.6%
MATERIALS AND SUPPLIES	151	296	300	300	
OPERATIONS AND CONTRACTUAL SERVICES	132,381	57,616	77,550	75,140	-3.1%
<b>PROGRAM TOTAL</b>	<b>\$201,361</b>	<b>\$132,347</b>	<b>\$183,550</b>	<b>\$190,250</b>	<b>3.7%</b>

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

	2010-11	2011-12	2012-13	2013-14
<b>FULL-TIME</b>	0.75	0.75	0.75	0.75
<b>PART-TIME</b>	0.00	0.00	0.60	0.60
<b>TOTAL</b>	<b>0.75</b>	<b>0.75</b>	<b>1.35</b>	<b>1.35</b>

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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
PERSONNEL SERVICES	\$358,393	\$357,114	\$398,560	\$403,520	1.2%
MATERIALS AND SUPPLIES	3,409	1,700	4,380	4,380	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	15,833	14,882	26,010	26,040	0.1%
<b>PROGRAM TOTAL</b>	<b>\$377,635</b>	<b>\$373,696</b>	<b>\$428,950</b>	<b>\$433,940</b>	<b>1.2%</b>

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

	2010-11	2011-12	2012-13	2013-14
<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>	<b>4.50</b>	<b>4.50</b>	<b>4.50</b>	<b>4.50</b>

**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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
PERSONNEL SERVICES	\$96,939	\$101,025	\$109,560	\$113,270	3.4%
MATERIALS AND SUPPLIES	168	123	760	760	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	8,486	8,638	15,790	16,470	4.3%
<b>PROGRAM TOTAL</b>	<b>\$105,593</b>	<b>\$109,786</b>	<b>\$126,110</b>	<b>\$130,500</b>	<b>3.5%</b>

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

	2010-11	2011-12	2012-13	2013-14
FULL-TIME	1.50	1.50	1.50	1.50
PART-TIME	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>

**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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
PERSONNEL SERVICES	\$95,053	\$99,459	\$109,090	\$111,450	2.2%
MATERIALS AND SUPPLIES	0	15	750	750	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	12,121	12,152	15,920	18,680	17.3%
CAPITAL OUTLAY	2,230	2,230	2,230	2,230	0.0%
<b>PROGRAM TOTAL</b>	<b>\$109,404</b>	<b>\$113,856</b>	<b>\$127,990</b>	<b>\$133,110</b>	<b>4.0%</b>

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

	2010-11	2011-12	2012-13	2013-14
<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 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 \$210,530 (3% increase). 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 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	\$204,400	\$210,530
Cunningham Township	100,000	100,000
Community Dev. Block Grant	<u>9,000</u>	<u>9,000</u>
Total Grants	\$313,400	\$319,530

Each year, if there are unspent amounts from previous year's allocations, these amounts are rebudgeted in the following year. In FY11 and FY13, 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 2010-11	ACTUAL 2011-12	PROJECTED 2012-13	BUDGET 2013-14	%
					CHG.
<b>BEGINNING FUND BALANCE</b>	\$12,882	\$3,848	\$31,323	\$2,022	
<b>REVENUES:</b>					
TRANSFER, CITY GEN. FUND RECURRING	\$ 204,400	\$ 185,600	\$204,400	\$210,530	
TRANSFER, C.D.G.G. FUND RECURRING	12,500	12,500	9,000	9,000	
TRANSFER, TOWNSHIP RECURRING	90,000	118,800	100,000	100,000	
<b>TOTAL REVENUES</b>	<b>\$ 306,900</b>	<b>\$ 316,900</b>	<b>\$ 313,400</b>	<b>\$ 319,530</b>	<b>2.0%</b>
<b>EXPENSES:</b>					
PREVIOUS ALLOCATIONS (SEE SUPPLEMENTARY (EXPENDITURE REPORT FOR DETAILS)	\$ 304,900	\$ 289,425	\$313,400	\$321,500	
PREVIOUS UNSPENT ALLOCATIONS ENCUMBERED	11,034	0	29,301	0	
<b>TOTAL EXPENSES</b>	<b>\$ 315,934</b>	<b>\$ 289,425</b>	<b>\$ 342,701</b>	<b>\$ 321,500</b>	<b>-6.2%</b>
<b>ENDING FUND BALANCE</b>	<b>\$3,848</b>	<b>\$31,323</b>	<b>\$2,022</b>	<b>\$52</b>	

**Special Funds That Support  
General Operations**

**EQUIPMENT SERVICES FUND**

This fund accounts for the 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 2010-11	ACTUAL 2011-12	ESTIMATED 2012-13	BUDGET 2013-14	% CHG
CASH BAL., BEG. YEAR	\$116,108	\$64,785	\$16,606	\$1,662	
<b>RECEIPTS:</b>					
<b>CHARGES FOR SERVICE FEES:</b>					
PERSONNEL SERVICE	\$303,944	\$268,864	\$251,600	\$395,340	57.1%
PARTS	173,440	158,163	186,727	186,730	
FUEL	353,275	371,757	402,456	410,000	
CONTRACTUAL	62,301	94,509	32,813	100,000	
SPECIAL BILLING TO DEPT'S	0	0	270,900	0	
OTHER	476	1,125	1,200	1,200	
<b>TOTAL RECEIPTS</b>	<b>\$893,436</b>	<b>\$894,418</b>	<b>\$1,145,696</b>	<b>\$1,093,270</b>	
<b>EXPENDITURES:</b>					
PERSONNEL SERVICES	\$341,976	\$353,731	\$406,070	\$411,720	1.4%
SUPPLIES	483,961	486,655	662,270	662,270	0.0%
CONTRACTUAL AND OPERATING	121,684	113,317	170,770	163,270	-4.4%
EQUIPMENT	0	4,016	88,930	0	
<b>SUBTOTAL, EXPENDITURES</b>	<b>\$947,621</b>	<b>\$957,719</b>	<b>\$1,328,040</b>	<b>\$1,237,260</b>	
ADJUST FOR DEPRECIATION	(15,733)	(15,462)	(27,400)	(27,400)	
ADJUST FOR PARTS INV./PREPAIDS	12,871	340	0	0	
DEDUCT EST. UNSPENT BUDGET	0	0	(140,000)	(190,000)	
<b>NET CASH EXPENDITURES</b>	<b>\$944,759</b>	<b>\$942,597</b>	<b>\$1,160,640</b>	<b>\$1,019,860</b>	
<b>CASH BAL., END YEAR:</b>					
RESERVED FOR EQ. REPL.	\$93,441	\$115,425	\$52,495	\$78,495	
RESERVED FOR OPERATING	(\$28,656)	(\$98,819)	(\$50,833)	(\$3,423)	

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

	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</b>
<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**

This 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 2010-11	ACTUAL 2011-12	PROJECTED 2012-13	BUDGET 2013-14
<b>FUND BAL., BEG. YEAR</b>	\$4,120,326	\$3,735,388	\$4,109,265	\$3,594,987
<b>REVENUES:</b>				
TRANSFER FROM GEN. FUND	\$952,159	\$946,130	\$952,160	\$952,160
TRANSFER FROM STORM SEWER FUND	\$0	\$0	\$0	\$68,300
FED. GRANT, FIRE TR.	1,500	14,404	30,596	0
EQUIPMENT SALES	10,490	30,846	40,000	40,000
GRANT, POLICE VESTS/PAGERS	2,058	3,930	3,000	3,000
CITY SHARE, JAG (POLICE) GRANT	41,760	28,351	21,285	18,000
STATE REIMB., POLICE TRAINING	4,421	21,687	26,000	26,000
NIW DONATION, FIRE USES	0	1,500	0	0
INTEREST	77,151	128,471	90,000	90,000
<b>TOTAL REVENUES</b>	<b>\$1,089,539</b>	<b>\$1,175,319</b>	<b>\$1,163,041</b>	<b>\$1,197,460</b>
<b>EXPENDITURES:</b>				
MAJOR EQUIPMENT	\$498,446	\$408,685	\$927,544	\$148,890
POLICE EQUIPMENT, REG.	537,823	276,604	336,718	105,045
FIRE EQUIPMENT	49,621	36,939	296,229	435,836
PUBLIC WORKS EQUIPMENT	31,624	33,914	60,956	113,878
OTHER DEPT. EQUIPMENT	6,963	45,300	55,872	70,250
LIBRARY EQUIPMENT	0	0	0	160,500
ONE-TIME TRANSFER, GEN. FUND	350,000	0	0	0
<b>SUBTOTAL, EXPENDITURES</b>	<b>\$1,474,477</b>	<b>\$801,442</b>	<b>\$1,677,319</b>	<b>\$1,034,399</b>
<b>FUND BAL., END YEAR, LIBRARY EQ.</b>	<b>\$160,500</b>	<b>\$160,500</b>	<b>\$160,500</b>	<b>\$0</b>
<b>FUND BAL., END YEAR, REG.</b>	<b>3,574,888</b>	<b>3,948,765</b>	<b>3,434,487</b>	<b>3,758,048</b>

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

---

DEPARTMENT	ACTUAL	ACTUAL	BUDGET	BUDGET
	2010-11	2011-12	2012-13	2013-14
EXECUTIVE	\$8,810	\$8,810	\$8,810	\$8,810
FINANCE	29,140	29,140	29,140	29,140
CITY CLERK	1,930	1,930	1,930	1,930
POLICE	289,560	289,560	289,560	289,560
FIRE	196,850	196,850	196,850	196,850
PUBLIC WORKS-REG.	399,110	393,081	399,110	399,110
PUBLIC WORKS-CIVIC CENTER	6,029	6,029	6,030	6,030
COMMUNITY DEV.-REG.	18,500	18,500	18,500	18,500
COMMUNITY DEV.-RENTAL	2,230	2,230	2,230	2,230

**Special Funds That Support  
General Operations**

**VEHICLE AND EQUIPMENT REPLACEMENT POLICE SUPPLEMENTARY FUND**

This 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 2010-11	ACTUAL 2011-12	PROJECTED 2012-13	BUDGET 2013-14
<b>FUND BAL., BEG. YEAR</b>	\$59,548	\$71,432	\$130,611	\$12,430
<b>REVENUES:</b>				
D.U.I. FINES, RESTRICTED (H10)	11,181	16,571	10,000	10,000
TASK FORCE, RESTRICTED (H11)	0	0	0	1,300
STATE SEIZURES, RESTRICTED (H12)	28,478	89,587	20,000	90,000
FED. SEIZURES, RESTRICTED (H13)	0	1,648	1,500	10,000
METRO AGENCY CONTRIBUTIONS (H14)	19,262	19,419	19,419	20,390
<b>INTEREST:</b>				
D.U.I. FINES, RESTRICTED (H10)	437	371	200	200
TASK FORCE, RESTRICTED (H11)	14	2	0	0
STATE SEIZURES, RESTRICTED (H12)	13	28	100	100
FED. SEIZURES, RESTRICTED (H13)	13	0	0	0
METRO AGENCY CONTRIBUTIONS (H14)	18	9	10	10
<b>TOTAL REVENUES</b>	\$59,416	\$127,635	\$51,229	\$132,000
<b>EXPENDITURES:</b>				
POLICE EQ., DUI FINES REST. (H10)	728	30,357	37,780	22,610
POLICE EQ., TASK FORCE X REST. (H11)	0	4,635	602	1,300
POLICE EQ., STATE DRUG SEIZ. REST. (H12)	23,463	19,427	95,300	90,100
POLICE EQ., FED DRUG SEIZ. REST. (H13)	8,585	1,898	1,498	10,010
METRO AGENCY EQUIPMENT (H14)	14,756	12,139	34,230	20,400
<b>SUBTOTAL, EXPENDITURES</b>	\$47,532	\$68,456	\$169,410	\$144,420
FUND BAL., REST. DUI FINES (H10)	\$53,408	\$39,993	\$12,413	\$3
FUND BAL., TASK FORCE X (H11)	5,235	602	-	-
FUND BAL., STATE SEIZURES REST. (H12)	5,015	75,203	3	3
FUND BAL., FED. SEIZURES REST. (H13)	262	12	14	4
FUND BAL., METRO AGENCY (H14)	7,512	14,801	-	-

**LANDSCAPE RECYCLING CENTER**

This fund 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 2010-11	ACTUAL 2011-12	ESTIMATED 2012-13	BUDGET 2013-14	% CHG
<b>FUND BAL., BEG. YEAR</b>	\$513,439	\$340,155	\$422,824	\$223,201	
<b>RECEIPTS:</b>					
<b>L.R.C. SERVICE FEES</b>	\$617,998	\$617,296	\$618,000	\$618,000	0.0%
<b>INTEREST</b>	8,012	10,627	8,000	8,000	
<b>TOTAL RECEIPTS</b>	\$626,010	\$627,923	\$626,000	\$626,000	
<b>EXPENDITURES:</b>					
<b>PERSONNEL SERVICES</b>	\$313,760	\$301,344	\$361,570	\$356,700	-1.3%
<b>SUPPLIES</b>	60,010	63,484	97,200	97,000	-0.2%
<b>CONTRACTUAL AND OPERATING</b>	170,701	132,841	199,470	200,430	0.5%
<b>SET ASIDE FOR EQ. REPL.</b>	0	0	0	0	
<b>SUBTOTAL, OP. EXPENDITURES</b>	\$544,471	\$497,669	\$658,240	\$654,130	
<b>DEDUCT EST. UNSPENT BUDGET</b>	0	0	54,000	44,000	
<b>NET REV. OVER (UNDER) OP. EXP.</b>	\$81,539	\$130,254	\$21,760	\$15,870	
<b>EQUIPMENT</b>	254,823	47,585	221,383	47,042	
<b>CASH BAL., END YEAR:</b>					
<b>RESERVED FOR CASH FLOWS</b>	\$45,000	\$45,000	\$45,000	\$45,000	
<b>RESERVED FOR EQ. REPL.</b>	\$295,155	\$377,824	\$178,201	\$147,029	

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

	2010-11	2011-12	2012-13	2013-14
<b>FULL-TIME</b>	2.83	2.83	3.50	3.50
<b>PART-TIME</b>	1.75	1.75	1.75	1.75
<b>TOTAL</b>	4.58	4.58	5.25	5.25



**Special Funds That Support  
General Operations**

**U-CYCLE FUND**

This 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 31, 2016. The program is funded from a locally collected recycling tax of \$33/annual per household.

**U-CYCLE FUND  
FINANCIAL SUMMARY**

	ACTUAL 2010-11	ACTUAL 2011-12	ESTIMATED 2012-13	BUDGET 2013-14	% CHG
FUND BAL., BEG. YEAR	\$220,951	\$139,818	\$142,372	\$60,762	
<b>RECEIPTS:</b>					
<b>RECYCLING TAX:</b>					
RESIDENTIAL	\$261,692	\$261,991	\$261,990	\$288,189	10.0%
MULTI-FAMILY	267,045	265,118	265,120	291,632	10.0%
INTEREST	2,946	3,053	1,000	500	
TRANSFER STA. FEES	0	0	0	0	
MATERIAL RESALE	218	0	500	500	
<b>TOTAL RECEIPTS</b>	<b>\$531,901</b>	<b>\$530,162</b>	<b>\$528,610</b>	<b>\$580,821</b>	
<b>EXPENDITURES:</b>					
RESIDENTIAL PROGRAM	\$362,873	\$314,721	\$384,250	\$352,090	-8.4%
MULTI-FAMILY PROGRAM	248,292	211,597	282,270	280,110	
CITY SUSTAINABILITY PROGRAM	1,869	1,290	3,700	3,700	
<b>TOTAL EXPENDITURES</b>	<b>\$613,034</b>	<b>\$527,608</b>	<b>\$670,220</b>	<b>\$635,900</b>	<b>-5.1%</b>
LESS UNSPENT BUDGET	\$0	\$0	\$60,000	\$60,000	
<b>NET OVER (UNDER) EXP.</b>	<b>(\$81,133)</b>	<b>\$2,554</b>	<b>(\$81,610)</b>	<b>\$4,921</b>	
FUND BAL., END YEAR	\$139,818	\$142,372	\$60,762	\$65,683	

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

	2010-11	2011-12	2012-13	2013-14
<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

**EXPENDITURES BY CLASSIFICATION**

	ACTUAL 2010-11	ACTUAL 2011-12	ESTIMATED 2012-13	BUDGET 2013-14	% CHG
PERSONNEL SERVICES	\$55,055	\$59,024	\$61,940	\$63,600	2.7%
MATERIALS AND SUPPLIES	33,713	1,310	37,500	4,500	-88.0%
CONTRACTUAL	524,266	467,274	570,780	567,800	-0.5%
<b>FUND TOTAL</b>	<b>\$613,034</b>	<b>\$527,608</b>	<b>\$670,220</b>	<b>\$635,900</b>	<b>-5.1%</b>

**RETAINED RISK FUND**

This 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 2010-11</b>	<b>ACTUAL 2011-12</b>	<b>PROJECTED 2012-13</b>	<b>BUDGET 2013-14</b>
<b>FUND BAL., BEG. YEAR</b>	\$3,114,598	\$2,819,482	\$2,955,643	\$2,927,603
<b>REVENUES:</b>				
<b>INTEREST</b>	\$57,889	\$96,523	\$60,000	\$60,000
<b>TRANSFER, GEN. FUND, W/COMP</b>	215,810	215,810	226,590	226,590
<b>TRANSFER, GEN. FUND, LIAB.</b>	393,385	324,868	429,000	429,000
<b>TRANSFER, OTHER FUNDS</b>	11,470	11,470	11,470	11,470
<b>TOTAL REVENUES</b>	\$678,554	\$648,671	\$727,060	\$727,060
<b>EXPENDITURES:</b>				
<b>WORK. COMP. CLAIMS</b>	\$541,428	\$33,383	\$400,000	\$400,000
<b>LIABILITY CLAIMS</b>	107,789	44,834	140,000	140,000
<b>OUTSIDE INSURANCE COSTS</b>	285,596	280,034	289,000	289,000
<b>EMPLOYEE INCENTIVES/TRAINING</b>	6,357	132,592	140,000	140,000
<b>ADMINISTRATOR FEE</b>	32,500	21,667	36,100	36,100
<b>LESS EST. UNSPENT BUDGET</b>	0	0	(250,000)	(250,000)
<b>TOTAL EXPENDITURES</b>	\$973,670	\$512,510	\$755,100	\$755,100
<b>FUND BAL., END YEAR, GEN. LIAB.</b>	\$540,304	\$540,304	\$540,304	\$540,304
<b>FUND BAL., END YEAR, COMP.</b>	\$2,279,178	\$2,415,339	\$2,387,299	\$2,359,259

**Special Funds That Support  
General Operations**

---

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

This 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**

	<b>ACTUAL 2010-11</b>	<b>ACTUAL 2011-12</b>	<b>PROJECTED 2012-13</b>	<b>BUDGET 2013-14</b>
<b>FUND BAL., BEG. YEAR</b>	\$282,352	\$290,389	\$278,369	\$250,649
<b>REVENUES:</b>				
<b>TRANSFER IN FROM GEN. FUND (2% PEG)</b>	\$149,386	\$140,822	\$146,630	\$152,500
<b>MEMBERSHIP FEES</b>	140	350	100	100
<b>TOTAL REVENUES</b>	\$149,526	\$141,172	\$146,730	\$152,600
<b>EXPENDITURES:</b>				
<b>PERSONNEL COSTS</b>	\$117,987	\$131,154	\$140,980	\$140,980
<b>SUPPLIES</b>	4,401	1,949	5,000	5,000
<b>CONTRACTUAL/OPERATING</b>	6,091	7,662	9,470	9,470
<b>EQUIPMENT</b>	13,010	12,427	24,000	24,000
<b>TOTAL EXPENDITURES</b>	\$141,489	\$153,192	\$179,450	\$179,450
<b>DEDUCT EST. UNSPENT BUDGET</b>	\$0	\$0	(\$5,000)	(\$5,600)
<b>FUND BAL., END YEAR, RESERVED EQ. REPL.</b>	\$216,553	\$219,126	\$210,126	\$201,126
<b>FUND BAL., END YEAR, OPERATING</b>	\$73,836	\$59,243	\$40,523	\$28,273

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

	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</b>
<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>	2.50	2.50	2.50	2.50

**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 2010-11	ACTUAL 2011-12	PROJECTED 2012-13	BUDGET 2013-14
<b>REVENUES:</b>				
CONTRIBUTIONS, OTHER AGENCIES	\$79,023	\$82,624	\$88,920	\$90,300
CONTRIBUTIONS, URBANA	16,959	17,959	24,430	24,810
<b>TOTAL REVENUES</b>	<b>\$95,982</b>	<b>\$100,583</b>	<b>\$113,350</b>	<b>\$115,110</b>
<b>EXPENDITURES:</b>				
PERSONNEL SERVICES	\$90,211	\$93,410	\$102,190	\$103,930
SUPPLIES AND MATERIALS	0	0	0	0
OPERATING AND CONTRACTUAL	5,771	7,173	11,160	11,180
CAPITAL OUTLAY	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$95,982</b>	<b>\$100,583</b>	<b>\$113,350</b>	<b>\$115,110</b>

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

**PERSONNEL SUMMARY (FTE'S)**

	2010-11	2011-12	2012-13	2013-14
<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>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

**Special Funds That Support  
General Operations**

**PUBLIC ARTS FUND**

This 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 \$50,000 from private donations, T3 liquor licenses and other non-city revenue sources. Included in the expenditures is \$50,000 for public arts project costs, which spending will not be authorized until the equivalent revenue is received. The City has only received to date very small amounts for public arts from outside resources.

**PUBLIC ARTS FUND  
FINANCIAL SUMMARY**

	ACTUAL 2010-11	ACTUAL 2011-12	PROJECTED 2012-13	BUDGET 2013-14
<b>FUND BAL., BEG. YEAR</b>	\$8,322	\$37,999	\$61,673	\$0
<b>REVENUES:</b>				
TRANS. TIF ONE	\$100,323	\$126,299	\$132,510	\$135,690
TRANS. TIF ONE, ENC.	0	0	26,548	0
TRANS. TIF TWO	18,300	27,800	25,000	25,000
TRANS. TIF2, BONEYARD ART	0	12,420	46,000	0
TRANS. TIF2, ART IN PARK	0	0	24,239	0
TRANS. TIF THREE (KING SCULPT.)	0	0	50,000	0
TRANS. GEN. RESERVE	5,000	5,000	0	0
TRANS. CAP. IMPR. SUPPL. RES.	24,934	15,000	15,000	15,000
TRANS. MVPS, ART MAINT.	680	2,481	4,000	4,000
TRANS. TIF UBA, ARTS FESTIVAL	10,000	5,000	5,000	5,000
STATE GRANT, MARKETING	0	3,982	3,250	0
PRIVATE DONATIONS/GRANTS/EVENTS	0	0	46,750	50,000
INTEREST	0	17	100	0
T3 LIQUOR LICENSES	0	4,020	4,000	4,000
<b>TOTAL REVENUES</b>	<b>\$159,237</b>	<b>\$202,019</b>	<b>\$382,397</b>	<b>\$238,690</b>
<b>EXPENDITURES:</b>				
<b>PERSONNEL SERVICES:</b>				
ARTS SPECIALIST	\$17,294	\$36,068	\$40,900	\$42,780
INTERN	0	0	3,600	3,600
EMPLOYEE INSURANCE	2,430	5,440	6,100	6,100
IMRF PENSION	2,560	5,210	5,210	6,510
SUBTOTAL, PERSONNEL	\$22,284	\$46,718	\$55,810	\$58,990
SUPPLIES/PRINTING	10	(242)	700	700
TRAINING/EDUCATION	2,052	809	2,000	2,000
REDEVELOPMENT INCENTIVE FOR ARTS	41,500	58,750	55,000	55,000
U.B.A. ARTS FESTIVAL	0	5,000	5,000	5,000
PUBLIC ARTS PROJECTS IN TIF	12,959	44,026	44,000	44,000
ARTS PROJECTS TIF (CARRYOVER)	40,904	0	26,548	0
PUBLIC ARTS PROJECTS NON-TIF *	0	4,401	19,100	19,000
ARTS PROJECTS NON-TIF *	0	0	46,750	50,000
ARTS PROJECTS NON-TIF * C/O	9,171	0	61,673	0
ART IN PARK PROJECT, TIF	0	0	24,239	0
ART IN PARK MAINT. (MVPS)	680	2,481	4,000	4,000
BONEYARD ART (TIF)	0	12,420	46,000	0
KING PARK SCULPTURE	0	0	50,000	0
MARKETING (GRANT)	0	3,982	3,250	0
<b>TOTAL EXPENDITURES</b>	<b>\$129,560</b>	<b>\$178,345</b>	<b>\$444,070</b>	<b>\$238,690</b>
<b>FUND BAL., END YEAR</b>	<b>\$37,999</b>	<b>\$61,673</b>	<b>\$0</b>	<b>\$0</b>

# **COMMUNITY DEVELOPMENT SPECIAL FUNDS**

## **COMMUNITY DEVELOPMENT SERVICES**

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

# 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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14
FUND BAL., BEG. YEAR	\$0	\$0	\$0	\$0
<b>REVENUES:</b>				
FEDERAL GRANT-CURRENT	\$505,007	\$421,459	\$362,644	\$362,644
REPROGRAMMED FUNDS, PREV. YR.	(90,435)	33,088	434,962	0
A.A.R.A. GRANT, ONE-TIME	5,097	0	0	0
<b>SUBTOTAL, FED. GRANT</b>	<b>\$419,669</b>	<b>\$454,547</b>	<b>\$797,606</b>	<b>\$362,644</b>
<b>PROGRAM INCOME:</b>				
TRANS. HOUSING RENTS	2,656	3,746	3,000	3,000
OTHER PROGRAM INCOME	32,758	35,931	35,000	35,000
<b>TOTAL REVENUES</b>	<b>\$455,083</b>	<b>\$494,224</b>	<b>\$835,606</b>	<b>\$400,644</b>
<b>EXPENDITURES BY PROGRAM</b>				
ADMINISTRATION	\$99,244	\$102,781	\$79,933	\$78,553
HOUSING	247,823	238,765	286,881	260,760
PUBLIC SERVICES	19,237	20,500	17,000	7,000
PUBLIC FACILITIES	34,059	88,284	410,686	0
TRANSITIONAL HOUSING	54,720	43,894	41,106	41,106
<b>TOTAL EXPENDITURES</b>	<b>\$455,083</b>	<b>\$494,224</b>	<b>\$835,606</b>	<b>\$387,419</b>
FUND BAL., END YEAR	\$0	\$0	\$0	\$13,225

**COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM  
EXPENDITURE SUMMARY**

	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
PERSONNEL SERVICES	\$179,995	\$173,177	\$184,658	\$184,658	0.0%
MATERIALS AND SUPPLIES	761	1,328	1,000	1,000	0.0%
OPERATIONS AND CONTRACTUAL SERVICES	240,268	231,435	239,262	201,761	-15.7%
CAPITAL IMPROVEMENTS	34,059	88,284	410,686	0	-100.0%
<b>TOTAL</b>	<b>\$455,083</b>	<b>\$494,224</b>	<b>\$835,606</b>	<b>\$387,419</b>	<b>-53.6%</b>

**COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM  
PERSONNEL SUMMARY**

	2010-11	2011-12	2012-13	2013-14
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 2010-11	ACTUAL 2011-12	PROJECTED 2012-13	BUDGET 2013-14
<b>FUND BAL., BEG. YEAR</b>	\$76,994	\$85,457	\$119,448	\$72,160
<b>REVENUES:</b>				
INTEREST	719	3,112	500	500
SALE, 915 LINCON	0	25,000	0	0
TRANS. CDBG, BERKLEY	0	8,100	0	0
LOAN REPAYMENTS	10,000	0	10,000	10,000
<b>EXPENDITURES:</b>				
NEIGHBORHOOD CLEANUP	2,256	2,221	24,342	12,500
EADS HOMEOWNER ASSIST.	0	0	0	6,000
SET UP COSTS, TIF5	0	0	33,446	0
<b>FUND BAL., END YEAR</b>	\$85,457	\$119,448	\$72,160	\$64,160

**CRYSTAL LAKE PARK NEIGHBORHOOD FUND**

This fund accounted for contributions from Carle and the City toward a Crystal Lake Park Neighborhood Fund. The money was 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. The balance of funds was spent in FY11 and the fund is now closed.

**CRYSTAL LAKE PARK NEIGHBORHOOD FUND  
FINANCIAL SUMMARY**

	ACTUAL 2010-11	ACTUAL 2011-12	PROJECTED 2012-13	BUDGET 2013-14
<b>FUND BAL., BEG. YEAR</b>	\$4,562	\$2,135	\$0	\$0
<b>REVENUES:</b>				
INTEREST	0	0	0	0
LOAN REPAYMENTS	0	0	0	0
<b>EXPENDITURES:</b>				
NEIGHBORHOOD CLEANUP	2,427	2,135	0	0
NEIGHBORHOOD PROJ.	0	0	0	0
<b>FUND BAL., END YEAR</b>	\$2,135	\$0	\$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 2010-11</b>	<b>ACTUAL 2011-12</b>	<b>BUDGET 2012-13</b>	<b>BUDGET 2013-14</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	216,998
<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>\$1,022,071</b>
<b>EXPENDITURES:</b>				
<b>GENERAL ADMINISTRATION</b>	123,852	126,226	262,032	282,183
<b>COMMUNITY HOUSING DEV.</b>	291,113	67,261	444,395	147,487
<b>CITY OF CHAMPAIGN</b>	717,024	557,690	943,802	283,448
<b>CHAMPAIGN COUNTY</b>	87,597	108,937	664,273	64,359
<b>CITY OF URBANA</b>	304,671	195,981	639,413	244,594
<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>\$1,022,071</b>
<b>FUND BAL., END YEAR</b>	\$0	\$0	\$0	\$0

**HOME PROGRAM  
EXPENDITURE SUMMARY**

	<b>ACTUAL 2010-11</b>	<b>ACTUAL 2011-12</b>	<b>BUDGET 2012-13</b>	<b>BUDGET 2013-14</b>
<b>PERSONNEL SERVICES</b>	\$178,599	\$150,769	\$180,860	\$183,970
<b>SUPPLIES</b>	1,712	1,634	2,610	1,220
<b>CONTRACTUAL/OPERATIONS</b>	1,343,946	903,692	2,770,445	836,881
<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>\$1,022,071</b>

**HOME PROGRAM  
PERSONNEL SUMMARY**

	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</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 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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14
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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14
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**

	2010-11	2011-12	2012-13	2013-14
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 2010-11	ACTUAL 2011-12	PROJECTED 2012-13	BUDGET 2013-14
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. This amount was originally provided to Fairlawn from a federal and state program. Use of the amounts is restricted to affordable housing uses.

	ACTUAL 2010-11	ACTUAL 2011-12	PROJECTED 2012-13	BUDGET 2013-14
FUND BAL., BEG. YEAR	\$249,243	\$75,550	\$75,550	\$8,864
EXPENDITURES:				
TRANS. GEN. FUND, CD OVERHEAD	-	-	8,864	8,864
TRANS. CDBG, KERR HOUSING DEV.	173,693	-	57,822	-
FUND BAL., END YEAR	\$75,550	\$75,550	\$8,864	\$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, Malawi, Africa. The award of \$10,000 was made for administrative costs and \$3,084 for contractor's retention 2012-13.

	ACTUAL 2010-11	ACTUAL 2011-12	PROJECTED 2012-13	BUDGET 2013-14
FUND BAL., BEG. YEAR	\$0	\$7,500	\$7,500	\$0
REVENUES:				
SISTER CITY ASSOC. GRANT	7,500	0	2,500	0
EXPENDITURES:				
SISTER CITY PROGRAM COSTS	0	\$0	\$10,000	\$0
FUND BAL., END YEAR	\$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.



# OTHER SPECIAL FUNDS

- **TAX INCREMENT FINANCING DISTRICTS**
  - T.I.F. ONE
  - T.I.F. TWO
  - T.I.F. THREE
  - T.I.F. FOUR
  
- **URBANA FREE LIBRARY**
  
- **MOTOR VEHICLE PARKING SYSTEM**
  
- **CAPITAL IMPROVEMENT**
  - MOTOR FUEL TAX
  - SANITARY SEWER CONSTRUCTION
  - STORM WATER UTILITY
  - CAPITAL IMPROVEMENT AND REPLACEMENT – REG.
  - CAPITAL IMPROVEMENT AND REPLACEMENT – SUPPL.
  
- **RESERVE**
  - GENERAL (FORMERLY TAX STABILIZATION)
  - ECONOMIC DEVELOPMENT
  -
  
- **PENSIONS**
  - IMRF
  - POLICE
  - FIRE

# 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 2016. 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 2016 (City FY15-16) and ½ fall of 2016 (City FY16-17).
- 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). In December 2012, the City issued \$7.8 million in bonds to finance the Boneyard creek improvement, with the last debt service payment being due January 1, 2022. 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**

**T I F 1 Fund  
Financial Summary**

	ACTUAL 2010-11	ACTUAL 2011-12	ACTUAL 2012-13	BUDGET 2013-14
FUND BAL., BEG. YEAR	\$1,107,773	\$1,063,575	\$984,646	\$4,371
<b>REVENUES:</b>				
CURRENT YEAR INCREMENT	\$608,923	\$614,514	\$718,160	\$753,784
TRANSFER FROM TIF2 (HIST. LINCOLN)	261,577	493,425	294,998	200,000
TRANSFER FROM TIF2 (MAIN ST.)	0	101,051	473,949	0
TRANSFER FROM TIF2 (CAKE DESIGN)	0	0	70,000	0
INTEREST	17,425	18,711	5,000	3,000
TOTAL REVENUES	\$887,925	\$1,227,701	\$1,562,107	\$956,784
<b>EXPENDITURES:</b>				
<b>PERSONNEL:</b>				
EC. DEV. MANAGER (.25)	\$19,900	\$19,900	\$20,490	\$20,490
LONGEVITY PAY	0	617	460	1,030
EMPLOYEE INS.	2,280	2,550	2,750	2,750
I.M.R.F./FICA	3,980	3,980	3,900	4,350
SUBTOTAL, ED MGR. PERSONNEL	\$26,160	\$27,047	\$27,600	\$28,620
PUBLIC ARTS PERSONNEL	22,284	46,718	54,910	57,660
PUBLIC ARTS PRINTING/EDUC.	1,510	(395)	2,700	2,700
MARKETING/DUES/LEGAL	6,531	5,813	16,300	20,000
INCENTIVE PROGRAMS	28,410	37,175	90,000	90,000
MAIN ST. ORG. GRANTS	22,307	17,026	25,000	25,000
HISTORIC LINCOLN INCENTIVES	261,577	493,425	294,998	200,000
STRATFORD PROJECT INCENT.	74,011	75,655	80,260	82,270
CAKE DESIGN DEV. COSTS	0	0	70,000	0
URBANA BUSINESS ALLIANCE	105,069	116,767	125,548	99,000
SURPLUS PAYMENTS TO GOVT.	216,709	215,248	223,860	232,810
SURPLUS PAYMENTS TO URBANA	39,801	38,702	38,257	39,790
SUBTOTAL, CONTRACTUAL	\$778,209	\$1,046,134	\$1,021,833	\$849,230
<b>CAPITAL IMPROVEMENTS:</b>				
BROADWAY AVE. IMPR.	0	0	650,000	0
MAIN ST., IMPROVEMENT	0	101,051	708,949	0
SUBTOTAL, CAP. IMPROVEMENTS	\$0	\$101,051	\$1,358,949	\$0
<b>TRANSFERS:</b>				
TRANSFER MVPS, DEBT SERVICE	127,754	132,398	134,000	0
SUBTOTAL, TRANSFERS	\$127,754	\$132,398	\$134,000	\$0
TOTAL EXPENDITURES	\$932,123	\$1,306,630	\$2,542,382	\$877,850
FUND BAL., END. YEAR	\$1,063,575	\$984,646	\$4,371	\$83,305

**Tax Increment Financing District Funds**

**TIF 2 FUND  
FINANCIAL SUMMARY**

	<b>ACTUAL 2010-11</b>	<b>ACTUAL 2011-12</b>	<b>ACTUAL 2012-13</b>	<b>BUDGET 2013-14</b>
<b>FUND BAL., BEG. YEAR</b>	\$4,282,275	\$3,309,587	\$2,021,136	\$4,144,536
<b>REVENUES:</b>				
<b>INCREMENTAL PROP. TAXES</b>	\$1,156,837	\$1,178,219	\$1,223,520	\$1,244,000
<b>BONEYARD DEBT</b>	0	0	4,600,000	3,200,000
<b>SUBTOTAL, PROP. TAX REC'D</b>	\$1,156,837	\$1,178,219	\$5,823,520	\$4,444,000
<b>INTEREST</b>	68,374	74,992	35,000	15,000
<b>SUBTOTAL, REVENUES</b>	\$1,225,211	\$1,253,211	\$5,858,520	\$4,459,000
<b>EXPENDITURES:</b>				
<b>TIF SPECIALIST</b>	\$43,270	\$49,780	\$52,610	\$42,780
<b>PART-TIME</b>	0	2,561	0	0
<b>LONGEVITY</b>	0	470	350	0
<b>IMRF PENSION</b>	7,172	9,522	11,050	9,000
<b>HEALTH INSURANCE</b>	9,624	10,660	11,860	11,860
<b>TIF SPECIALIST &amp; BEN.</b>	\$60,066	\$72,993	\$75,870	\$63,640
<b>MARKETING/DUES/LEGAL</b>	23,479	8,803	20,000	20,000
<b>TRAINING/CONFERENCES/IEDC CERT.</b>	4,711	5,690	4,800	8,500
<b>INCENTIVE PROGRAMS</b>	117,668	116,242	105,000	105,000
<b>OMNI CARE LABS INCENTIVE</b>	876	830	980	1,020
<b>MARKETING STUDY</b>	47,688	0	0	0
<b>GRAPHICS, DOWNTOWN PLAN</b>	17,161	0	0	0
<b>TRANSFER TO TIF ONE, LANDMARK HOTEL</b>	261,577	493,425	294,998	200,000
<b>TRANSFER TO TIF ONE, MAIN ST. IMPR.</b>	0	101,051	473,949	0
<b>TRANS. TIF1, CAKE DESIGN</b>	0	0	70,000	0
<b>FIVE POINTS W. INCENTIVE</b>	45,265	63,225	83,740	85,840
<b>PATEL PROPERTY INCENTIVES</b>	2,894	4,884	7,100	7,300
<b>TRANS. TIF4, PARK DISTRICT PROJECTS</b>	109,500	113,880	0	0
<b>COUNTY LINCOLN MUSEUM/WALKING TOUR</b>	6,011	9,812	1,177	0
<b>ENGINEERING &amp; APPRAISALS</b>	7,195	4,500	0	25,000
<b>DENNY'S SITE DEMO COSTS</b>	1,800	204,100	0	0
<b>203 W. UNIVERSITY REIMB.</b>	0	22,500	0	0
<b>DENNY'S SITE ENVIRONMENTAL/OPTION</b>	32,228	4,256	0	0
<b>GOODYEAR SITE ACQUISITION</b>	391,444	0	0	0
<b>PURCHASE/BLDG. DEMO, 305/307 ELM</b>	330,511	0	0	0
<b>SUBTOTAL, CONTRACTUAL</b>	\$1,400,008	\$1,153,198	\$1,061,744	\$452,660

**Tax Increment Financing District Funds**

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

	<b>ACTUAL 2010-11</b>	<b>ACTUAL 2011-12</b>	<b>ACTUAL 2012-13</b>	<b>BUDGET 2013-14</b>
BROADWAY AVE. STREETScape	\$0	\$0	\$333,765	\$0
ART IN PARK SCULPTURE	0	0	24,239	0
LIBRARY PARKING LOT IMPR.	0	0	200,000	0
BONEYARD DESIGN/CONST.	355,350	730,260	742,680	5,198,425
BONEYARD ART COSTS	0	12,420	33,580	0
RACE ST. IMPROVEMENT	0	36,445	1,211,555	0
RACE ST. STORM IMPR.	71,273	0	0	0
VINE ST. LIFTSTATION	14,239	0	0	0
SIGNAGE, DOWNTOWN LOTS	0	20,000	0	0
SPRINGFIELD AVENUE IMPR.	0	437,972	0	0
PURCHASE LOT 310 MAIN ST.	0	44,115	0	0
MAIN STREET IMPROV. (VINE TO GROVE)	274,418	10,895	24,687	0
<b>SUBTOTAL, CAPITAL IMPR.</b>	<b>715,280</b>	<b>1,292,107</b>	<b>2,570,506</b>	<b>5,198,425</b>
DEBT SERVICE, BONEYARD BORROWING	0	0	0	928,270
TRANSFER MVPS, DEBT SERVICE	22,545	23,364	27,000	0
<b>SUBTOTAL, EXPENDITURES</b>	<b>\$2,197,899</b>	<b>\$2,541,662</b>	<b>\$3,735,120</b>	<b>\$6,642,995</b>
<b>FUND BAL., END YEAR:</b>				
RESERVED FOR FUTURE COSTS	\$3,309,587	\$2,021,136	\$4,144,536	\$1,960,541

Note: Costs for the Boneyard Improvement, including Broadway Avenue are reported in the capital projects section of the budget along with the borrowing.

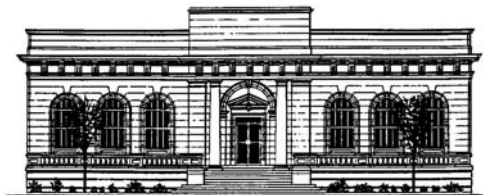
**TIF 3  
FINANCIAL SUMMARY**

	ACTUAL 2010-11	ACTUAL 2011-12	ACTUAL 2012-13	BUDGET 2013-14
BAL., BEG. YEAR	\$3,282,761	\$2,437,600	\$1,389,815	\$1,293,345
<b>REVENUES:</b>				
<b>PROPERTY TAX:</b>				
CURRENT YEAR'S INCREMENT	\$895,005	\$843,452	\$843,450	\$421,000
PREVIOUS YEAR'S INCREMENT	0	0	0	0
<b>SUBTOTAL, PROP. TAX</b>	<b>\$895,005</b>	<b>\$843,452</b>	<b>\$843,450</b>	<b>\$421,000</b>
<b>PROVENA TAXES RECOGNIZED</b>	<b>1,024,592</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>INTEREST</b>	<b>2,000</b>	<b>128,918</b>	<b>10,000</b>	<b>1,000</b>
<b>TOTAL REVENUES</b>	<b>\$1,921,597</b>	<b>\$972,370</b>	<b>\$853,450</b>	<b>\$422,000</b>
<b>EXPENDITURES:</b>				
<b>REDEV. SPECIALIST</b>	<b>\$40,877</b>	<b>\$34,009</b>	<b>\$42,780</b>	<b>\$21,390</b>
<b>P-T INTERN</b>	<b>0</b>	<b>7,348</b>	<b>24,000</b>	<b>12,000</b>
<b>LONGEVITY PAY</b>	<b>2,037</b>	<b>963</b>	<b>0</b>	<b>0</b>
<b>IMRF PENSION/FICA</b>	<b>8,054</b>	<b>7,078</b>	<b>8,980</b>	<b>4,500</b>
<b>EMPLOYEE INSURANCE</b>	<b>6,125</b>	<b>7,912</b>	<b>11,860</b>	<b>5,930</b>
<b>REDEV. SPECIALIST &amp; BEN.</b>	<b>\$57,093</b>	<b>\$57,310</b>	<b>\$87,620</b>	<b>\$43,820</b>
<b>CONTRACTUAL/OPERATIONS:</b>				
<b>MARKETING/DUES/LEGAL</b>	<b>\$53</b>	<b>\$3,204</b>	<b>\$10,000</b>	<b>\$0</b>
<b>APPRAISALS</b>	<b>525</b>	<b>0</b>	<b>5,000</b>	<b>0</b>
<b>VOCATIONAL PAYMENT</b>	<b>218,020</b>	<b>226,740</b>	<b>235,810</b>	<b>236,175</b>
<b>PROVENA SURPLUS DISTRIBUTED</b>	<b>1,112,740</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TRANS. CITY, PROVENA SURPLUS</b>	<b>204,369</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TRANS. TIF4 PARK DIST., PROJ.</b>	<b>0</b>	<b>0</b>	<b>118,440</b>	<b>0</b>
<b>HVAC IMPR., KING SCHOOL</b>	<b>0</b>	<b>400,000</b>	<b>0</b>	<b>0</b>
<b>COURTYARD, KING SCHOOL</b>	<b>0</b>	<b>20,000</b>	<b>0</b>	<b>0</b>
<b>COMMUNITY ROOM, KING SCHOOL</b>	<b>0</b>	<b>400,000</b>	<b>0</b>	<b>0</b>
<b>KING PARK SCULPTURE (PARK DIST.)</b>	<b>0</b>	<b>0</b>	<b>80,000</b>	<b>0</b>
<b>SITE PREPARATION/BEAUTIFICATION</b>	<b>0</b>	<b>8,123</b>	<b>50,000</b>	<b>0</b>
<b>CORRIDOR M.O.B. PROP. INCENT.</b>	<b>211,926</b>	<b>223,510</b>	<b>236,050</b>	<b>262,350</b>
<b>SUBTOTAL, CONTRACTUAL</b>	<b>\$1,747,633</b>	<b>\$1,281,577</b>	<b>\$735,300</b>	<b>498,525</b>
<b>CAPITAL IMPROVEMENTS:</b>				
<b>LOCAL MATCH/BIG BROADBAND</b>	<b>0</b>	<b>345,675</b>	<b>0</b>	<b>0</b>
<b>MATHEWS/CHURCH IMPR.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>920,000</b>
<b>GOODWIN/PARK/UNIV. IMPR.</b>	<b>962,032</b>	<b>35,993</b>	<b>0</b>	<b>0</b>
<b>SIDEWALKS, KING SCHOOL/PARK</b>	<b>0</b>	<b>299,600</b>	<b>0</b>	<b>0</b>
<b>NORTHWEST URBANA AREA LIGHTING</b>	<b>0</b>	<b>0</b>	<b>127,000</b>	<b>253,000</b>
<b>SUBTOTAL, CAP. IMPR.</b>	<b>\$962,032</b>	<b>\$681,268</b>	<b>\$127,000</b>	<b>\$1,173,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$2,766,758</b>	<b>\$2,020,155</b>	<b>\$949,920</b>	<b>\$1,715,345</b>
<b>FUND BAL., END YEAR</b>	<b>\$2,437,600</b>	<b>\$1,389,815</b>	<b>\$1,293,345</b>	<b>\$0</b>

ABOVE NUMBERS DO NOT INCLUDE APPROX. \$13 MILLION OF PROVENA TAXES PAID IN PROTEST AND HELD BY THE CITY. ALSO HELD BY THE CITY IS \$4.5 MILLION IN CARLE TAXES THAT ARE BEING HELD IN THE GENERAL FUND.

**TIF 4  
FINANCIAL SUMMARY**

	<b>ACTUAL 2010-11</b>	<b>ACTUAL 2011-12</b>	<b>ACTUAL 2012-13</b>	<b>BUDGET 2013-14</b>
<b>BAL., BEG. YEAR</b>	\$772,117	\$1,163,425	\$1,563,268	\$1,906,237
<b>REVENUES:</b>				
<b>PROPERTY TAX INCREMENT</b>	\$694,279	\$677,052	\$867,169	\$884,510
<b>STATE GRANT, SIDEPATH</b>	0	0	0	0
<b>TRANS. TIF 2, PARK DIST.</b>	109,500	113,880	118,440	0
<b>SUBTOTAL, PROP. TAX</b>	803,779	790,932	985,609	884,510
<b>INTEREST</b>	17,892	41,388	16,700	16,700
<b>TOTAL REVENUES</b>	821,671	832,320	1,002,309	901,210
<b>EXPENDITURES:</b>				
<b>PERSONNEL SERVICES:</b>				
<b>REDEV. SPECIALIST</b>	\$0	\$0	\$0	\$21,390
<b>P-T INTERN</b>	0	0	0	12,000
<b>IMRF PENSION/FICA</b>	0	0	0	4,500
<b>EMPLOYEE INSURANCE</b>	0	0	0	5,930
<b>REDEV. SPECIALIST &amp; BEN.</b>	\$0	\$0	\$0	\$43,820
<b>CONTRACTUAL/OPERATIONS:</b>				
<b>MARKETING/DUES/LEGAL</b>	\$5,434	\$1,415	\$12,000	\$12,000
<b>O'BRIEN AUTO INCENTIVES</b>	292,989	243,551	205,200	87,700
<b>CREATIVE THERMAL INCENTIVES</b>	0	20,230	133,700	139,710
<b>INCENTIVE PROGRAMS</b>	1,700	36,851	40,000	20,000
<b>MICHELLE'S PROP. TAX REIMB.</b>	1,528	0	0	0
<b>SITE PREPARATION/BEAUTIFICATION</b>	0	2,750	0	0
<b>HANFORD INN DEMO. COSTS</b>	0	0	0	250,000
<b>PARK DISTRICT PROJECTS</b>	109,500	113,880	118,440	123,170
<b>SUBTOTAL, CONTRACTUAL</b>	\$411,151	\$418,677	\$509,340	632,580
<b>CAPITAL IMPROVEMENTS:</b>				
<b>KERR/CUNNINGHAM TRAFFIC SIGNALS</b>	19,212	0	0	0
<b>CUNNINGHAM AVE. SIDEPATH</b>	0	0	0	250,000
<b>CUNNINGHAM AVE. CURBCUTS</b>	0	0	0	40,000
<b>AIRPORT RD. (CAPTIVA TO SUNSET)</b>	0	13,500	0	0
<b>WILLOW RD. IMPROVEMENT(CITY%)</b>	0	300	150,000	0
<b>SUBTOTAL, CAPITAL IMPR.</b>	\$19,212	\$13,800	\$150,000	\$290,000
<b>TOTAL EXPENDITURES</b>	\$430,363	\$432,477	\$659,340	\$966,400
<b>FUND BAL., END YEAR</b>	<b>\$1,163,425</b>	<b>\$1,563,268</b>	<b>\$1,906,237</b>	<b>\$1,841,047</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)**

	2010-11	2011-12	2012-13	2013-14
<b>FULL-TIME</b>	23.00	23.00	23.00	23.00
<b>PART-TIME, REG.</b>	21.76	23.83	23.83	23.83
<b>PART-TIME, SUB.</b>	3.68	3.53	3.62	3.62
<b>TOTAL</b>	48.44	50.36	50.45	50.45

**URBANA FREE LIBRARY  
FINANCIAL SUMMARY**

	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
<b>BEG. BALANCE</b>	\$1,177,989	\$1,368,538	\$1,366,980	\$1,366,980	
<b>REVENUES:</b>					
PROPERTY TAX LEVY, CASH RECD	\$2,935,200	\$2,956,499	\$3,042,430	\$3,088,070	1.5%
CITY TRANS., CASH FLOW	(10,119)	19,784	71,395	63,392	-11.2%
TOTAL PROP. TAX LEVY	\$2,925,081	\$2,976,283	\$3,113,825	\$3,151,462	1.2%
STATE CORP. REPL. TAX	90,647	83,064	84,000	84,000	0.0%
CITY PAYMENT, IMRF COSTS	335,144	380,444	421,530	476,400	13.0%
INTEREST	6,115	7,048	8,300	7,300	-12.0%
STATE OF IL., OPERATING	41,496	42,302	42,302	42,302	0.0%
U/I PAYMENT (ORCH. DOWNS)	22,560	9,400	0	0	-
COUNTY GRANT (ARCHIVES)	23,000	22,500	23,500	24,500	4.3%
FINES AND LATE FEES	73,803	83,002	83,810	83,810	0.0%
LOST/DAMAGE FEES	14,337	12,582	12,100	12,100	0.0%
INTERLOAN FEES	5,826	4,922	5,620	5,620	0.0%
NON-RESIDENT FEES	23,190	18,187	18,600	18,600	0.0%
CAFÉ FEES	0	64,300	87,122	80,101	-8.1%
COPIER FEES	17,750	18,379	17,680	17,680	0.0%
<b>TOTAL REVENUES</b>	<b>\$3,578,949</b>	<b>\$3,722,413</b>	<b>\$3,918,389</b>	<b>\$4,003,875</b>	<b>2.2%</b>
<b>EXPENDITURES:</b>					
CENTRALIZED COSTS	\$503,220	\$539,969	\$609,477	\$609,477	0.0%
EMPLOYEE INSURANCE	184,589	209,133	259,510	277,670	7.0%
ADMINISTRATION	321,727	339,907	366,669	369,163	0.7%
ADULT DIVISION	632,514	613,494	649,547	659,116	1.5%
CHILDREN'S DIVISION	390,106	396,751	412,059	414,783	0.7%
ARCHIVES DIVISION	240,883	255,831	270,413	271,448	0.4%
MAINTENANCE DIVISION	38,564	27,133	0	0	-
ACQUISITION DIVISION	198,163	209,650	245,371	246,397	0.4%
CIRCULATION DIVISION	522,851	555,623	596,691	599,320	0.4%
CAFE DIVISION	0	69,501	87,122	80,101	-8.1%
EMPLOYEE IMRF COSTS	335,144	380,444	421,530	476,400	13.0%
<b>TOTAL RECURRING EXPEND.</b>	<b>\$3,367,761</b>	<b>\$3,597,436</b>	<b>\$3,918,389</b>	<b>\$4,003,875</b>	<b>2.2%</b>
<b>NON-RECURRING PROJECT</b>	<b>20,639</b>	<b>126,535</b>	<b>0</b>	<b>0</b>	
<b>TOTAL EXPENDITURES BEFORE IMRF</b>	<b>\$3,388,400</b>	<b>\$3,723,971</b>	<b>\$3,918,389</b>	<b>\$4,003,875</b>	
<b>LESS UNSPENT AMOUNTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>ENDING BALANCE</b>	<b>\$1,368,538</b>	<b>\$1,366,980</b>	<b>\$1,366,980</b>	<b>\$1,366,980</b>	

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

	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
<b>CENTRAL COSTS:</b>					
PROGRAM/PUBLIC RELATIONS	\$21,335	\$20,303	\$22,957	\$22,957	0.0%
TRAVEL/TRAINING	7,426	12,616	18,444	18,444	0.0%
BUILDING COSTS	155,136	181,939	184,742	184,742	0.0%
UTILITY COSTS	94,220	96,855	108,173	108,173	0.0%
CONTRACTUAL COSTS	70,287	65,559	72,801	72,801	0.0%
MATERIALS HANDLING COSTS	32,172	32,365	38,799	38,799	0.0%
SUPPLY COSTS	43,162	50,078	56,378	56,378	0.0%
EQUIPMENT COSTS	79,482	80,254	107,183	107,183	0.0%
<b>SUBTOTAL, CENTRAL COSTS</b>	<b>\$503,220</b>	<b>\$539,969</b>	<b>\$609,477</b>	<b>\$609,477</b>	<b>0.0%</b>
EMPLOYEE INSURANCE	184,589	209,133	259,510	277,670	7.0%
EMPLOYEE IMRF COSTS	335,144	380,444	421,530	476,400	13.0%
MATERIALS-REGULAR	371,703	372,878	384,003	384,003	0.0%
SUPPLIES-CAFÉ	0	35,133	42,600	34,600	-18.8%
<b>WAGES:</b>					
SALARIED	\$1,556,728	\$1,617,466	\$1,700,476	\$1,733,324	1.9%
HOURLY	416,377	442,413	500,793	488,401	-2.5%
<b>SUBTOTAL, WAGES</b>	<b>\$1,973,105</b>	<b>\$2,059,879</b>	<b>\$2,201,269</b>	<b>\$2,221,725</b>	<b>0.9%</b>

**URBANA FREE LIBRARY  
SPECIAL FUNDS**

	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
<b>REVENUES:</b>					
GRANTS	\$5,000	\$6,300	\$6,300	\$6,300	0.0%
FOUNDATION DONATIONS	45,419	45,839	46,000	46,000	0.0%
OTHER REVENUES	28,760	36,466	36,500	36,500	0.0%
<b>TOTAL REVENUES</b>	<b>\$79,179</b>	<b>\$88,605</b>	<b>\$88,800</b>	<b>\$88,800</b>	<b>0.0%</b>
<b>EXPENDITURES:</b>					
MATERIALS, GRANTS	\$5,000	\$6,300	\$6,300	\$6,300	0.0%
MATERIALS, OTHER FUNDS	48,532	44,840	82,500	82,500	0.0%
<b>SUBTOTAL, SPECIAL FUNDS</b>	<b>\$53,532</b>	<b>\$51,140</b>	<b>\$88,800</b>	<b>\$88,800</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 supports (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**

	<b>ACTUAL 2010-11</b>	<b>ACTUAL 2011-12</b>	<b>BUDGET 2012-13</b>	<b>BUDGET 2013-14</b>
<b>CASH BAL., BEG. YEAR</b>	\$3,191,154	\$3,048,410	\$2,969,734	\$2,264,038
<b>REVENUES:</b>				
<b>CAMPUS METERS</b>	\$550,716	\$588,123	\$588,000	\$588,000
<b>OTHER METERS</b>	116,654	88,448	89,000	89,000
<b>BAGGED METER FEES</b>	164,362	119,420	119,000	119,000
<b>LINCOLN SQ. CONTRACT</b>	104,650	110,173	113,000	117,000
<b>PARKING GARAGE</b>	77,813	73,317	73,400	73,400
<b>OTHER RENTALS</b>	65,118	64,663	64,700	64,700
<b>PROP. RENTAL</b>	27,659	57,776	57,780	57,780
<b>INTEREST</b>	57,955	94,511	50,000	40,000
<b>UNIV. REIMB. GOODWIN AVE.</b>	0	100,000	100,000	0
<b>TRANSFER, TIF 1 DEBT</b>	127,754	132,398	134,000	0
<b>TRANSFER, TIF 2 310 MAIN LOT</b>	0	44,115	0	0
<b>TRANSFER, TIF 2 DEBT</b>	22,545	23,364	27,000	0
<b>TOTAL REVENUES</b>	\$1,315,226	\$1,496,308	\$1,415,880	\$1,148,880
<b>EXPENSES:</b>				
<b>PARKING SYSTEM OPERATIONS</b>	\$581,364	\$557,061	\$688,330	\$704,080
<b>PARKING GARAGE OPERATIONS</b>	134,796	146,630	141,020	143,560
<b>DEBT SERVICE, 2005 BONDS</b>	152,000	153,594	162,000	0
<b>DEBT SERVICE, TEPPER NOTE</b>	22,000	21,941	22,000	22,000
<b>DEPRECIATION</b>	278,219	272,729	290,000	290,000
<b>MISCELLANEOUS</b>	8,866	10,502	9,500	9,500
<b>GOODYEAR PROP.. COSTS</b>	0	0	105,415	45,180
<b>TRANSFER, GEN., P.I.L.O.T.</b>	278,820	411,700	432,290	453,900
<b>DOWNTOWN PARKING STUDY/LITING/SIGNAGE</b>	30,626	28,066	0	0
<b>GOODWIN ST. IMPR.</b>	79,866	0	0	0
<b>CAMPUS AREA LIGHTING IMPR.</b>	26,087	0	0	0
<b>GARAGE REHAB.</b>	0	3,412	573,575	0
<b>DOWNTOWN SIGNAGE IMPR.</b>	6,221	162,382	87,446	0
<b>LOT AT 310 W. MAIN</b>	0	79,696	0	0
<b>OTHER LOT IMPROVEMENTS</b>	137,324	0	0	0
<b>SUBTOTAL, EXPENSES</b>	\$1,736,189	\$1,847,713	\$2,511,576	\$1,668,220
<b>LESS AMOUNT BUDGET UNSPENT</b>	\$0	\$0	(\$100,000)	(100,000)
<b>ADD BACK DEPRECIATION</b>	\$278,219	\$272,729	\$290,000	\$290,000
<b>CASH REV. OVER (UNDER) EXP.</b>	(\$142,744)	(\$78,676)	(\$705,696)	(\$129,340)
<b>CASH BAL., END YEAR:</b>				
<b>RESERVED GARAGE RECONSTRUCTION</b>	\$507,226	\$543,814	\$10,239	\$50,239
<b>RESERVED, LOT/EQ. IMPROVE.</b>	\$2,541,184	\$2,425,920	\$2,253,799	\$2,084,459

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

	<b>ACTUAL 2010-11</b>	<b>ACTUAL 2011-12</b>	<b>BUDGET 2012-13</b>	<b>BUDGET 2013-14</b>
PERSONNEL SERVICES	\$226,272	\$184,675	\$219,650	\$222,890
SUPPLIES	36,090	33,241	44,340	44,340
OPERATIONS/CONTRACTUAL	534,992	533,576	717,725	661,340
CAPITAL OUTLAY	1,181	10,240	16,100	15,470
CAPITAL IMPROVEMENTS	447,903	369,395	845,021	22,000
<b>SUBTOTAL</b>	<b>\$1,246,438</b>	<b>\$1,131,127</b>	<b>\$1,842,836</b>	<b>\$966,040</b>
<b>TRANSFERS</b>	<b>483,530</b>	<b>636,890</b>	<b>668,740</b>	<b>702,180</b>
<b>TOTAL EXPENDITURES</b>	<b>\$1,729,968</b>	<b>\$1,768,017</b>	<b>\$2,511,576</b>	<b>\$1,668,220</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)**

	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</b>
<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>

**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

**Motor Vehicle Parking System**

---

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

	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</b>
<b>FULL-TIME</b>	0.00	0.00	0.00	0.00
<b>PART-TIME</b>	2.50	2.50	2.50	2.50
<b>TOTAL</b>	2.50	2.50	2.50	2.50

# 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, bike paths 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.
- **Building Reserve** - accounted for monies set aside for building improvements and additions. A payment was made in FY09-10 for improvements to 704 S. Glover that closed out this fund.
- **Sanitary Sewer Construction (Sewer Benefit Tax)** - accounts for the City imposed sewer benefit tax. The proceeds are restricted to maintenance and construction of sanitary sewers.
- **Storm Water Utility** – accounts for monies billed under new storm water utility fee to pay for certain storm water maintenance and capital project costs.
- **Big Broadband Construction** – accounts for federal and state grants and construction and startup costs of the big broadband project
- **Capital Improvements and Replacement** - accounts for infrastructure improvements (typically those not paid for in M.F.T., or LMFT).
- **Capital Improvements and Replacement, Supplementary** – accounts for certain arbor and public facility costs, usually recurring and the revenues that fund these costs.

Capital Improvement Funds

**STATE MOTOR FUEL TAX**

	ACTUAL 2010-11	ACTUAL 2011-12	ACTUAL 2012-13	BUDGET 2013-14
<b>FUND BAL., BEG. YEAR</b>	\$2,530,975	\$3,549,125	\$3,822,506	\$3,126,846
<b>REVENUES:</b>				
INTEREST	\$53,657	\$103,601	\$60,000	\$10,910
STATE MOTOR FUEL TAX	1,019,237	1,021,050	1,021,050	1,021,050
FED. GRANT., MAIN ST./RACE	0	0	0	0
FED. TEA21 GRANT (HIGHCROSS)	0	0	100,000	0
STATE, MFT SPECIAL HIGHGROWTH	21,312	27,183	27,170	36,113
MAIN ST. ENHANCEMENT GRANT	0	0	579,100	45,900
(MAIN ST. AND RACE ST.) HSIP	0	0	230,850	0
GOODWIN AND GREEN SIGNALS TCSP GRANT	0	0	112,000	595,410
STATE REIMB., LINCOLN AVE.	0	35,746	60,000	0
COUNTY REIMB., LINCOLN TO OLYMPIA	0	0	0	270,000
COUNTY REIMB., WINDSOR/PHILO	0	0	712,860	0
ILLINOIS JOBS NOW GRANT PROGRAM	176,096	176,096	176,096	176,096
<b>TOTAL REVENUES</b>	<b>\$1,270,302</b>	<b>\$1,363,676</b>	<b>\$3,079,126</b>	<b>\$2,155,479</b>
<b>EXPENDITURES:</b>				
ANNUAL ST. MAINT.	\$132,937	\$578,492	\$53,881	\$620,000
WASHINGTON ST PHILO TO EAST OF DODSON	0	0	950,000	0
RACE IMPR. (WASH. TO MICHIGAN)	0	0	150,000	700,000
TRAFFIC SIGNALS, MAIN & RACE	0	0	263,700	0
TRAFFIC SIGNALS, GOODWIN & GREEN	0	0	180,000	704,270
OIL AND CHIP RECONSTRUCTION AIRPORT RD	0	0	0	925,000
HIGHCROSS ROAD SIDEPATH	76,400	0	71,892	0
GOODWIN AVE. IMPR.	0	440,311	0	0
TRAFFIC SIGNALS (FLA & PHILO)	0	0	60,000	240,000
MAIN ST. IMPR. (GROVE TO DEWEY)	0	0	1,850,000	0
LINCOLN AVE. STUDY	0	71,492	48,508	420,000
LINCOLN AVE. EXT TO OLYMPIAN CONSTRUCTION	0	0	0	200,000
N. LINCOLN AVE. BRIDGE	42,815	0	146,805	0
<b>EXPENDITURES TOTAL</b>	<b>\$252,152</b>	<b>\$1,090,295</b>	<b>\$3,774,786</b>	<b>\$3,809,270</b>
<b>FUND BAL., END YEAR</b>	<b>\$3,549,125</b>	<b>\$3,822,506</b>	<b>\$3,126,846</b>	<b>\$1,473,055</b>

**LOCAL MOTOR FUEL TAX**

	ACTUAL 2010-11	ACTUAL 2011-12	ACTUAL 2012-13	BUDGET 2013-14
<b>FUND BAL., BEG. YEAR</b>	\$0	\$280,047	\$542,585	\$1,132,585
<b>REVENUES:</b>				
<b>INTEREST</b>	\$3,236	\$11,973	\$10,000	\$5,000
<b>LOCAL MOTOR FUEL TAX</b>	276,811	440,237	700,000	700,000
<b>URBANA PARK DISTRICT ASH STREET SMALL REIMB.</b>	0	0	0	80,000
<b>SMALL REIMB.</b>	0	0	0	0
<b>TOTAL REVENUES</b>	\$280,047	\$452,210	\$710,000	\$785,000
<b>EXPENDITURES, ST. MAINT.</b>				
<b>ANNUAL STREET MAINTENANCE</b>	\$0	\$135,672	\$120,000	\$685,000
<b>MCCOLLOCH ST. RECONSTRUCTION</b>	0	54,000	0	0
<b>RACE: BROADWAY: ELM MAINT</b>	0	0	0	400,000
<b>ASH STREET UNIVERSITY TO PARK</b>	0	0	0	160,000
<b>O&amp;C, SEAL, SURFACING, PRESERVATION</b>	0	0	0	260,000
<b>TOTAL EXPENDITURES</b>	\$0	\$189,672	\$120,000	\$1,505,000
<b>FUND BAL., END YEAR</b>	\$280,047	\$542,585	\$1,132,585	\$412,585

**BUILDING RESERVE FUND**

	ACTUAL 2010-11	ACTUAL 2011-12	PROJ. 2012-13	BUDGET 2013-14
<b>FUND BAL., BEG. YEAR</b>	\$20,072	\$0	\$0	\$0
<b>EXPENSES:</b>				
<b>GLOVER ST. IMPROVEMENTS</b>	\$20,072	\$0	\$0	\$0
<b>FUND BAL., END YEAR</b>	\$0	\$0	\$0	\$0



Capital Improvement Funds

**SANITARY SEWER CONSTRUCTION**

	<b>ACTUAL 2010-11</b>	<b>ACTUAL 2011-12</b>	<b>ACTUAL 2012-13</b>	<b>BUDGET 2013-14</b>
<b>FUND BAL., BEG. YEAR</b>	\$15,718	\$193,175	\$353,650	\$372,750
<b>REVENUES:</b>				
<b>SEWER BENEFIT TAX</b>	\$1,150,000	\$1,244,250	\$1,273,210	\$1,305,040
<b>UCSD REIMB., OVERHEAD SEWERS</b>	2,162	1,250	2,500	2,500
<b>OTHER REIMB.</b>	0	0	0	0
<b>INTEREST</b>	0	5,905	4,000	2,000
<b>TOTAL REVENUES</b>	\$1,152,162	\$1,251,405	\$1,279,710	\$1,309,540
<b>EXPENDITURES:</b>				
<b>TRANSFER-MAINTENANCE</b>	\$579,320	\$637,250	\$669,110	\$702,570
<b>SEWER TAX BILLING COSTS</b>	16,893	17,295	18,000	38,190
<b>75% REIMB. O/H SEWER PROGRAM</b>	7,500	3,750	7,500	10,000
<b>REIMB. HOMEOWNER ILLEGAL CONN.</b>	0	2,600	8,000	8,000
<b>REIMB. HOMEOWNER LATERAL CONN.</b>	21,798	18,687	21,000	42,000
<b>INFLOW/INFILTRATION REMEDIATION</b>	284,832	386,146	400,000	400,000
<b>SEWER DATA BASE S/W AND H/W</b>	1,800	3,255	12,000	12,000
<b>SEWER PIPE TURBO CUTTER</b>	3,217	0	0	0
<b>FUTURE INTERCEPTOR PROJECTS</b>	0	0	100,000	100,000
<b>DIVISION ST. SEWER</b>	34,345	0	0	0
<b>PUBLIC TO PRIVATE SEWER COSTS</b>	25,000	21,947	25,000	25,000
<b>EXPENDITURES TOTAL</b>	974,705	1,090,930	1,260,610	1,337,760
<b>FUND BAL., END YEAR</b>	\$193,175	\$353,650	\$372,750	\$344,530

**STORM WATER UTILITY FUND**

	ACTUAL 2010-11	ACTUAL 2011-12	PROJ. 2012-13	BUDGET 2013-14
FUND BAL., BEG. YEAR	\$0	\$0	\$0	\$0
<b>REVENUES:</b>				
STORM WATER UTILITY BILLINGS	\$0	\$0	\$0	\$1,141,000
BONEYARD CREEK MAINT. REIMB				\$5,000
INTEREST	0	0	0	6,000
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,152,000</b>
<b>TRANSFERS:</b>				
REIMB., GEN. FUND, PERSONNEL & BENEFITS	\$0	\$0	\$0	\$156,000
REIMB., GEN. FUND, ST. SWEEPING	0	0	0	179,750
REIMB., GEN. FUND, STORM SEWER MAINT.	0	0	0	163,700
<b>SUBTOTAL, TRANSFER GEN. FUND</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$499,450</b>
<b>CONTRACTUAL:</b>				
STREAM/RAIN GAUGE MONITORING	0	0	0	20,000
BILLING COSTS	0	0	0	34,230
MOSQUITO ABATEMENT	0	0	0	25,000
REIMB. CITY, STORMWATER STUDY	0	0	0	81,033
ST. JOE DRAINAGE DISTRICT	0	0	0	10,000
SUMP PUMP DISCHARGE ABATEMENT	0	0	0	25,000
STORM WATER IMPR. PROJECTS	0	0	0	387,987
NPDES PERMIT FEE	0	0	0	1,000
<b>SUBTOTAL, CONTRACTUAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,083,700</b>
<b>CAPITAL OUTLAY:</b>				
STORMWATER EQUIPMENT: VERF	0	0	0	68,300
<b>TOTAL, EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,152,000</b>
FUND BAL., END YEAR, RESERVED	\$0	\$0	\$0	\$0

**BIG BROADBAND CONSTRUCTION FUND (L10)**

	ACTUAL 2010-11	ACTUAL 2011-12	PROJ. 2012-13	BUDGET 2013-14
FUND BAL., BEG. YEAR	\$0	\$0	\$74,398	\$0
<b>REVENUES:</b>				
GRANT RECEIPTS, U/I	\$0	\$4,048,821	\$1,380,711	\$0
CREDIT, URBANA FIBER	\$0	\$0	\$439,623	
TRANSFER, TIF 3	0	345,675	0	0
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$4,394,496</b>	<b>\$1,820,334</b>	<b>\$0</b>
<b>EXPENSES:</b>				
ENGINEERING TECH./BENEFITS (12 MOS.)	\$0	\$56,892	\$25,720	\$0
CONSULTING COSTS/CHAMPAIGN.	0	34,019	466,599	0
CONSTRUCTION COSTS	0	4,229,187	1,402,413	0
<b>TOTAL EXPENSES</b>	<b>\$0</b>	<b>\$4,320,098</b>	<b>\$1,894,732</b>	<b>\$0</b>
FUND BAL., END YEAR	\$0	\$74,398	\$0	\$0

Capital Improvement Funds

**CAPITAL REPLACEMENT AND IMPROVEMENT FUND**

	ACTUAL 2010-11	ACTUAL 2011-12	PROJ. 2012-13	BUDGET 2013-14
<b>FUND BAL., BEG. YEAR</b>	\$1,375,395	\$1,495,049	\$1,703,064	\$485,860
<b>REVENUES:</b>				
INTEREST	\$17,529	\$49,127	\$25,500	\$10,461
SALE OF PROPERTY	6,398	5,919	5,000	0
CHAMPAIGN REIMB. - BONEYARD	4,483	3,575	5,000	0
STATE GRANT, SCHOOL SIGNS	9,041	0	0	0
IDOT REIMB., SIGNAL MAINT.	18,478	18,412	15,000	15,000
CARLE CHURCH STREET REMBURSEMENT	0	0	55,020	0
MISC. SMALL REIMBURSEMENTS	2,000	9,862	0	0
STATE GRANT, OLYMPIAN DR. IJN.	484,660	169,802	260,000	1,440,000
OLYMPIAN DR. GCPF	0	0	0	4,068,000
OLYMPIAN DR. STP-U FUNDS	0	0	0	1,950,000
COUNTY 50%, WINDSOR ENGIN./ROW	35,007	588,440	0	0
UNIV. REIMB., GOODWIN/IL.	104,264	0	0	0
TRANS. ENG. TIF PROJECTS	0	59,707	165,000	140,000
STATE GRANT, IL. 130	0	0	150,000	4,000,000
STATE GRANT/MERVIS REIMB.	0	16,485	309,595	0
MERVIS REIMB.	0	0	108,694	0
STATE SAFE SCHOOLS GRANT BIKELANES	0	0	199,000	0
REIMB. ATKINS (SIGN)	0	25,000	0	0
REIMB. STORMWATER UTIL. COSTS	0	0	0	81,033
BOND ISSUE WINDSOR ROAD PHILO TO RACE	0	0	0	6,000,000
TRANS. PW SIGN SYSTEM (ONE-TIME)	20,135	0	0	0
TRANSFER FROM GEN. FUND, REGULAR	858,400	858,400	858,400	858,400
<b>TOTAL REVENUES</b>	<b>\$1,560,395</b>	<b>\$1,804,729</b>	<b>\$2,156,209</b>	<b>\$18,562,894</b>
<b>EXPENDITURES (SEE BELOW)</b>	<b>\$1,440,741</b>	<b>\$1,596,714</b>	<b>\$3,373,413</b>	<b>\$18,733,290</b>
<b>FUND BAL., END YEAR</b>	<b>\$1,495,049</b>	<b>\$1,703,064</b>	<b>\$485,860</b>	<b>\$315,464</b>

**CAPITAL REPLACEMENT AND IMPROVEMENT FUND  
EXPENDITURE DETAILS**

	ACTUAL 2010-11	ACTUAL 2011-12	PROJECTED 2012-13	BUDGET 2013-14
BONEYARD/BRIDGES MAINT.	\$7,200	\$4,458	\$13,000	\$0
MISC. SIGNAL MAINTENANCE	5,871	3,836	15,000	15,000
OLYMPIAN DRIVE ENGINEERING	484,660	169,802	529,418	0
OLYMPIAN DRIVE CONSTRUCTION	0	0	0	7,458,000
MISC. STORM SEWER REPAIRS	105,944	84,755	121,867	0
PAVEMENT PATCH/MAINTENANCE	81,263	844,436	809,488	397,500
C.D. "HOME" CAP. IMPR. TRANSFER	25,825	28,311	34,990	34,990
MERVIS ST. IMPROVEMENTS	0	16,485	418,289	0
URBANA STORM WATER UTIL. FEE	0	0	0	27,000
BRICK SIDEWALK MAINT.	10,339	1,373	25,000	50,000
CONCRETE SIDEWALK MAINT.	0	0	0	50,000
BONEYARD MONITORING/MAINT.	27,494	20,525	19,000	0
TRANS., ENGINEERING GEN FUND	145,244	144,867	167,440	175,800
CONTRACTUAL AUDITING, WINDSOR	10,115	1,243	0	0
WINDSOR RD. DESIGN/ENG., OUTSIDE	22,291	0	0	0
WINDSOR RD. RECON PHILO TO RACE	0	0	0	6,000,000
IL. RT. 130 IMPROVEMENTS	0	0	150,000	4,000,000
BIKELANES & SIDEPATHS	134,936	1,242	55,000	55,000
BIKELANES & SIGNAGE (GRANT)	0	0	199,000	0
BIKE MASTERPLAN UPDATE	0	0	0	38,000
WINDSOR MEDIAN IMPR.	20,000	0	0	0
CAMPUS AREA LIGHTING IMPR.	0	0	130,000	0
SUMP PUMP ROW PROGRAM	21,266	0	0	0
SAFE SCHOOL ROUTE SIGNS (GRANT)	9,041	0	0	0
TRAFFIC SIGN MGT. SYSTEM	0	86,135	0	0
NORTHWEST URBANA LIGHTING IMPR.	0	0	0	240,000
PHILO ROAD IMPR./ LANDSCAPING	24,008	5,273	0	0
HIGHCROSS RD. SIDEPATH	26,371	20,670	0	0
ROUNDBOUT STUDY	15,685	1,375	0	0
TOWNHOME DEMOLITION	0	0	250,000	0
STORM WATER UTILITY FEASIBILITY STUDY	94,219	23,914	125,000	0
TRANS. CAP IMPR. SUPPL. FUND	168,969	138,014	310,921	192,000
<b>TOTAL</b>	<b>\$1,440,741</b>	<b>\$1,596,714</b>	<b>\$3,373,413</b>	<b>\$18,733,290</b>

Capital Improvement Funds

**CAPITAL IMPROVEMENT SUPPLEMENTARY FUND**

	ACTUAL 2010-11	ACTUAL 2011-12	PROJ. 2012-13	BUDGET 2013-14
FUND BAL., BEG. YEAR	\$97,634	\$95,110	\$80,221	\$0
<b>REVENUES:</b>				
TRANS. FROM CAP. IMPR. FUND	\$168,969	\$138,013	\$310,921	\$192,000
DONATION/GRANTS, GREENSCAPES	525	352	10,000	10,000
OTHER REIMBURSEMENTS	500	0	0	0
FED. ENERGY CONSERVATION GRANT	53,651	121,304	238	0
REIMB., DAMAGE CITY TREES	355	3,351	7,000	7,000
STATE GRANT, LIGHTING IMPR.	5,169	2,802	0	0
<b>TOTAL REVENUES</b>	<b>\$229,169</b>	<b>\$265,822</b>	<b>\$328,159</b>	<b>\$209,000</b>
<b>EXPENDITURES (SEE BELOW)</b>	<b>\$231,693</b>	<b>\$280,711</b>	<b>\$408,380</b>	<b>\$209,000</b>
FUND BAL., END YEAR	\$95,110	\$80,221	\$0	\$0

**CAPITAL IMPROVEMENT SUPPLEMENTARY FUND DETAILS**

	ACTUAL 2010-11	ACTUAL 2011-12	PROJECTED 2012-13	BUDGET 2013-14
GREENSCAPES ENDOWMENT	\$1,125	\$0	\$33,051	\$10,000
LANDSCAPING, PHILO RD.	0	3,885	23,796	0
MIOVISION SETUP	0	0	2,200	0
TREE PLANTING PROGRAM	16,205	9,739	21,087	5,800
TREE INVENTORY DATA SERVICES	0	0	67,350	20,000
TREE INVENTORY FIELD LAPTOP COMPUTER	0	0	7,000	0
TREE INVENTORY ANNUAL S/W MAINT.	0	0	1,700	1,700
REPL. DAMAGED TREES	8,383	3,703	7,000	7,000
CONTRACT FORESTRY WORK	30,000	28,217	31,784	30,000
MISC. STUDIES, APPRAISALS	376	0	8,000	7,000
PUBLIC FACILITY REHAB.	6,442	35,480	45,924	30,000
GIS PROF. SERVICES, RPC	34,566	37,437	37,500	37,500
GIS OVERHEAD PHOTOS, NON-REC.	0	0	7,350	0
LEGAL COSTS, CLINTON LANDFILL	0	0	12,000	27,000
704 GLOVER IMPROVEMENTS	15,138	0	48,400	0
CITYWIDE ART, TRANS. ART FUND	24,934	15,000	15,000	15,000
REMODEL, 2 FIRE SUBSTATIONS	22,354	1,302	0	0
COUNTY SALT DOME ROOF	0	21,842	0	0
AM580 EMERGENCY RADIO UPGRADE	0	0	21,000	0
LITING MAT'L, (GRANT)	5,169	2,802	238	0
ENERGY CONSERVATION COSTS (GRANT)	53,651	121,304	0	0
LEGISLATIVE LOBBYIST	0	0	18,000	18,000
UNIV. AVE. STUDY (GRANT)	13,350	0	0	0
<b>TOTAL</b>	<b>\$231,693</b>	<b>\$280,711</b>	<b>\$408,380</b>	<b>\$209,000</b>

# 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". Since the balance in this fund was so small and the Economic Development Reserve Fund needed monies, the balance in the fund was transferred to the Economic Development Reserve Fund in FY12-13.
- **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 2010-11	ACTUAL 2011-12	PROJ. 2012-13	BUDGET 2013-14
FUND BAL., BEG. YEAR	\$873,305	\$ 285,050	\$ 269,948	\$ -
<b>REVENUES:</b>				
INTEREST	\$0	\$7,898	\$1,000	\$0
TRANSFER, GEN. FUND NON-RECURRING	0	0	0	0
TOTAL REVENUES	\$0	\$7,898	\$1,000	\$0
<b>EXPENDITURES:</b>				
TRANSFER TO EC. DEV. FUND	0	0	118,766	0
TRANSFER, PUBLIC ARTS FUND (repl by T3)	5,000	5,000	0	0
LEGISLATIVE LOBBY, HOSPITAL TAX ISSUE	9,000	18,000	0	0
PAYMENT TO LIBRARY	0	0	50,000	0
MEIJER NOISE ABATEMENT ENGINEERING	2,111	0	0	0
LEGAL COSTS, WATER CO. RATE CASE	0	0	8,000	0
MEIJER CAPITAL PAYMENTS	572,144	0	0	0
EMPLOYEE SEVERANCE BENEFITS	0	0	94,182	0
TOTAL EXPENDITURES	\$588,255	\$23,000	\$270,948	\$0
<b>FUND BAL., END YEAR:</b>				
RESERVED, LIBRARY CARLE INT.	\$ 50,000	\$ 50,000	\$ -	\$ -
UNRESERVED	\$ 235,050	\$ 219,948	\$ -	\$ -

## ECONOMIC DEVELOPMENT RESERVE

	ACTUAL 2010-11	ACTUAL 2011-12	PROJECTED 2012-13	BUDGET 2013-14
FUND BAL., BEG. YEAR	\$552,980	\$427,028	\$357,787	\$240,740
<b>REVENUES:</b>				
INTEREST	\$10,423	\$13,073	\$7,000	\$3,000
LINKUP GRANT, MARKET	9,193	9,228	10,000	10,000
TRANSFER FROM TAX STAB. FUND	0	0	118,766	0
HOUSE DEMOLITION RECOVERIES	0	0	17,000	17,000
FEES, EL. AGGREGATION	0	15,000	0	0
MODERN HOUSE TOUR RECEIPTS	0	3,440	210	0
STATE GRANT, HIST. LINCOLN PODCAST	0	0	6,650	0
STATE GRANT, HISTORICAL INTERN	0	7,343	2,678	0
FARMER'S MARKET FEES	72,108	75,698	76,000	80,000
<b>TOTAL REVENUES</b>	<b>\$91,724</b>	<b>\$123,782</b>	<b>\$238,304</b>	<b>\$110,000</b>
<b>EXPENDITURES:</b>				
COSTS, EL. AGGREGATION	\$0	\$10,500	\$0	\$0
OPTIONS, TITLES, MARKETING	25	1,000	2,000	0
HISTORICAL PODCAST COSTS (GRANT)	0	0	8,004	0
MODERN HOUSE TOUR COSTS	0	1,334	2,316	0
HOUSE DEMOLITIONS	0	1,388	43,560	17,000
GREGORY PLACE INCENTIVE	4,870	0	0	0
BERINGER AGREEMENT REBATES	57,074	55,283	59,000	64,000
DEVELOPER'S ROUNTABLE	1,787	1,474	1,600	2,000
FARMER'S MARKET COSTS	77,300	75,971	103,522	99,978
BUILD URBANA REBATES (CITY SHARE)	1,400	12,217	18,000	18,000
METROZONE INCENTIVE COSTS	62,756	7,140	71,000	71,000
HISTORICAL INTERN (GRANT)	0	7,343	1,324	0
HISTORICAL PRES. PROGRAMS	464	873	13,525	0
PHILO ROAD RENTAL INCENTIVES	0	0	11,500	5,000
PHILO DISTRICT LOAN/RENT PROGRAM	12,000	18,500	20,000	0
<b>TOTAL EXPENDITURES</b>	<b>\$217,676</b>	<b>\$193,023</b>	<b>\$355,351</b>	<b>\$276,978</b>
<b>FUND BAL., END YEAR, RESERVED FOR:</b>				
URBANA DEV. GROUP LOAN GURANTEE	\$85,000	\$85,000	\$85,000	\$0
HISTORIC PRESERVATION	\$14,398	\$15,631	\$0	\$0
FARMER'S MARKET	\$79,547	\$88,502	\$70,980	\$61,002
BERINGER, BUILD URBANA, METROZONE	\$248,083	\$168,654	\$84,760	\$12,760
<b>UNRESERVED</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</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 (12.83% in CY2012, 13.51% in CY2013 and 12.97% in CY2014). 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 93% 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 currently 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 66% funded with the unfunded portion

## Pension Funds

being paid over the 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 83% 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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	EST. 2012-13	BUDGET 2013-14	% CHG.
CASH BAL., BEG. YEAR	\$0	\$0	\$0	\$0	\$0	
<b>REVENUES:</b>						
TRANSFER, GEN. FUND	\$1,273,743	\$1,343,315	\$1,538,070	\$1,472,200	\$1,727,930	
TRANSFER, LIBRARY	335,144	379,720	421,530	421,530	476,400	
OTHER FUNDS	244,954	277,520	297,960	297,960	335,200	
<b>TOTAL REVENUES</b>	<b>\$1,853,841</b>	<b>\$2,000,555</b>	<b>\$2,257,560</b>	<b>\$2,191,690</b>	<b>\$2,539,530</b>	<b>12.5%</b>
<b>EXPENSES:</b>						
I.M.R.F. PAYMENTS	\$1,851,269	\$1,995,555	\$2,252,560	\$2,186,690	\$2,534,530	12.5%
SECTION 125 ADMIN.	\$2,572	\$5,000	\$5,000	\$5,000	\$5,000	
<b>TOTAL EXPENSES</b>	<b>\$1,853,841</b>	<b>\$2,000,555</b>	<b>\$2,257,560</b>	<b>\$2,191,690</b>	<b>\$2,539,530</b>	<b>12.5%</b>
FUND BAL., END YEAR	\$0	\$0	\$0	\$0	\$0	
ACTUAL % INCREASE PREV. YEAR	16.2%	7.9%	12.8%	9.6%	12.5%	

**POLICE PENSION FUND  
FINANCIAL SUMMARY**

	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	EST. 2012-13	BUDGET 2013-14	CHG.
<b>REVENUES:</b>						
TRANS. GEN. FUND/PROPERTY TAX	\$1,940,609	\$1,939,275	\$2,144,110	\$2,099,210	\$2,271,620	8.2%
STATE REPLACEMENT TAX	41,000	41,000	41,000	41,000	41,000	
<b>TOTAL REVENUES</b>	<b>\$1,981,609</b>	<b>\$1,980,275</b>	<b>\$2,185,110</b>	<b>\$2,140,210</b>	<b>\$2,312,620</b>	<b>8.1%</b>
<b>PAYMENT TO PENSION BOARD</b>	<b>\$1,981,609</b>	<b>\$1,980,275</b>	<b>\$2,185,110</b>	<b>\$2,140,210</b>	<b>\$2,312,620</b>	<b>8.1%</b>
<b>ACTUAL % INCREASE PREV. YEAR</b>	<b>17.9%</b>	<b>-0.1%</b>	<b>10.3%</b>	<b>8.1%</b>	<b>8.1%</b>	

**FIRE PENSION FUND  
FINANCIAL SUMMARY**

	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	EST. 2012-13	BUDGET 2013-14	% CHG.
<b>REVENUES:</b>						
PROPERTY TAX	\$1,431,661	\$1,351,307	\$1,496,440	\$1,431,830	\$1,513,440	5.7%
STATE REPLACEMENT TAX	52,000	52,000	52,000	52,000	52,000	
<b>TOTAL REVENUES</b>	<b>\$1,483,661</b>	<b>\$1,403,307</b>	<b>\$1,548,440</b>	<b>\$1,483,830</b>	<b>\$1,565,440</b>	<b>5.5%</b>
<b>PAYMENT TO PENSION BOARD</b>	<b>\$1,483,661</b>	<b>\$1,403,307</b>	<b>\$1,548,440</b>	<b>\$1,483,830</b>	<b>\$1,565,440</b>	<b>5.5%</b>
<b>ACTUAL % INCREASE PREV. YEAR</b>	<b>54.3%</b>	<b>-5.4%</b>	<b>10.3%</b>	<b>5.7%</b>	<b>5.5%</b>	



# City of Urbana Budget Fiscal Year 2013-2014

## Supplementary Expenditure Report

---

### Table of Contents

<i>Urbana City Council</i> .....	1
<i>Executive Department</i> .....	2
<i>Finance Department</i> .....	8
<i>City Clerk</i> .....	13
<i>Police Department</i> .....	15
<i>Fire Rescue Services Department</i> .....	22
<i>Public Works Department</i> .....	25
<i>Community Development Services Department</i> .....	44
<i>Social Services Agency Fund</i> .....	51
<i>Equipment Services Fund</i> .....	52
<i>Landscape Recycling Center</i> .....	54
<i>Home Recycling (U-Cycle) Fund</i> .....	56
<i>Vehicle and Equipment Replacement Fund</i> .....	58
<i>Police Area-Wide Records Management System (A.R.M.S.) Fund</i> .....	64
<i>Public Television Fund</i> .....	65
<i>Community Development Block Grant Fund</i> .....	66
<i>Home Fund</i> .....	69
<i>Urbana Free Library</i> .....	73
<i>Motor Vehicle Parking System Fund</i> .....	76
<i>Farmer's Market Expense Detail</i> .....	78



**CITY COUNCIL**

	ACTUAL	ACTUAL	BUDGET	PROPOSED	
	2010-11	2011-12	2012-13	2013-14	% CHG.
100					
COUNCIL MEMBERS (7)	\$40,118	\$41,895	\$43,160	\$43,220	0.1%
FICA/MEDICARE COST	2,734	3,772	3,280	3,500	
TOTAL	\$42,852	\$45,667	\$46,440	\$46,720	0.6%
200					
BOOKS & PERIODICALS	\$300	\$0	\$350	\$350	
OFFICE SUPPLIES	0	69	250	250	
MISC. SUPPLIES	190	8	150	150	
TOTAL	\$490	\$77	\$750	\$750	0.0%
300					
TRAVEL AND CONFERENCE	\$2,572	\$2,949	\$6,300	\$6,300	
SISTER CITY COSTS	3,728	0	0	0	
TELEPHONE/POSTAGE	100	0	0	0	
SPECIAL CONTRACTUAL ASST.	100	425	200	200	
TOTAL	\$6,500	\$3,374	\$6,500	\$6,500	0.0%
DEPARTMENT TOTAL	\$49,842	\$49,118	\$53,690	\$53,970	0.5%

## Supplementary Expenditure Report

---

### EXECUTIVE DEPARTMENT BUDGET ANALYSIS

EXECUTIVE, BUDGET ANALYSIS WORKSHEET:  
ANNUAL BUDGET - FY 2013-14

	12-13	13-14	diff.	%
100'S	\$ 1,176,500	\$ 1,202,980	\$ 26,480	2.3%
200'S	9,010	9,010	-	0.0%
300'S	330,640	330,700	60	0.0%
SUBTOTAL	1,516,150	1,542,690	26,540	1.8%
400'S	8,810	8,810	-	0.0%
TOTAL	\$ 1,524,960	\$ 1,551,500	\$ 26,540	1.7%
PERSONNEL:				
SALARIES-ELECTED	\$ 61,960	\$ 61,960	\$ -	0.0%
SALARIES/NON-UNION	770,220	775,820	5,600	0.7%
LONGEVITY PAY	26,100	33,880	7,780	29.8%
EMPL. INS.	124,650	124,650	-	0.0%
EMPL. PENSION	193,570	206,670	13,100	6.8%
SUBTOTAL	\$ 1,176,500	\$ 1,202,980	\$ 26,480	2.3%
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	\$ 45,760	\$ 45,820	\$ 60	0.1%
VEH. SERVICE	5,800	5,800	-	0.0%
OTHER	279,080	279,080	-	0.0%
SUBTOTAL	\$ 330,640	\$ 330,700	\$ 60	0.0%



**EXECUTIVE DEPARTMENT  
ADMINISTRATION DIVISION**

CATEGORY	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
<b>100</b>					
MAYOR	\$58,330	\$60,120	\$61,960	\$61,960	
CHIEF OF STAFF	69,763	71,792	79,560	79,560	
ADMIN. ASSISTANT II	38,256	43,844	45,380	45,390	
ADMIN. ASSISTANT II (.5)	19,670	20,062	20,760	20,760	
OVERTIME	0	0	520	520	
LONGEVITY PAY	2,881	3,726	3,790	5,080	
EMPLOYEE INSURANCE	21,614	22,940	32,350	32,350	
EMPLOYEE PENSION	44,671	46,763	55,030	58,750	
TOTAL 100	\$255,185	\$269,247	\$299,350	\$304,370	1.7%
<b>200</b>					
BOOKS & PERIODICALS	\$0	\$0	\$200	\$200	
OFFICE SUPPLIES	527	614	800	800	
COPIER SUPPLIES	1,656	1,505	2,460	2,460	
TOTAL 200	\$2,183	\$2,119	\$3,460	\$3,460	0.0%
<b>300</b>					
DUES & SUBSCRIPTIONS	\$10,195	\$7,105	\$8,000	\$8,000	
MAYOR TRAVEL AND CONFERENCE	5,982	6,954	8,000	8,000	
TRAVEL AND CONFERENCE	1,223	586	2,000	2,000	
C-U HUMANITARIAN AWARD	1,200	0	1,200	1,200	
VEHICLE SERVICES	2,739	2,733	4,800	4,800	
MAYOR MILEAGE REIMBURSEMENT	1,011	1,182	1,000	1,000	
PRINTING SERVICES	638	255	500	500	
HEARINGS & ARBITRATIONS	0	4,500	4,500	4,500	
SPECIAL COUNSEL	89,543	46,542	8,780	8,780	
CITY INSURANCE	4,630	3,772	6,750	6,750	
TRANSFER, WORKER'S COMP.	370	370	390	410	
TELEPHONE	1,666	1,645	2,420	2,420	
COPIER LEASE & MAINT.	2,360	1,308	3,540	3,540	
CITY COMPUTERIZATION	15,172	16,050	16,050	16,050	
EMPLOYEE PROGRAMS	11,084	10,082	12,530	12,530	
TOTAL 300	\$147,813	\$103,084	\$80,460	\$80,480	0.0%
<b>400</b>					
VEH. REPL. CHARGE	\$8,810	\$8,810	\$8,810	\$8,810	0.0%
PROGRAM TOTAL	\$413,991	\$383,260	\$392,080	\$397,120	1.3%

## Supplementary Expenditure Report

---

### EXECUTIVE DEPARTMENT LEGAL DIVISION

CATEGORY	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
100					
CITY ATTORNEY	\$94,702	\$97,038	\$103,850	\$100,800	
ASST. CITY ATTORNEY	80,205	18,202	81,320	86,810	
ASST. CITY ATTORNEY	72,571	75,071	77,250	80,350	
ADMIN. ASSISTANT II (2)	81,125	83,573	86,440	86,440	
LONGEVITY PAY	1,039	5,332	7,570	10,660	
OVERTIME	0	1,133	270	270	
EMPLOYEE INSURANCE	32,454	34,444	48,580	48,580	
EMPLOYEE PENSION	61,627	65,551	77,140	82,360	
TOTAL 100	\$423,723	\$380,344	\$482,420	\$496,270	2.9%
200					
BOOKS & PERIODICALS	\$464	\$1,503	\$1,500	\$1,500	
OFFICE SUPPLIES	777	883	1,800	1,800	
TOTAL 200	\$1,241	\$2,386	\$3,300	\$3,300	0.0%
300					
DUES & SUBSCRIPTIONS	\$7,557	\$2,114	\$4,260	\$4,260	
ON-LINE WEST LAW SUBSCRIPTIO	12,421	19,538	21,100	21,100	
ON-LINE CODE SUBSCRIPTION	0	3,377	2,000	2,000	
CELLUAR PHONE SERVICES	641	0	0	0	
TRAVEL AND CONFERENCE	2,141	397	4,340	4,340	
RECORDER'S ON-LINE SERVICE	1,525	1,500	1,600	1,600	
PROF. LEGAL SERVICES	10,580	8,825	19,000	19,000	
PROF. LEGAL SERVICES (JW)	76,560	76,560	76,560	76,560	
CITY INSURANCE	3,265	2,660	4,760	4,760	
TRANSFER, WORKER'S COMP.	290	290	300	320	
CITY TELEPHONE	1,666	1,645	2,420	2,420	
TOTAL 300	\$116,646	\$116,906	\$136,340	\$136,360	0.0%
DIVISION TOTAL	\$541,610	\$499,636	\$622,060	\$635,930	2.2%

**EXECUTIVE DEPARTMENT  
HUMAN RELATIONS DIVISION**

CATEGORY	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
<b>100</b>					
HUMAN RELATIONS OFFICER	\$72,571	\$74,680	\$77,260	\$77,260	
ADMIN. ASSISTANT II (.5)	19,670	20,062	20,750	20,770	
LONGEVITY PAY	1,605	3,524	3,000	5,580	
EMPLOYEE INSURANCE	9,740	10,338	14,580	14,580	
EMPLOYEE PENSION	17,587	18,413	21,670	23,140	
<b>TOTAL 100</b>	<b>\$121,173</b>	<b>\$127,017</b>	<b>\$137,260</b>	<b>\$141,330</b>	<b>3.0%</b>
<b>200</b>					
BOOKS & PERIODICALS	\$32	\$0	\$150	\$150	
BOOKS, COMMISSION BUDGET	0	0	200	200	
MEETING EXPENSES, COMM.	108	77	150	150	
OFFICE SUPPLIES	221	241	200	200	
<b>TOTAL 200</b>	<b>\$361</b>	<b>\$318</b>	<b>\$700</b>	<b>\$700</b>	<b>0.0%</b>
<b>300</b>					
DUES & SUBSCRIPTIONS	\$0	\$0	\$490	\$490	
TRAVEL AND CONFERENCE	483	1,113	2,010	2,010	
COMMUNITY TRAINING	292	1,224	1,500	1,500	
TRAINING, COMMISSION BUDGET	12	0	1,500	1,500	
H/R HEARING OFFICER	0	619	9,500	9,500	
OUTSIDE SPECIAL STUDY	1,500	133	500	500	
M.L. KING SPEAKERS/GRANTS	1,189	329	1,200	1,200	
GRANTS, COMMISSION BUDGET	0	1,450	1,500	1,500	
COMM. ED., COMMISSION BUDGET	550	500	1,500	1,500	
PRINTING SERVICES	0	661	100	100	
PRINTING, COMMISSION BUDGET	84	0	400	400	
CITY INSURANCE	1,091	889	1,590	1,590	
TRANSFER, WORKER'S COMP.	190	190	200	210	
CITY TELEPHONE	715	706	1,040	1,040	
<b>TOTAL 300</b>	<b>\$6,106</b>	<b>\$7,814</b>	<b>\$23,030</b>	<b>\$23,040</b>	<b>0.0%</b>
<b>PROGRAM TOTAL</b>	<b>\$127,640</b>	<b>\$135,149</b>	<b>\$160,990</b>	<b>\$165,070</b>	<b>2.5%</b>

## Supplementary Expenditure Report

---

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

CATEGORY	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
200					
BOOKS & PERIODICALS	\$0	\$0	\$150	\$150	
BOARD MEETING SUPPLIES	85	0	200	200	
TOTAL 200	\$85	\$0	\$350	\$350	0.0%
300					
DUES & SUBSCRIPTIONS	\$300	\$300	\$300	\$300	
TRAVEL AND TRAINING	1,946	0	5,500	5,500	
POSTAGE AND PRINTING/OUTREAC	0	0	500	500	
TRAINING & EDUCATION	0	1,158	1,000	1,000	
POSTAGE & PRINTING/BROCHURES	32	0	500	500	
TOTAL 300	\$2,278	\$1,458	\$7,800	\$7,800	0.0%
PROGRAM TOTAL	\$2,363	\$1,458	\$8,150	\$8,150	0.0%

**EXECUTIVE DEPARTMENT  
HUMAN RESOURCES DIVISION**

CATEGORY	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
<b>100</b>					
HUMAN RESOURCES MANAGER	\$75,234	\$77,422	\$80,090	\$80,100	
BENEFITS COORDINATOR	42,598	43,823	45,350	45,350	
ASST. HUMAN RESOURCES MGR.	47,507	48,893	50,570	50,590	
PART-TIME	0	0	320	320	
CIVIL SERVICE COMMISSIONERS	210	240	410	410	
OVERTIME	96	117	120	120	
LONGEVITY PAY	6,179	8,701	11,740	12,560	
EMPLOYEE INSURANCE	19,471	20,660	29,140	29,140	
EMPLOYEE PENSION	32,252	33,759	39,730	42,420	
TOTAL	\$223,547	\$233,615	\$257,470	\$261,010	1.4%
<b>200</b>					
BOOKS & PERIODICALS	\$16	\$15	\$400	\$400	
OFFICE SUPPLIES	687	726	800	800	
TOTAL	\$703	\$741	\$1,200	\$1,200	0.0%
<b>300</b>					
DUES & SUBSCRIPTIONS	\$180	\$165	\$1,180	\$1,180	
TRAVEL AND CONFERENCE	171	571	2,940	2,940	
TRAVEL, RECRUITMENT	2,781	2,416	3,580	3,580	
TRAINING AND EDUCATION	1,856	1,157	3,500	3,500	
CITY-WIDE TRAINING	0	299	3,000	3,000	
PHYSICAL EXAMINATIONS	12,668	18,643	17,000	17,000	
EMPL. DRUG TESTING PROG.	866	1,207	3,000	3,000	
AUTOMATED TRACKING SYSTEM	4,500	665	4,500	4,500	
PROF. SERVICES, EXAMS	18,152	21,597	19,070	19,070	
EDUCATIONAL REIMBURSEMENTS	4,054	2,183	5,000	5,000	
EMPLOYEE ASSISTANCE PROG.	6,490	6,765	7,530	7,530	
PRINTING SERVICES	413	1,130	1,170	1,170	
ADVERTISING, RECRUITMENT	1,835	4,279	5,240	5,240	
CITY INSURANCE	2,517	2,051	3,670	3,670	
TRANSFER, WORKER'S COMP.	200	200	210	220	
CITY TELEPHONE	1,666	1,645	2,420	2,420	
TOTAL	\$58,349	\$64,973	\$83,010	\$83,020	0.0%
DIVISION TOTAL	\$282,599	\$299,329	\$341,680	\$345,230	1.0%

**Supplementary Expenditure Report**

---

**FINANCE DEPARTMENT  
BUDGET ANALYSIS**

	12-13	13-14	DIFF	%
SALARIES	1,244,920	1,270,530	25,610	2.1%
SUPPLIES	47,580	47,580	-	0.0%
CONTRACTUAL	204,980	205,040	60	0.0%
SUBTOTAL	1,497,480	1,523,150	25,670	1.7%
VEH. & EQ. REPL.	29,140	29,140	-	0.0%
TOTAL	1,526,620	1,552,290	25,670	1.7%
PERSONNEL:				
SALARIES	\$ 850,070	\$ 852,960	\$ 2,890	0.3%
LONGEVITY PAY	48,990	58,420	9,430	19.2%
EMPL. INSURANCE	149,470	149,470	-	0.0%
EMPL. PENSION	196,390	209,680	13,290	6.8%
SUBTOTAL	\$ 1,244,920	\$ 1,270,530	\$ 25,610	2.1%
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	\$ 72,840	\$ 72,900	60	0.1%
VEH. SERVICE	5,500	5,500	-	0.0%
CITY AUDITING	36,540	36,540	-	0.0%
OTHER	90,100	90,100	-	0.0%
SUBTOTAL	\$ 204,980	\$ 205,040	\$ 60	0.0%

**FINANCE DEPARTMENT  
ADMINISTRATION PROGRAM**

CATEGORY	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
100					
COMPTROLLER	\$117,562	\$120,975	\$125,150	\$125,150	
ADMIN. ASSISTANT I (.5)	17,846	18,359	19,000	18,990	
LONGEVITY PAY	6,542	8,136	9,410	11,150	
EMPLOYEE INSURANCE	9,740	10,338	14,580	14,580	
EMPLOYEE PENSION	26,552	27,794	32,710	34,920	
TOTAL 100	\$178,242	\$185,602	\$200,850	\$204,790	2.0%
200					
BOOKS & PERIODICALS	\$40	\$159	\$200	\$200	
OFFICE SUPPLIES	3,531	3,683	3,800	3,800	
COPIER SUPPLIES	1,657	1,505	2,460	2,460	
TOTAL 200	\$5,228	\$5,347	\$6,460	\$6,460	0.0%
300					
DUES & SUBSCRIPTIONS	\$1,396	\$1,277	\$1,800	\$1,800	
CELLUAR/PAGING SERVICES	278	234	410	410	
TRAVEL AND CONFERENCE	1,728	1,601	2,500	2,500	
VEHICLE SERVICE	2,255	1,601	3,000	3,000	
AUDITING	29,035	33,224	36,540	36,540	
REAL ESTATE TAXES	76	80	1,000	1,000	
CITY INSURANCE	2,565	2,092	3,740	3,740	
TRANSFER, WORKER'S COMP.	290	220	230	240	
TELEPHONE	936	924	1,360	1,360	
COPIER LEASE & MAINT.	1,515	838	2,270	2,270	
CITY COMPUTERIZATION	45,271	47,890	47,890	47,890	
TOTAL 300	\$85,345	\$89,981	\$100,740	\$100,750	0.0%
400					
VEH. REPL. CHARGE	\$29,140	\$29,140	\$29,140	\$29,140	0.0%
PROGRAM TOTAL	\$297,955	\$310,070	\$337,190	\$341,140	1.2%

## Supplementary Expenditure Report

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

CATEGORY	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
100					
OFFICE SUPERVISOR	\$60,213	\$57,247	\$59,230	\$59,210	
ADMIN. ASSISTANT I (.5)	17,846	18,358	19,000	18,990	
CUST. SERVICE ACCT CLK. (2)	73,494	80,778	81,330	79,330	
LONGEVITY PAY	7,232	8,914	9,970	12,000	
EMPLOYEE INSURANCE	22,715	24,106	34,000	34,000	
EMPLOYEE PENSION	31,780	33,262	39,140	41,790	
TOTAL 100	\$213,280	\$222,665	\$242,670	\$245,320	1.1%
200					
PARKING TICKET PRINTING	\$3,789	\$3,470	\$4,100	\$4,100	
COMPUTER TICKET SUPPLIES	84	1,018	2,300	2,300	
LICENSE SUPPLIES	3,250	3,949	7,100	7,100	
TOTAL 200	\$7,123	\$8,437	\$13,500	\$13,500	0.0%
300					
TRAINING AND EDUCATION	\$681	\$35	\$2,000	\$2,000	
NOTICES PRINTING	0	164	3,380	3,380	
TICKET HEARING OFFICER	974	0	1,000	1,000	
PRINTING, PARKING BROCHURE	824	0	1,000	1,000	
VEHICLE SERVICES	1,299	2,476	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	8,629	8,393	8,000	8,000	
STATE BACKGROUND EXPENSE	2,730	2,848	2,800	2,800	
CITY INSURANCE	2,373	1,933	3,460	3,460	
TRANSFER, WORKER'S COMP.	270	270	280	300	
CITY TELEPHONE	936	924	1,360	1,360	
TOTAL 300	\$20,146	\$18,473	\$27,510	\$27,530	0.1%
PROGRAM TOTAL	\$240,549	\$249,575	\$283,680	\$286,350	0.9%



**FINANCE DEPARTMENT  
FINANCIAL SERVICES PROGRAM**

CATEGORY	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
100					
ACCOUNTING SUPERVISOR	\$66,082	\$67,989	\$70,350	\$70,350	
ACCOUNT CLERK II	42,453	43,677	45,200	52,610	
ACCOUNT CLERK I	29,588	35,657	36,890	36,900	
LONGEVITY PAY	6,240	7,732	9,190	11,930	
EMPLOYEE INSURANCE	19,471	20,660	29,140	29,140	
EMPLOYEE PENSION	27,566	29,901	35,190	37,570	
TOTAL 100	\$191,400	\$205,616	\$225,960	\$238,500	5.5%
200					
GENERAL CITY SUPPLIES	\$3,121	\$7,075	\$11,200	\$11,200	
COMPUTER SUPPLIES	16,754	14,250	16,420	16,420	
TOTAL 200	\$19,875	\$21,325	\$27,620	\$27,620	0.0%
300					
DUES AND SUBSCRIPTIONS	\$0	\$170	\$200	\$200	
TRAINING AND EDUCATION	1,143	1,310	1,800	1,800	
SHREDDER SERVICES	576	386	1,000	1,000	
GENERAL CITY POSTAGE	30,336	27,228	46,900	46,900	
OFFICE EQ. MAINTENANCE	3,392	4,013	6,000	6,000	
CITY INSURANCE	3,052	2,486	4,450	4,450	
TRANSFER, WORKER'S COMP.	200	200	210	220	
CITY TELEPHONE	936	924	1,360	1,360	
TOTAL 300	\$39,635	\$36,717	\$61,920	\$61,930	0.0%
PROGRAM TOTAL	\$250,910	\$263,658	\$315,500	\$328,050	4.0%

## Supplementary Expenditure Report

---

### FINANCE DEPARTMENT INFORMATION SERVICES PROGRAM

CATEGORY	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
100					
INFO. SERVICES MANAGER	\$93,080	\$95,771	\$99,090	\$99,090	
P.C. ANALYST/NETWORK COORD.	59,031	60,737	62,850	62,850	
COMPUTER SYSTEMS PROG. II	60,944	62,711	64,880	64,890	
COMPUTER SYSTEMS SPEC.	39,000	40,125	41,540	41,530	
DOCUMENTS PROJ. SPECIALIST	31,840	33,641	36,890	36,900	
WEB DOCUMENTS COORD.	39,000	40,124	41,520	41,530	
COMPUTER SPEC., UPD	27,640	40,125	44,040	41,530	
OVERTIME	1,539	465	3,110	3,110	
LONGEVITY PAY	12,870	15,979	20,420	23,340	
EMPLOYEE INSURANCE	47,939	50,875	71,750	71,750	
EMPLOYEE PENSION	73,820	75,924	89,350	95,400	
TOTAL 100	\$486,703	\$516,477	\$575,440	\$581,920	1.1%
300					
DUES AND MEMBERSHIPS	\$575	\$640	\$600	\$600	
TRAINING AND EDUCATION	424	591	6,430	6,430	
DOCUMENT SUPPLIES/MAINT.	0	0	1,550	1,550	
CITY INSURANCE	3,148	2,565	4,590	4,590	
TRANSFER, WORKER'S COMP.	270	270	280	300	
CITY TELEPHONE	936	924	1,360	1,360	
TOTAL 300	\$5,353	\$4,990	\$14,810	\$14,830	0.1%
PROGRAM TOTAL	\$492,056	\$521,467	\$590,250	\$596,750	1.1%

**CITY CLERK  
BUDGET ANALYSIS**

	12-13	13-14	DIFF	%
SALARIES	206,290	207,810	1,520	0.7%
SUPPLIES	2,880	2,880	-	0.0%
CONTRACTUAL	29,490	29,500	10	0.0%
SUBTOTAL	238,660	240,190	1,530	0.6%
VEH. & EQ. REPL.	1,930	1,930	-	0.0%
TOTAL	240,590	242,120	1,530	0.6%
PERSONNEL:				
SALARIES, ELECTED	54,520	54,520	-	0.0%
SALARIES, NON-UNION	87,140	87,140	-	0.0%
LONGEVITY PAY	4,350	3,750	(600)	-13.8%
EMPL. INS.	29,150	29,150	-	0.0%
EMPL. PENSION	31,130	33,250	2,120	6.8%
SUBTOTAL	206,290	207,810	1,520	0.7%
SUPPLIES:				
OTHER	2,000	2,000	-	0.0%
STD. CHARGES	880	880	-	0.0%
SUBTOTAL	2,880	2,880	-	0.0%
CONTRACTUAL:				
STD. CHARGES	14,650	14,660	10	0.1%
NEWSPAPER PUBL.	7,380	7,380	-	0.0%
VEH. SVC.	1,500	1,500	-	0.0%
OTHER	5,960	5,960	-	0.0%
SUBTOTAL	29,490	29,500	10	0.0%

## Supplementary Expenditure Report

### CITY CLERK

CATEGORY	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
100					
CITY CLERK	\$51,334	\$52,909	\$54,520	\$54,520	
ADMIN. ASSISTANT II	44,033	45,319	46,890	46,880	
ADMIN. ASSISTANT I	34,653	35,657	36,890	36,900	
DEPUTY CITY CLERK	600	600	810	810	
OVERTIME	1,538	2,241	2,550	2,550	
LONGEVITY PAY	2,628	3,773	4,350	3,750	
EMPLOYEE INSURANCE	19,479	20,668	29,150	29,150	
TRANSFER, EMPL. PENSION	25,275	26,451	31,130	33,250	
TOTAL 100	\$179,540	\$187,618	\$206,290	\$207,810	0.7%
200					
OFFICE SUPPLIES	\$1,137	\$708	\$2,000	\$2,000	
COPIER SUPPLIES	593	539	880	880	
TOTAL 200	\$1,730	\$1,247	\$2,880	\$2,880	0.0%
300					
DUES & SUBSCRIPTIONS	\$834	\$631	\$600	\$600	
TRAVEL AND CONFERENCE	1,987	1,157	3,000	3,000	
TRAINING AND EDUCATION	0	0	640	640	
VEHICLE SERVICES	1,135	1,454	1,500	1,500	
RECORDING FEES	273	438	920	920	
NEWSPAPER PUBL., LEGALS	5,769	7,658	7,380	7,380	
READER/PRINTER MAINT.	427	901	800	800	
CITY INSURANCE	2,668	2,173	3,890	3,890	
TRANSFER, WORKER'S COMP.	240	240	250	260	
TELEPHONE	1,331	1,315	1,940	1,940	
COPIER LEASE & MAINT.	373	207	560	560	
CITY COMPUTERIZATION	7,572	8,010	8,010	8,010	
TOTAL 300	\$22,609	\$24,184	\$29,490	\$29,500	0.0%
400					
VEHICLE REPLACEMENT CHARGE	\$1,930	\$1,930	\$1,930	\$1,930	0.0%
TOTAL DEPARTMENT	\$205,809	\$214,979	\$240,590	\$242,120	0.6%

**POLICE DEPARTMENT  
BUDGET ANALYSIS**

	12-13	13-14	DIFF	%
SALARIES	8,014,240	8,208,640	194,400	2.4%
SUPPLIES	53,670	54,570	900	1.7%
CONTRACTUAL	1,143,410	1,202,320	58,910	5.2%
SUBTOTAL	9,211,320	9,465,530	254,210	2.8%
VEH. & EQ. REPL.	289,560	289,560	-	0.0%
<b>TOTAL</b>	<b>9,500,880</b>	<b>9,755,090</b>	<b>254,210</b>	<b>2.7%</b>
 PERSONNEL:				
SALARIES N/U	899,710	900,070	360	0.0%
SALARIES FOP	3,228,740	3,232,660	3,920	0.1%
SALARIES AFSCME	331,710	331,710	-	0.0%
LONGEVITY, N/U	48,780	55,350	6,570	13.5%
LONGEVITY, FOP	273,920	271,400	(2,520)	-0.9%
LONGEVITY, AFSCME	21,870	24,090	2,220	10.2%
OVERTIME, FOP	169,710	169,710	-	0.0%
EMPLOYEE INS.	730,460	730,460	-	0.0%
EMPL. PENSION	2,309,340	2,493,190	183,850	8.0%
SUBTOTAL	8,014,240	8,208,640	194,400	2.4%
 SUPPLIES:				
OTHER	50,790	51,690	900	1.8%
STD. CHARGES	2,880	2,880	-	0.0%
SUBTOTAL	53,670	54,570	900	1.7%
 CONTRACTUAL:				
STD. CHARGES	335,840	339,250	3,410	1.0%
VEH. SERVICE	252,330	252,330	-	0.0%
METCAD	282,000	338,400	56,400	20.0%
CENTRAL BOOKING	37,810	37,810	-	0.0%
DOG IMPOUNDMENT	40,090	40,090	-	0.0%
I.W.I.N. FEES	13,900	13,900	-	0.0%
ECIPTC TRAINING	8,220	9,060	840	10.2%
CRISIS INTERVENTION	1,500	1,100	(400)	-26.7%
ARMS CONTRIBUTION	20,430	20,830	400	2.0%
CELLUAR PHONES	15,000	15,000	-	0.0%
OTHER	136,290	134,550	(1,740)	-1.3%
SUBTOTAL	1,143,410	1,202,320	58,910	5.2%

## Supplementary Expenditure Report

### POLICE DEPARTMENT ADMINISTRATION PROGRAM

CATEGORY	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
100					
CHIEF OF POLICE	\$113,658	\$116,931	\$120,580	\$120,590	
ASSISTANT CHIEF	98,797	101,534	104,810	104,810	
ADMIN. ASSISTANT II	39,659	40,798	42,070	42,070	
LONGEVITY PAY	12,482	15,646	18,720	21,400	
EMPLOYEE INSURANCE	19,479	20,669	29,150	29,150	
TRANSFER, IMRF PENSION	8,177	8,562	10,080	10,760	
TRANSFER, POLICE PENSION	123,103	122,107	132,690	143,370	
TOTAL 100	\$415,355	\$426,247	\$458,100	\$472,150	3.1%
200					
BOOKS & PERIODICALS	\$0	\$333	\$180	\$180	0.0%
EMPL. RECOGNITION SUPPLIES	237	560	300	1,200	
TOTAL 200	\$237	\$893	\$480	\$1,380	187.5%
300					
DUES & SUBSCRIPTIONS	\$1,705	\$1,930	\$2,500	\$2,500	
TRAVEL AND CONF., CHIEF	2,445	2,711	2,630	2,630	
TRAVEL AND CONF., ASST CH.	590	2,018	1,880	1,880	
CLOTHING ALLOWANCE	0	0	1,700	1,700	
VEHICLE SERVICE	2,637	3,797	6,310	6,310	
CITY INSURANCE	5,521	4,498	8,050	8,050	
TRANSFER, WORKER'S COMP.	3,210	3,210	3,370	3,530	
CITY TELEPHONE	3,789	3,742	5,510	5,510	
TOTAL 300	\$19,897	\$21,906	\$31,950	\$32,110	0.5%
400					
VEH. REPL. CHARGE-REG.	\$289,560	\$289,560	\$289,560	\$289,560	
TRANSFER, NEW EQ.	0	0	0	0	
TOTAL 400	\$289,560	\$289,560	\$289,560	\$289,560	0.0%
DIVISION TOTAL	\$725,049	\$738,606	\$780,090	\$795,200	1.9%

**POLICE DEPARTMENT  
PATROL PROGRAM**

CATEGORY	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
100					
LIEUTENANT (2)	\$173,377	\$174,414	\$180,140	\$180,150	
SERGEANTS (10)	629,552	654,498	675,350	675,350	
OFFICERS (32)	1,733,936	1,809,677	1,864,610	1,865,280	
K-9 OFFICER	54,337	57,884	58,270	58,290	
OVERTIME	11,368	39,527	55,270	55,270	
STEP OVERTIME	33,272	32,831	36,590	36,590	
OVERTIME, TRAINING	48,860	53,308	41,000	41,000	
SICK LEAVE INCENT.	0	12,000	18,100	18,100	
PERSONAL LEAVE ACCRUAL	16,120	30,406	32,420	33,010	
HOLIDAY PAY	131,400	141,004	145,900	148,540	
LONGEVITY, F.O.P.	172,682	196,664	219,340	213,120	
LONGEVITY PAY, NON-UNION	3,528	10,391	12,610	14,410	
EMPLOYEE INSURANCE	274,222	337,131	468,640	468,640	
TRANSFER, POLICE PENSION	1,381,573	1,566,841	1,692,910	1,829,310	
TOTAL 100	\$4,664,227	\$5,116,576	\$5,501,150	\$5,637,060	2.5%
200					
UNIFORMS AND EQ. REPL	\$4,434	\$4,711	\$4,720	\$4,720	
U.C.A.P. SUPPLIES	0	24	500	500	
AMMUNITION SUPPLIES	11,004	10,876	11,000	11,000	
SUPPLIES, SCHOOL OFFICER	803	751	2,000	2,000	
CRIME PREV./OUTREACH MAT	328	1,484	1,500	1,500	
SUPPLIES, BIKE PATROL	158	824	2,000	2,000	
TOTAL 200	\$16,727	\$18,670	\$21,720	\$21,720	0.0%
300					
EMPLOYEE WELLNESS	\$2,630	\$60	\$2,740	\$2,740	
TRAINING AND EDUCATION	(5,500)	11,175	10,320	10,320	
CLOTHING ALLOWANCE	37,854	37,079	40,000	40,000	
METRO SQUAD CLOTHING	642	2,300	900	900	
CELLUAR PHONE	13,628	10,383	10,820	10,820	
VEHICLE SERVICE	129,718	163,902	177,310	177,310	
EQ. SERVICE AND REPAIR	2,133	1,598	3,120	3,120	
CENTRAL BOOKING FEE	30,815	29,802	37,810	37,810	
RANGE MOWING	1,200	900	1,500	1,500	
RANGE OPERATING	2,649	3,405	3,500	3,500	
RANGE ALARM SERVICE	330	0	360	360	
TOWING SERVICES	1,940	1,383	1,500	1,500	
I.L.E.A.S. TRAINING FEE	500	500	500	500	
METCAD DISPATCH AGREEMENT	210,598	239,568	282,000	338,400	20.0%
E.C.I.P.T.P. TRAINING	7,826	8,628	8,220	9,060	
CRISIS INTERVENTION SERV	0	0	1,500	1,100	
EM. SUPPORT SERVICE TEAM	2,000	2,000	2,400	2,400	
CITY INSURANCE	83,775	64,561	115,550	115,550	
TRANSFER, WORKER'S COMP.	45,690	45,690	47,980	50,260	
CITY TELEPHONE	1,542	1,848	2,720	2,720	
TOTAL 300	\$569,970	\$624,782	\$750,750	\$809,870	7.9%
PROGRAM TOTAL	\$5,250,924	\$5,760,028	\$6,273,620	\$6,468,650	3.1%

## Supplementary Expenditure Report

### POLICE DEPARTMENT CRIMINAL INVESTIGATION PROGRAM

CATEGORY	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
100					
LIEUTENANT	83,091	87,651	90,110	90,450	
SERGEANT	62,957	65,478	67,540	67,540	
OFFICERS (6 to 5)	326,044	337,130	349,740	349,740	
POL. SERV. REPRESENTATIVE	37,677	39,179	40,410	40,410	
PHOTO/EVIDENCE TECH.	41,713	41,277	48,130	48,130	
OVERTIME	31,258	52,583	36,850	36,850	
STANDBY PAY	10,430	11,368	12,040	12,040	
PERSONAL TIME ACCRUAL	2,809	5,253	4,770	4,770	
POLICE LONGEVITY	41,642	51,217	54,580	58,280	
AFSCME LONGEVITY	5,663	5,888	6,060	6,060	
LONGEVITY, NON-UNION	4,895	7,693	9,310	11,090	
EMPLOYEE INSURANCE	62,325	75,442	106,390	106,390	
TRANSFER, IMRF PENSION	24,440	27,366	32,210	34,390	
TRANSFER, POLICE PENSION	247,154	291,327	314,610	339,940	
TOTAL 100	\$982,098	\$1,098,852	\$1,172,750	\$1,206,080	2.8%
200					
UNIFORMS AND EQUIPMENT	\$32	\$302	\$500	\$500	
SMALL COVERT EQ. (VERF)	779	718	800	800	
300					
TRAINING AND EDUCATION	\$9,061	\$8,428	\$10,360	\$10,360	
FOP CLOTHING ALLOWANCE	4,200	6,180	6,180	6,180	
AFSCME CLOTHING ALLOWANCE	402	402	430	430	
VEHICLE SERVICES	23,008	28,499	32,000	32,000	
LEASED VEH. COSTS	0	0	5,760	5,760	
TRAVEL, INVESTIGATIONS	39	209	4,000	4,000	
OUTSIDE PROF. SERVICES	2,027	1,708	6,840	6,000	
CHILDREN'S ADVOCACY PAYMENT	0	1,500	1,500	1,500	
CRIMEREPORTS S/W MAINT.	0	643	1,000	1,000	
UNIFORM REPLACEMENT	0	0	200	200	
TLO ACCOUNT	1,216	1,156	1,400	1,400	
CELLEBRITE S/W MAINT.	0	999	1,000	1,000	
INTERNET INVEST.	0	0	0	400	
AFIX SYSTEM MAINTENANCE	1,013	2,025	2,030	2,030	
CITY INSURANCE	19,603	15,130	27,080	27,080	
TRANSFER, WORKER'S COMP.	16,790	16,790	17,630	18,470	
CITY TELEPHONE	1,542	1,848	2,720	2,720	
COMMUNICATIONS I.T.F.	0	0	1,600	0	
TOTAL 300	\$78,901	\$85,517	\$121,730	\$120,530	-1.0%
PROGRAM TOTAL	\$1,061,810	\$1,185,389	\$1,295,780	\$1,327,910	2.5%



**POLICE DEPARTMENT  
SUPPORT SERVICES PROGRAM**

CATEGORY	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
<b>100</b>					
SUPPORT SERVICES SUPERV.	51,043	52,555	54,210	54,210	
POL. SERV. REPRESENT (6)	224,552	222,528	242,440	242,440	
P-T SERVICES CLERK (.25)	3,882	6,972	6,570	6,570	
AD. ASST (.75)	25,170	28,285	31,440	31,440	
F.O.I.A. OFFICER (TEMP.)	0	5,238	5,300	5,300	
DOCUMENTS FILMING (TEMP.)	4,730	0	0	0	
OVERTIME	(2,665)	664	10,480	10,480	
AFSCME LONGEVITY	18,137	12,155	13,200	14,680	
LONGEVITY, NON-UNION	6,394	4,838	5,840	6,680	
EMPLOYEE INSURANCE	56,093	61,998	87,430	87,430	
TRANSFER, IMRF PENSION	62,838	71,055	83,620	89,280	
TRANSFER, POLICE PENSION	45,129	0	0	0	
<b>TOTAL 100</b>	<b>\$495,303</b>	<b>\$466,288</b>	<b>\$540,530</b>	<b>\$548,510</b>	<b>1.5%</b>
<b>200</b>					
OFFICE SUPPLIES	\$8,399	\$6,706	\$11,040	\$11,040	
CITY BLDG. COPIER SUPPLIES	520	441	720	720	
PAPER FOR POLICE MACHINE	1,560	1,322	2,160	2,160	
POLICE COPIER SUPPLIES	0	0	720	720	
EQ., POLICE SUPPLIES	5,223	10,741	12,800	12,800	
<b>TOTAL 200</b>	<b>\$15,702</b>	<b>\$19,210</b>	<b>\$27,440</b>	<b>\$27,440</b>	<b>0.0%</b>
<b>300</b>					
AFSCME CLOTHING ALLOWANCE	\$2,451	\$2,218	\$1,380	\$2,430	
COMMUNICATIONS SERVICES	2,858	8,038	8,510	8,510	
VEHICLE SERVICE	1,657	5,673	11,800	11,800	
EQ. SERVICE AND REPAIR	75	0	2,350	2,350	
TRANSCRIBER/FAX MAINT.	636	245	1,110	1,110	
M.D.T./FAX MAINTENANCE	137	0	0	0	
C.M.S./I.W.I.N. FEES	12,825	11,743	13,900	13,900	
CONTRACTUAL SHREDDING	846	884	2,000	1,600	
I.A.C.P. WEBSITE DUES	1,100	1,100	1,100	1,100	
CITY INSURANCE	9,570	7,386	13,220	13,220	
TRANSFER, WORKER'S COMP.	2,000	2,000	2,100	2,200	
CITY TELEPHONE	1,542	1,848	2,720	2,720	
CITY BLDG. COPIER MAINT.	878	334	900	900	
POLICE COPIER MAINT.	1,930	1,800	2,600	2,600	
CITY COMPUTERIZATION	75,800	77,630	77,630	77,630	
A.R.M.S. CONTRIBUTION	14,882	17,959	20,430	20,830	
SPECIAL POLICE S/W MAINT.	0	0	350	0	
<b>TOTAL 300</b>	<b>\$129,187</b>	<b>\$138,858</b>	<b>\$162,100</b>	<b>\$162,900</b>	<b>0.5%</b>
<b>PROGRAM TOTAL</b>	<b>\$640,192</b>	<b>\$624,356</b>	<b>\$730,070</b>	<b>\$738,850</b>	<b>1.2%</b>

**Supplementary Expenditure Report**

---

**POLICE DEPARTMENT  
SCHOOL CROSSING GUARDS PROGRAM**

CATEGORY	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
100					
SCHOOL CROSSING GUARDS	\$41,396	\$44,101	\$53,340	\$53,340	0.0%
TRANSFER, FICA	3,602	3,920	4,610	4,920	
TOTAL 100	\$44,998	\$48,021	\$57,950	\$58,260	0.5%
200					
MISC. SUPPLIES	\$442	\$37	\$500	\$500	0.0%
300					
CITY INSURANCE	\$1,976	\$1,525	\$2,730	\$2,730	0.0%
TRANSFER, WORKER'S COMP.	200	200	210	220	
TOTAL 300	\$2,176	\$1,725	\$2,940	\$2,950	0.3%
PROGRAM TOTAL	\$47,616	\$49,783	\$61,390	\$61,710	0.5%

**POLICE DEPARTMENT  
METER PATROL PROGRAM**

CATEGORY	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
100					
PARKING ENFORCE. SUPV.	\$40,713	\$40,213	\$41,540	\$41,540	
PARK. ENFORCE. SPEC. (3)	50,981	63,572	79,970	79,970	
PARKING ENFORCE. P-T	54,671	37,981	41,500	41,500	
LONGEVITY PAY	3,336	486	2,300	1,770	
EMPLOYEE INSURANCE	18,698	20,660	29,140	29,140	
TRANSFER, EMPL. PENSION	22,691	25,407	29,900	31,920	
TOTAL 100	\$191,090	\$188,319	\$224,350	\$225,840	0.7%
200					
UNIFORMS AND EQUIPMENT	\$1,068	\$1,120	\$1,230	\$1,230	0.0%
300					
VEHICLE SERVICE	\$9,048	\$10,135	\$15,910	\$15,910	
CITY INSURANCE	2,382	1,838	3,290	3,290	
TRANSFER, WORKER'S COMP.	190	190	200	210	
TOTAL 300	\$11,620	\$12,163	\$19,400	\$19,410	0.1%
PROGRAM TOTAL	\$203,778	\$201,602	\$244,980	\$246,480	0.6%

**POLICE DEPARTMENT  
ANIMAL CONTROL PROGRAM**

CATEGORY	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
100					
ANIMAL CONTROL WARDEN	\$34,696	\$36,075	\$37,210	\$37,210	
OVERTIME	4	104	1,170	1,170	
AFSCME LONGEVITY	2,338	2,525	2,610	3,350	
EMPLOYEE INSURANCE	6,232	5,884	9,710	9,710	
TRANSFER, EMPL. PENSION	6,746	7,403	8,710	9,300	
TOTAL 100	\$50,016	\$51,991	\$59,410	\$60,740	2.2%
200					
UNIFORMS AND EQUIPMENT	\$51	\$353	\$1,000	\$1,000	0.0%
300					
CLOTHING ALLOWANCE	\$131	\$0	\$220	\$220	
VEHICLE SERVICE	3,314	6,940	9,000	9,000	
DOG IMPOUNDMENT	35,300	34,940	40,090	40,090	0.0%
AN. CARCASS REMOVAL	2,128	2,832	3,000	3,000	
CITY INSURANCE	1,462	1,129	2,020	2,020	
TRANSFER, WORKER'S COMP.	200	200	210	220	
TOTAL 300	\$42,535	\$46,041	\$54,540	\$54,550	0.0%
PROGRAM TOTAL	\$92,602	\$98,385	\$114,950	\$116,290	1.2%

**Supplementary Expenditure Report**

**FIRE RESCUE SERVICES DEPARTMENT  
BUDGET ANALYSIS**

	12-13	13-14	DIFF	%
SALARIES	6,675,740	6,789,860	114,120	1.7%
SUPPLIES	70,590	70,590	-	0.0%
CONTRACTUAL	653,430	683,040	29,610	4.5%
SUBTOTAL	7,399,760	7,543,490	143,730	1.9%
EQ. & VEH. REPL.	196,850	196,850	-	0.0%
TOTAL	7,596,610	7,740,340	143,730	1.9%
ADD'L EQ.	-	-	-	
TOTAL	7,596,610	7,740,340	143,730	1.9%
<b>PERSONNEL:</b>				
SALARIES, N/U	543,667	545,970	2,303	0.4%
SALARIES, IAFF	3,611,593	3,611,860	267	0.0%
LONGEVITY, FIRE	391,690	416,110	24,420	6.2%
LONGEVITY, N/U	34,670	35,180	510	1.5%
EMPL. INSURANCE	573,470	573,470	-	0.0%
EMPL. PENS, IMRF	36,820	41,830	5,010	13.6%
EMPL. PENS, FIRE	1,483,830	1,565,440	81,610	5.5%
SUBTOTAL	6,675,740	6,789,860	114,120	1.7%
<b>SUPPLIES:</b>				
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%
<b>CONTRACTUAL:</b>				
STD. CHARGES	212,040	216,220	4,180	2.0%
VEH. SERVICE	186,470	199,500	13,030	7.0%
METCAD DISPATCH	103,500	115,900	12,400	12.0%
2% FIRE INS. PAYMENT	53,000	53,000	-	0.0%
OTHER	98,420	98,420	-	0.0%
SUBTOTAL	653,430	683,040	29,610	4.5%

**FIRE RESCUE SERVICES DEPARTMENT**

CATEGORY	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
100					
FIRE CHIEF	\$106,291	\$109,364	\$112,770	\$112,770	
DIVISION OFFICERS (3)	246,502	243,528	249,190	249,750	
FIRE MARSHALL	73,240	74,923	77,250	77,250	
CAPTAINS (3)	197,182	202,843	209,190	209,220	
LIEUTENANTS (12)	741,437	765,043	789,330	789,330	
ENGINEERS (15)	863,884	888,605	919,690	919,690	
FIRE FIGHTERS (22)	1,036,227	1,063,673	1,102,110	1,102,350	
ADMIN. ASSISTANT II	39,131	37,330	43,447	45,190	
PREV./ED. INSP., UNIV. I	57,497	82,323	61,010	61,010	
OVERTIME	293,972	290,222	382,170	382,170	
UPGRADE PAY	21,997	22,012	25,250	25,250	
SICK LEAVE INCENTIVE	0	0	4,800	4,800	
HOLIDAY PAY	110,281	112,529	120,280	120,280	
LONGEVITY/STEP, FIRE	358,688	372,648	391,690	416,110	
LONGEVITY PAY, NON-UNION	24,285	25,926	34,670	35,180	
EDUCATIONAL INCENTIVE	9,800	10,500	12,700	12,700	
EMPLOYEE INSURANCE	383,174	406,637	573,470	573,470	
TRANSFER, IMRF PENSION	29,886	31,286	36,820	41,830	
TRANSFER, FIRE PENSION	1,483,661	1,403,307	1,483,830	1,565,440	
TRANSFER, PENSION U/I	36,247	44,335	46,073	46,070	
TOTAL 100	\$6,113,382	\$6,187,034	\$6,675,740	\$6,789,860	1.7%
200					
OFFICE SUPPLIES	\$4,448	\$4,606	\$4,500	\$4,500	
BLDG. MAINT. SUPPLIES	7,084	7,748	7,100	7,100	
CITY BLDG. COPIER SUPPLI	673	612	1,000	1,000	
PAPER/FIRE COPIER	192	177	290	290	
FIRE COPIER SUPPLIES	0	0	300	300	
RISK WATCH SUPPLIES	1,327	1,333	1,500	1,500	
UNIFORMS AND EQUIPMENT	23,222	23,864	25,360	25,360	
REPL. HOSE	500	1,080	1,030	1,030	
P.P.E. REPL.	0	10,854	9,300	9,300	
HAZMATS SUPPLIES	1,794	4,246	2,480	2,480	
TECH. RESCUE SUPPLIES/EQ	1,455	1,087	1,500	1,500	
FIRST AID SUPPLIES	3,087	2,099	3,500	3,500	
DETECTOR REPL.	2,352	2,881	2,500	2,500	
FIRE PREVENTION MAT'L	9,990	9,270	10,230	10,230	
TOTAL 200	\$56,124	\$69,857	\$70,590	\$70,590	0.0%

**Supplementary Expenditure Report**

**FIRE RESCUE SERVICES DEPARTMENT  
(CONTINUED)**

CATEGORY	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
300					
EMPLOYEE PHYSICALS	\$10,915	\$17,789	\$23,000	\$23,000	
DUES & SUBSCRIPTIONS	1,772	3,789	2,440	2,440	
SOFTWARE MAINT.	2,130	1,745	3,770	3,770	
TRAVEL AND CONFERENCE	4,985	1,853	6,620	6,620	
I.L.E.A.S. TRAINING FEE	500	500	500	500	
TRAINING AND EDUCATION	9,231	12,260	17,000	17,000	
I.L.S./E.M.S. TRAINING	0	710	4,500	4,500	
PAYMENT 2% FIRE FUND	40,738	46,350	53,000	53,000	
UNIFORM ALLOWANCE	7,240	7,040	7,540	7,540	
CELLUAR/PAGING SERVICES	7,263	7,400	5,700	5,700	
COMMUNICATION REPAIRS	3,946	6,655	3,000	3,000	
STATE IWIN RADIO FEES	3,410	3,409	5,670	5,670	
LAUNDRY AND TOWELS	0	0	820	820	
VEHICLE SERVICE	150,257	174,272	186,470	199,500	
SMALL ENGINE MAINT. CONT	1,432	1,427	2,000	2,000	
CITY INSURANCE	73,350	59,751	106,940	106,940	
TRANSFER, WORKER COMP.	83,610	83,610	87,790	91,970	
CITY TELEPHONE	2,853	2,818	4,150	4,150	
CITY BLDG. COPIER MAINT.	526	291	790	790	
FIRE COPIER MAINT.	372	232	710	710	
DISPATCH CONTRACT, METCA	87,613	87,404	103,500	115,900	12.0%
CITY COMPUTERIZATION	11,694	12,370	12,370	12,370	
ESDA SERVICES	1,052	1,226	2,000	2,000	
METCAD TERMINAL MAINT.	0	0	200	200	
DEFIBRULATOR MAINT.	804	934	2,700	2,700	
GROUND LADDER TEST.	1,244	1,150	1,150	1,150	
AIR SYSTEM TESTING/MAINT	7,057	7,898	7,100	7,100	
EM. SUPPORT SERVICES TEA	2,000	2,000	2,000	2,000	
TOTAL 300	\$515,994	\$544,883	\$653,430	\$683,040	4.5%
400					
VEH. REPL. CHARGE	\$196,850	\$196,850	\$196,850	\$196,850	0.0%
VEH. REPL. CHARGE, ADD'L	0	0	0	0	
TOTAL 400	\$196,850	\$196,850	\$196,850	\$196,850	0.0%
DEPARTMENT TOTAL	\$6,882,350	\$6,998,624	\$7,596,610	\$7,740,340	1.9%

**PUBLIC WORKS DEPARTMENT  
BUDGET ANALYSIS**

	2012-13	2013-14	DIFF	%	
PERSONNEL	4,753,420	4,837,070	83,650	1.8%	
SUPPLIES	532,200	531,390	(810)	-0.2%	
CONTRACTUAL	1,538,270	1,516,280	(21,990)	-1.4%	
SUBTOTAL	6,823,890	6,884,740	60,850	0.9%	
VEH/EQ. REPL.	399,110	399,110	-	0.0%	
SUBTOTAL	7,223,000	7,283,850	60,850	0.8%	
TOTAL	7,223,000	7,283,850	60,850	0.8%	
PERSONNEL:					
SALARIES N/U	1,844,340	1,828,950	(15,390)	-0.8%	
LONGEVITY, NON-UNI	108,890	111,740	2,850	2.6%	
SALARIES AFSCME	1,170,950	1,170,950	-	0.0%	
LONGEVITY, AFSCME	60,640	62,300	1,660	2.7%	
ARBOR SEASONAL	124,080	124,080	-	0.0%	
OPERATIONS SEASONAL	44,690	44,690	-	0.0%	
ENG. PART-TIME	24,040	63,280	39,240	163.2%	(new .5 st
OVERTIME	71,770	71,770	-	0.0%	
EMPL. INSURANCE	558,890	563,750	4,860	0.9%	
EMPL. PENSION	745,130	795,560	50,430	6.8%	
SEASONAL	-	-	-		
SUBTOTAL	4,753,420	4,837,070	83,650	1.8%	
SUPPLIES:					
OTHER	235,360	234,550	(810)	-0.3%	
SALT & CHEMICALS	83,280	83,280	-	0.0%	
LIGHTING/ROAD SUPPLI	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	531,390	(810)	-0.2%	
CONTRACTUAL:					
STD. CHARGES	292,820	295,700	2,880	1.0%	
VEH. SERVICE	438,820	438,820	-	0.0%	
UTILITIES, FACILI.	179,700	179,500	(200)	-0.1%	
NUISANCE ABATE	50,000	50,000	-	0.0%	
GATE FEES	72,210	72,210	-	0.0%	
JULIE SERVICE	4,800	4,800	-	0.0%	
OTHER	499,920	475,250	(24,670)	-4.9%	(trans. St
SUBTOTAL	1,538,270	1,516,280	(21,990)	-1.4%	

## Supplementary Expenditure Report

### PUBLIC WORKS DEPARTMENT ADMINISTRATION DIVISION

CATEGORY	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
100					
DIRECTOR OF PUBLIC WORKS	\$119,434	\$122,887	\$127,130	\$127,130	
ASSISTANT TO DIRECTOR	52,437	53,963	55,820	55,820	
ADMIN. ASSISTANT I (3)	107,120	110,110	114,040	114,040	
LONGEVITY PAY	11,439	14,876	18,550	20,060	
EMPLOYEE INSURANCE	32,454	34,444	48,580	48,580	
TRANSFER, IMRF PENSION	54,270	56,805	66,850	71,370	
TOTAL 100	\$377,154	\$393,085	\$430,970	\$437,000	1.4%
200					
BOOKS AND PERIODICALS	\$430	\$20	\$1,000	\$1,000	
OFFICE SUPPLIES	6,108	4,994	6,500	6,500	
CITY BLDG. COPIER SUPPLIES	781	710	1,160	1,160	
P.W. COPIER PAPER	1,770	1,071	1,750	1,750	
TOTAL 200	\$9,089	\$6,795	\$10,410	\$10,410	0.0%
300					
DUES & SUBSCRIPTIONS	\$1,664	\$2,315	\$3,350	\$3,350	
CELLUAR/PAGING SERV.	310	365	360	360	
TRAVEL AND CONFERENCE	2,731	5,624	4,500	4,500	
TRAINING AND EDUCATION	2,334	1,553	2,500	2,500	
VEHICLE SERVICE	9,612	6,134	10,350	10,350	
PRINTING SERVICES	303	1,136	1,900	1,900	
SHIPPING CHARGES	1,856	1,776	2,000	2,000	
ALARM SERVICE MONITORING	204	558	210	210	
CITY INSURANCE	5,439	4,431	7,930	7,930	
TRANSFER, WORKER'S COMP.	3,300	3,300	3,470	3,630	
TELEPHONE	2,313	2,284	3,370	3,370	
CITY BLDG. COPIER MAINT.	656	364	980	980	
P.W. COPIER MAINT.	995	1,263	1,500	1,500	
CITY COMPUTERIZATION	36,083	38,170	38,170	38,170	
TOTAL 300	\$67,800	\$69,273	\$80,590	\$80,750	0.2%
400					
VEH. REPL. CHARGE	\$393,081	\$393,081	\$393,080	\$393,080	0.0%
VEHL. REPL., ADD'L	\$0	\$0	\$0	\$0	
TOTAL 400	\$393,081	\$393,081	\$393,080	\$393,080	0.0%
PROGRAM TOTAL	\$847,124	\$862,234	\$915,050	\$921,240	0.7%



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

CATEGORY	ACTUAL	ACTUAL	BUDGET	BUDGET	
	2010-11	2011-12	2012-13	2013-14	
<b>100</b>					
ARBOR DIV. MANAGER (.16)	\$0	\$0	\$11,640	\$11,640	
CITY ARBORIST (.8)	25,142	24,775	52,540	60,060	
ARBOR TECHNICIAN (2)	84,913	46,305	91,460	91,460	
ARBOR SUPERVISOR (.33)	58,977	62,890	28,740	19,160	
REGULAR PART-TIME	27,616	26,978	29,400	29,400	
SEASONAL TRIMMER	8,616	10,021	11,450	11,450	
LONGEVITY, NON-UNION	3,343	5,231	6,400	2,000	
LONGEVITY, AFSCME	3,633	619	3,200	3,200	
EMPLOYEE INSURANCE	26,797	29,620	41,770	41,770	
TRANSFER, IMRF PENSION	38,425	43,018	50,630	54,060	
<b>TOTAL 100</b>	<b>\$277,462</b>	<b>\$249,457</b>	<b>\$327,230</b>	<b>\$324,200</b>	<b>-0.9%</b>
<b>200</b>					
TOOLS & SUPPLIES	\$2,737	\$2,505	\$2,800	\$2,800	
EDUCATIONAL MAT'L	607	693	780	780	
MAINTENANCE SUPPLIES	944	253	1,000	1,000	
<b>TOTAL 200</b>	<b>\$4,288</b>	<b>\$3,451</b>	<b>\$4,580</b>	<b>\$4,580</b>	<b>0.0%</b>
<b>300</b>					
DUES AND SUBSCRIPTIONS	\$574	\$777	\$1,740	\$740	
TRAVEL AND CONFERENCE	456	48	1,600	1,600	
TRAINING AND EDUCATION	730	284	1,750	2,750	
SERVICE AND REPAIR	507	58	500	500	
SUPV. CLOTHING ALLOWANCE	1,026	1,026	1,360	1,360	
UNIFORM RENTAL	1,030	627	1,030	1,030	
CDL LICENSE	120	50	120	120	
VEHICLE SERVICE	32,200	26,274	45,830	45,830	
BOOM TRUCK INSP.	430	0	400	400	
EQUIPMENT RENTAL	0	0	1,000	1,000	
CITY INSURANCE	8,947	6,910	12,360	12,360	
TRANSFER, WORKER'S COMP.	9,850	9,850	10,340	10,840	
CITY TELEPHONE	978	1,172	1,730	1,730	
<b>TOTAL 300</b>	<b>\$56,848</b>	<b>\$47,076</b>	<b>\$79,760</b>	<b>\$80,260</b>	<b>0.6%</b>

Supplementary Expenditure Report

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

060-2-3	CATEGORY	EXPENDITURE DETAIL				
		ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	
100						
	ARBOR DIV. MGR. (.16)	\$0	\$0	\$11,640	\$11,640	
	CITY ARBORIST (.1)	25,142	24,775	11,260	7,510	
	ARBOR SUPERVISOR (.33)	28,626	28,768	28,740	19,160	
	SEASONAL, LANDSCAPE	29,539	26,970	32,420	32,420	
	LANDSCAPE TECHNICIAN	42,498	42,547	45,730	45,730	
	SEASONAL, MVPS REIMB.	45,537	33,294	50,810	50,810	
	LONGEVITY PAY, NON-UNION	2,785	3,195	3,820	4,300	
	LONGEVITY, AFSCME	2,125	2,596	2,120	0	
	EMPLOYEE INSURANCE	18,698	20,660	29,140	29,140	
	TRANSFER, IMRF PENSION	28,669	32,096	37,770	40,330	
	TOTAL 100	\$223,619	\$214,901	\$253,450	\$241,040	-4.9%
200						
	TOOLS & SUPPLIES	\$2,502	\$1,340	\$2,800	\$2,800	
	MAINTENANCE SUPPLIES	3,785	2,566	3,700	3,700	
	TOTAL 200	\$6,287	\$3,906	\$6,500	\$6,500	0.0%
300						
	SERVICE AND REPAIR	\$275	\$94	\$550	\$550	
	CONTRACTUAL TURF MAINT.	21,120	20,412	24,250	24,250	
	MOWING TRI STAR	1,600	1,600	1,600	1,600	
	ARBOR GATE FEES	28,081	18,139	25,500	22,500	
	UNIFORM RENTAL	749	9	750	750	
	CDL LICENSE	80	0	160	160	
	VEHICLE SERVICE	11,795	8,673	14,750	14,750	
	IRRIGATION SYSTEM	950	4,251	4,500	4,500	
	CITY INSURANCE	8,223	6,347	11,360	11,360	
	TRANSFER, WORKER'S COMP.	4,930	4,930	5,180	5,420	

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

060-4-01	PROGRAM: TOOL ROOM				
	EXPENDITURE DETAIL				
ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET	% CHG.
	2010-11	2011-12	2012-13	2013-14	
100					
OPERATIONS MGR. (.05)	\$3,744	\$5,482	\$3,860	\$3,860	
TOOLROOM CLERK	35,120	36,176	37,430	37,430	
LONGEVITY PAY	1,545	2,380	2,890	3,340	
EMPLOYEE INSURANCE	6,548	7,233	10,200	10,200	
TRANSFER, IMRF PENSION	7,258	8,127	9,560	10,210	
TOTAL 100	\$54,215	\$59,398	\$63,940	\$65,040	1.7%
200					
SAFETY EQUIPMENT	\$4,465	\$5,147	\$4,200	\$4,700	
CUSTODIAL SUPPLIES	3,438	2,044	2,000	2,500	
TOOL ROOM SUPPLIES	9,763	9,962	11,900	11,900	
SAW BLADES	1,531	2,378	3,000	3,000	
BARRICADES	7,677	2,558	7,320	7,320	
TOTAL 200	\$26,874	\$22,089	\$28,420	\$29,420	3.5%
300					
UNIFORM RENTAL	\$391	\$296	\$400	\$400	
SMALL EQUIPMENT REPAIR	27,231	22,800	24,560	24,560	0.0%

## Supplementary Expenditure Report

---

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

060-4-02	EXPENDITURE DETAIL				
	ACTUAL	ACTUAL	BUDGET	BUDGET	% CHG.
	2010-11	2011-12	2012-13	2013-14	
100					
OVERTIME	\$84,873	\$46,442	\$62,770	\$62,770	
STANDBY PAY	8,400	9,280	9,000	9,000	
IMRF PENSION	12,935	10,627	12,510	13,360	
TOTAL 100	\$106,208	\$66,349	\$84,280	\$85,130	1.0%
200					
SNOW ABATEMENT CHEMICALS	\$2,740	\$30	\$2,300	\$2,300	
SAND	0	0	1,000	1,000	
SALT	97,875	85,925	77,500	77,500	
SNOW FENCE	0	172	280	280	
SNOW BLADES	3,682	2,405	2,200	2,200	
TOTAL 200	\$104,297	\$88,532	\$83,280	\$83,280	0.0%
300					
TRAINING AND EDUCATION	\$0	\$850	\$850	\$850	
WEATHER SERVICE	1,376	1,028	2,730	2,730	
PAGING SERVICE	892	464	900	900	
CELLUAR SERVICE	915	811	2,200	2,200	
TOWING SERVICE	0	165	250	250	
PLOW REPAIR	6,234	3,686	8,580	8,580	
EQUIPMENT RENTAL	70	0	4,000	4,000	
CONTRACT SNOW REMOVAL	8,724	3,873	5,000	5,000	
CITY INSURANCE	6,551	5,057	9,050	9,050	
TRANSFER, WORKER'S COMP.	2,140	2,140	2,250	2,350	
TOTAL 300	\$26,902	\$18,074	\$35,810	\$35,910	0.3%

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

060-4-03		EXPENDITURE DETAIL				
ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET	% CHG.	
	2010-11	2011-12	2012-13	2013-14		
100						
OPERATIONS MGR (.2)	\$14,975	\$21,923	\$15,450	\$15,450		
SUPERVISOR (.5)	45,388	29,485	30,500	30,500		
EQ. OPERATOR	42,497	44,183	45,730	45,730		
MAINT. WORKER	40,108	41,710	43,160	43,160		
LONGEVITY, NON-UNION	2,055	2,642	3,220	3,830		
LONGEVITY, AFSCME	8,284	11,215	11,610	11,610		
EMPLOYEE INSURANCE	16,830	18,601	26,230	26,230		
TRANSFER, IMRF PENSION	25,155	28,159	33,140	35,380		
TOTAL 100	\$195,292	\$197,918	\$209,040	\$211,890	1.4%	
200						
PAINT AND MARKINGS	\$7,908	\$16,234	\$18,680	\$18,680		
REPAIR & REPL. PARTS	1,692	521	1,500	1,500		
SIGNS	19,085	20,190	22,900	22,900		
LAWN MAINT. MATERIALS	681	0	0	0		
POSTS	2,593	1,728	5,040	5,040		
GUARDRAILS & POSTS	18	410	400	400		
TOTAL 200	\$31,977	\$39,083	\$48,520	\$48,520	0.0%	
300						
DUES AND SUBSCRIPTIONS	\$0	\$220	\$220	\$220		
TRAVEL AND CONFERENCE	1,877	450	450	450		
UNIFORM RENTAL	700	661	700	700		
CDL LICENSE	150	100	150	150		
VEHICLE SERVICE	11,564	13,432	19,900	19,900		
CONTRACT JUNK & DEBRIS	0	0	700	700		
CITY INSURANCE	8,325	6,425	11,500	11,500		
TRANSFER, WORKER'S COMP.	3,740	3,740	3,930	4,110		
CITY TELEPHONE	978	1,172	1,730	1,730		
TOTAL 300	\$27,334	\$26,200	\$39,280	\$39,460	0.5%	

## Supplementary Expenditure Report

### PUBLIC WORKS DEPARTMENT OPERATIONS DIVISION STREET LIGHTING PROGRAM

060-4-05	EXPENDITURE DETAIL					% CHG.
	ACTUAL	ACTUAL	BUDGET	BUDGET		
	2010-11	2011-12	2012-13	2013-14		
100						
OPERATIONS MGR (.2)	\$14,975	\$21,923	\$15,450	\$15,450		
SUPERVISOR (.8)	51,188	52,713	54,540	54,540		
ELECTRICIAN (3)	120,939	132,608	137,190	137,190		
LONGEVITY, NON-UNION	2,629	4,028	4,900	5,750		
LONGEVITY, AFSCME	5,382	5,693	6,400	6,750		
EMPLOYEE INSURANCE	24,930	27,561	38,870	38,870		
TRANSFER, IMRF PENSION	36,430	40,779	47,990	51,240		
TOTAL 100	\$256,473	\$285,305	\$305,340	\$309,790		1.5%
200						
LIGHTING SUPPLIES	\$60,548	\$78,824	\$83,350	\$83,350		
TOOLS & SUPPLIES	751	65	750	750		
TRANSFORMER REPLACEMENT	0	0	800	800		
TOTAL 200	\$61,299	\$78,889	\$84,900	\$84,900		0.0%
300						
CELLUAR PHONE SERVICE	\$0	\$323	\$300	\$300		
TRAINING AND EDUCATION	0	700	730	730		
SUPV. CLOTHING ALLOWANCE	1,627	1,586	2,600	2,600		
UNIFORM RENTAL	418	250	840	840		
CDL LICENSE	150	50	100	100		
VEHICLE SERVICE	20,147	30,445	23,770	23,770		
EMERGENCY REPAIRS	460	0	1,500	1,500		
BOOM TRUCK INSP.	1,290	0	1,200	1,200		
UTILILTIES	148,124	169,555	168,670	168,670		
LIGHT POLE PAINTING	0	0	3,000	3,000		
CONTRACTUAL BORING	0	0	2,500	2,500		
CITY INSURANCE	12,082	9,325	16,690	16,690		
TRANSFER, WORKER'S COMP.	3,850	3,850	4,040	4,240		
CITY TELEPHONE	282	338	500	500		
TOTAL 300	\$188,430	\$216,422	\$226,440	\$226,640		0.1%

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

060-4-06

EXPENDITURE DETAIL

ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET	% CHG.
2010-11	2011-12	2012-13	2013-14		
100					
OPERATIONS MGR (.25)	\$22,462	\$32,886	\$19,320	\$19,320	
SUPERVISOR (.9)	68,015	51,528	54,900	54,900	
EQUIPMENT OP. (5)	252,656	234,149	228,630	228,630	
MAINT. WORKER (6)	244,693	223,179	258,960	258,960	
SEASONAL	56,339	29,838	44,690	44,690	
LONGEVITY, NON-UNION	3,383	3,844	5,470	9,060	
LONGEVITY, AFSCME	33,273	19,690	19,630	20,770	
EMPLOYEE INSURANCE	87,953	89,421	126,110	126,110	
TRANSFER, IMRF PENSION	119,964	125,109	147,230	157,190	
TOTAL 100	\$888,738	\$809,644	\$904,940	\$919,630	1.6%
200					
TOOLS/SUPPLIES	\$3,648	\$7,678	\$5,410	\$5,410	
GRAVEL, CHIPS AND SAND	8,497	17,766	6,700	6,700	
ASPHALT	82,395	62,818	55,520	55,520	
CULVERT PIPE	0	710	710	710	
BRICK/BLOCK/MASONRY	281	547	850	850	
PRECAST MANHOLES	2,120	4,562	2,600	2,600	
CASTINGS	7,680	10,086	9,390	9,390	
TILE/PIPE	83	4,614	5,050	5,050	
CONCRETE	73,412	65,388	71,780	71,780	
FORMS/LUMBER	2,914	1,283	2,750	2,750	
CURING COMPOUND	1,950	613	1,500	1,500	
LAWN MAINT. MAT'L	0	0	3,150	3,150	
HEATING FUEL	393	260	1,650	1,650	
TOTAL 200	\$183,373	\$176,325	\$167,060	\$167,060	0.0%
300					
TRAINING AND EDUCATION	\$98	\$600	\$600	\$600	
CONT. ASPHALT PATCHUP	0	0	2,500	2,500	
CONT. MOWING, OPEN AREAS	0	0	2,500	2,500	
UNIFORM RENTAL	4,468	3,151	4,600	4,600	
CDL LICENSE	100	150	300	300	
GATE FEES	57,023	43,221	72,210	72,210	
VEHICLE SERVICE	181,170	139,743	178,840	178,840	
EQUIPMENT RENTAL	619	0	2,000	2,000	
CITY INSURANCE	22,376	17,270	30,910	30,910	
TRANSFER, WORKER'S COMP.	16,190	16,190	16,990	17,750	

## Supplementary Expenditure Report

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

060-4-07

EXPENDITURE DETAIL

ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET	% CHG.
	2010-11	2011-12	2012-13	2013-14	
100					
OPERATIONS MGR ( .15)	\$11,231	\$16,443	\$11,590	\$11,590	
OPN. SUPERVISOR (.4)	22,635	22,043	24,400	24,400	
EQUIPMENT OP. (6)	127,132	148,906	274,360	274,360	
MAINT. WORKER	40,115	41,728	0	0	
SEASONAL	3,432	0	0	0	
LONGEVITY, NON-UNION	1,346	1,423	2,520	1,040	
LONGEVITY, AFSCME	14,454	12,574	17,680	19,970	
EMPLOYEE INSURANCE	34,275	37,882	53,420	53,420	
TRANSFER, IMRF PENSION	46,795	52,915	62,270	66,480	
TOTAL 100	\$301,415	\$333,914	\$446,240	\$451,260	1.1%
200					
TOOLS/SUPPLIES	\$1,154	\$1,338	\$1,810	\$1,810	
JET/PUMP HOSE	10,631	3,560	12,550	12,550	
RODS, PLUGS, NOZZLES	2,329	821	2,540	2,540	
SHORING EQUIPMENT	0	0	1,470	1,470	
T.V. SUPPLIES	3,250	1,921	3,000	3,000	
CHEMICALS	6,432	6,964	8,220	8,220	
GUTTER BROOMS	4,775	0	17,670	17,670	
TOTAL 200	\$28,571	\$14,604	\$47,260	\$47,260	0.0%
300					
TRAINING AND EDUCATION	\$0	\$1,007	\$700	\$700	
PEST CONTROL	150	50	880	880	
UNIFORM RENTAL	1,420	1,408	1,420	1,420	
CDL LICENSE	50	50	200	200	
VEHICLE SERVICE	28,381	65,583	77,150	77,150	
T.V. SERVICES	2,197	1,561	3,800	3,800	
SAFETY SERVICES	0	0	600	0	
EQUIPMENT RENTAL	0	0	500	0	
CITY INSURANCE	13,848	10,689	19,130	19,130	
TRANSFER, WORKER'S COMP.	3,700	3,700	3,890	4,070	



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

060-4-10		EXPENDITURE DETAIL				
CATEGORY	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.	
<b>100</b>						
OPERATIONS MGR. (.05)	\$3,744	\$5,481	\$3,860	\$3,860		
TRAFFIC SIGNAL TECHNICIAN	53,015	54,607	56,450	56,450		
SUPERVISOR (.2)	12,797	13,178	13,630	13,630		
LONGEVITY PAY	2,763	4,263	5,180	4,860		
EMPLOYEE INSURANCE	7,793	8,611	12,140	12,140		
TRANSFER, IMRF PENSION	12,908	14,450	17,000	18,150		
TOTAL 100	\$93,020	\$100,590	\$108,260	\$109,090	0.8%	
<b>200</b>						
MISC. SUPPLIES	\$543	\$882	\$1,200	\$1,700		
TRAFFIC SIGNAL HARDWARE	6,931	5,909	7,850	7,850		
TOTAL 200	\$7,474	\$6,791	\$9,050	\$9,550	5.5%	
<b>300</b>						
DUES AND SUBSCRIPTIONS	\$0	\$0	\$40	\$40		
TRAINING AND EDUCATION	0	800	800	800		
UNIFORM RENTAL	429	617	480	480		
VEHICLE SERVICE	5,035	4,694	6,070	6,070		
SIGNAL REPAIR SERVICES	1,217	436	1,500	1,500		
CITY INSURANCE	6,551	5,057	9,050	9,050		
TRANSFER, WORKER'S COMP.	1,500	1,500	1,580	1,650		

## Supplementary Expenditure Report

---

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

#### EXPENDITURE DETAIL

060-4-12	ACTUAL	ACTUAL	BUDGET	BUDGET	
CATEGORY	2010-11	2011-12	2012-13	2013-14	% CHG.
100					
OPERATIONS MGR. (.05)	\$3,744	\$5,481	\$3,860	\$3,860	
OPN. SUPV. (.2)	11,314	11,021	12,200	12,200	
LONGEVITY PAY	598	601	1,120	1,440	
EMPLOYEE INSURANCE	1,560	1,727	2,440	2,440	
TRANSFER, IMRF PENSION	3,382	3,789	4,460	4,760	
TOTAL 100	\$20,598	\$22,619	\$24,080	\$24,700	2.6%
200					
MISC. SUPPLIES	\$22	\$0	\$400	\$0	
GRAPHIC MATERIAL	473	0	920	0	
COMPUTER SUPPLIES	0	0	800	0	
BASE MAPS	0	0	190	0	
TOTAL 200	\$495	\$0	\$2,310	\$0	-100.0%
300					
TRAINING AND EDUCATION	\$0	\$455	\$950	\$950	
DEPT. WIDE TRAINING	7,767	4,906	7,500	7,500	
CONTRACTUAL LOCATING	0	0	1,000	1,000	
ST. BANNER INSTALLATION	0	0	5,000	3,410	
STREETSCAPE MAINT.	0	0	530	530	
UNIFORM RENTAL	155	176	200	200	
VEHICLE SERVICE	3,105	3,397	1,570	1,570	
JULIE SYSTEM FEES	5,695	5,406	5,800	5,800	
CITY INSURANCE	731	564	1,010	1,010	
TRANSFER, WORKER'S COMP.	560	560	590	620	

**PUBLIC WORKS DEPARTMENT  
OPERATIONS DIVISION  
FACILITIES MAINTENANCE**

EXPENDITURE DETAIL

060-4-13	ACTUAL	ACTUAL	BUDGET	BUDGET	% CHG.
	2010-11	2011-12	2012-13	2013-14	
100					
OPERATIONS MGR. (.05)	\$0	\$0	\$3,860	\$3,860	
PUBLIC FACILITIES MGR.	79,509	120,148	61,000	61,000	
BLDG. MAINT. WORKER	42,497	42,158	45,730	45,730	
CITY BLDG WORKER (.5)	12,921	4,979	13,660	13,660	
LONGEVITY, NON-UNION	3,673	4,260	10,380	4,010	
LONGEVITY, AFSCME	1,291	1,273	0	0	
EMPLOYEE INSURANCE	15,777	20,660	29,140	29,140	
TRANSFER, IMRF PENSION	24,802	27,157	31,960	34,120	
TOTAL 100	\$180,470	\$220,635	\$195,730	\$191,520	-2.2%
200					
BLDG. MAINT. SUPPLIES	\$27,235	\$17,026	\$28,850	\$28,850	
SAFETY EQUIPMENT	3,429	4,219	4,370	4,370	
TOTAL 200	\$30,664	\$21,245	\$33,220	\$33,220	0.0%
300					
DUES AND SUBSCRIPTIONS	\$205	\$179	\$160	\$160	
REFUSE COLLECTION	8,395	5,800	5,800	5,800	
ELEVATOR SERVICE	2,659	3,832	5,000	6,000	
ARCHITECTURAL ASSISTANCE	1,875	2,243	2,600	2,600	
CELLUAR/PAGING SERV.	1,343	674	2,200	2,200	
UNIFORM RENTAL	360	473	450	450	
CDL LICENSE	50	50	30	30	
VEHICLE SERVICE	4,171	5,234	5,720	5,720	
BUILDING REPAIRS	40,722	36,132	25,400	27,900	
GENERATOR MAINT.	5,696	3,240	6,200	6,200	
CUSTODIAL CONTRACT	60,922	63,750	65,870	65,870	
UTILITIES	180,862	104,297	168,400	168,400	
FIRE SYSTEM INSPECTIONS	0	0	2,750	2,750	
CITY INSURANCE	11,553	8,917	15,960	15,960	
TRANSFER, WORKER'S COMP.	3,060	3,060	3,210	3,370	
CITY TELEPHONE	282	338	500	500	
TOTAL 300	\$322,155	\$238,219	\$310,250	\$313,910	1.2%

**Supplementary Expenditure Report**

---

**PUBLIC WORKS DEPARTMENT  
OPERATIONS DIVISION  
CIVIC CENTER**

060-4-14

	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
100					
PART-TIME	42,085	40,337	51,680	51,680	0.0%
NON-UNION LONGEVITY PAY	771	1,509	2,000	2,420	
TRANSFER, IMRF PENSION	6,834	7,430	8,740	9,330	
TOTAL 100	\$49,690	\$49,276	\$62,420	\$63,430	1.6%
200					
BLDG. MAINT. SUPPLIES	\$1,897	\$2,254	\$2,140	\$2,140	0.0%
300					
REFUSE/RECYCLE COLLECTION	\$0	\$0	\$2,000	\$2,000	
UNIFORM RENTAL	91	231	400	400	
MARKETING COSTS	4,745	6,044	2,970	2,970	
UTILITIES	0	0	6,300	6,300	
CITY INSURANCE	6,348	4,900	8,770	8,770	
TRANSFER, WORKER'S COMP.	1,440	1,440	1,510	1,580	
TOTAL 300	\$12,624	\$12,615	\$21,950	\$22,020	0.3%
400					
VEH. REPL. CHARGE	\$0	\$6,029	\$6,030	\$6,030	0.0%
PROGRAM TOTAL	\$64,211	\$70,174	\$92,540	\$93,620	1.2%

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

CATEGORY	2010-11	2011-12	2012-13	2013-14	% CHG.
<b>100</b>					
ASST. CITY ENGINEER	\$83,249	\$85,734	\$88,700	\$88,700	
SENIOR CIVIL ENGINEER	75,435	77,693	80,370	80,370	
PROJECTS COORDINATOR	68,640	0	0	0	
INFORMATION TECH.	49,376	50,847	52,610	52,610	
ENGINEERING AIDE P-T	1,948	4,064	7,600	7,600	
ENG. TECH/SURVEYOR	64,421	66,348	68,640	68,640	
DATA BASE INTERN (M09)	17,477	0	7,920	7,920	
LONGEVITY PAY	13,556	16,743	20,320	24,110	
EMPLOYEE INSURANCE	34,275	37,882	53,420	53,420	
TRANSFER, IMRF PENSION	65,310	71,895	86,050	91,870	
<b>TOTAL 100</b>	<b>\$473,687</b>	<b>\$411,206</b>	<b>\$465,630</b>	<b>\$475,240</b>	<b>2.1%</b>
<b>200</b>					
REPRODUCTION SUPPLIES	\$760	\$105	\$2,000	\$2,000	
<b>TOTAL 200</b>	<b>\$760</b>	<b>\$105</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>0.0%</b>
<b>300</b>					
DUES AND SUBSCRIPTIONS	\$50	\$50	\$500	\$500	
CELLUAR/PAGING SERVICES	2,629	2,826	2,440	2,440	
TRAVEL AND CONFERENCE	7,582	6,360	9,500	9,500	
PROF. ENGINEERING SERVIC	1,256	1,646	2,800	2,800	
REPRODUCTION SERVICES	266	406	2,000	2,000	
PLOTTER/COPIER MAINTENANC	1,013	0	1,500	1,500	
VEHICLE SERVICE	4,473	3,740	5,590	5,590	
CITY INSURANCE	6,037	4,660	8,340	8,340	
TRANSFER, WORKER'S COMP.	1,290	1,290	1,360	1,420	
CITY TELEPHONE	1,153	1,383	2,040	2,040	
<b>TOTAL 300</b>	<b>\$25,749</b>	<b>\$22,361</b>	<b>\$36,070</b>	<b>\$36,130</b>	<b>0.2%</b>
<b>PROGRAM TOTAL</b>	<b>\$500,196</b>	<b>\$433,672</b>	<b>\$503,700</b>	<b>\$513,370</b>	<b>1.9%</b>

**Supplementary Expenditure Report**

---

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

CATEGORY	2010-11	2011-12	2012-13	2013-14	% CHG.
100					
CIVIL ENGINEER (2)	\$138,165	\$124,106	\$144,620	\$144,620	
ENGINEERING TECH. (2)	104,799	107,926	113,290	113,290	
ENGIN. TECH. (WINDSOR)	49,418	50,888	55,810	55,810	
CIVIL ENGINEER	0	51,480	66,640	66,640	
OVERTIME	5,314	4,242	3,630	3,630	
INTERN	0	1,204	8,520	8,520	
LONGEVITY PAY	7,602	10,019	14,630	17,650	
EMPLOYEE INSURANCE	37,387	34,444	48,580	48,580	
IMRF PENSION	61,726	61,753	72,670	77,590	
TOTAL 100	\$404,411	\$446,062	\$528,390	\$536,330	1.5%
200					
SURVEYING SUPPLIES	\$74	\$593	\$850	\$850	
TOTAL 200	\$74	\$593	\$850	\$850	0.0%
300					
TRAINING (WINDSOR)	\$356	\$599	\$1,000	\$1,000	
VEHICLE SERVICE	3,086	4,402	6,490	6,490	
CITY INSURANCE	3,960	3,056	5,470	5,470	
TRANSFER, WORKER'S COMP.	1,090	1,090	1,140	1,200	
CITY TELEPHONE	809	969	1,430	1,430	
TOTAL 300	\$9,301	\$10,116	\$15,530	\$15,590	0.4%
PROGRAM TOTAL	\$413,786	\$456,771	\$544,770	\$552,770	1.5%

CITY OF URBANA, ILLINOIS

DEPT:

PUBLIC WORKS

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

100					
SR. CIVIL ENGINEER	\$66,998	\$69,991	\$71,390	\$71,390	
ENGINEERING TECH.	52,389	53,963	55,810	55,810	
ENG. TECH. (.5) (new-stor	0	0	0	27,910	
OVERTIME	574	201	960	960	
LONGEVITY PAY	2,308	5,307	4,410	4,350	
EMPLOYEE INSURANCE	12,465	13,776	19,430	24,290	
EMPLOYEE INS. (new-storms	0	0	0	4,860	
TRANSFER, IMRF PENSION	21,808	24,414	28,730	30,680	
TRANSFER, IMRF (new-storm	0	0	0	6,470	
TOTAL 100	\$156,542	\$167,652	\$180,730	\$226,720	25.4%
200					
SURVEY SUPPLIES	\$0	\$281	\$500	\$500	
TOTAL 200	\$0	\$281	\$500	\$500	0.0%
300					
VEHICLE SERVICE	\$3,328	\$3,901	\$3,290	\$3,290	
CITY INSURANCE	3,858	2,978	5,330	5,330	
TRANSFER, WORKER'S COMP.	880	880	920	970	
CITY TELEPHONE	777	932	1,370	1,370	
TOTAL 300	\$8,843	\$8,691	\$10,910	\$10,960	0.5%

## Supplementary Expenditure Report

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

060-6-1		EXPENDITURE DETAIL				
CATEGORY	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.	
100						
ENV. SUSTAINABILITY MGR.	\$93,712	\$45,306	\$68,640	\$68,640		
LONGEVITY PAY	2,255	0	0	0		
EMPLOYEE INSURANCE	6,233	6,884	9,710	9,710		
TRANSFER, IMRF PENSION	13,306	14,894	17,530	18,720		
TOTAL	\$115,506	\$67,084	\$95,880	\$97,070	1.2%	
200						
BOOKS AND PERIODICALS	\$80	\$0	\$500	\$500		
MISC. SUPPLIES	37	0	100	100		
TOTAL	\$117	\$0	\$600	\$600	0.0%	
300						
DUES AND SUBSCRIPTIONS	\$1,044	\$226	\$700	\$700		
TRAVEL AND TRAINING	983	157	1,800	1,800		
ED. SERVICES/PROMOTION	1,491	22	2,000	2,000		
PAYMENT TO CUSWDS	18,872	19,072	19,100	19,100		
VEHICLE SERVICE	2,977	3,163	3,330	3,330		
MOSQUITO ABATE CONTRACT	22,012	22,281	22,680	0		
CONTRACTUAL LEAF PICKUP	76,041	0	0	0		
LANDFILL UTILITIES	9,021	4,384	7,500	7,500		
FLORESCENT LIGHT RECYCL.	285	754	1,100	1,100		
CITY INSURANCE	2,606	2,011	3,600	3,600		
TRANSFER, WORKER'S COMP.	790	790	830	870		
CITY TELEPHONE	495	594	870	870		
TOTAL	\$136,617	\$53,454	\$63,510	\$40,870	-35.6%	



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

060-6-2		EXPENDITURE DETAIL				
CATEGORY	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.	
100						
ENV. COMPLIANCE OFFICER	\$41,313	\$42,555	\$44,040	\$44,040		
LONGEVITY PAY	1,642	2,539	3,080	3,520		
EMPLOYEE INSURANCE	6,233	6,884	9,710	9,710		
TRANSFER, IMRF PENSION	7,620	8,536	10,040	10,720		
TOTAL 100	\$56,808	\$60,514	\$66,870	\$67,990	1.7%	
200						
BOOKS AND PERIODICALS	\$0	\$0	\$100	\$100		
MISC. SUPPLIES	0	175	500	500		
TOTAL 200	\$0	\$175	\$600	\$600	0.0%	
300						
PRINTING SERVICES	\$0	\$124	\$250	\$250		
VEHICLE SERVICE	2,517	3,340	3,030	3,030		
CELLUAR/PAGING SERVICES	562	331	500	500		
ABATEMENT SERVICES	51,645	12,176	35,000	35,000		
CITY INSURANCE	1,361	1,050	1,880	1,880		
TRANSFER, WORKER'S COMP.	530	530	560	580		
TOTAL 300	\$56,615	\$17,551	\$41,220	\$41,240	0.0%	
PROGRAM TOTAL	\$113,423	\$78,240	\$108,690	\$109,830	1.0%	

Supplementary Expenditure Report

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT  
BUDGET ANALYSIS**

	12-13	13-14	DIFF	%
PERSONNEL SERV.	1,323,460	1,351,780	28,320	2.1%
SUPPLIES	18,120	17,620	(500)	-2.8%
CONTRACTUAL	253,990	256,750	2,760	1.1%
SUBTOTAL	1,595,570	1,626,150	30,580	1.9%
VEH/EQ. REPL.	18,500	18,500	-	0.0%
VEH/EQ. REPL.	2,230	2,230	-	0.0%
TOTAL	1,616,300	1,646,880	30,580	1.9%
PERSONNEL:				
SALARIES N/U	850,550	850,570	20	0.0%
LONGEVITY PAY	63,910	71,260	7,350	11.5%
PLANNER UPGRADE	41,530	41,530	-	0.0%
TOURISM SPEC.	24,320	24,320	-	0.0%
EMPL. INSUR.	141,380	142,290	910	0.6%
EMPL. PENS.	201,770	221,810	20,040	9.9%
SUBTOTAL	1,323,460	1,351,780	28,320	2.1%
SUPPLIES:				
STD. CHARGES	3,770	3,770	-	0.0%
OTHER	14,350	13,850	(500)	-3.5%
SUBTOTAL	18,120	17,620	(500)	-2.8%
CONTRACTUAL:				
STD. CHARGES	61,230	61,340	110	0.2%
VEH. SERVICE	22,070	24,390	2,320	10.5%
E.D.C.	38,350	38,350	-	0.0%
I.H.S.A. CONT.	5,000	2,500	(2,500)	-50.0%
CUUATS	27,600	27,600	-	0.0%
R.P.C.	24,590	25,750	1,160	4.7%
U.B.A.	28,370	28,370	-	0.0%
OTHER	46,780	48,450	1,670	3.6%
SUBTOTAL	253,990	256,750	2,760	1.1%

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT  
ADMINISTRATION PROGRAM**

CATEGORY	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
100					
COMM. DEV. DIR./PLANNER	\$104,166	\$107,178	\$114,200	\$114,200	
ADMIN. ASSISTANT I	29,159	35,657	36,880	36,900	
OVERTIME	0	515	390	390	
LONGEVITY PAY	5,219	6,395	7,760	9,140	
EMPLOYEE INSURANCE	12,983	13,776	19,430	19,430	
TRANSFER, IMRF PENSION	27,435	28,710	33,790	36,080	
TOTAL 100	\$178,962	\$192,231	\$212,450	\$216,140	1.7%
200					
BOOKS & PERIODICALS	\$117	\$125	\$400	\$400	
OFFICE SUPPLIES	867	975	1,400	1,000	
PLOTTER SUPPLIES	0	0	0	500	
CITY BLDG. COPIER SUPPLIES	1,179	1,071	1,750	1,750	
PAPER FOR C.D. COPIER	1,340	1,236	2,020	2,020	
C.D. COPIER SUPPLIES	0	50	1,160	1,160	
TOTAL 200	\$3,503	\$3,457	\$6,730	\$6,830	1.5%
300					
DUES AND SUBSCRIPTIONS	\$1,978	\$1,304	\$2,000	\$2,000	
CELLUAR/PAGING SERV.	228	0	480	480	
TRAVEL AND CONFERENCE	3,719	4,269	4,260	4,260	
TRAINING AND EDUCATION	2,027	893	2,170	2,170	
PLOTTER MAINT.	0	0	230	230	
VEHICLE SERVICE	1,439	2,088	2,980	2,980	
CITY INSURANCE	3,052	2,486	4,450	4,450	
TRANSFER, WORKER'S COMP.	270	270	280	300	
CITY TELEPHONE	1,468	1,450	2,140	2,140	
CITY BLDG. COPIER MAINT.	877	487	1,310	1,310	
C.D. COPIER MAINT.	3,265	3,331	4,200	4,200	
CITY COMPUTERIZATION	26,119	27,630	27,630	27,630	
TOTAL 300	\$44,442	\$44,208	\$52,130	\$52,150	0.0%
400					
VEH. REPL. CHARGE	\$18,500	\$18,500	\$18,500	\$18,500	0.0%
VEH. REPL. CHARGE, ADD'L	\$0	\$0	\$0	\$0	
TOTAL 400	\$18,500	\$18,500	\$18,500	\$18,500	0.0%
PROGRAM TOTAL	\$245,407	\$258,396	\$289,810	\$293,620	1.3%

**Supplementary Expenditure Report**

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT  
ECONOMIC DEVELOPMENT PROGRAM**

(25% of Personnel Costs in TIF)

CATEGORY	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
100					
EC. DEVELOPMENT MGR. (.75)	\$57,102	\$59,331	\$61,470	\$61,470	
EC. SPECIALIST (.75)	0	1,110	24,320	24,320	
NON-UNION LONGEVITY	2,310	1,900	1,380	3,070	
EMPLOYEE INSURANCE	2,315	3,959	6,890	7,800	
TRANSFER, IMRF PENSION	7,102	8,135	11,640	18,150	
TOTAL 100	\$68,829	\$74,435	\$105,700	\$114,810	8.6%
200					
OFFICE SUPPLIES	\$151	\$296	\$300	\$300	
300					
EC. DEV. CORP.	\$36,350	\$36,350	\$38,350	\$38,350	
CONV./TOURIST BUREAU	71,820	-	-	-	
TRAINING/EDUCATION	290	195	1,000	1,000	
CELLUAR PHONE/PAGING	698	1,051	670	750	
I.H.S.A. CONTRIBUTION	5,000	2,500	5,000	2,500	
URBANA BUS. ASSOCIATION (.75)	15,310	15,069	28,370	28,370	
CITY INSURANCE	2,470	2,011	3,600	3,600	
TRANSFER, WORKER'S COMP.	200	200	210	220	
CITY TELEPHONE	243	240	350	350	
TOTAL 300	\$132,381	\$57,616	\$77,550	\$75,140	-3.1%
PROGRAM TOTAL	\$201,361	\$132,347	\$183,550	\$190,250	3.7%

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

CATEGORY	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
100					
PLANNING MANAGER	\$73,944	\$76,093	\$78,720	\$78,720	
ADMIN. ASSISTANT I	35,693	36,717	38,010	38,010	
SR. PLANNER (2)	48,646	84,894	105,220	105,220	
PLANNER I (1)	46,500	7,000	41,530	41,530	
PLANNING INTERN (.25)	2,504	888	10,080	10,080	
OVERTIME	371	0	310	310	
LONGEVITY PAY	5,189	6,118	10,640	11,140	
EMPLOYEE INSURANCE	29,786	31,611	44,580	44,580	
TRANSFER, IMRF PENSION	47,902	52,233	59,010	63,000	
TOTAL 100	\$290,535	\$295,554	\$388,100	\$392,590	1.2%
200					
OFFICE SUPPLIES	\$2,526	\$2,394	\$2,800	\$2,800	
POSTAGE AND PRINTING	287	233	1,000	1,000	
GRAPHICS SUPPLIES	0	225	400	600	
SIDWELL MAP UPDATES	0	0	1,000	700	
TOTAL 200	\$2,813	\$2,852	\$5,200	\$5,100	-1.9%
300					
DUES AND SUBSCRIPTIONS	\$630	\$1,339	\$1,500	\$2,500	
TRAVEL AND CONFERENCE	2,249	4,643	5,280	5,280	
PLAN COMMISSION TRAINING	1,946	810	810	810	
ZONING BOARD OF APPEALS	50	368	600	600	
HIST. PRESERVATION BOARD	623	235	600	600	
CUUATS MEMBERSHIP	25,032	26,284	27,600	27,600	
R.P.C. MEMBERSHIP	22,670	23,417	24,590	25,750	
RECORDER'S ON-LINE SERVICE	0	0	1,000	500	
CITY INSURANCE	2,470	2,011	3,600	3,600	
TRANSFER, WORKER'S COMP.	270	270	280	300	
CITY TELEPHONE	502	497	730	730	
TOTAL 300	\$56,442	\$59,874	\$66,590	\$68,270	2.5%
PROGRAM TOTAL	\$349,790	\$358,280	\$459,890	\$465,960	1.3%

Supplementary Expenditure Report

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT  
NEW CONSTRUCTION PROGRAM**

CATEGORY	EXPENDITURE DETAIL				% CHG.
	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	
100					
BLDG. SAFETY DIV. MGR.	\$82,060	\$68,483	\$78,720	\$78,720	
PLUMBING/BLDG. INSPECTOR	53,997	55,563	57,470	57,470	
ADMIN. ASSISTANT I (.5 )	18,939	19,491	20,160	20,160	
BUILDING INSPECTOR II	56,722	58,368	60,390	60,390	
ELECTRICAL INSPECTOR	56,722	58,368	60,390	60,390	
OVERTIME	0	0	2,840	2,840	
LONGEVITY PAY	11,846	12,893	13,800	13,800	
EMPLOYEE INSURANCE	27,593	29,288	41,300	41,300	
TRANSFER, IMRF PENSION	50,514	54,660	63,490	68,450	
TOTAL 100	\$358,393	\$357,114	\$398,560	\$403,520	1.2%
200					
BOOKS & PERIODICALS	\$27	\$0	\$120	\$120	
OFFICE SUPPLIES	1,226	1,471	1,750	1,750	
CODE BOOKS/SOFTWARE	1,800	0	1,800	1,800	
SUPPLIES AND EQUIPMENT	356	229	710	710	
TOTAL 200	\$3,409	\$1,700	\$4,380	\$4,380	0.0%
300					
DUES & SUBSCRIPTIONS	\$750	\$781	\$900	\$900	
TRAVEL AND CONFERENCE	1,537	1,379	2,830	2,830	
VEHICLE SERVICE	5,736	5,656	10,200	10,200	
CELLUAR PHONE/PAGING	1,102	837	1,790	1,790	
PERMIT PRINTING	153	462	1,000	1,000	
CITY INSURANCE	4,143	3,375	6,040	6,040	
TRANSFER, WORKER'S COMP.	640	640	670	700	
CITY TELEPHONE	1,772	1,752	2,580	2,580	
TOTAL 300	\$15,833	\$14,882	\$26,010	\$26,040	0.1%
PROGRAM TOTAL	\$377,635	\$373,696	\$428,950	\$433,940	1.2%

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT  
HOUSING PROGRAM**

CATEGORY	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
100					
HOUSING INSPECTOR	\$50,898	\$52,363	\$54,180	\$54,180	
ADMIN. ASSISTANT I (.5 )	18,938	19,491	20,160	20,160	
OVERTIME	0	0	670	670	
LONGEVITY PAY	3,470	4,287	2,850	5,400	
EMPLOYEE INSURANCE	9,748	10,347	14,590	14,590	
TRANSFER, IMRF PENSION	13,885	14,537	17,110	18,270	
TOTAL 100	\$96,939	\$101,025	\$109,560	\$113,270	3.4%
200					
OFFICE SUPPLIES	\$80	\$25	\$640	\$640	
EQ. & SUPPLIES	88	98	120	120	
TOTAL 200	\$168	\$123	\$760	\$760	0.0%
300					
PROFESSIONAL SERVICES	\$75	\$0	\$100	\$750	
VEHICLE SERVICE	3,671	3,392	6,000	6,000	
CELLUAR PHONE SERVICE	275	112	500	500	
TITLE SEARCHES	0	450	200	200	
DEMOLITION/BDG. CLOSURE	766	1,245	3,860	3,860	
CITY INSURANCE	1,289	1,050	1,880	1,880	
TRANSFER, WORKER'S COMP.	630	630	660	690	
CITY TELEPHONE	1,780	1,759	2,590	2,590	
TOTAL 300	\$8,486	\$8,638	\$15,790	\$16,470	4.3%
PROGRAM TOTAL	\$105,593	\$109,786	\$126,110	\$130,500	3.5%

**Supplementary Expenditure Report**

**COMMUNITY DEVELOPMENT SERVICES DEPARTMENT  
RENTAL INSPECTION PROGRAM**

CATEGORY	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
100					
HOUSING INSPECTOR	\$49,421	\$50,847	\$52,620	\$52,620	
CLERK-TYPIST (.75)	20,654	21,257	21,990	21,990	
LONGEVITY PAY	1,654	2,794	3,160	4,390	
EMPLOYEE INSURANCE	9,748	10,347	14,590	14,590	
TRANSFER, IMRF PENSION	13,576	14,214	16,730	17,860	
TOTAL 100	\$95,053	\$99,459	\$109,090	\$111,450	2.2%
200					
OFFICE SUPPLIES	\$0	\$0	\$240	\$240	
TESTING SUPPLIES	0	15	510	510	
TOTAL 200	\$0	\$15	\$750	\$750	0.0%
300					
PROFESSIONAL SERVICES	\$1,137	\$1,424	\$2,890	\$5,210	
POSTAGE AND PRINTING	2,172	1,921	1,160	1,560	
VEHICLE SERVICE	4,386	4,473	6,500	6,500	
CELLUAR PHONE SERVICE	276	178	500	500	
CITY INSURANCE	583	475	850	850	
TRANSFER, WORKER'S COMP.	820	820	860	900	
CITY TELEPHONE	639	631	930	930	
CITY COMPUTERIZATION	2,108	2,230	2,230	2,230	
TOTAL 300	\$12,121	\$12,152	\$15,920	\$18,680	17.3%
400					
INITIAL VEHICLE PURCHASE	\$0	\$0	\$0	\$0	
VEH. & EQ. REPLACEMENT	2,230	2,230	2,230	2,230	
TOTAL 400	\$2,230	\$2,230	\$2,230	\$2,230	
PROGRAM TOTAL	\$109,404	\$113,856	\$127,990	\$133,110	4.0%



**SOCIAL SERVICES AGENCY FUND**

	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	BUDGET 2013-14
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
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
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 2010-11	ACTUAL 2011-12	BUDGET 2012-13	EST. ACT. 2012-13	BUDGET 2013-14	% CHG
100						
FLEET MANAGER	\$73,299	\$75,428	\$78,030	\$78,030	\$78,030	
CERTIFIED MECHANIC (3)	147,196	151,465	154,440	154,440	154,440	
PART-TIME PARTS CLERK (.5)	13,510	13,388	14,810	14,810	14,810	
OVERTIME	10,236	3,742	21,590	4,000	21,590	
LONGEVITY, AFSCME	15,037	15,726	17,490	17,490	18,020	
LONGEVITY, NON-UNION	4,048	4,983	5,870	5,870	6,920	
EMPLOYEE INSURANCE	29,800	36,393	53,650	43,650	53,650	
I.M.R.F.	48,850	52,606	60,190	56,840	64,260	
TOTAL 100	\$341,976	\$353,731	\$406,070	\$375,130	\$411,720	1.4%
200						
MISC. SUPPLIES	\$7,508	\$6,999	\$9,870	\$7,600	\$9,870	
PARTS	163,045	146,366	210,000	154,000	210,000	
SAFETY EQUIPMENT	273	209	300	280	300	
FUEL	306,507	327,479	434,000	380,000	434,000	
TOOL REIMBURSEMENT	2,596	2,597	2,600	2,600	2,600	
PARTS WASHER SUPPLIES	562	822	1,000	100	1,000	
PRESSURE WASHER SUPPLIES	693	0	750	700	750	
ENGINE ANALYZER SUPPLIES	795	815	1,250	800	1,250	
SPECIAL TOOLS	1,982	1,368	2,500	1,000	2,500	
TOTAL 200	\$483,961	\$486,655	\$662,270	\$547,080	\$662,270	0.0%
300						
DUES AND SUBSCRIPTIONS	\$627	\$771	\$850	\$630	\$850	
TRAVEL AND CONFERENCE	734	0	900	800	900	
TRAINING AND EDUCATION	3,218	542	3,200	1,500	3,200	
ENGINE ANALYZER S/W MAINT.	0	283	1,416	1,410	1,420	
UNIFORM RENTAL	1,667	1,807	1,850	1,700	1,850	
CDL LICENSE	50	100	110	50	110	
ENVIRONMENTAL DISPOSAL	2,313	2,229	2,940	2,400	2,940	
VEHICLE SERVICES	5,255	3,170	10,360	5,780	10,360	
CONTRACTUAL REPAIRS	70,119	65,469	96,000	69,000	96,000	
EQUIPMENT MAINTENANCE	214	1,413	2,750	300	2,750	
PRINTING SERVICES	0	0	750	700	750	
S/W MAINT. COMPUTER SYSTEMS	4,312	5,618	4,784	4,500	6,200	
CITY INSURANCE	8,652	7,863	8,650	2,450	2,450	
TRANSFER, WORKER'S COMP.	3,050	3,050	3,200	3,200	3,360	
CITY TELEPHONE	660	660	730	660	730	
CITY COMPUTERIZATION	5,080	4,880	4,880	2,000	2,000	
DEPRECIATION	15,733	15,462	27,400	27,400	27,400	
TOTAL 300	\$121,684	\$113,317	\$170,770	\$124,480	\$163,270	-4.4%
SUBTOTAL BEFORE NON-RECURRING EQUIPMENT PURCHASES	\$947,621	\$953,703	\$1,239,110	\$1,046,690	\$1,237,260	-0.1%

**EQUIPMENT SERVICES FUND  
(CONTINUED)**

	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	EST. ACT. 2012-13	BUDGET 2013-14	% CHG
400						
PRESSURE WASHERS (2)	\$0	\$0	\$0	\$0	\$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	799	0	0	0	
BATTERY CHARGERS	0	0	0	0	0	
LARGE TRUCK ANALYZER EQ.	0	0	0	0	0	
CAR TIRE CHANGER	0	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	0	
PARTS WASHERS	0	0	1,120	1,120	0	
FUEL INJECTOR CLEANER	0	0	0	0	0	
4 TON HYDRAULIC JACK	0	0	1,270	1,270	0	
REFRIGERANT RECOVERY SYSTEM	0	0	0	0	0	
R134 A/C TOOLS	0	0	0	0	0	
PLASMA CUTTER	0	0	0	0	0	
CHARGING SYSTEM ANALYZER	0	0	0	0	0	
AIR CONDITIONING VACUUM PUMP	0	0	0	0	0	
BENCH GRINDERS	0	0	0	0	0	
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	0	
ODB ANALYZER UPGRADE	0	3,217	0	0	0	
COOLING SYSTEM FLUSHER	0	0	0	0	0	
DRILL PRESS	0	0	0	0	0	
VEHICLE LIFT MAINT.	0	0	1,130	1,130	0	
LIFT GATE FOR PW19	0	0	0	0	0	
TOTAL 400	\$0	\$4,016	\$88,930	\$88,930	\$0	
SPECIAL FUND TOTAL	\$947,621	\$957,719	\$1,328,040	\$1,135,620	\$1,237,260	

## Supplementary Expenditure Report

### LANDSCAPE RECYCLING CENTER

	2010-11	2011-12	2012-13	2013-14	CHG
100:					
ARBOR DIV. MGR. (.68)	\$0	\$0	\$49,470	\$49,470	
CITY ARBORIST (.33 to .1)	25,173	24,783	11,260	11,260	
L.R.C. EQUIPMENT OPERATOR (2)	87,571	44,700	91,460	91,460	
ARBOR SUPERVISOR (.34)	28,268	28,768	29,580	19,160	
LANDSCAPE TECHNICIAN	28,268	44,182	0	0	
L.R.C. LABORERS	50,664	50,651	57,910	57,910	
OVERTIME	6,027	15,611	16,000	16,000	
CONTRACT PERSONNEL, CITY URBAN/	5,900	6,160	6,470	6,780	
LONGEVITY, AFSCME	2,040	5,670	5,270	5,490	
LONGEVITY, NON-UNION	2,399	1,479	3,070	4,650	
EMPLOYEE INSURANCE	31,610	33,500	40,200	40,200	
I.M.R.F. TRANSFER	45,840	45,840	50,880	54,320	
TOTAL 100	\$313,760	\$301,344	\$361,570	\$356,700	-1.3%
200					
BOOKS AND PERIODICALS	\$0	\$0	\$400	\$0	
OFFICE SUPPLIES	800	637	800	1,000	
TOOLS & SUPPLIES	6,669	3,117	7,500	7,500	
EQUIPMENT PARTS	6,333	3,335	9,000	9,000	
GRAVEL	3,703	3,286	7,500	7,500	
FUEL	36,588	45,422	60,000	60,000	
MATERIALS FOR RESALE	5,917	7,687	12,000	12,000	
TOTAL 200	\$60,010	\$63,484	\$97,200	\$97,000	-0.2%
300					
CELLUAR SERVICE	\$0	\$256	\$400	\$400	
TRAVEL AND CONFERENCE	0	113	1,550	1,550	
TRAINING AND EDUCATION	600	610	1,400	1,400	
UNIFORM RENTAL	763	1,462	1,800	1,800	
VEHICLE SERVICE	69,490	46,045	70,000	70,000	
BUILDING MAINTENANCE	1,135	623	5,000	5,000	
PRODUCT ANALYSIS/TESTING	1,114	932	1,600	2,500	
EQUIPMENT RENTAL, CITY	6,335	4,000	9,050	9,050	
EQUIPMENT RENTAL, OUTSIDE	31,779	12,986	30,000	30,000	
CHEMICAL DISPOSAL	0	0	4,500	3,800	
SOLID WASTE DISPOSAL	5,000	8,443	15,000	15,000	
ADVERTISING/PROMOTION	21,085	22,031	22,500	22,500	
CITY INSURANCE	1,900	1,900	2,090	2,090	
SUPPORT SERVICES	19,430	21,370	22,440	23,130	
TRANSFER, WORKER'S COMP.	1,370	1,370	1,440	1,510	
UTILITIES	10,700	10,700	10,700	10,700	
TOTAL 300	\$170,701	\$132,841	\$199,470	\$200,430	0.5%

LANDSCAPE RECYCLING CENTER (CONTINUED)

	2010-11	2011-12	2012-13	2013-14	CHG
100:					
400					
PORTABLE RADIOS	0	0	0	0	0
CASH REGISTER & PRINTER	0	0	0	3,266	
ICE MACHINE	0	0	2,110	0	
GAS POWERED AIR COMPRESSOR	0	0	0	0	
ROAD MAINTENANCE/REHAB.	3,870	40,010	10,038	43,776	
PORTABLE/MOBILE RADIOS (METCAD)	0	0	0	0	
ENTRANCE SIGNAGE & IMPR.	3,293	690	4,017	0	
GRINDER	0	0	0	0	
GRINDER SCREENS	0	0	12,408	0	
GRINDER REHAB.	0	0	7,080	0	
4 W/DRIVE PICKUP	23,634	0	0	0	
CLASS E DUMP TRUCK	84,522	0	0	0	
DUMP TRAILER	0	6,885	0	0	
TIMBERWOLF LOG SPLITTER	0	0	0	0	
CRAWLER/LOADER REHAB.	0	0	41,820	0	
LARGE WHEEL LOADER	137,222	0	0	0	
SMALL WHEEL LOADER	0	0	137,000	0	
POWER WASHER	2,282	0	6,910	0	
TOTAL 400	\$254,823	\$47,585	\$221,383	\$47,042	

Supplementary Expenditure Report

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

	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG
100					
RECYCLING COORD. (.5)	\$19,468	\$20,558	\$20,760	\$20,760	
LONGEVITY PAY	966	1,197	1,350	1,870	
IMRF TRANSFER	4,031	4,368	4,630	4,940	
EMPLOYEE INSURANCE	3,062	3,390	4,230	4,230	
TOTAL 100	\$27,527	\$29,513	\$30,970	\$31,800	2.7%
200					
CART PURCHASE	\$28,710	\$0	\$33,000	\$0	
MISC. SUPPLIES	2,506	216	2,250	2,250	
TOTAL 200	\$31,216	\$216	\$35,250	\$2,250	-93.6%
300					
VEHICLE SERVICE	\$696	\$500	\$3,360	\$3,360	
POSTAGE/PRINTING	3,965	0	4,000	4,000	
TRAINING/CONFERENCES	272	1,816	1,750	1,750	
CREDIT CARD EXPENSE	581	397	800	800	
BATTERY RECYCLING	9,414	4,852	10,440	10,440	
ANNUAL MAILING COSTS	5,928	4,370	5,500	5,500	
EDUCATION/PROMOTION	7,449	3,087	7,000	7,000	
HOUSEHOLD HAZ. WASTE COLL.	1,933	123	4,290	4,290	
CITY INSURANCE	610	610	670	670	
TRANS., WORKER COMP.	170	170	180	190	
CONTR. COLLECTION	192,704	193,259	194,940	194,940	
LEAF/TREE/WASTE CONTRACT	80,408	75,808	85,100	85,100	
TOTAL 300	\$304,130	\$284,992	\$318,030	\$318,040	0.0%
PROGRAM TOTAL	\$362,873	\$314,721	\$384,250	\$352,090	-8.4%

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

	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG
100					
RECYCLING COORD. (.5)	\$19,468	\$20,557	\$20,760	\$20,760	
LONGEVITY PAY	966	1,197	1,350	1,870	
IMRF TRANSFER	4,032	4,367	4,630	4,940	
EMPLOYEE INSURANCE	3,062	3,390	4,230	4,230	
TOTAL 100	\$27,528	\$29,511	\$30,970	\$31,800	2.7%
200					
MISCELLANEOUS SUPPLIES	\$2,497	\$1,094	\$2,250	\$2,250	
TOTE BAGS	0	0	0	0	
TOTAL 200	\$2,497	\$1,094	\$2,250	\$2,250	0.0%
300					
TRAINING/CONFERENCES	\$865	\$0	\$2,350	\$2,350	
VEHICLE SERVICE	696	500	3,360	3,360	
POSTAGE/PRINTING-MULTI FAM.	700	0	1,400	1,400	
CREDIT CARD EXPENSE	43	112	100	100	
ANNUAL MAILING COSTS	5,500	2,322	5,500	5,500	
ED./ PROMOTION	9,546	5,341	9,200	9,200	
PHARM WASTE	2,100	765	4,000	4,000	
HAZARDOUS WASTE COLL.	0	122	4,290	4,290	
RAIN BARREL REBATES	600	0	3,000	0	
CITY INSURANCE	610	610	670	670	
TRANS., WORKER COMP.	170	170	180	190	
CONTR. COLLECTION, MULTI F	197,437	171,050	215,000	215,000	
TOTAL 300	\$218,267	\$180,992	\$249,050	\$246,060	-1.2%
PROGRAM TOTAL	\$248,292	\$211,597	\$282,270	\$280,110	-0.8%

**CITY SUSTAINABILITY FUND**

	ACTUAL 2010-11	ACTUAL 2011-12	ESTIMATED 2012-13	BUDGET 2013-14
300				
DUES/SUBSCRIPTIONS	\$600	\$700	\$700	\$700
TRAINING/EDUCATION	269	590	2,000	2,000
PRINTING COSTS	1,000	0	1,000	1,000
TOTAL 300	\$1,869	\$1,290	\$3,700	\$3,700
PROGRAM TOTAL	\$1,869	\$1,290	\$3,700	\$3,700

## Supplementary Expenditure Report

### VEHICLE AND EQUIPMENT REPLACEMENT FUND

	ACTUAL 2010-11	ACTUAL 2011-12	PROJECTED 2012-13	BUDGET 2013-14
MAJOR EQUIPMENT PURCHASES:				
COMPACT AUTOS	41,008	0	0	0
PASSENGER AUTOS	19,995	50,263	0	0
PASSENGER VAN	0	0	0	0
ENG. EXT. P/U WITH COVER	0	0	0	0
CLASS 2 DUMP TRUCK	0	53,340	62,995	0
CLASS 3 DUMP TRUCK (2)	84,724	0	109,296	0
CLASS 4 DUMP TRUCK (6)	0	0	0	0
CLASS 5 DUMP TRUCK (1)	0	0	0	0
DUMP TRUCK PLOWS (6)	0	0	0	0
DUMP TRUCK TARPS	0	0	0	5,280
DUMP TRUCK REHAB.	0	12,977	0	0
PICKUP COMPACT, EXT. CAB	0	0	26,104	0
PICKUP 1/4 TON , 4WD	116,460	0	0	0
PICKUP 1/2 TON, EXT. CAB (2)	0	0	60,950	0
PICKUP 3/4 TON , SIGN TRUCK	0	0	0	0
PICKUP 3/4 TON	0	0	30,280	0
PICKUP CREW CAB	0	0	39,570	0
3/4 TON SERVICE TRUCK	30,505	0	0	0
DUMPTRUCK SNOW PICKUP EQ.	0	9,850	1,660	0
PICKUP EQ. (2)	0	3,154	0	0
MINI-BOOM TRUCK	80,276	0	0	0
BOOM TRUCK REBUILD	24,348	0	22,280	0
LARGE MOWER TRACTOR	0	0	0	34,730
STUMP GRINDER	0	0	37,640	0
AIR COMPRESSOR, PW05	0	0	0	17,490
LOG GRAPPLER	0	0	0	20,230
MAJOR REHABILITATIONS	2,624	18,010	8,440	8,690
TRAILERS	860	0	0	7,410
BACKHOE PLANER ATTACHMENT	0	9,550	0	0
BACKHOE WITH EQ.	0	90,950	0	0
STREET SWEEPER	0	160,591	0	0
LARGE MOWER ATTACHMENT	0	0	5,790	0
T.V. SEWER TRUCK	0	0	191,721	0
COUNTER WIEGHT PW 22 LOADER	0	0	2,688	0
WOBBLE WHEEL ROLLER	0	0	0	0
WOBBLE WHEEL ROLLER TRAILER	0	0	0	0
TANDEM AXLE VACTOR	0	0	293,750	0
CRACK SEALING MACHINE	0	0	0	38,740
1/2 DURAPATCH MACHINE (COUNTY)	9,446	0	0	0
LEAF PUSHER	0	0	0	7,130
ARTICULATED LOADER	88,200	0	0	0
SMALL LOADER	0	0	34,380	0
SMALL LOADER TRAILER	0	0	0	9,190
SUBTOTAL, MAJOR EQUIPMENT	\$498,446	\$408,685	\$927,544	\$148,890



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

DETAIL POLICE EQ.	ACTUAL 2010-11	ACTUAL 2011-12	PROJECTED 2012-13	BUDGET 2013-14
SQUAD CARS (12)	\$278,940	\$0	\$0	\$0
EQ., SQUAD CARS	0	36,032	0	0
FULL SIZE PICKUP EXT. CAB	31,741	0	0	0
FULL SIZE POLICE ADMIN. CARS	45,888	0	0	0
SQUAD CAR CONVERSION	0	0	0	0
CIS PASSENGER AUTOS	0	0	0	0
METER PATROL VEHICLES	27,558	0	0	0
ICAD 800 MHZ RADIOS/EQ.:-POLICE	0	0	0	0
ANIMAL CONTROL VAN W/EQ.	28,734	0	0	0
ANIMAL CONTROL EQ.	0	0	1,040	0
PASSENGER MINIVAN	0	0	0	24,180
SQUAD CAR DEFIB. UNITS (12)	0	2,913	28,997	0
HANDGUNS W/SIGHTS	9,760	0	9,460	0
HANDGUN HOLSTERS	6,090	0	0	0
PATROL DIGITAL CAMERA	0	0	2,730	0
PORTABLE RADIOS	0	0	72,452	3,180
GAS MASKS	0	0	19,710	0
RECORDING EQ., FRONT DESK	0	0	0	0
REGULAR VESTS	10,016	11,184	7,726	2,091
TRAINING/EQ. NEW OFFICERS	35,029	18,772	32,000	32,000
L.C.D. PROJECTOR	0	0	1,560	0
SQUAD CAR RADAR UNITS	0	0	4,600	4,893
FAX MACHINE	977	0	0	0
COPIER MACHINE	0	0	18,480	0
PATROL BIKES	0	0	2,895	0
MOBILE DIG. COMPUTERS (20)	768	112,170	0	0
SQUAD VIDEO CAMERAS	0	88,874	0	0
POLICY CONSULTANT (GRANT)	0	0	17,840	18,000
STORAGE SHED AT FIRING RANGE	5,140	0	0	0
JAG GRANT EQ./TRAINING	0	0	3,445	0
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
NON-CID VARDAL ALARMS	0	0	5,090	0
STATE POLICE RADIOS	0	0	17,200	0
HELMETS	0	0	8,740	0
2 SNIPER SCOPES	0	0	0	0
NIGHTSCOPE ADAPTER	0	0	0	0
RANGE IMPROVEMENTS	0	0	2,720	0
MOBILE RADIOS	0	0	0	0
ELECTRONIC SPEED SIGN	0	0	0	0
DVD RECORDER (EVIDENCE)	0	0	1,660	0
MEDICAL EXAMS	0	0	19,690	0
VARDAL ALARM AT RANGE	0	0	1,870	0
FIREARMS SIMULATOR (GRANT)	41,761	891	0	0
7 SQUAD RADAR UNITS	0	0	0	0
SQUAD CAR MRC PRINTERS	0	0	10,851	0
POLICE BATONS	0	0	0	0
MOUNTED DEPT. PHOTO	0	0	0	0
CID PORTABLE ALARMS	0	0	0	0
CID HANDHELD RECORDERS	0	0	1,050	0
CID VARDAL ALARMS	11,607	0	0	0
1/2 3 CID VIDEO CAMERAS	0	0	0	0
CID SRL DIGITAL CAMERA	0	1,278	0	0
CID LOW POWER BINOCULARS	0	518	0	0
MOBILE FORCE SHIELDS	0	0	2,310	0
CID NIGHT BINOCULARS	0	0	5,770	0
CITY CONTRIBUTION METRO SQUAD	3,814	3,972	3,972	4,370
HOSTAGE PHONE	0	0	6,220	0
HEAVY DUTY VESTS, METRO	0	0	0	16,331
RADIO HEADSETS	0	0	5,600	0
1/3 SHARE SWAT VEHICLE	0	0	4,310	0
SUBTOTAL, POLICE EQ. REGULAR	\$537,823	\$276,604	\$336,718	\$105,045

Supplementary Expenditure Report

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

	ACTUAL 2010-11	ACTUAL 2011-12	PROJECTED 2012-13	BUDGET 2013-14
<b>SPECIAL DUI FINES EQUIPMENT (H1)</b>				
SQUAD VIDEO CAMERAS (1/4)	0	29,624	0	0
PORTABLE BREATHALYZERS	0	0	2,920	0
D.U.I. POLICE EQ.	0	0	31,380	20,110
2 ALCOHOL BLOWERS	0	0	980	0
D.U.I. SUPPLIES	728	733	2,500	2,500
<b>SUBTOTAL, DUI FINES EQ.</b>	<b>\$728</b>	<b>\$30,357</b>	<b>\$37,780</b>	<b>\$22,610</b>
<b>TASK FORCE X COSTS (H11):</b>				
TASK FORCE VEH. MAINT./LEASE	0	4,635	602	1,300
POLICE LOCKERS	0	0	0	0
POLICE EQ.	0	0	0	0
<b>SUBTOTAL, TASK FORCE X EQ.</b>	<b>\$0</b>	<b>\$4,635</b>	<b>\$602</b>	<b>\$1,300</b>
<b>STATE SEIZURES COSTS (H12):</b>				
K-9 SUPPLIES	1,116	1,782	2,500	2,500
INVESTIGATOR EXPENSES	647	3,821	2,000	2,000
K-9 VEH. MAINTENANCE	3,512	7,815	4,000	4,000
VEHICLE LEASING COSTS	1,544	2,756	8,800	8,800
ADD'L VEH. MAINTENANCE	2,144	3,253	3,000	3,000
DOG TRAINING COSTS	0	0	2,000	0
DRUG SEIZURE EQ./COSTS	0	0	73,000	69,800
CID BODY WIRE/RECORDING EQ.	14,500	0	0	0
<b>SUBTOTAL, STATE SEIZURES EQ.</b>	<b>\$23,463</b>	<b>\$19,427</b>	<b>\$95,300</b>	<b>\$90,100</b>
<b>FED. SEIZURES COSTS (H13):</b>				
GPS DEVICE & SOFTWARE	5,585	498	498	500
INVESTIGATOR EXPENSES	3,000	1,400	1,000	2,000
DRUG SEIZURE EQ./COSTS	0	0	0	7,510
HAWK SURVEILLANCE CAMERA	0	0	0	0
NIGHT BINOCULARS	0	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>\$8,585</b>	<b>\$1,898</b>	<b>\$1,498</b>	<b>\$10,010</b>
<b>METRO AGENCY COSTS (H14):</b>				
METRO SQUAD COSTS	14,756	12,139	34,230	20,400

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

DETAIL FIRE EQ.	ACTUAL 2010-11	ACTUAL 2011-12	PROJECTED 2012-13	BUDGET 2013-14
HOSE/NOZZLE REPL.	\$4,950	\$4,330	\$16,881	\$5,050
TRAINING EQ/SW, FED. GRANT	0	15,904	30,596	0
TREADMILL EXERCISE EQ.	2,300	0	0	0
NEW F.F. INITIAL GEAR (3)	9,328	9,961	14,364	12,500
NEW F.F. INITIAL TRAINING (3)	3,166	2,750	29,404	9,260
EMPLOYEE PROMOTION TESTING	7,634	0	24,966	11,000
FULL SIZE PICKUP	0	0	0	0
FIRE PUMPER TRUCK MAJOR REHAB	0	1,494	28,286	0
FIRE LADDER TRUCK MAJOR REHAB	3,608	0	43,132	0
LADDER BEARING REHAB.	0	0	0	0
SCBA BREATHING EQ.	0	0	0	253,216
FIRE SAFETY HOUSE	17,460	0	0	0
VENTILATED CHAIN SAW	0	1,700	0	0
FIRE VEH. MDC'S	0	0	0	0
FULLSIZE P/S VEHICLE	0	0	0	0
VEHICLE INTERCOM SYSTEM	0	0	0	0
BUILDING DEFIBULATORS	0	0	13,300	0
FIRE PUMPER TRUCK	0	0	32,850	0
FIRE COMMAND VEHICLE W/EQ.	0	0	0	58,600
SEMI-AUTO. DEFIB. UNIT (5)	0	0	0	0
HYDRAULIC SAW	0	0	0	12,190
LUCAS TOOL	0	0	0	0
GAS MONITORS	0	0	0	0
GAS MONITORS DOCKING STATION	0	0	0	0
THERMAL IMAGING CAMERAS	0	0	0	47,130
K12 PARTNER SAW	1,175	0	0	0
COPIER	0	800	0	0
TRENCH RESCUE EQ.	0	0	0	20,100
PORTABLE SUCTION UNIT	0	0	0	860
POSITIVE PRESSURE FANS	0	0	6,250	0
5000 WATT GENERATOR	0	0	1,070	0
PRERIG LITTER/SKID	0	0	2,580	0
CITY SHARE SIMULATOR	0	0	5,000	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
GATE FOR IMPOUND YARD	0	0	1,670	0
INFLATABLE SLIDE	0	0	8,770	0
PREVENTION TRAINING ROBOT	0	0	11,740	0
PORTABLE HANDHELD RADIOS	0	0	25,370	5,930
<b>SUBTOTAL, FIRE EQ.</b>	<b>\$49,621</b>	<b>\$36,939</b>	<b>\$296,229</b>	<b>\$435,836</b>

Supplementary Expenditure Report

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

DETAIL PUBLIC WORKS EQ.	ACTUAL 2010-11	ACTUAL 2011-12	PROJECTED 2012-13	BUDGET 2013-14
PORTABLE RADIOS	\$0	\$0	\$0	\$2,580
METCAD RADIOS	0	0	0	0
CABLE FAULT FINDER	0	7,442	0	0
MISC. PW EQ. <5M	0	0	0	0
RECEPTION AREA OFFICE EQ.	0	0	0	0
LIFT GATE FOR PW34	0	0	0	0
PAINT TRAILER	0	0	0	0
TAILGATE, DURAPATCH MACHINE	0	0	0	0
CONCRETE HAND SAW 14 INCH	4,145	0	2,120	0
SNOWBLOWER	0	0	0	6,029
SIDEWALK VACUUM	0	0	0	0
2" TRASH PUMP	0	0	1,205	0
GRINDER	0	0	7,620	0
PIPE PUSHER	0	0	0	17,210
ROCK DRILL	0	0	5,829	0
HIGH GRASS MOWER	0	0	0	2,080
MANHOLE VENT	0	0	1,475	0
DRILL PRESS 3/4"	0	0	490	0
OPTICOM EMITTER	0	0	0	1,620
PAINT MIXER	0	0	6,490	0
SUB. ELECTRIC PUMP	0	0	2,880	0
POWER SCREED	0	0	0	0
PUBLIC WORKS SNOWBLOWER	0	0	0	0
CONCRETE HANDSAW, 16 INCH	0	0	3,460	0
ROOT SAW W/CUTTERS	10,144	0	0	11,500
ARROW BOARD	0	3,815	0	0
SIDEWALK FORMS	0	0	5,820	0
TELEPHONE SYSTEM	0	0	0	0
1600 WATT GENERATOR	0	0	0	1,600
127 CC GENERATOR	0	0	0	0
5000 WATT GENERATOR	0	0	2,052	0
HOT ASPHALT BOX	0	0	0	24,690
WALL MOUNTED CAR VACUUM	0	0	0	0
POWER SCREEDS	0	0	0	0
POWER HACKSAW	0	0	0	1,300
JACK HAMMER W/HOSE	0	0	2,710	0
CONCRETE VIBRATOR	0	0	1,350	0
SHORING EQUIPMENT	0	0	3,814	0
GAS MONITORS	0	0	1,755	0
POWER WASHER	0	0	6,600	0
LIGHT POLE TRAILER	14,175	0	0	0
PW MAIN COPIER	0	0	0	0
THERMOPLASTIC MACHINE	0	0	0	0
CIVIC CENTER ICE MACHINE	0	0	0	0
CIVIC CENTER AIRWALLS	0	0	0	10,112
CIVIC CENTER PORTABLE STAGE	0	5,000	0	0
FLOOR MACHINE	0	0	0	0
CIVIC CENTER COPIER	0	0	0	0
CIVIC CENTER REFRIGERATOR	0	0	0	880
CIVIC CENTER SOUND SYSTEM	0	0	0	0

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

	ACTUAL 2010-11	ACTUAL 2011-12	PROJECTED 2012-13	BUDGET 2013-14
ARBOR EQUIPMENT:				
LEAF VACUUM	0	0	2,536	0
SMALL ROTO TILLER	0	0	0	0
POWER POLE PRUNER (2)	1,065	0	0	0
STIHL 020 CHAINSAW (2)	1,085	0	1,200	0
STIHL 046 CHAINSAW	0	0	0	0
STIHL 036 CHAINSAW	0	0	0	0
SPRAYER UNIT	0	0	0	4,660
TURF SPRAYER PUMP	0	0	0	4,610
MEDIUM ROTOTILLER	0	0	1,140	0
POWER EDGER	0	3,300	0	0
WEEDEATER, STIHL FS85	360	0	410	0
POWER BROOM	0	1,188	0	0
TREE SPRAYER PUMP	0	0	0	8,500
	ACTUAL 2010-11	ACTUAL 2011-12	PROJECTED 2012-13	BUDGET 2013-14
ENGINEERING EQUIPMENT:				
RADAR GUN	650	0	0	0
SMOKE BLOWER	0	0	0	1,080
LARGE COLOR PLOTTER/SCANNER	0	8,984	0	0
LIETZ THEODOLITE	0	0	0	0
POLE MOUNTED TRAFFIC COUNTER	0	4,185	0	0
LARGE DOCUMENT COPIER	0	0	0	0
REAL TIME GPS RECEIVER	0	0	0	0
TRAFFIC COUNTERS	0	0	0	2,320
LANDFILL BLOWER UNIT	0	0	0	2,227
LANDFILL EFFLUENT PUMP	0	0	0	990
LANDFILL INFFLUENT PUMP	0	0	0	3,200
HAND HELD GPS UNIT	0	0	0	6,690
SUBTOTAL, P.W. EQ.	\$31,624	\$33,914	\$60,956	\$113,878

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

DETAIL OTHER DEPT. EQ.	ACTUAL 2010-11	ACTUAL 2011-12	PROJECTED 2012-13	BUDGET 2013-14
CITY CLERK MICROFICHE PRINTER	\$0	\$0	\$0	\$0
GENERAL OFFICE EQ./FURN.	6,963	5,165	40,856	12,300
CITY COMPUTER SYSTEM UPGRADE	0	39,136	0	0
CD COPIER	0	0	0	0
COPIER, LOWER LEVEL	0	999	0	0
TEL. SYSTEM UPGRADE/REPL.	0	0	5,926	57,950
BURSTER MACHINE	0	0	0	0
POSTAGE MACHINE	0	0	9,090	0
LIBRARY EQ.	0	0	0	0
SUBTOTAL, OTHER DEPT. EQ.	\$6,963	\$45,300	\$55,872	\$70,250

## Supplementary Expenditure Report

---

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

	2010-11	2011-12	2012-13	2013-14
100				
POLICE RECORDS PROGR./ANALYST	\$60,821	\$62,545	\$64,700	\$64,700
CONTRACTUAL PROGRAMMER	2,540	2,540	2,690	2,690
OVERTIME	200	364	2,500	2,500
LONGEVITY PAY	3,020	3,731	4,530	5,180
EMPLOYEE INSURANCE	9,100	9,700	11,640	11,640
I.M.R.F./FICA	14,530	14,530	16,130	17,220
TOTAL 100	\$90,211	\$93,410	\$102,190	\$103,930
200				
SUPPLIES	\$0	\$0	\$0	\$0
300				
TRAINING AND EDUCATION	\$0	\$939	\$3,300	\$3,300
SOFTWARE MAINT./LICENSE, RECURRING	3,091	3,554	4,930	4,930
CITY INSURANCE	2,180	2,180	2,400	2,400
TRANSFER, WORKERS COMP.	370	370	390	410
CITY TELEPHONE	130	130	140	140
TOTAL 300	\$5,771	\$7,173	\$11,160	\$11,180
400				
PERSONAL COMPUTER	\$0	\$0	\$0	\$0
PROGRAM TOTAL	\$95,982	\$100,583	\$113,350	\$115,110

---

**PUBLIC TELEVISION FUND  
EXPENDITURE DETAIL**

	ACTUAL 2010-11	ACTUAL 2011-12	PROJECTED 2012-13	BUDGET 2013-14
<b>Personnel Costs:</b>				
UPTV Station Manager	\$38,412	\$46,548	\$48,150	\$48,150
Camera Operators	2,285	3,505	3,700	3,700
Production Coordinator	35,618	36,758	38,010	38,010
Outreach Coord. (.25)	4,688	5,965	6,560	6,560
Overtime	1,434	1,091	1,000	1,000
Longevity	0	637	1,140	1,140
Employee Insurance	18,200	19,300	23,160	23,160
I.M.R.F.	17,350	17,350	19,260	19,260
<b>Subtotal, Personnel</b>	<b>\$117,987</b>	<b>\$131,154</b>	<b>\$140,980</b>	<b>\$140,980</b>
<b>Supplies</b>	<b>\$4,401</b>	<b>\$1,949</b>	<b>\$5,000</b>	<b>\$5,000</b>
<b>Contractual and Operating:</b>				
Dues and Subscriptions	\$0	\$297	\$60	\$60
Training & Education	765	1,973	2,000	2,000
CATV Commission Costs	1,276	527	500	500
Eq. Maint.	0	0	2,000	2,000
Promotional Costs	0	815	500	500
City Insurance	2,880	2,880	3,170	3,170
Transfer, Worker's Comp.	850	850	890	890
City Telephone	320	320	350	350
<b>Subtotal, Contractual</b>	<b>\$6,091</b>	<b>\$7,662</b>	<b>\$9,470</b>	<b>\$9,470</b>
<b>Equipment</b>	<b>14,916</b>	<b>12,427</b>	<b>24,000</b>	<b>24,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$143,395</b>	<b>\$153,192</b>	<b>\$179,450</b>	<b>\$179,450</b>

Supplementary Expenditure Report

**COMMUNITY DEVELOPMENT BLOCK GRANT FUND  
EXPENDITURE DETAIL**

	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
<b>PROGRAM: ADMINISTRATION</b>					
100					
MANAGER (.3)	\$30,151	\$31,021	\$24,717	\$24,717	
ADMIN. ASSISTANT II (.2)	7,896	8,124	9,401	9,401	
GRANTS COORD. II (.4 TO .3)	18,750	23,449	12,758	12,758	
INTERN	2,893	1,577	0	0	
LONGEVITY PAY	1,760	2,067	3,024	3,024	
IMRF/FICA	9,000	7,814	12,468	12,468	
EMPLOYEE INSURANCE	5,990	4,784	7,865	7,865	
TOTAL 100	\$76,440	\$78,836	\$70,233	\$70,233	0.0%
200					
BOOKS & PERIODICALS	\$0	\$205	\$200	\$200	
OFFICE SUPPLIES	761	1,123	800	800	
TOTAL 200	\$761	\$1,328	\$1,000	\$1,000	0.0%
300					
DUES & SUBSCRIPTIONS	\$171	\$784	\$200	\$200	
TRAVEL & CONFERENCE	785	1,986	2,000	2,000	
POSTAGE	192	193	500	500	
PROGRAM OVERHEAD	16,540	15,500	2,000	2,000	
PUBLIC INFO. NEWSLETTER	4,355	4,154	4,000	2,620	
TOTAL 300	\$22,043	\$22,617	\$8,700	\$7,320	-15.9%
PROGRAM TOTAL	\$99,244	\$102,781	\$79,933	\$78,553	-1.7%



**COMMUNITY DEVELOPMENT BLOCK GRANT FUND  
AFFORDABLE HOUSING**

	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	
<b>PROGRAM: AFFORDABLE HOUSING</b>					
100					
ADMIN. ASSISTANT II (.5)	\$19,739	\$20,311	\$20,931	\$20,931	
REHAB COORDINATOR (.5 to .6)	26,738	27,512	28,786	28,786	
GRANTS COORDINATOR II (.1)	0	0	12,759	12,759	
GRANTS COORDINATOR I (.1)	4,680	4,396	0	0	
LONGEVITY PAY	2,310	2,853	4,150	4,150	
IMRF/FICA	9,456	10,834	12,839	12,839	
EMPLOYEE INSURANCE	6,419	7,316	9,854	9,854	
TOTAL 100	\$69,342	\$73,222	\$89,319	\$89,319	
300					
CASE PREPARATION	\$3,973	\$1,693	\$4,000	\$4,000	
NEIGHBORHOOD SLUM ABATE (C.O.)	0	5,000	0	0	
EMERGENCY, ACCESS	54,055	46,636	60,000	40,000	
EMERGENCY, ACCESS (CARRYOVER)	7,711	0	0	0	
SR. REPAIR SERVICE	20,632	11,678	15,000	14,000	
SR. REPAIR SERVICE (CARRYOVER)	7,417	177	0	0	
UNPROGRAMMED FUNDS	0	0	2,586	2,911	
ACQ./RELOCATIONS/DEMO:					
NEW CONST./ACQ./DEMO	0	0	62,105	58,840	
NEW CONST. (CARRYOVER)	79,693	92,259	53,871	51,690	
BERKLEY DEMO.	0	8,100	0	0	
CRYSTAL VIEW CARRYOVER	5,000	0	0	0	
TOTAL 300	\$178,481	\$165,543	\$197,562	\$171,441	\$0
PROGRAM TOTAL	\$247,823	\$238,765	\$286,881	\$260,760	
<b>PROGRAM: PUBLIC SERVICES:</b>					
SOCIAL SERVICE AGENCIES	11,237	12,500	9,000	5,000	
SOCIAL SERVICE AGENCIES, C.O.	0	0	0	0	
NEIGHBORHOOD CLEANUP	8,000	8,000	8,000	2,000	

Supplementary Expenditure Report

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

	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	0 0
<b>PROGRAM: PUBLIC FACILITIES:</b>					
WEBER ST. STREET LIGHTS, C.O.	\$0	\$0	\$0	\$0	
A WOMAN'S PLACE	0	31,846	0	0	
HARTLE GROUP HOME (D.S.C.)	0	15,411	0	0	
ELM ST. SUPP. HOUSING (MHC)	9,033	0	15,665	0	
(MHC), LINCOLNSHIRE HOME	0	13,318	0	0	
(MHC), COUNTY HOUSING CORP.	0	2,841	0	0	
C-U INDEPENDENCE (DSC)	0	16,618	13,382	0	
C.W.I.T., (FORBES)	0	8,250	0	0	
DISABLED CITIZENS FOUNDATION	917	0	0	0	
C.W.I.T., (AWP SPRINK.)	0	0	11,851	0	
PROPERTY ACQUISITION C/O	0	0	27,457	0	
URBANA NEIGHBORHOOD CONNECTIONS	0	0	1,999	0	
A WOMAN'S FUND	0	0	0	0	
A WOMAN'S FUND, C.O.	19,012	0	0	0	
HARVEY ST. SIDEWALKS	0	0	0	0	
A.A.R.A. GRANT, GREEN ST. IMPR.	5,097	0	0	0	
KERR AVE. IMPROVEMENT, C.O.	0	0	31,317	0	
LANORE/FAIRLAWN MULTIUSE PATH	0	0	49,910	0	
CT 53 STREET LIGHTS	0	0	0	0	
CT 53 STREET LIGHTS, C.O.	0	0	78,105	0	
CITY INFRASTRUCTURE	0	0	181,000	0	
PROGRAM TOTAL	\$34,059	\$88,284	\$410,686	\$0	-100.0%
<b>PROGRAM: TRANSITIONAL HOUSING:</b>					
100					
GRANTS COORDINATOR (.55)	\$25,230	\$15,089	\$17,361	\$17,361	
LONGEVITY PAY	878	206	0	0	
IMRF/FICA	4,894	3,069	5,195	5,195	
EMPLOYEE INSURANCE	3,211	2,755	2,550	2,550	
TOTAL 100	\$34,213	\$21,119	\$25,106	\$25,106	0.0%
200					
OFFICE SUPPLIES	\$0	\$0	\$0	\$0	
300					
PROPERTY INSURANCE	\$0	\$400	\$0	\$0	
PROPERTY UTILITIES	13,418	14,433	12,000	12,000	
FURNISHINGS	285	500	0	0	
PROPERTY MANAGEMENT	6,470	6,802	3,250	3,250	
RESIDENT SERVICES	334	640	750	750	
TOTAL 300	\$20,507	\$22,775	\$16,000	\$16,000	0.0%
PROGRAM TOTAL	\$54,720	\$43,894	\$41,106	\$41,106	0.0%

**HOME CONSORTIUM PROGRAM FUND  
EXPENDITURE DETAIL**

CATEGORY	ACTUAL 2010- 11	ACTUAL 2011- 12	BUDGET 2012- 13	BUDGET 2013- 14
100				
GRANTS MGR. (. 5)	\$36, 938	\$30, 274	\$37, 100	\$34, 320
GRANTS COORDI NATOR (. 6)	20, 447	22, 706	22, 800	24, 910
ADM N. ASSI STANT I I (. 2)	7, 889	7, 896	7, 920	8, 540
REHAB. COORDI NATOR (. 15)	8, 015	8, 022	8, 050	8, 400
I NTERN	11, 528	1, 928	0	0
LONGEVI TY PAY	1, 460	1, 901	1, 520	3, 130
OVERTI ME PAY	387	0	0	0
I . M R. F.	13, 810	16, 174	15, 480	16, 650
EMPLOYEE I NSURANCE	9, 841	11, 872	13, 200	11, 090
100 SUBTOTAL	\$110, 315	\$100, 773	\$106, 070	\$107, 040
200				
OFFI CE SUPPLI ES	\$696	\$838	\$860	\$860
PRI NTI NG/ PUBLI SHI NG	1, 016	796	1, 750	360
200 SUBTOTAL	\$1, 712	\$1, 634	\$2, 610	\$1, 220
300				
DUES AND SUBSCRI PTI ONS	\$238	\$181	\$300	\$300
CONFERENCE AND TRAI NI NG	1, 818	803	2, 350	2, 000
POSTAGE	194	166	400	400
RECORDI NG FEES	25	64	400	400
PROGRAM OVERHEAD, URBANA	9, 550	9, 930	10, 330	10, 740
REGI ONAL HOUSI NG NEEDS STUDY	0	12, 675	13, 000	0
ADM N. , URBANA, C. O.	0	0	126, 572	160, 083
300 SUBTOTAL	\$11, 825	\$23, 819	\$153, 352	\$173, 923
PROGRAM TOTAL	\$123, 852	\$126, 226	\$262, 032	\$282, 183
COMMUNI TY HOUSI NG DEV. :				
URBAN LEAGUE OPER. , CURRENT	\$0	\$0	\$0	\$0
CHDO OPERATI NG, UNOBLI GATED	0	0	11, 403	36, 872
URBAN LEAGUE OPER. , C. O.	0	0	0	0
HOMESTEAD OPERATI NG	18, 942	16, 875	22, 500	0
HOMESTEAD OPERATI NG C. O.	0	6, 314	6, 314	0
E. C. O. LAB, OPERATI NG	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 I NFI LL	0	0	5, 310	0
HOMEST. DOUGLAS I NFI L C. O.	2, 190	0	0	0
HOMESTEAD- CRYSTAL VI EW C. O.	251, 004	25, 000	25, 000	0
C. H. D. O. RESERVE ECCLAB C. O.	0	0	16, 000	0
CHDO RESERVE, UNOBLI GATED	0	0	39, 014	110, 615
SUBTOTAL, COMM HOUSI NG DEV.	\$291, 113	\$67, 261	\$444, 395	\$147, 487

Supplementary Expenditure Report

HOME CONSORTIUM PROGRAM FUND  
EXPENDITURE DETAIL (CONTINUED)

	ACTUAL 2010- 11	ACTUAL 2011- 12	BUDGET 2012- 13	BUDGET 2013- 14
CI TY OF CHAMPAI GN:				
ADM N. , CURRENT	11, 302	11, 302	11, 302	0
HOUSI NG REHAB. , CURRENT	28, 634	0	100, 000	0
HOUSI NG REHAB. , C. O.	135, 322	50, 454	71, 366	0
LOAN PROG. C. O.	14, 999	0	0	0
TENANT BASED RENT ASSI STANCE	25, 000	11, 275	72, 000	90, 000
TENANT BASED RENT ASST. C. O.	0	47, 000	47, 000	0
PROP. ACQUI SI TI ON/ REHAB, C. O.	120, 582	236, 334	236, 334	0
PROP. ACQUI SI TI ON/ REHAB	264, 169	0	0	0
ACQ. / REDEVELOPMENT. C. O.	0	0	0	0
LOT ACQUI SI TI ON	0	0	42, 839	0
LOT ACQUI SI TI ON 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
NEI GHHOOD REVI TALI ZATI ON 08-09	75, 273	0	0	0
NEI GHHOOD REVI TALI ZATI ON	29, 603	198, 653	198, 653	193, 448
DOUGLAS PARK I NFI LL C. O.	0	0	0	0
BRI STL PLACE NEW CONST. C. O.	0	0	0	0
PROGRAM DELI VERY, CURRENT	0	0	0	0
PROGRAM DELI VERY. CARRYOVER	0	0	0	0
PROGRAM OVERHEAD	0	0	0	0
SUBTOTAL, CHAMPAI GN	\$717, 024	\$557, 690	\$943, 802	\$283, 448

	ACTUAL 2010- 11	ACTUAL 2011- 12	BUDGET 2012- 13	BUDGET 2013- 14
CHAMPAI GN COUNTY:				
PROGRAM DELI VERY	\$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
ADM N. CARRYOVER	0	0	12, 895	0
ADM N.	0	0	2, 727	0
AM DREAM D/ P I NI TI ATI VE PROGRAM	0	0	0	0
D/ P I NI TI ATI VE PROGRAM  C. O.	0	0	0	0
HOUSI NG REHAB. , CURRENT	0	0	71, 820	25, 744
HOUSI NG REHAB. , C. O. 09- 10	0	3, 280	78, 414	0
HOUSI NG REHAB. , C. O. 08- 09	0	12, 310	79, 539	0
HOUSI NG REHAB. , C. O. 07- 08	0	0	65, 569	0
HOUSI NG REHAB. , C. O. 06- 07	24, 540	0	17, 921	0
T. B. R. A. , CURRENT	0	17, 693	175, 000	38, 615
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 CONSORTI UM  C. O.	0	68, 967	106, 025	0
HOMESTEAD/ CRYSTAL VI EW C. O.	52, 000	0	0	0
SUBTOTAL, COUNTY	\$87, 597	\$108, 937	\$664, 273	\$64, 359

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

CITY OF URBANA: PROGRAM	ACTUAL 2010- 11	ACTUAL 2011- 12	BUDGET 2012- 13	BUDGET 2013- 14
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
ADM N. ASSI STANT II (. 1)	3, 944	3, 948	3, 960	4, 200
I MRF/ FI CA	9, 401	8, 963	10, 870	11, 960
LONGEVI TY	1, 231	1, 570	1, 580	2, 470
EMPLOYEE I NSURANCE	6, 602	6, 341	9, 560	8, 030
SUBTOTAL,	\$68, 284	\$49, 996	\$74, 790	\$76, 930
HOUSI NG REHAB ( WHOLE HOUSE)	114, 869	46, 856	129, 798	167, 664
HOUSI NG REHAB ( C. O. )	13, 610	49, 131	60, 131	0
PROGRAM DELI VERY	0	0	0	0
REDEVELOPMENT PROGRAMS	0	0	0	0
REDEVELOPMENT PROGRAMS C. O.	0	0	16, 494	0
LAKESI DE TERRACE CUM C. O.	0	0	0	0
CW T, NEW CONST. , C. O.	0	0	0	0
HOMEBU I LDER BLI TZ, C. O.	0	29, 998	29, 998	0
D/ P I NI TI ATI VE PROGRAM	0	0	0	0
UNPROGRAMMED CARRYOVER	0	0	1, 676	0
KERR AVE. DEVELOPMENT C. O.	0	0	67, 211	0
ECO LAB PASSI VE SOLAR 05- 06	0	0	0	0
TBRA, CARRYOVER	0	0	0	0
CRYSTALVI EW LAKESI DE 06- 07	0	0	0	0
KERR AVE. 08- 09 SUSTAI N.	0	0	14, 550	0
URBANA CONSORTI UM CNOBLI G.	0	0	27, 819	0
CRYSTALVI EW LAKESI DE 06- 07	42, 908	5, 000	5, 000	0
CRYSTALVI EW LAKESI DE 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	\$167, 664
SUBTOTAL, CI TY URBANA	\$304, 671	\$195, 981	\$639, 413	\$244, 594

## Supplementary Expenditure Report

---

### SUPPORTIVE HOUSING FUND EXPENDITURE DETAIL

	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14
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**

	2012-13	2013-14	DIFF	%
SALARIES	\$ 2,882,309	\$ 2,975,795	\$ 93,486	3.2%
SUPPLIES	426,603	418,603	(8,000)	-1.9%
CONTRACTUAL	509,294	502,294	(7,000)	-1.4%
SUBTOTAL	\$ 3,818,206	\$ 3,896,692	\$ 78,486	2.1%
EQ. & VEH.	100,293	107,183	6,890	6.9%
TOTAL	\$ 3,918,499	\$ 4,003,875	\$ 85,376	2.2%
PERSONNEL :				
SALARIES-SALARIED	1,700,476	1,733,324	32,848	1.9%
SALARIES-HOURLY	500,793	488,401	(12,392)	-2.5%
SUBTOTAL	2,201,269	2,221,725	20,456	0.9%
EMPLOYEE HEALTH IN	259,510	277,670	18,160	1.1%
IMRF	421,530	476,400	54,870	11.0%
SUBTOTAL	2,882,309	2,975,795	93,486	3.2%
SUPPLIES :				
BOOKS/MATERIALS	426,603	418,603	(8,000)	-1.9%
	-	-	-	0.0%
SUBTOTAL	426,603	418,603	(8,000)	-1.9%
CONTRACTUAL :				
CENTRAL COSTS	509,294	502,294	(7,000)	-1.4%
OTHER	-	-	-	#DIV/0!
SUBTOTAL	509,294	502,294	(7,000)	-1.4%

## Supplementary Expenditure Report

### URBANA FREE LIBRARY (CONTINUED)

	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14	% CHG.
ADMINISTRATION-WAGES:					
SALARIED:					
EX. DIRECTOR	\$ 94,749	\$ 97,770	\$ 100,968	\$ 100,968	0.0%
ASSOC. DIRECTOR	77,038	79,504	82,104	82,104	0.0%
I/T MGR.	49,362	58,667	62,317	64,811	4.0%
OFFICE MGR.	46,612	48,094	49,672	49,672	0.0%
GRAPHIC ARTIST	52,759	55,340	58,117	58,117	0.0%
SUBTOTAL, SALARIED	\$ 320,520	\$ 339,375	\$ 353,178	\$ 355,672	0.7%
HOURLY	1,207	532	13,491	13,491	0.0%
SUBTOTAL, ADMIN.	\$ 321,727	\$ 339,907	\$ 366,669	\$ 369,163	0.7%
ADULT DEPT.:					
BOOKS AND MATERIALS	\$ 268,820	\$ 270,243	\$ 280,793	\$ 280,793	0.0%
WAGES:					
SALARIED:					
ADULT DIRECTOR	\$ 29,978	\$ 63,367	\$ 68,101	\$ 70,827	4.0%
LIBRARIAN, F-T	209,493	185,101	205,295	212,138	3.3%
LIBRARIAN, P-T	48,944	29,083	30,412	30,412	0.0%
SUBTOTAL, SALARIED	\$ 288,415	\$ 277,551	\$ 303,808	\$ 313,377	3.1%
HOURLY	75,279	65,700	64,946	64,946	0.0%
SUBTOTAL, ADULT WAGES	\$ 363,694	\$ 343,251	\$ 368,754	\$ 378,323	2.6%
SUBTOTAL, ADULT	\$ 632,514	\$ 613,494	\$ 649,547	\$ 659,116	1.5%
CHILDREN'S DEPT.:					
BOOKS AND MATERIALS	\$ 80,699	\$ 78,250	\$ 78,074	\$ 78,074	0.0%
WAGES:					
SALARIED:					
CHILD DIRECTOR	\$ 45,986	\$ 60,554	\$ 65,377	\$ 68,101	4.2%
LIBRARIAN, F-T	111,306	114,959	118,616	118,616	0.0%
LIBRARIAN, P-T	89,358	93,417	98,839	98,839	0.0%
SUBTOTAL, SALARIED	\$ 246,650	\$ 268,930	\$ 282,832	\$ 285,556	1.0%
HOURLY	62,757	49,571	51,153	51,153	0.0%
SUBTOTAL, CHILD. WAGES	\$ 309,407	\$ 318,501	\$ 333,985	\$ 336,709	0.8%
SUBTOTAL, CHILDREN'S	\$ 390,106	\$ 396,751	\$ 412,059	\$ 414,783	0.7%
ARCHIVES DEPT.:					
BOOKS AND MATERIALS	\$ 22,184	\$ 24,385	\$ 25,136	\$ 25,136	0.0%
WAGES:					
SALARIED:					
ARCHIVES DIRECTOR	\$ 61,937	\$ 65,939	\$ 70,827	\$ 70,827	0.0%
LIBRARIAN, F-T	107,001	112,612	106,335	116,335	9.4%
LIBRARIAN, P-T	16,020	17,767	20,281	21,127	4.2%
SUBTOTAL, SALARIED	\$ 184,958	\$ 196,318	\$ 197,443	\$ 208,289	5.5%
HOURLY	33,741	35,128	47,834	38,023	-20.5%
SUBTOTAL, ARCH. WAGES	\$ 218,699	\$ 231,446	\$ 245,277	\$ 246,312	0.4%
SUBTOTAL, ARCHIVES	\$ 240,883	\$ 255,831	\$ 270,413	\$ 271,448	0.4%



**Supplementary Expenditure Report**

**URBANA FREE LIBRARY (CONTINUED)**

	ACTUAL	ACTUAL	BUDGET	BUDGET	%
	2010-11	2011-12	2012-13	2013-14	CHG.
MAINTENANCE DEPT.-WAGES:					
SALARIED-CUSTODIAN	\$ 36,791	\$ 26,060	\$ -	\$ -	#####
HOURLY	1,773	1,073	-	-	#####
SUBTOTAL, MAINTENANCE	\$ 38,564	\$ 27,133	\$ -	\$ -	#####
ACQUISITIONS DEPT.-WAGES:					
SALARIED:					
ACQUISITIONS MGR.	\$ 48,007	\$ 51,057	\$ 55,907	\$ 55,907	0.0%
CLERK, F-T	73,582	77,082	80,766	80,766	0.0%
CLERK, P-T	38,038	40,590	45,782	46,773	2.2%
SUBTOTAL, SALARIED	\$ 159,627	\$ 168,729	\$ 182,455	\$ 183,446	0.5%
HOURLY	38,536	40,921	62,916	62,951	0.1%
SUBTOTAL, ACQUISITIONS	\$ 198,163	\$ 209,650	\$ 245,371	\$ 246,397	0.4%
CIRCULATION DEPT.-WAGES:					
SALARIED:					
CIRCULATION MGR.	\$ 63,869	\$ 65,940	\$ 68,101	\$ 68,101	0.0%
ASST. CIRC. MGR.	44,819	48,113	49,672	49,672	0.0%
CLERK, F-T	65,224	67,791	73,502	76,107	3.5%
CLERK, P-T	145,855	158,659	170,258	172,960	1.6%
SUBTOTAL, SALARIED	\$ 319,767	\$ 340,503	\$ 361,533	\$ 366,840	1.5%
HOURLY	203,084	215,120	235,158	232,480	-1.1%
SUBTOTAL, CIRCULATIONS	\$ 522,851	\$ 555,623	\$ 596,691	\$ 599,320	0.4%
CAFÉ DIVISION-WAGES:					
MATERIALS	\$ -	\$ 35,133	\$ 42,600	\$ 34,600	-18.8%
WAGES:					
LEAD BARISTA	\$ -	\$ -	\$ 19,227	\$ 20,144	
BARISTA HR.	-	34,368	25,295	25,357	0.2%
SUBTOTAL, WAGES	\$ -	\$ 34,368	\$ 44,522	\$ 45,501	2.2%
SUBTOTAL, CAFÉ	\$ -	\$ 69,501	\$ 87,122	\$ 80,101	-8.1%

**Supplementary Expenditure Report**

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

	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14
100				
METER MAINT. TECH. II	\$63,100	\$44,022	\$45,730	\$45,730
METER MAINT. TECH. I	40,280	40,690	43,160	43,160
SEASONAL PAINTER	22,265	0	22,900	22,900
OVERTIME	4,913	4,867	1,000	1,000
LONGEVITY	7,380	6,732	7,530	8,100
EMPLOYEE INSURANCE	15,590	16,500	19,800	19,800
I.M.R.F. PENSION/FICA	24,350	20,350	27,030	28,860
TOTAL PERSONNEL	\$177,878	\$133,161	\$167,150	\$169,550
200				
OFFICE SUPPLIES	\$711	\$65	\$210	\$210
PAINT	411	145	3,270	3,270
LANDSCAPE MATERIALS	7,448	7,700	7,700	7,700
SMALL TOOLS	398	463	520	520
PARKING PERMITS	1,008	1,874	2,080	2,080
ASPHALT	700	700	700	700
METERS AND SIGNS	7,766	5,281	7,720	7,720
SALT	8,320	8,320	8,320	8,320
SNOW BLADES	333	0	120	120
METER PARTS	3,548	901	3,530	3,530
TOTAL SUPPLIES	\$30,643	\$25,449	\$34,170	\$34,170
300				
TRANSFER, SUPPORT SERV.	\$176,750	\$194,430	\$204,150	\$214,360
REIMB., GEN. FUND ARBOR PERSONNEL	62,050	68,260	71,670	75,250
DUES AND SUBSCRIPTIONS	305	0	700	700
TRAINING AND EDUCATION	1,562	916	2,080	2,080
CELLUAR PHONE/PAGING	276	195	400	400
UNIFORM RENTAL	584	605	620	620
CDL LICENSE	50	0	60	60
METER REFINISHING	3,832	3,580	3,530	3,530
ART IN PARK SPECIAL MAINTENANCE	680	2,481	4,000	4,000
REFUSE COLLECTION	11,683	13,401	11,310	11,310
VEHICLE SERVICES	66,670	56,258	110,600	110,600
PLOW REPAIR	3,016	2,659	2,240	2,240
MAINT., HANDHELD WRITERS	7,235	6,320	6,500	6,500
BANK FEES, COIN SORTING	3,120	2,916	4,500	4,500
UTILITIES	22,000	33,400	33,400	33,400
EQUIPMENT RENTAL	0	0	1,000	1,000
CITY INSURANCE	8,630	8,630	9,490	9,490
TRANSFER, WORKER'S COMP.	3,750	3,750	3,940	4,130
CITY TELEPHONE	650	650	720	720
TOTAL CONTRACTUAL	\$372,843	\$398,451	\$470,910	\$484,890
400				
APPURTENANCES	\$0	\$0	\$16,100	\$15,470
TICKET WRITERS & SOFTWARE	0	0	0	0
BOOT DEVICES	0	0	0	0
POST STRAIGHTENER	0	0	0	0
TOTAL CAPITAL	\$0	\$0	\$16,100	\$15,470
PROGRAM TOTAL	\$581,364	\$557,061	\$688,330	\$704,080

**MOTOR VEHICLE PARKING SYSTEM FUND  
PARKING GARAGE**

	ACTUAL 2010-11	ACTUAL 2011-12	BUDGET 2012-13	BUDGET 2013-14
100				
PART-TIME	\$39,865	\$42,411	\$40,720	\$40,720
OVERTIME	0	0	2,350	2,350
LONGEVITY PAY	1,839	2,413	2,000	2,340
I.M.R.F. PENSION/FICA	6,690	6,690	7,430	7,930
TOTAL 100	\$48,394	\$51,514	\$52,500	\$53,340
200				
TICKETS	\$1,274	\$0	\$700	\$700
PAINT	0	620	620	620
MISC. SUPPLIES	1,083	1,080	2,680	2,680
LANDSCAPE MATERIALS	3,090	3,192	3,270	3,270
SIGNS	0	530	530	530
SNOW ABATEMENT MATERIALS	0	2,370	2,370	2,370
TOTAL 200	\$5,447	\$7,792	\$10,170	\$10,170
300				
TRANSFER, SUPPORT SERV.	\$27,960	\$30,760	\$32,300	\$33,920
SERVICE CONTRACTS	5,379	7,607	3,770	4,770
TRAINING AND EDUCATION	520	145	520	520
STRUCTURAL MAINT.	795	4,568	3,120	3,120
UNIFORM RENTAL	710	746	710	710
VEHICLE SERVICES	640	888	1,700	1,700
SPECIAL VANDALISM	0	0	2,080	1,080
UTILITIES	33,400	22,000	22,000	22,000
ADVERTISING	0	0	830	830
CITY INSURANCE	8,630	8,630	9,490	9,490
TRANSFER, WORKER'S COMP.	1,740	1,740	1,830	1,910
TOTAL 300	\$79,774	\$77,084	\$78,350	\$80,050
400				
ENTRANCE/EXIT GATES	1,181	0	0	0
ATTENDANT BOOTH	0	10,240	0	0
TOTAL 400	\$1,181	\$10,240	\$0	\$0
PROGRAM TOTAL	\$134,796	\$146,630	\$141,020	\$143,560

**FARMER'S MARKET  
DETAIL EXPENSES**

	<b>ACTUAL 2010-11</b>	<b>ACTUAL 2011-12</b>	<b>PROJ. 2012-13</b>	<b>BUDGET 2013-14</b>
PART-TIME PERSONNEL FALL	\$4,800	\$8,875	\$9,400	\$9,800
PART-TIME PERSONNEL SPRING	3,880	2,400	4,500	4,800
ADMIN. SALARY	17,960	32,702	38,310	40,230
SUPPLIES, FALL	339	243	1,000	1,000
SUPPLIES, SPRING	1,727	1,187	2,000	2,000
EL. IMPROVEMENTS	25,382	0	0	0
INSPECTION FEE	0	0	600	600
CREDIT CARD FEES, FALL	1,513	1,993	2,000	2,000
CREDIT CARD FEES, SPRING	1,000	1,369	2,000	2,000
LINKUP COSTS (GRANT)	0	9,228	4,772	10,000
LIABILITY INSURANCE	0	4,201	4,120	4,120
CARRYOVER COSTS	0	0	0	0
PROMOTION, GRANT	9,193	0	0	0
PROMOTION FALL	4,587	13,247	0	9,505
PROMOTION SPRING	6,919	526	34,820	13,923