

CITY OF HARVARD

BUDGET

FY2012/2013

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April 17, 2012

**CITY OF HARVARD
OFFICE OF THE MAYOR**

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**Jay Nolan
Mayor**

TO: CITY COUNCIL
RE: BUDGET FY2012/2013

Dear Members of the City Council:

I am pleased to bring to you the balanced budget for Fiscal Year 2012/2013. Economic recovery from what has been coined the "Great Recession" is a slow, uphill process. The upheaval in the housing market, decreasing property values and the uncertainty due to the State of Illinois' financial crisis all negatively affect our revenue. At the same time, increases in health insurance, pensions and wages continue to spiral upward.

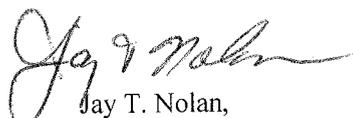
I am confident, however, that with the support of the City Council and our staff, we will stay on budget. One of the City's greatest assets is our team of players who share the same vision. "Winning With Teamwork" is not just a slogan on the wall in the Council Chambers; it actively expresses a common goal to overcome the obstacles and utilize the City's resources and revenues to the best of our ability in order to provide quality services to our residents while maintaining fiscal responsibility. We will continue to cut spending and make staff accountable for every purchase. We will look at savings any place we can and will make the hard choices if necessary. It is imperative that the City Council continue discussions to develop objectives to achieve financial stability and to continue diligence in our spending that will result in long term financial reserves. One of my primary goals is to reduce the line of credit at the bank which we can achieve by being creative and standing firm in our financial decisions.

Despite the challenges and economic instability we face, I am looking forward to our future and what we can accomplish as we work together:

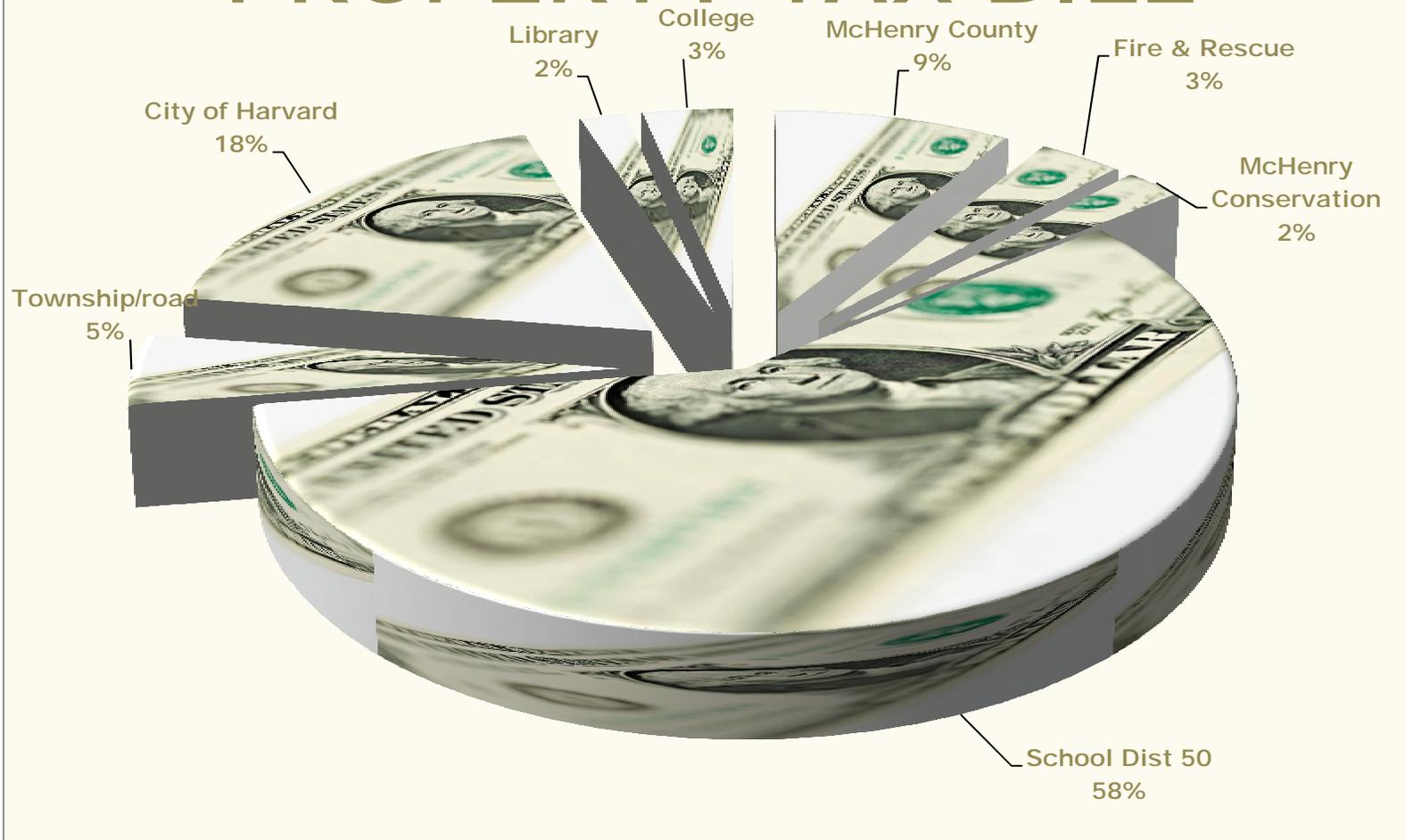
- The City will realize substantial savings through the refinancing of the Harvard Downtown and Harvard Industrial Park Redevelopment Project Areas (TIF bonds).
- Metra Parking Lots #1 & #2 are scheduled to be resurfaced this spring.
- MFT funds will be used for road resurfacing this spring.
- New computers and software are being purchased for City Hall and the Police Department including software for the Parks & Recreation Department that will organize and streamline tracking for the City and other youth sports organizations to be expandable in the future.
- General maintenance includes tuck pointing for the Police Dept., repair of the air-conditioner at Public Works, the air handler at City Hall, work at the WWTP and the UV treatment for Well #7.
- The City will host an E-Cycle Event providing a free service to residents and local businesses to dispose of obsolete electronics.
- Through the efforts of the McHenry County Land Conservancy, the restoration of Gateway Park has commenced with the ultimate goal of becoming a City park and outdoor classroom for students.

I look forward to working with each of you in the coming year, even in the midst of a challenging economy, as we establish future goals and priorities that will allow us to address the needs of our community and enhance the quality of life for our residents.

Sincerely,
CITY OF HARVARD


Jay T. Nolan,
Mayor

PROPERTY TAX BILL



Date: April 26, 2012
From: Dave Nelson, City Administrator
Re: Budget Proposal
To: Mayor
Finance Committee
City Council

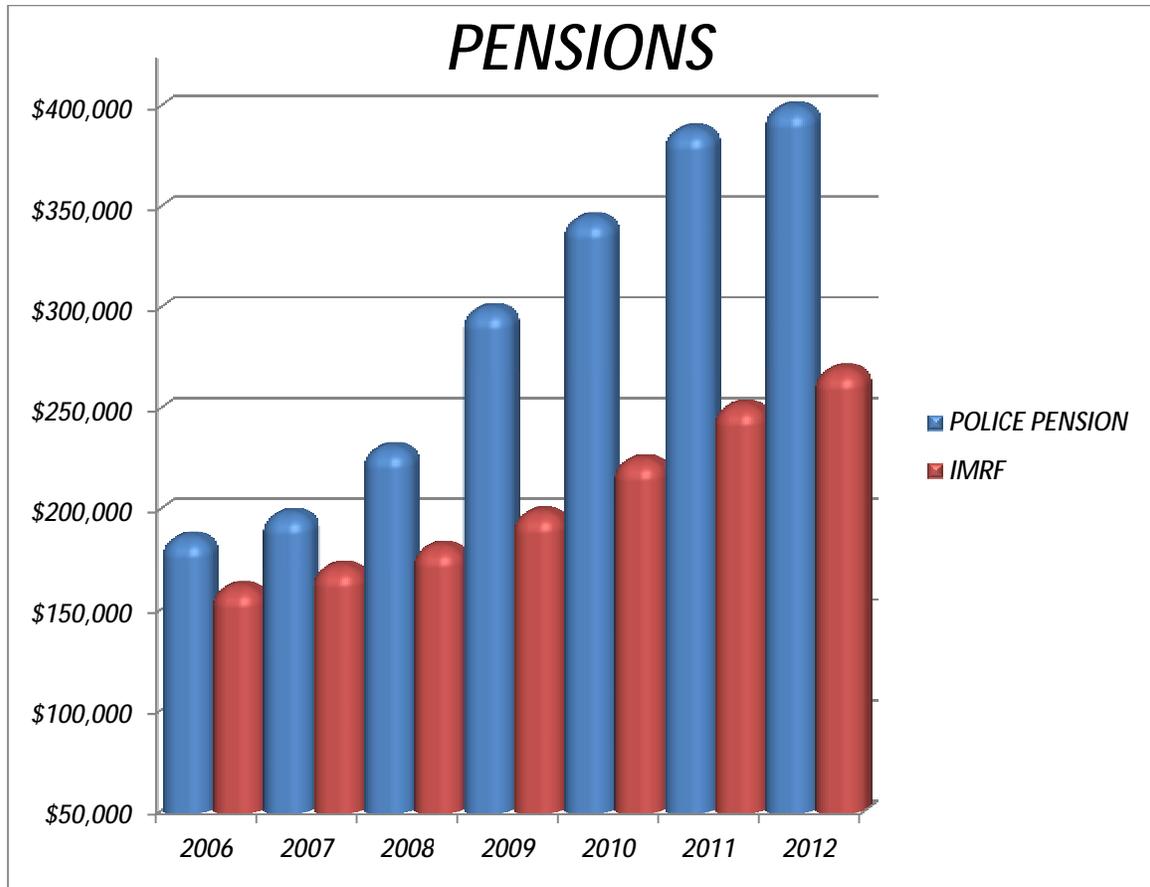
Mayor, Committee, and City Council:

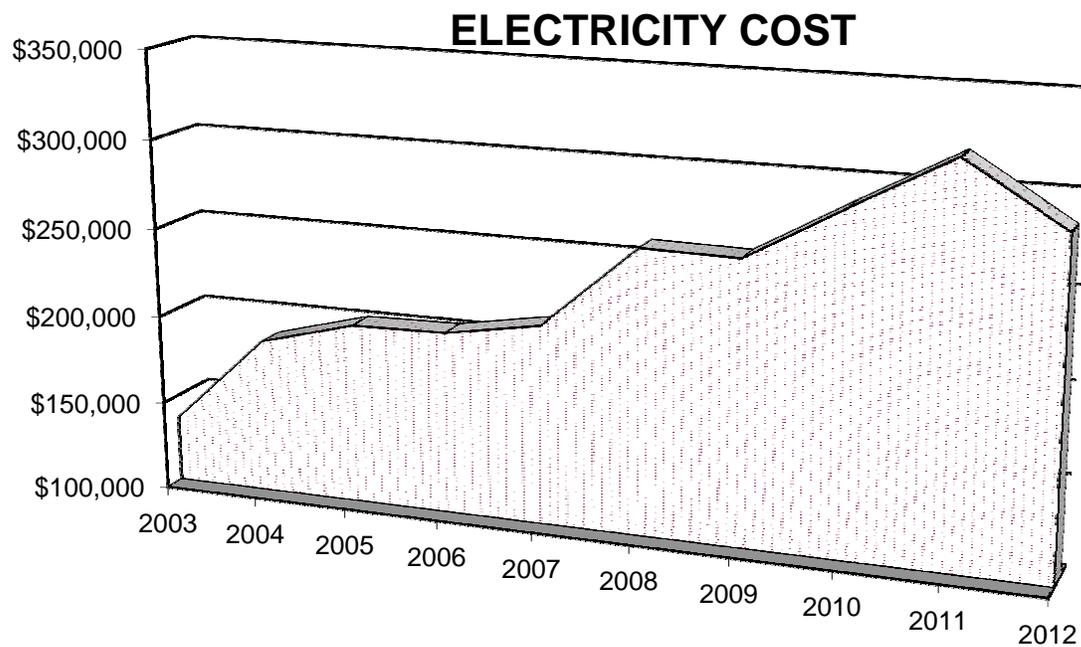
Much like last year this fiscal year is just maintaining our current meager service levels. This strategy leaves the City in an untenable position if a situation of the unknown arises. The process this year was indeed slightly easier, but no less pleasant than last year. Even through challenges the City has maintained its composure and crafted a plan to address the situation.

Since 2006/2007 we have experienced a 180% increase in pension obligations, 183% increase in the operations costs of our vehicle and equipment fleets, and a steady wage and benefit growth that has outpaced inflation. Revenue has been anemic in some cases and worse in others. The City has experienced a 150% decrease in building permit revenue over the same time period, decreasing income tax collections, and the state is behind in its payment to the City by 3-4 months resulting in a decrease of cash ranging from 190K to 240K. Add this to the decreasing assessed value and the property tax burden upon our citizens only worsens.

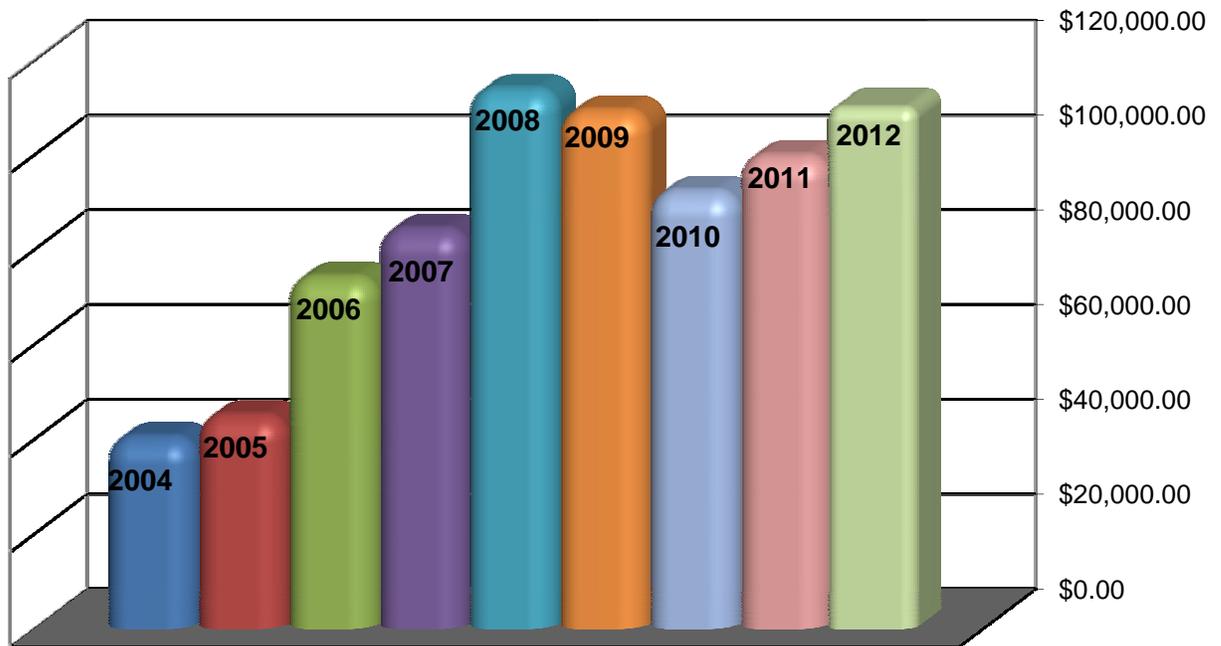
All of these items are really out of our control except for the expenditures of wages. The City has made adjustments by reducing the workforce 15% in an attempt to reduce or at least stabilize the expense, but it not a very easy task to get our arms around. It is extremely difficult to make fundamental changes in our labor agreements, and if forced to arbitration, the laws that are established do not favor the tax payer or management. What we have done thus far in terms of reductions has been responsible, but the future may force our hands into more draconian measures, due to cash flow issues.

As I have done in years past I include some graphs that highlight some of the expenses and that give an overall sense of our expenses by looking at the largest expenditures. These graphs are included on the following pages, and I think the conclusions that you may make might be the same as mine.

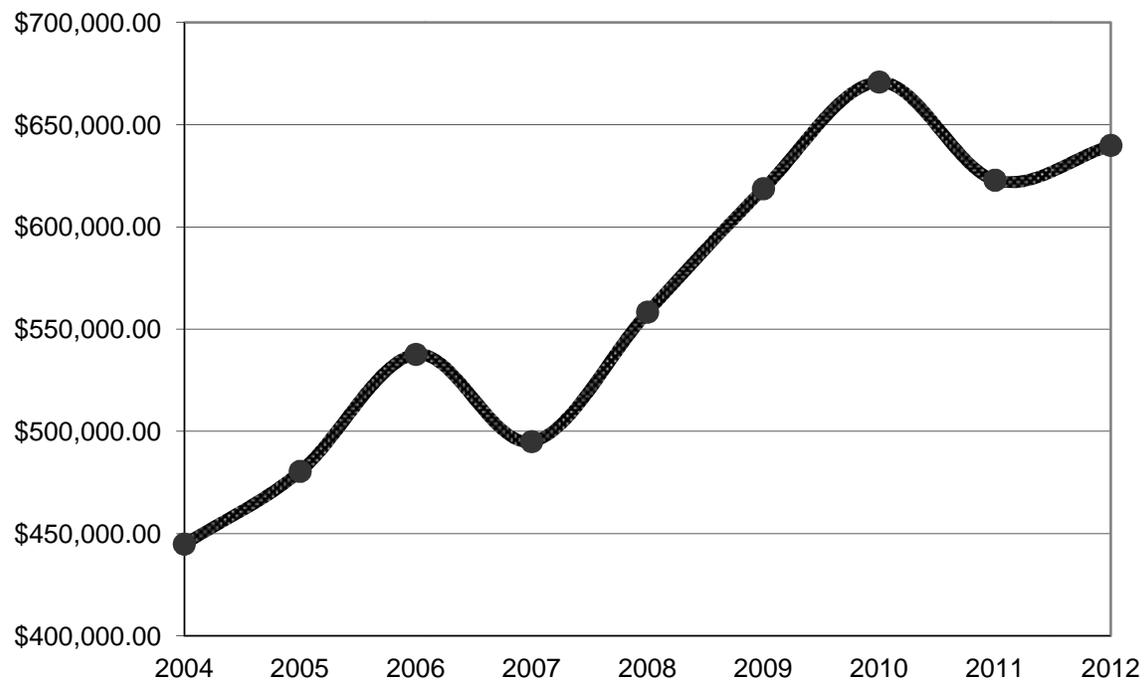




GASOLINE

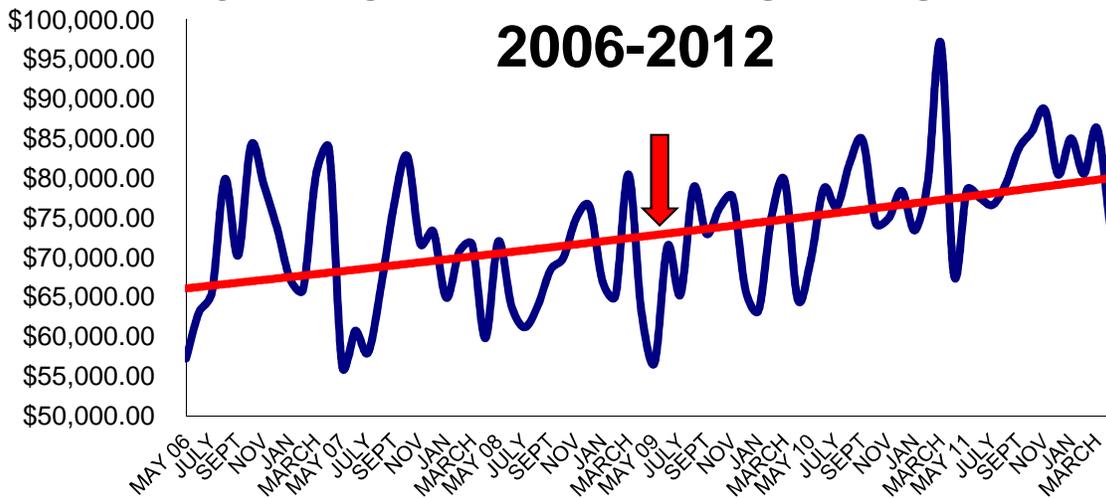


HEALTH INSURANCE



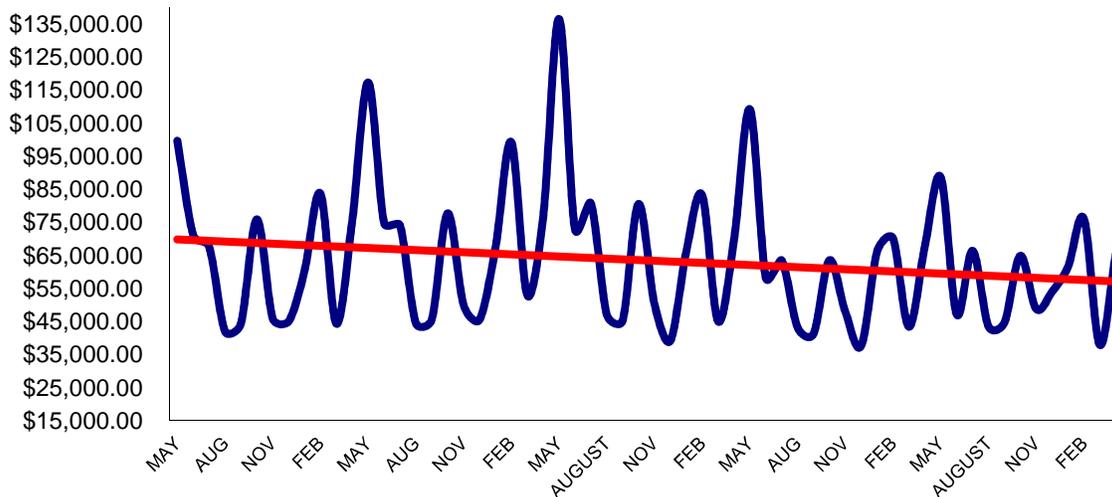
Revenue growth is nonexistent. Even property tax revenue which has normally been stable is being affected. Last year we experienced the assessed value decreasing by over 13% with 60 million dollars of real property value disappearing. This year the assessed value dropped an additional 12.3% with another 51 million dollars of lost value. This has forced reductions in the parks, library and corporate general funds because these funds are capped in terms of the overall property tax rate. Bottom line is that we have received increases, but they are consumed by the increased pension costs. Without any new investment in the local economy the prospects for increases in current revenue is bleak.

CITY OF HARVARD SALES TAX 2006-2012



The sales tax is trending in an upward manner but over the last couple of months the trend appears to be in a downward manner

CITY OF HARVARD INCOME TAX 2006-2011



Income tax was down \$110,000 fiscal year 2011 and \$180,000 from fiscal year 2010 ago a 16% reduction in those two years respectively. Fiscal year 2012 produced an increase of 10% in income tax which is due to an increase in population, which as you may recall is distributed state wide on a per capita basis. Even with the increase over a three year period we have experienced a 6% decrease in this revenue source. This year we are planning on a modest increase, and that is assuming the state meets its current obligations. Currently the State of Illinois is in arrears \$281,000. Realistically, this revenue source is solely dependent upon statewide economic factors, and if things do not pick up it is hard to rely upon the income tax revenue for too much. Besides, the state is still in discussions about reducing this revenue for local municipalities.

Building permit revenue has been on a steady decline indicative of the bad economy, but we have seen a very small increase in activity.



I would like to make several recommendations concerning future budgets and future financial considerations.

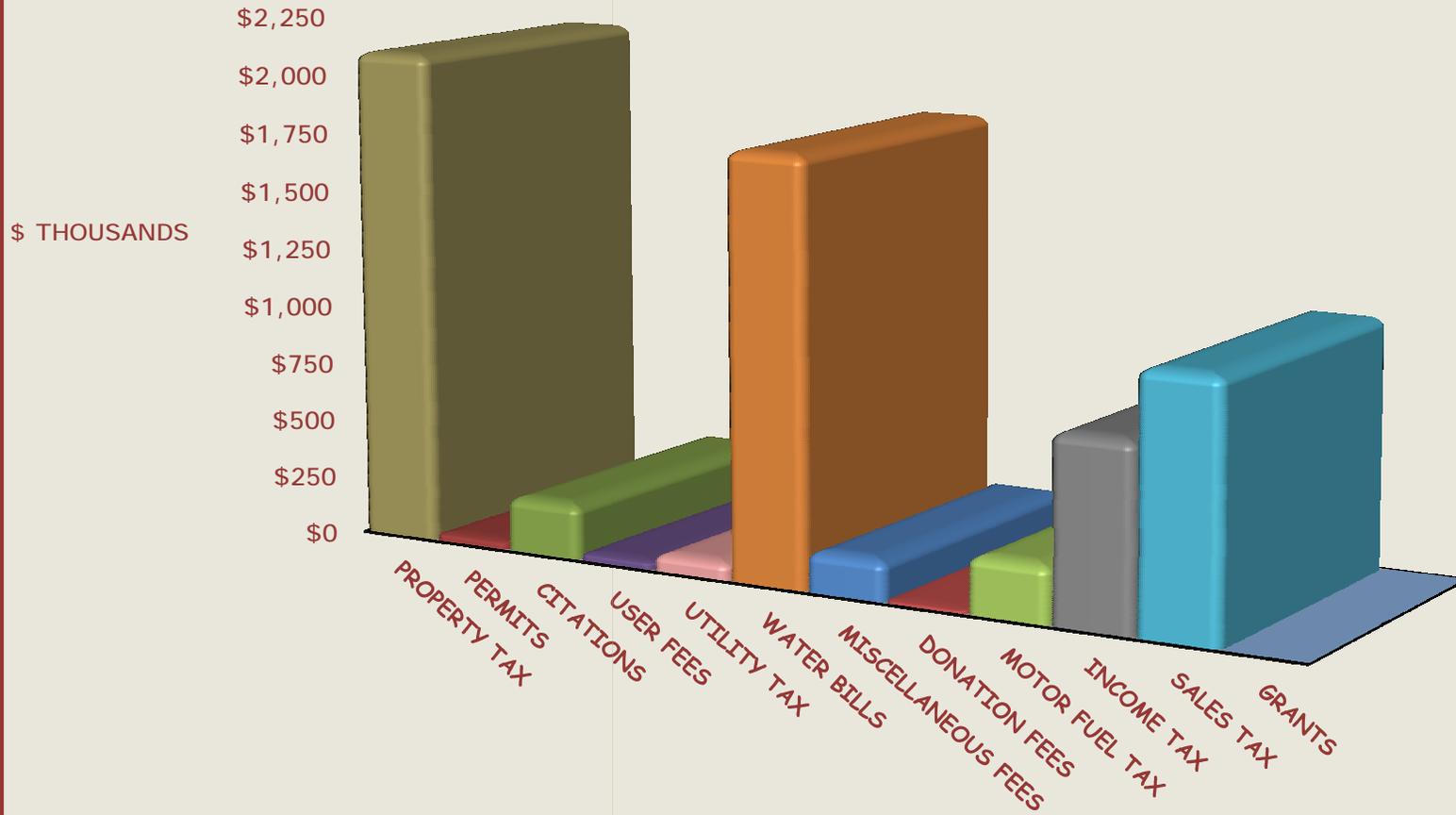
- Re-implement the five year capital improvement plan in the Corporate General fund so that we may establish our financial goals
- Continued review of the five year capital improvement plan in the water and sewer fund. This type of planning, regardless of financing options, will only benefit our community.
- Entertain discussions regarding an increase in sales tax .25% could generate 200k per year for roads perhaps 11 blocks per year above and beyond the current program funding.
- Entertain discussions regarding vehicle sticker.
- To continue with financial and general strategy workshops to set our goals.
- Accumulate \$1,250,000 in cash reserves to offer future financial stability.
- Review of all city services, and consider privatization.
- Set minimum staffing levels in all departments and place in ordinance or resolution form.
- Parks are of concern. See separate goals set by committee.

The biggest challenges that we still face are the financial stability of our operations in the Corporate General Fund. Cash flow is non-existent and we need to accomplish some short term savings to lessen the burden on the line of credit. Overall, our financial situation in the Corporate General fund is tentative at best, and we need to be constant in our diligence.

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CITY OF HARVARD REVENUE

2012-2013



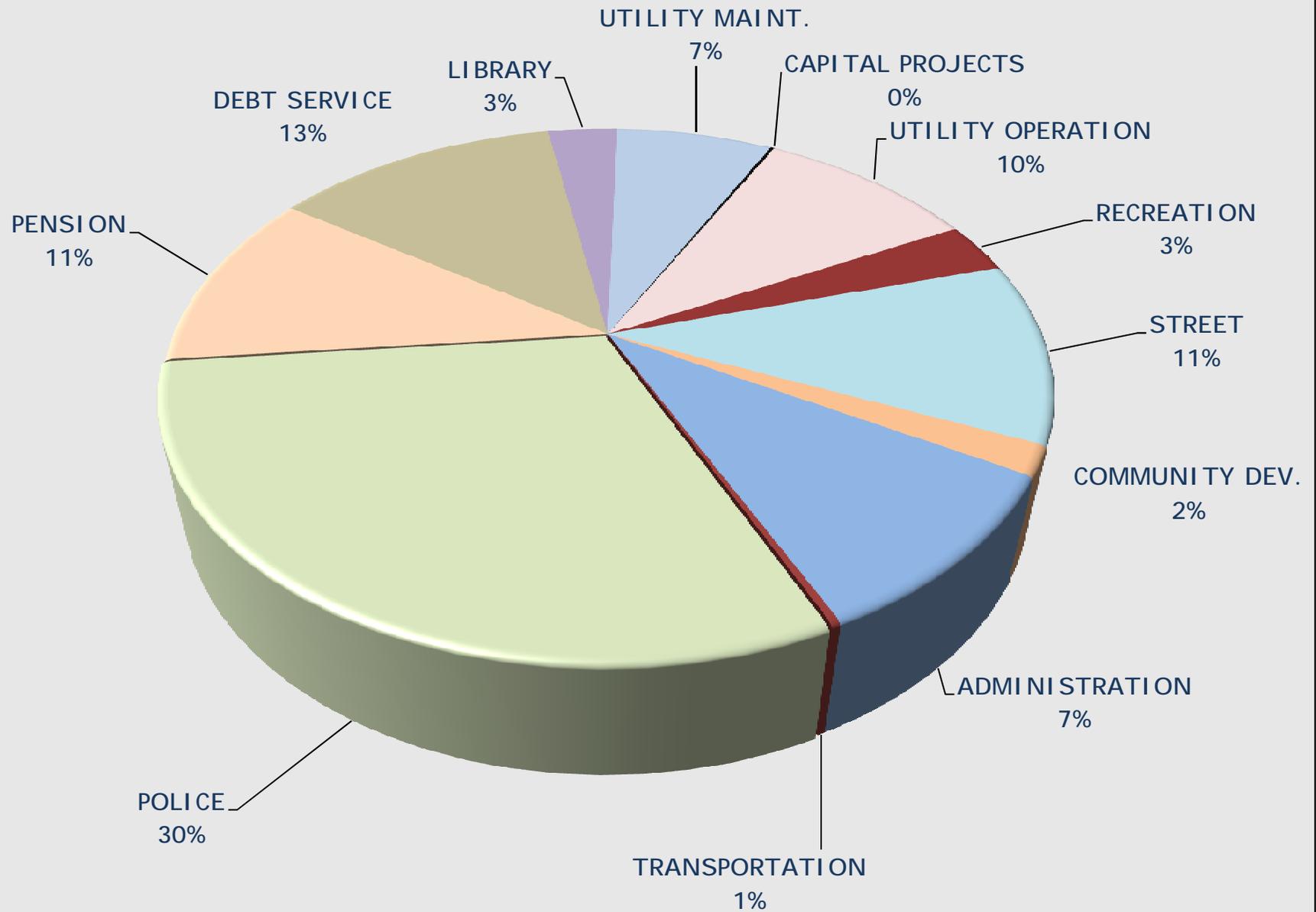
GENERAL FUND REVENUE ESTIMATES

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
PROPERTY TAXES GENERAL	\$ 680,000.00	\$ 650,000.00	\$ 533,250.00
TRANSFER FROM AUDIT FUND	\$ 14,500.00	\$ 20,000.00	\$ 29,360.00
TRANSFER FROM POLICE PROTECTION FUND	\$ 550,000.00	\$ 574,000.00	\$ 605,035.00
TRANSFER FROM ROAD AND BRIDGE FUND	\$ 68,500.00	\$ 76,000.00	\$ 70,000.00
INCOME TAXES	\$ 702,000.00	\$ 719,000.00	\$ 775,000.00
MUNICIPAL SALES TAXES	\$ 950,000.00	\$ 1,080,000.00	\$ 1,111,780.00
ROAD AND BRIDGE REPLACEMENT TAX	\$ 12,500.00	\$ 10,000.00	\$ 8,000.00
REPLACEMENT TAXES	\$ 76,000.00	\$ 75,900.00	\$ 70,000.00
LIQUOR LICENSE/GENERAL LICENSE	\$ 40,000.00	\$ 45,000.00	\$ 45,000.00
CONTRACTORS LICENSE	\$ 7,500.00	\$ 9,000.00	\$ 6,500.00
BUILDING PERMITS	\$ 25,000.00	\$ 40,000.00	\$ 12,000.00
HEALTH INSURANCE REIMBURSEMENTS	\$ 5,200.00	\$ 5,600.00	\$ 2,500.00
POLICE REIMBURSEMENTS	\$ 43,000.00	\$ 56,000.00	\$ 69,500.00
DUI FINES	\$ 2,200.00	\$ 2,200.00	\$ 8,200.00
POLICE FINES	\$ 190,000.00	\$ 230,000.00	\$ 225,000.00
WATER UTILITY TAX	\$ 80,000.00	\$ 80,000.00	\$ 93,000.00
ELECTRIC TAX	\$ 370,000.00	\$ 370,000.00	\$ 355,000.00
HOTEL MOTEL TAX	\$ 9,500.00	\$ 9,500.00	\$ 13,000.00
NATURAL GAS TAX	\$ 200,000.00	\$ 125,000.00	\$ 120,000.00
TELEPHONE TAX	\$ 225,000.00	\$ 260,000.00	\$ 285,000.00

GENERAL FUND REVENUE ESTIMATES

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
ZONING HEARING & PLATTING FEES	\$ 15,000.00	\$ 10,000.00	\$ 10,000.00
CABLE FRANCHISE FEES	\$ 53,000.00	\$ 56,000.00	\$ 56,000.00
MINING FEES	\$ 97,500.00	\$ 48,500.00	\$ 48,500.00
ESCROW FROM DEVELOPERS	\$ 25,000.00	\$ 12,500.00	\$ 12,500.00
CAP IMPROVEMENT DONATIONS		\$ 3,000.00	\$ -
GARBAGE STICKERS	\$ 500.00	\$ 500.00	\$ 2,000.00
DONATIONS/EVENTS	\$ 21,000.00	\$ 21,000.00	\$ 35,000.00
SURPLUS PROPERTY	\$ 3,500.00	\$ 9,000.00	\$ 3,500.00
INTEREST	\$ 5,000.00	\$ 3,000.00	\$ 2,000.00
MISCELLANEOUS/ DISASTER REIMBURSE	\$ 20,000.00	\$ 35,000.00	\$ 10,000.00
TRANSFER IN	\$ -	\$ -	
GRANTS	\$ 5,000.00	\$ -	
RECEIPT OF RENT	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
PARKING FEES	\$ 96,000.00	\$ 96,000.00	\$ 98,000.00
CASH ON HAND	\$ 56,445.00	\$ 59,445.00	\$ 59,445.00
TOTAL	\$ 4,668,845.00	\$ 4,811,145.00	\$ 4,794,070.00

CITY OF HARVARD EXPENSES



ADMINISTRATION DEPARTMENT

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
PERSONNEL SALARIES			
OFFICIALS	\$ 103,000.00	\$ 102,000.00	\$ 105,400.00
CLERICAL	\$ 77,500.00	\$ 73,500.00	\$ 75,100.00
OVERTIME CLERICAL	\$ 2,500.00	\$ 2,500.00	\$ 1,000.00
RELATED EXPENDITURES			
HEALTH INSURANCE	\$ 36,500.00	\$ 44,800.00	\$ 45,000.00
TRAINING/SEMINARS	\$ -		\$ 1,000.00
EXPENSE ACCOUNT MAYOR	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00
CLERKS TRAINING	\$ -		
TRAVEL EXPENSE	\$ -		\$ 100.00
CONTRACTUAL & COMMODITIES			
ATTORNEY FEES	\$ 68,000.00	\$ 40,000.00	\$ 80,000.00
PROFESSIONAL FEES/AUDITORS	\$ 35,000.00	\$ 35,000.00	\$ 40,000.00
ENGINEERING FEES	\$ 35,000.00	\$ 35,000.00	\$ 12,500.00
PRINTING	\$ 1,500.00	\$ 3,500.00	\$ 4,000.00
BUILDING MAINTENANCE	\$ 30,000.00	\$ 100,000.00	\$ 48,000.00
SERVICE AGREEMENT	\$ 8,500.00	\$ 8,500.00	\$ 8,500.00
EQUIPMENT MAINTENANCE	\$ 10,000.00	\$ 10,000.00	\$ 8,000.00
OFFICE SUPPLIES	\$ 9,000.00	\$ 8,000.00	\$ 8,000.00
POSTAGE	\$ 5,000.00	\$ 2,500.00	\$ 4,500.00
DUES & SUBSCRIPTIONS	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
PUBLIC NOTICES	\$ 6,500.00	\$ 3,000.00	\$ 3,000.00
ZBA PUBLICATIONS	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
TELEPHONE	\$ 20,000.00	\$ 15,000.00	\$ 18,000.00
CITY HALL PAYMENT/PRINCIPAL	\$ 56,445.00	\$ 59,445.00	\$ 18,745.00
GARBAGE STICKERS	\$ 500.00	\$ 500.00	\$ 2,000.00

ADMINISTRATION DEPARTMENT

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
CAPITAL OUTLAY			
MISCELLANEOUS	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00
INTEREST EXPENSE	\$ 20,000.00	\$ 25,000.00	\$ 59,500.00
NEW EQUIPMENT	\$ 20,000.00	\$ 5,000.00	\$ 5,000.00
ECONOMIC DEVELOPMENT	\$ 35,000.00	\$ 45,000.00	\$ 45,000.00
EVENTS COMMITTEE	\$ 21,000.00	\$ 21,000.00	\$ 35,000.00
CAPITAL IMPROVEMENT	\$ 5,000.00	\$ 5,000.00	\$ -
CITY COUNCIL CONTINGENCY	\$ 155,190.00	\$ 12,100.00	\$ 2,866.00
OPERATING TRANSFERS/CORPORATE GENERAL			
TRANSFER OUT POOL	\$ 30,800.00	\$ 36,800.00	\$ 34,650.00
TRANSFER OUT RTA	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
TRANSFER TO PARK FUND	\$ -		\$ 3,389.00
TRANSFER TO INSURANCE FUND	\$ 125,000.00	\$ 145,000.00	\$ 145,000.00
TRANSFER TO FICA FUND	\$ 126,000.00	\$ 178,000.00	\$ 156,918.00
TRANSFER TO IMRF FUND	\$ 117,200.00	\$ 145,000.00	\$ 129,385.00
TO DOWNTOWN TIF			\$ 95,000.00
TOTAL	\$ 1,196,935.00	\$ 1,197,945.00	\$ 1,226,353.00

STREET DEPARTMENT

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
PERSONNEL			
SALARIES	\$ 241,000.00	\$ 277,000.00	\$ 207,567.00
OVERTIME	\$ 25,100.00	\$ 20,000.00	\$ 16,000.00
RELATED EXPENDITURES			
HEALTH INSURANCE	\$ 52,000.00	\$ 60,000.00	\$ 34,000.00
TRAINING/SEMINARS	\$ -		
TRAVEL EXPENSE	\$ -		
UNIFORMS	\$ 2,800.00	\$ 3,100.00	\$ 3,000.00
CONTRACTUAL SERVICES			
STREET LIGHT MAINT	\$ 10,000.00	\$ 10,000.00	\$ 4,000.00
PARKING LOT MAINTENANCE	\$ 96,000.00	\$ 96,000.00	\$ 98,000.00
VEHICLE MAINTENANCE	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
BUILDING & GROUNDS MAINTENANCE	\$ 10,000.00	\$ 10,000.00	\$ 13,000.00
RADIO MAINTENANCE	\$ 1,000.00	\$ 5,000.00	\$ 3,000.00
TREE PLANTING/REMOVAL	\$ 20,000.00	\$ 30,000.00	\$ 40,000.00
SIDEWALK REPLACEMENT	\$ -		
COMMODITIES			
TOOLS	\$ 5,000.00	\$ 5,000.00	\$ 4,000.00
BARRICADES AND SIGN SUPPLIES	\$ 2,000.00	\$ 2,000.00	\$ 1,000.00
MATERIAL PURCHASES	\$ 8,000.00	\$ 10,000.00	\$ 5,000.00
TELEPHONE	\$ 4,500.00	\$ 5,000.00	\$ 3,000.00
ELECTRICITY	\$ 130,000.00	\$ 110,000.00	\$ 100,000.00
FUEL FOR BUILDING	\$ -	\$ -	
GAS, OIL, GREASE	\$ 45,000.00	\$ 45,000.00	\$ 35,000.00
STREET SIGNS	\$ 3,000.00	\$ 3,000.00	\$ 3,500.00
STREET DECORATIONS	\$ 2,000.00	\$ 2,000.00	\$ 2,500.00
MISCELLANEOUS/STREET SWEEPINGS	\$ 10,000.00	\$ 10,000.00	\$ 6,000.00
CAPITAL OUTLAY			
NEW EQUIPMENT	\$ -	\$ 18,000.00	\$ -
TOTAL	\$ 697,400.00	\$ 751,100.00	\$ 608,567.00

POLICE DEPARTMENT

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
PERSONNEL			
OFFICERS	\$ 1,450,000.00	\$ 1,505,000.00	\$ 1,650,000.00
CLERICAL	\$ 268,000.00	\$ 290,000.00	\$ 300,000.00
CROSSING GUARDS	\$ 27,525.00	\$ 22,000.00	\$ 15,000.00
OVERTIME	\$ 230,000.00	\$ 250,000.00	\$ 250,000.00
 RELATED EXPENDITURES			
HEALTH INSURANCE	\$ 325,000.00	\$ 300,000.00	\$ 309,000.00
HEALTH EXAMS	\$ 2,000.00	\$ 2,000.00	\$ 1,000.00
TRAINING/SEMINARS	\$ 16,000.00	\$ 18,000.00	\$ 12,000.00
EDUCATION	\$ 5,000.00	\$ -	
UNIFORMS	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
 CONTRACTUAL SERVICES			
ATTORNEY FEES	\$ 43,000.00	\$ 49,250.00	\$ 54,000.00
VEHICLE MAINTENANCE	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
EQUIPMENT MAINTENANCE	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
RADIO MAINTENANCE	\$ 2,500.00	\$ 2,500.00	\$ 5,500.00
ADVERTISING	\$ -	\$ 2,500.00	\$ 500.00
 COMMODITIES			
AMMUNITION	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
MATERIAL PURCHASES/SUPPLIES	\$ 3,000.00	\$ 5,250.00	\$ 4,000.00
OFFICE SUPPLIES	\$ 8,500.00	\$ 8,500.00	\$ 8,500.00
INVESTIGATION/FILM	\$ 6,000.00	\$ 6,000.00	\$ 4,000.00
DUES/SUBSCRIPTIONS	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
TELEPHONE	\$ 10,000.00	\$ 10,000.00	\$ 9,000.00
GAS, OIL, GREASE	\$ 50,000.00	\$ 50,000.00	\$ 60,000.00
POLICE COMMISSION EXPENSE	\$ 1,000.00	\$ 7,300.00	\$ 2,000.00

POLICE DEPARTMENT

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
OTHER			
MISCELLANEOUS	\$ 2,000.00	\$ 2,000.00	\$ 1,000.00
SPECIAL PROGRAMS	\$ 14,685.00	\$ 15,000.00	\$ 15,000.00
CAPITAL OUTLAY			
NEW EQUIPMENT	\$ 85,500.00	\$ 97,000.00	\$ 24,000.00
DATA BASE	\$ 3,400.00	\$ 1,000.00	\$ 2,400.00
TOTAL	\$ 2,612,110.00	\$ 2,702,300.00	\$ 2,785,900.00

COMMUNITY DEVELOPMENT DEPARTMENT

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
SALARIES	\$ 108,000.00	\$ 109,250.00	\$ 118,000.00
HEALTH INSURANCE	\$ 39,000.00	\$ 39,200.00	\$ 42,000.00
TRAINING	\$ 4,000.00		
UNIFORM	\$ 900.00	\$ 600.00	\$ 600.00
VEHICLE MAINTENANCE	\$ 1,000.00	\$ 750.00	\$ 850.00
NUISANCE ABATEMENT	\$ 8,500.00	\$ 8,500.00	\$ 10,000.00
GAS, OIL, GREASE	\$ 1,000.00	\$ 1,000.00	\$ 1,800.00
CAPITAL OUTLAY			
NEW EQUIPMENT	\$ -	\$ 500.00	
TOTAL	\$ 162,400.00	\$ 159,800.00	\$ 173,250.00

SUMMARY OF GENERAL FUND

ADMINISTRATION	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
	\$ 1,196,935.00	\$ 1,197,945.00	\$ 1,226,353.00

DOLLAR CHANGE

\$28,408.00

2.37%

STREET	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
	\$ 697,400.00	\$ 751,100.00	\$ 608,567.00

DOLLAR CHANGE

(\$142,533.00)

-18.98%

POLICE	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
	\$ 2,612,110.00	\$ 2,702,300.00	\$ 2,785,900.00

DOLLAR CHANGE

\$83,600.00

3.09%

COMMUNITY DEVELOPMENT	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
	\$ 162,400.00	\$ 159,800.00	\$ 173,250.00

DOLLAR CHANGE

\$13,450.00

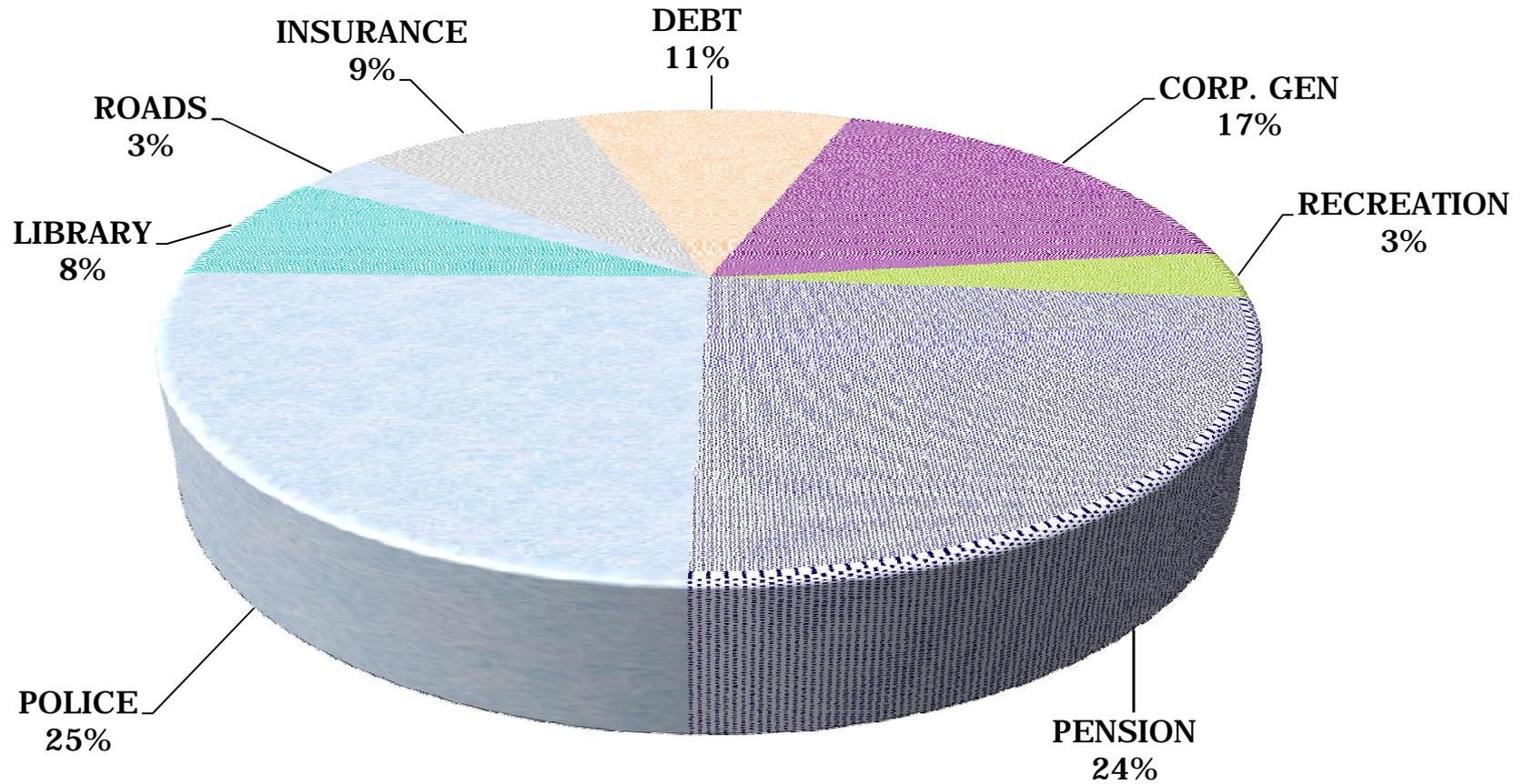
8.42%

SUMMARY OF GENERAL FUND

TOTAL	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
	\$ 4,668,845.00	\$ 4,811,145.00	\$ 4,794,070.00

DOLLAR CHANGE**(\$17,075.00)****0%**

PROPERTY TAX 2012-2013



WATER AND SEWER FUND REVENUE ESTIMATES

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
WATER BILLS	\$ 1,650,000.00	\$ 1,600,000.00	\$ 1,658,300.00
TAP ON PERMITS	\$ 20,000.00	\$ 20,000.00	
SALE OF MATERIAL	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
PENALTIES	\$ 37,000.00	\$ 35,000.00	\$ 35,000.00
PLUMBING PERMITS	\$ 10,000.00	\$ 5,000.00	\$ 2,500.00
MAINTENANCE CHARGE	\$ 210,000.00	\$ 210,000.00	\$ 269,500.00
MOVING CHARGE	\$ 20,000.00	\$ 10,000.00	\$ 5,000.00
UTILITY TAX	\$ 80,000.00	\$ 80,000.00	\$ 95,000.00
INTEREST	\$ 7,500.00	\$ 2,500.00	\$ 2,000.00
MISCELLANEOUS	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
WATER TOWER LEASE	\$ 24,122.00	\$ 24,845.00	\$ 25,591.00
WWTP FEE	\$ 11,330.00	\$ 11,330.00	
CASH ON HAND/CAPITL IMPROVEMENT	\$ -		\$ 125,000.00
GRANT	\$ 42,500.00		
BOND PROCEEDS	\$ -		
TOTAL	\$ 2,115,452.00	\$ 2,001,675.00	\$ 2,220,891.00

UTILITY OPERATIONS

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
PERSONNEL SALARIES			
SALARIES	\$ 315,000.00	\$ 304,000.00	\$ 328,000.00
OVERTIME	\$ 24,000.00	\$ 15,000.00	\$ 18,000.00
RELATED EXPENDITURES			
HEALTH INSURANCE	\$ 68,000.00	\$ 64,000.00	\$ 77,263.00
TRAINING	\$ 2,000.00		
TRAVEL EXPENSE	\$ 100.00		
UNIFORMS	\$ 2,200.00	\$ 2,300.00	\$ 2,800.00
CONTRACTUAL & COMMODITIES			
PROFESSIONAL FEES	\$ 25,000.00	\$ 40,000.00	\$ 35,000.00
ENGINEERING FEES	\$ 20,000.00	\$ 20,000.00	\$ 15,000.00
VEHICLE MAINTENANCE	\$ 2,000.00	\$ 2,000.00	\$ 2,500.00
BUILDING MAINTENANCE	\$ 40,000.00	\$ 40,000.00	\$ 60,000.00
MAINTENANCE OF TOWER	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00
LIFT STATION MAINTENANCE	\$ 35,000.00	\$ 30,000.00	\$ 45,000.00
EQUIPMENT MAINT.	\$ 25,000.00	\$ 25,000.00	\$ 15,000.00
LAB SUPPLIES	\$ 6,500.00	\$ 9,500.00	\$ 10,000.00
MATERIAL PURCHASES	\$ 6,000.00	\$ 5,000.00	\$ 4,000.00
DUES & SUBSCRIPTIONS	\$ 600.00	\$ 1,000.00	\$ 1,000.00
TELEPHONE	\$ 4,000.00	\$ 12,000.00	\$ 15,000.00
ELECTRICITY	\$ 200,000.00	\$ 210,000.00	\$ 150,000.00
FUEL FOR BUILDING	\$ 15,000.00	\$ 15,000.00	\$ 12,000.00
GAS, OIL & GREASE	\$ 6,000.00	\$ 7,000.00	\$ 19,000.00
CHEMICALS	\$ 125,000.00	\$ 85,000.00	\$ 85,000.00
MISCELLANEOUS	\$ 3,500.00	\$ 3,500.00	\$ 2,000.00
PERMIT FEES	\$ 17,500.00	\$ 17,500.00	\$ 17,500.00
CAPITAL OUTLAY			
NEW EQUIPMENT	\$ -		\$ 125,000.00
INFRASTRUCTURE EXPENDITURE	\$ 40,000.00	\$ 67,500.00	\$ 60,000.00
TOTAL UTILITY OPERATIONS	\$ 1,017,400.00	\$ 1,010,300.00	\$ 1,134,063.00

UTILITY MAINTENANCE & ADMINISTRATION

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
PERSONNEL SALARIES			
SALARIES	\$ 136,000.00	\$ 135,500.00	\$ 162,433.00
SALARIES, CLERICAL	\$ 105,000.00	\$ 101,000.00	\$ 105,000.00
OVERTIME	\$ 22,500.00	\$ 15,000.00	\$ 6,300.00
RELATED EXPENDITURES			
HEALTH INSURANCE	\$ 56,000.00	\$ 66,000.00	\$ 76,000.00
UNIFORMS	\$ 2,200.00	\$ 2,500.00	\$ 2,500.00
CONTRACTUAL & COMMODITIES			
UTILITY TAX	\$ 80,000.00	\$ 80,000.00	\$ 95,000.00
RENT	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
VEHICLE MAINTENANCE	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
STORM SEWER MAINTENANCE/CURBS	\$ 20,000.00	\$ 10,000.00	\$ 10,000.00
SANITARY SEWER MAINTENANCE	\$ 25,000.00	\$ 25,000.00	\$ 30,000.00
WATER MAIN MAINTENANCE	\$ 55,000.00	\$ 55,000.00	\$ 60,000.00
MATERIAL PURCHASES	\$ 5,000.00	\$ 2,500.00	\$ 1,000.00
OFFICE SUPPLIES	\$ 1,500.00	\$ 1,000.00	\$ 2,500.00
POSTAGE	\$ 8,000.00	\$ 5,000.00	\$ 7,000.00
TELEPHONE	\$ 20,000.00	\$ 4,375.00	\$ 2,500.00
GAS, OIL & GREASE	\$ 5,500.00	\$ 3,000.00	\$ 3,000.00
CAPITAL OUTLAY			
INFRASTRUCTURE EXPENDITURES	\$ 42,500.00		
NEW EQUIPMENT/METERS/BACKHOE	\$ 34,000.00	\$ 80,500.00	\$ 96,600.00
MISCELLANEOUS	\$ 1,000.00	\$ 1,000.00	\$ 3,500.00
OPERATING TRANSFERS			
TRANSFER OUT	\$ -		
TRANSFER TO CAP IMP	\$ 11,330.00	\$ 5,000.00	
CITY COUNCIL CONTINGENCY	\$ 43,742.00		\$ 18,745.00
 TOTAL UTILITY MAINTENANCE	 \$ 719,272.00	 \$ 637,375.00	 \$ 727,078.00

WATER BOND FUND

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
PAYMENT			
PRINCIPAL AND INTEREST	\$ 378,780.00	\$ 354,000.00	\$ 359,750.00
TOTAL	\$ 378,780.00	\$ 354,000.00	\$ 359,750.00

SUMMARY WATER AND SEWER FUND

UTILITY OPERATIONS	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
	\$ 1,017,400.00	\$ 1,010,300.00	\$ 1,134,063.00

DOLLAR CHANGE
\$123,763.00
12%

UTILITY MAINTENANCE	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
	\$ 719,272.00	\$ 637,375.00	\$ 727,078.00

DOLLAR CHANGE
\$89,703.00
14.07%

BOND PAYMENT	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
	\$ 378,780.00	\$ 354,000.00	\$ 359,750.00

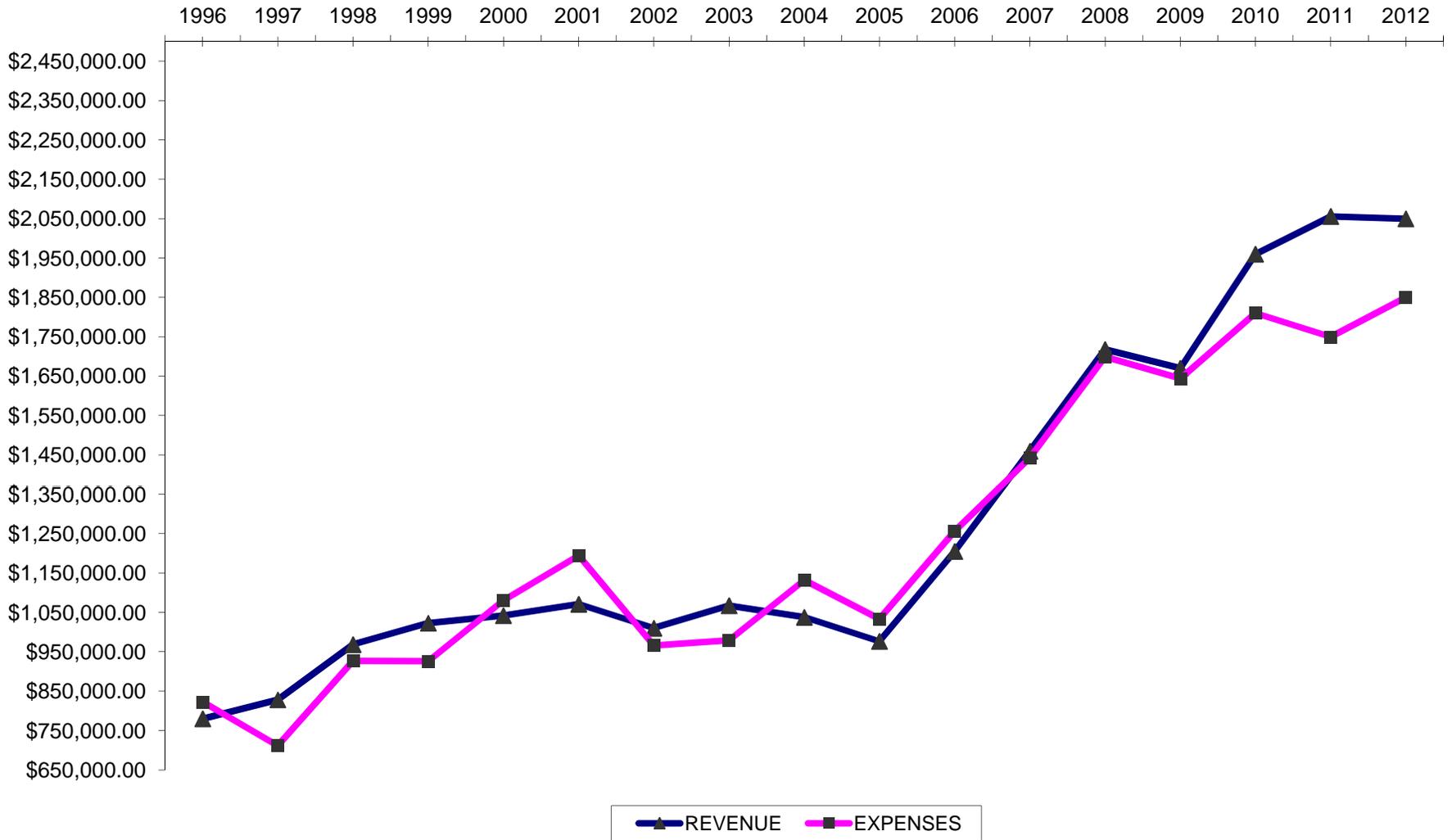
DOLLAR CHANGE
\$5,750.00
1.62%

SUMMARY WATER AND SEWER FUND

TOTAL	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
	\$ 2,090,672.00	\$ 2,001,675.00	\$ 2,220,891.00

DOLLAR CHANGE
\$219,216.00
10.95%

WATER OPERATIONS



DIAL A RIDE FUND REVENUE ESTIMATES

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
RIDERSHIP SALES	\$ 5,000.00	\$ 4,000.00	\$ 7,000.00
PACE SUBSIDY	\$ 6,200.00	\$ 6,200.00	\$ 3,200.00
LOCAL SHARE	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
GRANT			
TOTAL	\$ 26,200.00	\$ 25,200.00	\$ 25,200.00

DIAL A RIDE

PERSONNEL

SALARIES	\$ 18,600.00	\$ 18,200.00	\$ 18,600.00
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RELATED EXPENDITURES

HEALTH INSURANCE	\$ -		
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FICA	\$ -		
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CONTRACTUAL SERVICES

VEHICLE MAINTENANCE	\$ 1,800.00	\$ 2,500.00	\$ 2,000.00
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RADIO MAINTENANCE			
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COMMODITIES

OFFICE SUPPLIES	\$ -		
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MATERIALS AND SUPPLIES	\$ -		
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TELEPHONE	\$ 1,300.00	\$ 1,500.00	\$ 750.00
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GAS,OIL,GREASE	\$ 4,500.00	\$ 3,000.00	\$ 3,850.00
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MISCELLANEOUS			
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TOTAL	\$ 26,200.00	\$ 25,200.00	\$ 25,200.00
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SUMMARY DIAL A RIDE

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
TOTAL	\$ 26,200.00	\$ 25,200.00	\$ 25,200.00

DOLLAR CHANGE

\$0.00

0%

REVENUE ESTIMATES FOR PARK FUND

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
REAL ESTATE TAXES	\$ 114,500.00	\$ 116,000.00	\$ 91,411.00
BUILDING PERMITS	\$ 3,955.00	\$ 3,954.00	
DONATIONS	\$ -	\$ 1,500.00	
PARK RENTALS	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00
TRANSFER IN	\$ -		\$ 13,389.00
GRANTS/BEST CIVIC	\$ -		
PARK PROGRAMS	\$ -	\$ 6,000.00	\$ 6,800.00
CONCESSIONS	\$ -		
INTEREST	\$ -		\$ 250.00
RENT SPRINT	\$ 24,720.00	\$ 25,461.00	\$ 26,225.00
MISCELLANEOUS/REIMBURSEMENT	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
TOTAL	\$ 147,775.00	\$ 157,515.00	\$ 142,675.00

REVENUE ESTIMATES FOR POOL

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
DAILY TICKETS	\$ 20,000.00	\$ 18,500.00	\$ 18,500.00
POOL PASSES	\$ 23,000.00	\$ 21,500.00	\$ 21,500.00
LESSONS	\$ 7,000.00	\$ 9,650.00	\$ 9,650.00
POOL PARTIES	\$ 4,700.00	\$ 6,000.00	\$ 6,000.00
CONCESSION STAND	\$ 2,000.00	\$ 9,500.00	\$ 9,500.00
MISCELLANEOUS	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00
TRANSFER IN	\$ 30,800.00	\$ 36,800.00	\$ 34,650.00
CASH ON HAND IMPACT FEES		\$ 22,350.00	
TOTAL	\$ 88,500.00	\$ 125,300.00	\$ 101,800.00

PARK FUND

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
SALARIES			
PART-TIME PERSONNEL	\$ 62,000.00	\$ 76,000.00	\$ 71,800.00
RELATED EXPENDITURES			
HEALTH INSURANCE	\$ 4,400.00	\$ 6,700.00	\$ 7,300.00
CONTRACTUAL SERVICES			
MAINTENANCE OF GROUNDS	\$ 35,000.00	\$ 37,000.00	\$ 21,300.00
BUILDING MAINTENANCE	\$ 2,000.00	\$ 3,399.00	\$ 4,000.00
COMMODITIES			
MATERIAL PURCHASES	\$ 2,000.00	\$ 2,000.00	\$ 350.00
ELECTRICITY	\$ -		\$ 7,500.00
FUEL FOR BUIDLINGS			\$ 1,200.00
OTHER			
MISCELLANEOUS	\$ -		
PARK PROGRAMS	\$ -	\$ 3,000.00	\$ 3,000.00
WALK IN CENTER	\$ 6,000.00		
NEW EQUIPMENT/MOWERS	\$ -		
LAND ACQUISITION	\$ 3,955.00	\$ 3,955.00	
CONTIGENCY	\$ 7,700.00		
NORTHFIELD/MILKYWAY PARK TO CAP IMP	\$ 24,720.00	\$ 25,461.00	\$ 26,225.00
TOTAL	\$ 147,775.00	\$ 157,515.00	\$ 142,675.00

SUMMARY PARK FUND

TOTAL	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
	\$ 147,775.00	\$ 157,515.00	\$ 142,675.00

DOLLAR CHANGE

(\$14,840.00)

-9.42%

SWIMMING POOL FUND

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
PERSONNEL			
SALARIES	\$ 32,000.00	\$ 34,000.00	\$ 42,200.00
CONTRACTUAL SERVICES			
POOL PAINTING		\$ 20,000.00	\$ -
MAINTENANCE	\$ 5,000.00	\$ 6,000.00	\$ 7,500.00
COMMODITIES			
POOL SUPPLIES	\$ 3,000.00	\$ 3,000.00	\$ 2,000.00
UTILITIES	\$ 33,000.00	\$ 33,000.00	
TELEPHONE			\$ 1,800.00
ELECTRICITY			\$ 18,000.00
FUEL FOR BUIDLING			\$ 6,000.00
WATER	\$ 6,500.00	\$ 5,800.00	\$ 5,800.00
CHEMICALS	\$ 6,500.00	\$ 15,000.00	\$ 13,000.00
CONCESSION STAND	\$ -	\$ 7,500.00	\$ 3,500.00
OTHER			
MISCELLANEOUS	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00
NEW EQUIPMENT	\$ 1,500.00	\$ -	
CONTINGENCY			\$ -
TOTAL	\$ 88,500.00	\$ 125,300.00	\$ 101,800.00

SUMMARY SWIMMING POOL

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
TOTAL	\$ 88,500.00	\$ 125,300.00	\$ 101,800.00

DOLLAR CHANGE

(\$23,500.00)

-18.75%

NISRA FUND

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
REVENUE			
PROPERTY TAX	\$ 25,000.00	\$ 25,000.00	\$ 37,000.00
EXPENDITURES			
PAYMENT TO NISRA	\$ 25,000.00	\$ 25,000.00	\$ 27,000.00
TRANSFER OUT TO PARKS			\$ 10,000.00
NISRA TOTALS	\$ 25,000.00	\$ 25,000.00	\$ 37,000.00

SUMMARY NISRA FUND

TOTAL	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
	\$ 25,000.00	\$ 25,000.00	\$ 37,000.00

DOLLAR CHANGE**\$12,000.00****48.00%**

REVENUE ESTIMATES FOR ROAD AND BRIDGE FUND

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
TOWNSHIP PROPERTY TAX LEVY	\$ 68,500.00	\$ 68,500.00	\$ 70,000.00
REPLACEMENT TAX	\$ -	\$ -	\$ 8,000.00
SIDEWALK REIMBURSEMENTS	\$ -	\$ -	
TRANSFER IN			
GRANT	\$ -	\$ -	
TOTAL	\$ 68,500.00	\$ 68,500.00	\$ 78,000.00

ROAD AND BRIDGE BUDGET

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
CONTRACTUAL SERVICES			
MOWING	\$ -	\$ -	
TREE PLANTING & REMOVAL	\$ -	\$ -	
SIDEWALK	\$ -	\$ -	
BARRICADES & SIGN SUPPLIES	\$ -	\$ -	
COMMODITIES			
STREET SIGNS	\$ -	\$ -	
STREET DECORATIONS	\$ -	\$ -	
CAPITAL OUTLAY			
JEFFERSON STREET BRIDGE			
GARFIELD STREET	\$ -	\$ -	

ROAD AND BRIDGE BUDGET

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
OTHER			
TRANSFER TO GENERAL FUND	\$ 68,500.00	\$ 68,500.00	\$ 78,000.00
MISCELLANEOUS/CURBS			
TOTAL	\$ 68,500.00	\$ 68,500.00	\$ 78,000.00

SUMMARY ROAD AND BRIDGE

TOTAL	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
	\$ 68,500.00	-	\$ 78,000.00

DOLLAR CHANGE

REVENUE ESTIMATES MOTOR FUEL TAX FUND

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
ENTITLEMENT	\$ 228,000.00	\$ 250,000.00	\$ 240,000.00
GRANTS			\$ 20,000.00
INTEREST	\$ 1,500.00	\$ 1,500.00	\$ 1,000.00
CASH ON HAND	\$ -		
TOTAL	\$ 229,500.00	\$ 251,500.00	\$ 261,000.00

MOTOR FUEL TAX FUND

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
ENGINEERING			\$ 45,000.00
SIDEWALK PROGRAM	\$ -	\$ 20,000.00	
CURB REPLACEMENT			
SALT	\$ 88,000.00	\$ 90,000.00	\$ 80,000.00
ROAD PROGRAM/MAINTENANCE/BRIDGES	\$ 141,500.00	\$ 141,500.00	\$ 136,000.00
INTEREST EXPENSE	\$ -		
TOTAL	\$ 229,500.00	\$ 251,500.00	\$ 261,000.00

SUMMARY MOTOR FUEL TAX FUND

TOTAL	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
	\$ 229,500.00	\$ 251,500.00	\$ 261,000.00

DOLLAR CHANGE

\$9,500.00

3.78%

**CITY OF HARVARD ROAD PROGRAM
2012-2013**

McComb Randall intersection	Patching
Dewey St.- Hayes to 709 Dewey	Patching
607 Dewey	Patching
607 Dewey to 601 Dewey	Patching
Marengo Rd. Airport Rd. to school	Patching
Marengo Rd. bridge and approaches	Patching
Marengo Rd. to 23	Patching
Marengo Rd. approach to 23	Patching
Hereley by store	Patching
4th and Blaine intersection	Patching
3rd Blaine to culdesac	Patching

POLICE PROTECTION REVENUE ESTIMATES

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
PROPERTY TAXES	\$ -	\$ 550,000.00	\$ 605,035.00
REIMBURSEMENT	\$ -	\$ -	
DUI FINES			
TOTAL	\$ -	\$ -	

POLICE PROTECTION FUND

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
PERSONNEL			
SALARIES SPECIAL	\$ -	\$ -	
RELATED EXPENDITURES			
TRAINING & SEMINARS	\$ -	\$ -	
EDUCATION	\$ -	\$ -	
CAPITAL OUTLAY			
EQUIPMENT RADIO LEASE/SQUAD	\$ -	\$ -	
OTHER			
TRANSFER TO GENERAL FUND	\$ 550,000.00	\$ 550,000.00	\$ 605,035.00
TOTAL	\$ -	\$ -	

SUMMARY POLICE PROTECTION

TOTAL	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
	\$ 550,000.00	\$ 550,000.00	\$ 605,035.00

DOLLAR CHANGE

\$55,035.00

10.01%

POLICE PENSION FUND

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
REVENUE			
PROPERTY TAXES	\$ 275,000.00	\$ 390,000.00	\$ 364,000.00
REPLACEMENT TAX	\$ 25,000.00	\$ 25,000.00	\$ 30,000.00
TOTAL	\$ 300,000.00	\$ 415,000.00	\$ 394,000.00

EXPENDITURES			
PENSION PAYMENTS	\$ 300,000.00	\$ 415,000.00	\$ 394,000.00
TOTAL	\$ 300,000.00	\$ 415,000.00	\$ 394,000.00

SUMMARY POLICE PENSION			
	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
TOTAL	\$ 300,000.00	\$ 415,000.00	\$ 394,000.00

DOLLAR CHANGE

(\$21,000.00)

-5.06%

INSURANCE FUND

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
REVENUE			
PROPERTY TAXES	\$ 110,000.00	\$ 95,000.00	\$ 65,000.00
TRANSFER IN	\$ 125,000.00	\$ 145,000.00	\$ 145,000.00
TOTAL	\$ 235,000.00	\$ 240,000.00	\$ 210,000.00

EXPENDITURES			
INSURANCE, WORKMAN'S COMP	\$ 100,000.00	\$ 105,000.00	\$ 100,000.00
UNEMPLOYMENT, AND PROPERTY	\$ 135,000.00	\$ 135,000.00	\$ 110,000.00
TRANSFER TO CORP. GEN FUND	\$ -		
TOTAL	\$ 235,000.00	\$ 240,000.00	\$ 210,000.00

SUMMARY INSURANCE			
	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
TOTAL	\$ 235,000.00	\$ 240,000.00	\$ 210,000.00

DOLLAR CHANGE

(\$30,000.00)

-12.50%

FICA FUND

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
REVENUE			
PROPERTY TAXES	\$ 150,000.00	\$ 72,000.00	\$ 80,000.00
TRANSFER IN	\$ 126,000.00	\$ 178,000.00	\$ 156,918.00

EXPENDITURES

PAYMENT FOR FICA	\$ 276,000.00	\$ 250,000.00	\$ 236,918.00
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IMRF FUND

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
REVENUE			
PROPERTY TAXES	\$ 59,000.00	\$ 50,000.00	\$ 70,141.00
REPLACEMENT TAXES	\$ 23,000.00	\$ 25,000.00	\$ 32,000.00
TRANSFER IN	\$ 117,000.00	\$ 145,000.00	\$ 129,385.00

EXPENDITURES

PAYMENT FOR PENSION	\$ 199,000.00	\$ 220,000.00	\$ 231,526.00
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IMRF TOTALS

SUMMARY PENSIONS

TOTAL	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
	\$ 475,000.00	\$ 470,000.00	\$ 468,444.00

DOLLAR CHANGE**(\$1,556.00)****-0.33%**

DEBT SERVICE FUND

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
REVENUE			
PROPERTY TAXES	\$ 315,690.00	\$ 304,653.00	\$ 295,000.00
EXPENDITURES			
POOL PRINCIPAL	\$ 100,000.00	\$ 105,000.00	\$ 235,000.00
POOL INTEREST	\$ 55,750.00	\$ 40,750.00	
LIBRARY PRINCIPAL	\$ 105,000.00	\$ 110,000.00	
LIBRARY INTEREST	\$ 54,940.00	\$ 48,903.00	\$ 60,000.00
TOTAL	\$ 315,690.00	\$ 304,653.00	\$ 295,000.00

SUMMARY DEBT SERVICE FUND

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
TOTAL	\$ 315,690.00	\$ 304,653.00	\$ 295,000.00

DOLLAR CHANGE

(\$9,653.00)

-3.17%

LIBRARY FUND

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
REVENUE			
PROPERTY TAXES	\$ 228,000.00	\$ 208,000.00	\$ 208,000.00
REPLACEMENT TAX	\$ 10,000.00	\$ 13,000.00	\$ 13,000.00
OTHER	\$ 1,000.00	\$ 1,000.00	
FICA/IMRF LEVY	\$ 29,796.00	\$ 34,300.00	\$ 34,300.00
CASH	\$ -	\$ 20,000.00	\$ 20,000.00
TOTAL	\$ 268,796.00	\$ 276,300.00	\$ 275,300.00

EXPENDITURES

PERSONNEL

SALARY	\$ 175,440.00	\$ 168,500.00	\$ 162,000.00
FICA/MEDICARE	\$ 13,500.00	\$ 13,500.00	\$ 31,000.00
IMRF/EXPENSE	\$ 16,296.00	\$ 20,800.00	\$ 12,400.00
HEALTH INSURANCE	\$ 29,500.00	\$ 29,500.00	\$ 21,200.00
UNEMPLOYMENT	\$ 700.00	\$ 700.00	\$ 700.00

MATERIALS

BOOKS/PERIODICALS	\$ 1,400.00	\$ -	
REFERENCE PRINT			
AUDIO BOOKS			
ELECTRONIC RESOURCES			

OPERATING EXPENSE

EQUIPMENT			
FURNITURE			
BUILDING MAINT.	\$ 19,800.00	\$ 19,800.00	\$ 19,800.00
EQUIPMENT MAINTENANCE			
MISCELLANEOUS			
SUPPLIES/MAINTENANCE	\$ 1,000.00	\$ -	
SUPPLIES/OFFICE			
TELEPHONE	\$ 8,500.00	\$ 8,500.00	\$ 7,400.00
UTILITIES	\$ 1,560.00	\$ 1,560.00	\$ 750.00

LIBRARY FUND

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
ADMINISTRATION			
PROFESIONAL FEES			
MILEAGE	\$ 400.00		\$ -
CONTRACT SERVICES			
BOARD EXPENSE			
DUES	\$ 200.00		\$ -
ADULT PROGRAMMING			
YOUTH PROGRAMMING			
PUBLIC INFORMATION			
STAFF DEVELOPMENT			
TECHNOLOGY CHARGES	\$ 500.00		\$ -
CASH RESERVE	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
TOTAL	\$ 288,796.00	\$ 282,860.00	\$ 275,250.00

SUMMARY LIBRARY

TOTAL	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
	\$ 288,796.00	\$ 282,860.00	\$ 275,250.00

DOLLAR CHANGE**-\$7,610.00****-2.69%**

**REVENUE SUMMARY FISCAL YEAR
2012-2013**

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
GENERAL FUND	\$ 4,607,400.00	\$ 4,751,700.00	\$ 4,734,625.00
WATER AND SEWER FUND	\$ 2,072,952.00	\$ 2,001,675.00	\$ 2,095,891.00
SPECIAL REVENUE FUNDS	\$ 1,842,665.00	\$ 2,014,168.00	\$ 1,935,119.00
LIBRARY FUND	\$ 288,796.00	\$ 282,860.00	\$ 275,250.00
BOND PROCEEDS	\$ -	\$ -	
CASH ON HAND	\$ 56,445.00	\$ 59,445.00	\$ 184,445.00
GRANTS	\$ 47,500.00		
TOTAL REVENUE	\$ 8,915,758.00	\$ 9,109,848.00	\$ 9,225,330.00

**BUDGET SUMMARY FISCAL YEAR
2012-2013**

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
TOTAL BUDGET	\$ 8,602,182.00	\$ 8,826,988.00	\$ 8,950,080.00
TOTAL LIBRARY BUDGET	\$ 288,796.00	\$ 282,860.00	\$ 275,250.00
GRAND TOTAL BUDGET	\$ 8,890,978.00	\$ 9,109,848.00	\$ 9,225,330.00

TOTAL	SUMMARY TOTAL BUDGET		
	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
	\$ 8,890,978.00	\$ 9,109,848.00	\$ 9,225,330.00

DOLLAR CHANGE
\$115,482.00
1.27%

TIF BUDGETS

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
REVENUE			
PROPERTY TAXES DOWNTOWN	\$ 178,000.00	\$ 142,000.00	\$ 150,000.00
TRANSFER FROM CORP GEN TO DOWNTOWN			\$ 95,000.00
PROPERTY TAXES INDUSTRIAL	\$ 167,000.00	\$ 177,000.00	\$ 180,000.00
PROPERTY TAXES SOUTH	\$ 89,000.00	\$ 179,000.00	\$ 175,000.00
BOND PROCEEDS DOWNTOWN			
BOND PROCEEDS INDUSTRIAL	\$ -		
BOND PROCEEDS SOUTH		\$ 185,000.00	
TOTAL	\$ 434,000.00	\$ 683,000.00	\$ 600,000.00
EXPENDITURES			
DEBT SERVICE			
DOWNTOWN	\$ 254,000.00	\$ 254,060.00	\$ 245,000.00
INDUSTRIAL	\$ 212,000.00	\$ 222,181.00	\$ 225,000.00
SOUTH	\$ 47,803.48	\$ 89,291.00	\$ 90,000.00
PLANNING STUDIES			
DOWNTOWN			
INDUSTRIAL			
SOUTH			
CONSTRUCTION PROJECTS			
DOWNTOWN			
INDUSTRIAL	\$ -	\$ -	
SOUTH / RT 14 IN FRONT OF WALGREENS		\$ 185,000.00	
TOTAL EXPENSE	\$ 513,803.48	\$ 750,532.00	\$ 560,000.00

SSA BUDGETS

	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal year 2012-2013
REVENUE			
PROPERTY TAX			
SSA #1	\$ 40,565.40	\$ 40,565.40	\$ 40,565.40
SSA #2	\$ 36,852.90	\$ 36,852.90	\$ 36,852.90
SSA #3	\$ 66,548.00	\$ 73,288.76	\$ 71,288.76
SSA #4	\$ 40,875.00	\$ 38,575.00	\$ 37,475.00
SSA #5	\$ 129,495.00	\$ 128,475.00	\$ 125,250.00
TOTAL	\$ 314,336.30	\$ 317,757.06	\$ 311,432.06
EXPENDITURES			
DEBT SERVICE			
SSA #1	\$ 40,565.40	\$ 40,565.40	\$ 40,565.40
SSA #2	\$ 36,852.90	\$ 36,852.90	\$ 36,852.90
SSA #3	\$ 70,089.20	\$ 73,288.76	\$ 71,288.76
SSA #4	\$ 39,674.50	\$ 38,575.00	\$ 37,475.00
SSA #5	\$ 126,485.20	\$ 128,475.00	\$ 125,250.00
TOTAL	\$ 313,667.20	\$ 317,757.06	\$ 311,432.06

CONTINGENCY**Fiscal Year
2010-2011****Fiscal Year
2011-2012****Fiscal year
2012-2013****REVENUE**

MISCELLANEOUS	\$ 1,000,000.00	\$ 1,100,000.00	\$ 1,200,000.00
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EXPENDITURES

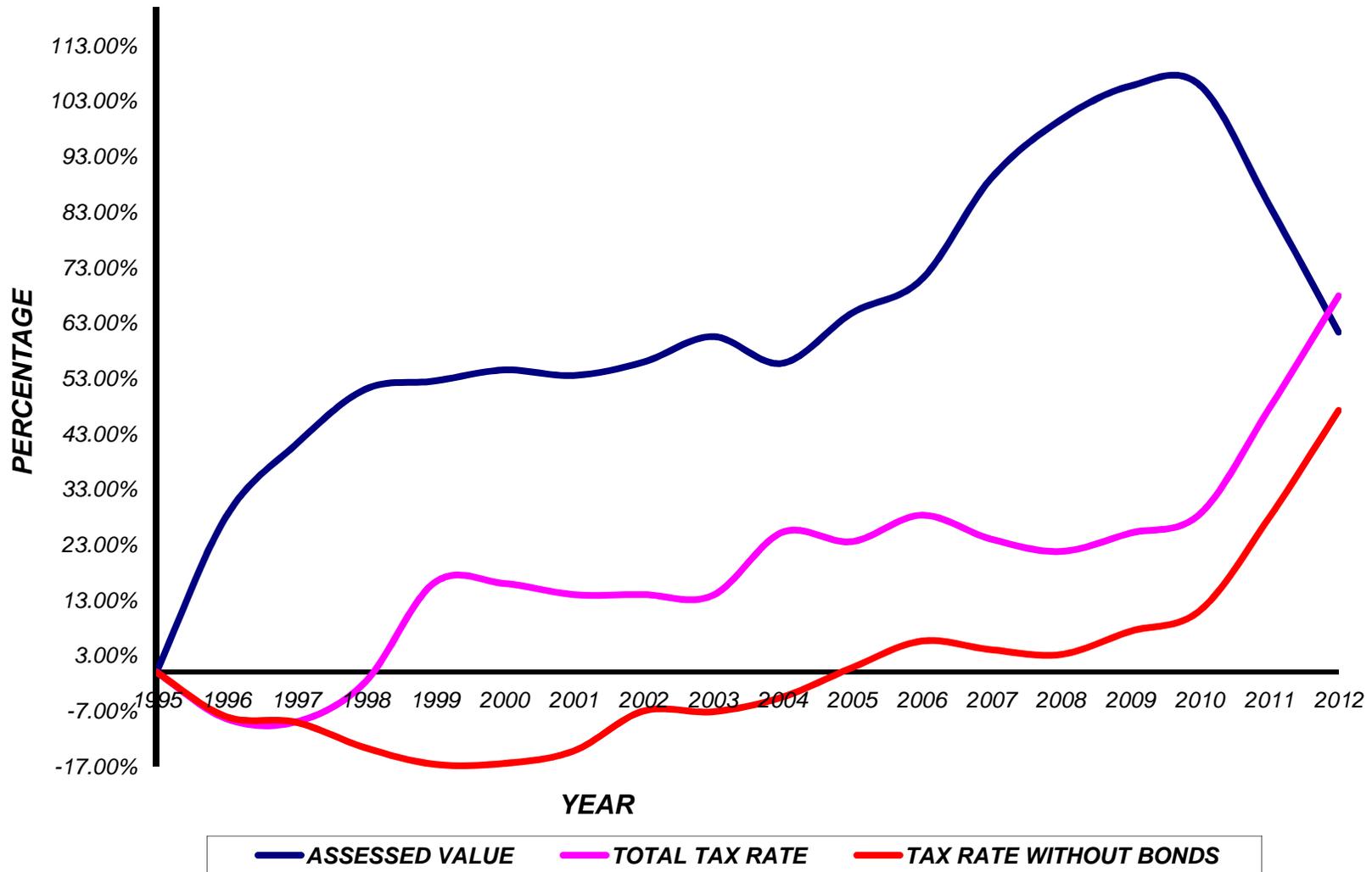
CITY COUNCIL APPROVED	\$ 1,000,000.00	\$ 1,100,000.00	\$ 1,200,000.00
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NEW EQUIPMENT & BUILDING MAINTENANCE PROJECT LIST

Three computers for City Hall	
10 computers for Police Department	
Software for above	\$ 20,000.00
tuck pointing police	\$ 16,000.00
grounds maintenance	\$ 12,000.00
city hall air handler	\$ 10,000.00
general maintenance	\$ 30,000.00
Repair AC at PW	\$ 7,000.00
Resurface METRA parking lots	\$ 80,000.00
Work at WWTP	\$ 96,000.00
Well # 7	\$ 125,000.00
Water Meters	\$ 50,600.00

<u>C.O.H - NOTES PAYABLE</u>						2012-2013	2012-2013	2012-2013
	<u>BANK</u>	<u>ACCT. #</u>	<u>LOAN #</u>	<u>DUE DATES</u>	<u>Bond Amount</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
Line of Credit	The HSB		122-459	Matures 2/22/12	\$ 1,050,000.00			
Capital Improvement - City Hall	Castle Bank	9005773	20052641	March, June, Sept, Dec (30th)	\$ 650,000.00	\$ 20,603.14	\$ 38,841.02	\$ 59,444.16
T.I.F. - Downtown	The HSB	9004297	117269	January, July (15th)	\$ 3,400,000.00	\$ 125,613.73	\$ 128,446.93	\$ 254,060.66
T.I.F. #2 - Industrial Park	The HSB	9005919	117358	January, July (15th)	\$ 2,500,000.00	\$ 87,102.75	\$ 112,078.42	\$ 199,181.17
T.I.F. #2 - Industrial Park	The HSB	9005919	120197	January, July (15th)	\$ 300,425.00	\$ 10,698.96	\$ 12,301.04	\$ 23,000.00
T.I.F. #3 - South	The HSB	9006192	117304	January, July (15th)	\$ 600,000.00	\$ 20,904.66	\$ 26,898.82	\$ 47,803.48
T.I.F. #3 - South	The HSB	9006192	247708	February, August (1st)	\$ 185,250.00	\$ 35,890.52	\$ 5,597.20	\$ 41,487.72
SS#1 - Park Pointe	Castle Bank	9007245	2030041	January, July (1st)	\$ 510,000.00	\$ 29,163.81	\$ 11,401.43	\$ 40,565.24
SS#2 - Park Pointe	Castle Bank	9007261	2030061	January, July (1st)	\$ 438,900.00	\$ 24,200.50	\$ 12,446.73	\$ 36,647.23
SS#3 - Shadow Creek	Amalgamated	9007288	3839	January, July (1st)	\$ 940,000.00	\$ 50,000.00	\$ 21,288.76	\$ 71,288.76
SS#4 - Park Pointe	US Bank	9007296	2442-1	February, August (1st)	\$ 315,000.00	\$ 20,000.00	\$ 17,475.00	\$ 37,475.00
SS#5 - Shadow Creek	Amalgamated	1853915005	3915	February, August (1st)	\$ 1,450,000.00	\$ 75,000.00	\$ 50,250.00	\$ 125,250.00
Harvard Library/Rec 2011	Amalgamated	1854537001	2011B	June, December (1st)	\$ 2,075,000.00	\$ 235,000.00	\$ 59,325.00	\$ 294,325.00
Water/Sewer Bonds	Amalgamated	2004	3790	May, November (1st)	\$ 1,475,000.00	\$ 115,000.00	\$ 43,240.00	\$ 158,240.00
Water/Sewer Bonds		2006	3890	May, November (1st)	\$ 1,700,000.00	\$ 70,000.00	\$ 60,850.00	\$ 130,850.00
Water/Sewer Bonds		2011A	2011A	June, December (1st)	\$ 645,000.00	\$ 75,000.00	\$ 17,370.00	\$ 92,370.00
Equipment Lease (Backhoe)	The HSB			Feb, May, Aug, Nov (1st)	\$ 130,000.00	\$ 45,843.88	\$ 2,900.75	\$ 48,744.63
Park Land (Grant)	The HSB	27100	127941	1st of month - 1/1/12 - Autodraft	\$ 225,671.20	\$ 14,542.04	\$ 10,597.96	\$ 25,140.00

CITY OF HARVARD TAX RATE



**HARVARD POLICE DEPARTMENT**

"Winning with Teamwork"



**TO: Mayor Nolan
Dave Nelson**

DA: December 13, 2011

FR: Chief Dan Kazy-Garey

RE: 2012/13 Budget

I know the City of Harvard is working with a restricted budget, uncertain funding and public scrutiny. I have taken steps recently to reduce overtime by utilizing the Police Assistant to cover a built in overtime shift in dispatch, reassigning Det. Bauman to Patrol and reducing coverage on the midnight shift. We have begun to realize some savings due these changes; however the savings will not be dramatic. When I was appointed Chief the department had 19 sworn officers, currently our staffing is 17 officers.

The minimum manning I recommend is three officers on the day shift, three officers and a cover car on the evening shift, and three officers on the midnight shift until 03:00 a.m. during the week at which time two officers is adequate. The total man hours needed to cover the patrol function is 29,475 hours. In addition we need to staff a minimum of one detective position, the SRO, the Deputy Chief and myself. It should be noted that the Deputy Chief fills a patrol position and is not dedicated to administration. The total man hours needed to staff these positions for a year is 37310.

We currently have 14 officers assigned to the patrol function. SRO Burton is reassigned to patrol when school is out for the summer, approximately 2 ½ months or a total of 460 hours of patrol. Det. Leard and I are the only officers not regularly assigned to patrol. An officer has a possible 260 work days per year after days off at 8.5 hours per day or 2210 hours per year. The department average for sick time and PDO's is 35 days per year. The FOP contract requires a minimum of 40 hours of training each year. This leaves a maximum of 220 days or 1870 hours per year an officer is available to work. This does not include any comp time the officer may take. These 14 officers and the SRO are available to work 26640 actual patrol hours leaving a minimum of 2835 hours that need to be covered in additional overtime every year. I note this is the absolute minimum and best scenario, comp time, extended sick leaves, additional training, court time, and unforeseen events are all unpredictable, making it difficult to predict.

The Harvard Police Department's Statistics have remained fairly steady over the last five years and our UCR rates have dropped, which I realize is a national trend. I attribute low UCR rates to the hard work of everyone involved, being the community, the City and our officers. Our current data for 2011 indicates our UCR will increase in 2011. I have provided some statistics below that outline this. The departments written reports have dropped over the years while calls for service remain steady. I attribute this to officers utilizing CAD for minor calls rather than making a full written report, thus saving time and being more efficient. officer's traffic tickets have been down over the last two years. I attribute this partially to the economy with less traffic and at times we are operating with fewer officers on patrol. Therefore; my officers have less time to dedicate to traffic enforcement then in the past. In short we are doing more with less.

YEAR	CALLS FOR SERVICE	TICKETS	WRITTEN REPORTS
2007	4865	1674	2023
2008	4338	1521	1957
2009	4868	1618	1984
2010	4982	1671	1701
2011	4801	1441	1628

UCR

	2006	2007	2008	2009	2010
Offense & Arrest					
MURDER	0/0	0/0	0/0	0/0	0/0
SEX ASSAULT	0/0	3/3	2/2	1/1	1/1
ROBBERY	4/0	2/1	3/0	2/2	1/2
AGG ASS/BATT	13/13	27/31	31/39	16/21	2/2
BURGLARY	34/9	23/5	19/7	15/5	16/1
THEFT	149/28	105/47	96/35	92/25	69/7
MV THEFT	8/8	5/1	2/0	4/0	1/0
ARSON	0/0	0/0	0/0	0/0	0/0

Crime in the United States, 2010 published by the U.S. department of Justice reports statistics regarding personnel per population. The current National rate is 2.4 sworn officers and a total of 3.5 combine personnel, sworn and civilian per 1000. By this standard Harvard should have approximately 23 officers and a total full time staff of approximately 33. Harvard PD currently has 17 full time sworn officers and a total full

time staff of 23. Another reported National rate was 2.9 full-time law enforcement employees in cities, including officers and civilians, per 1000. By these rates we are grossly understaffed, but these are National rates and local factors are not taken into account. However I do not think these rates can be dismissed. I feel a more realistic ratio is 2.2 officers or 3 total staff per 1000. Given Harvard's population of approximately 9500 this would be 21 officers and a total staff of 28.5.

I recommend we hire two officers this fiscal year, one officer on 11/01/12 and the second officer on 01/01/13 and another next year to cover these hours. This will help reduce built in overtime in the patrol schedule. These officers would add 1842 hours of straight time to the budget this year, but would be hired at intervals aiding the City with its short term cash flow. We will not see a dramatic reduction in overtime this year, but with the addition of these officers and the cuts already in place, a dramatic reduction in overtime should be achieved next fiscal year. I also recommend we promote a sergeant to cover those shifts when DC Krause is off. If we do not hire the new officers, I recommend we discontinue providing officers for special events, exchanging the K-9 officer for drug searches at schools and various other activities. This would all save overtime and man hours.

The records department workload has not changed since my last request and the new administrative tow ordinance has not increased Colleen's workload any. DC Krause and I have been able to handle the increased workload thus far. In regards to Colleen's workload, I am confident we can still maintain records by utilizing Nancy Shepherd occasionally to assist Colleen this coming year.

In the salary and overtime line items, I used the figure obtained from the "Based on actual hours" tab of the attached spreadsheet. This reflects the actual need of the department closer than the "Scheduled Hours" tab of the same spreadsheet.

As normal, I have requested two Chevy Impalas to maintain our rotation of marked squad cars. I have also allowed for the transfer of equipment and decals in the squad car pricing for the police assistant squad in the event this vehicle needs to be transferred out. This line item is really an unknown this year. The actual state bid is not out yet. I am not sure if the Impala will be the bid or the new Caprice or possibly a Ford product. If it is anything other than an Impala we may incur additional costs of interior products. Additionally we may be able to purchase slightly used squads at a savings of about \$6,000.00 each, but we will have to make a decision early in the year not to miss state bid order.

I have increased the attorney line item 10% because Administrator Nelson felt our City Attorney may raise their rates this coming year. The gas line item was also increased by 10% due to the history on this line item this past year. The training budget has increased from last year. I have allocated enough to send four officers to the police academy; however the costs vary amongst academies from \$2,900 to \$4,600. I anticipate two officers will retire and hiring two new officers. I also budgeted to send one sergeant to Northwestern Staff and Command.

The line item for new equipment includes new desktop computers for the police department. The current desktops are outdated and no longer have the necessary memory, graphics, ect. to run many of our programs. The desktops we use have been pieced together over the years. I would estimate that many of these computers are ten years old or older.

Lastly, I wanted to remind you and I did not include this in my budget. Our current radio system is outdated and is no longer supported; if our radios go down, we will have a serious problem and will be without communications. The cost to up date our radio pc work stations is about \$39000.00 as of two years ago. We need to seriously consider replacing this system if not this year, next year. I can include this in the budget if you like or we can leave it out as we decided to do last year. I wanted to bring it to your attention.

Thank you for your consideration,

Dan Kazy-Garey
Chief of Police

PARK AND RECREATION GOALS

- **Communications with Administration**
 - Provide on a monthly basis a report for City Council detailing work accomplished, programs completed or worked, any other activities and time spent on each
 - Check in daily with Mayor or Administrator concerning daily activities

- **Financial**
 - Provide oversight on separate line items in both the park budget and pool budget
 - Report any deficiencies concerning same
 - Research and develop outside sources of money and report same
 - Research and develop a user fee strategy
 - Report same
 - Develop a strategy for a recreation foundation
 - Work with the Parks and Recreation Committee Chairman concerning same

- **Programming**
 - Attend and meet with the senior citizen board
 - Develop programs in cooperation with board
 - Report same to City Council
 - Meet with youth league boards concerning needs and or concerns
 - Report same to City Council
 - Assess the effectiveness of the basketball program including a cost benefit analysis of same.
 - Report same to City Council
 - Develop a strategic alliance between the YMCA and the City of Harvard
 - Report same to Parks and Recreation Committee