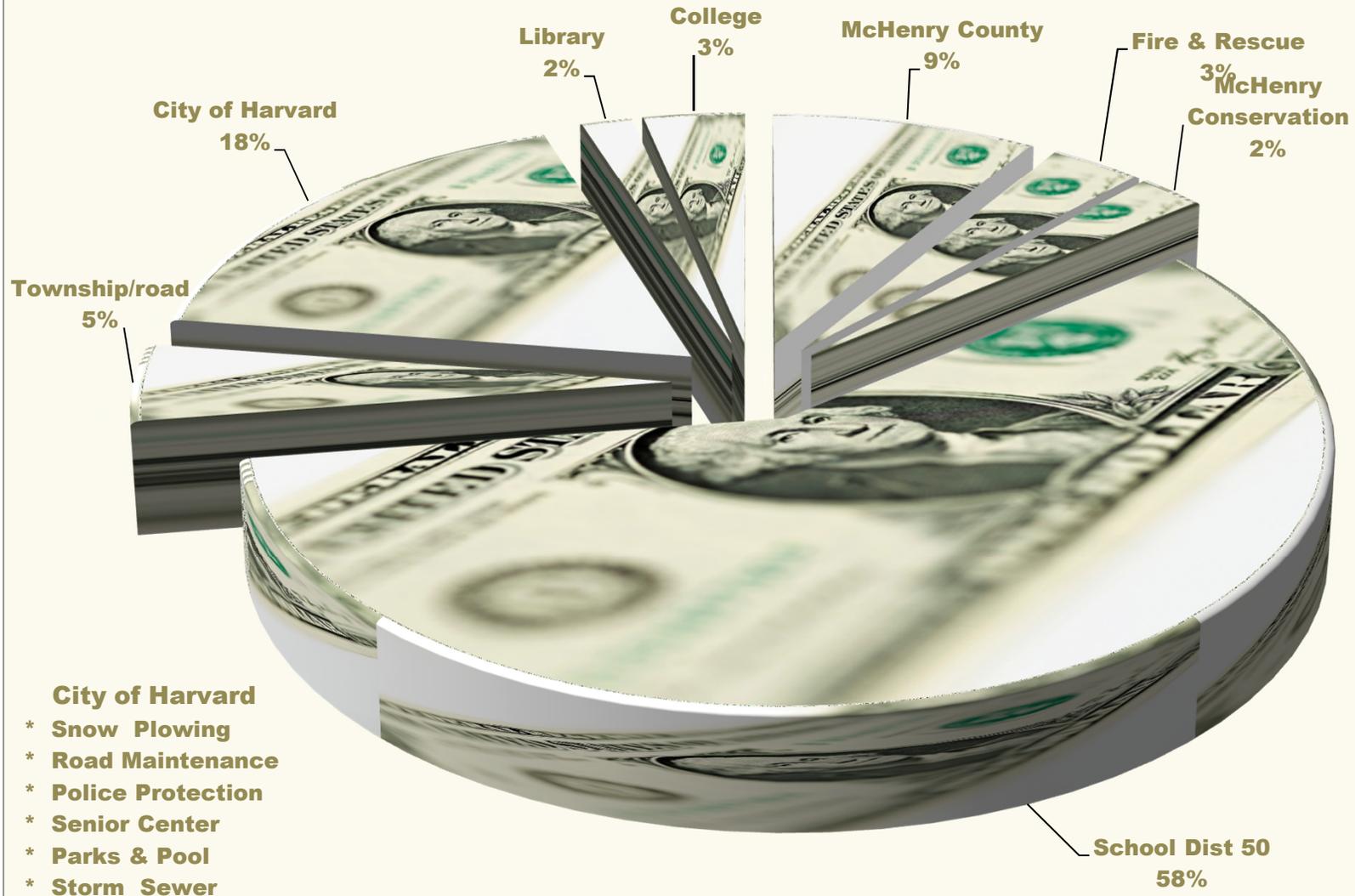


# PROPERTY TAX BILL



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CITY OF HARVARD  
**OFFICE OF THE MAYOR**

Jay T. Nolan  
Mayor

Municipal Building • 201 Diggins Street  
P.O. Box 310 • Harvard, Illinois 60033  
815-943-6468 • Fax 815-943-4556  
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April 15, 2015

**TO: CITY COUNCIL**  
**RE: BUDGET FY2015/2016**

Dear Members of the City Council:

I am pleased to bring you the balanced budget for Fiscal Year 2015/2016. Maintaining a balanced budget and providing quality, key services to our residents and business community is a formidable challenge. Post-recession economic instability has become the “new normal” with low property values and stagnant job growth coupled with escalating increases in health insurance, pension obligations and wages. Aging infrastructure and capital improvements in our community will necessitate collective dialogue to formulate solutions and creative funding sources. I am confident, however, that with the support of the City Council and staff, we will address the concerns and issues that face our community. One of the City’s greatest assets continues to be our team of players who share the same vision, “Winning With Teamwork”, which actively expresses a common goal to maintain fiscal responsibility as we overcome obstacles and optimize our resources to invest in our future.

The State of Illinois’ financial crisis further exacerbates our finances with delayed distribution of the local share of income taxes. Governor Rauner’s recent budget address proposed a 50% reduction in the Local Government Distributive Fund (LGDF) share which has been a part of local budgets since 1969 and would result in a revenue loss to the City of Harvard in excess of \$467,000. Combined with the continued decline in the city’s assessed value, a substantial reduction in the LGDF share would be devastating and would hinder our ability to provide front-line services to our residents and will inevitably result in the elimination of both personnel and programs as well as potential tax increases. Financial reform is crucial for the economic health of our state and will require shared sacrifices to be borne by all Illinoisans. However, resolving the state budget dilemma should not be incurred by local governments, who have been forced to make extensive cuts to already strained budgets since the onset of the Great Recession in order to maintain fiscal stewardship and accountability. It is imperative that City Council members contact our legislators to convey the necessity of preserving the existing state and local funding partnership and to negotiate a state budget that is fair and equitable.

Harvard remains one of the few communities in this region that has a private sector EDC organization and continued support of the local HEDC is of prime importance as we search for solutions to increase economic prosperity and business opportunities for both existing and prospective businesses. Last year, the City submitted a joint application in conjunction with the City of Woodstock and McHenry County for Enterprise Zone Status. The first round of awards is expected to be announced by the DCEO in December, 2015. If granted, Enterprise Zone Status will help stimulate local economic growth and neighborhood revitalization.

There are continued indicators of renewed developer and commercial interest in our community. O'Reilly's Auto Parts is under construction with a projected spring/summer opening and small business entrepreneurs continue to invest in our community.

The City Council must continue its proactive discussions to develop objectives to attain financial stability and safeguard our spending so we can achieve long term financial reserves. During my tenure as Mayor, one of my primary objectives has been to reduce the line of credit at the bank. Each year we get closer to that goal through the ongoing perseverance and diligence of the City Council and staff. Last year the City borrowed \$145,000 against the line of credit in May and paid it off in June when property tax revenue was received. To date, the City has not borrowed against the letter of credit this year.

Upcoming programs and projects this year include:

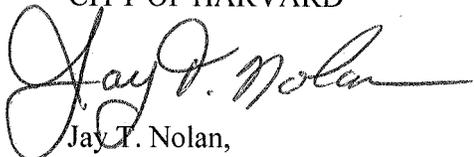
- The City received a grant to partner with the Chicago Metropolitan Agency for Planning (CMAP) to devise and develop a new long-term comprehensive plan which will build upon the City's assets to address current local issues and provide a roadmap to implement and achieve long term goals. The first planning meeting was held in March to allow local residents, business owners and community leaders to provide their input. A visioning workshop will be scheduled later this spring. The planning process should be completed this summer to be presented to the City Council for adoption and implementation later this fall.
- The Parks Dept. has organized a summer camp for children in grades 1-4 and is working with a recreation program contractor, Sports R Us, to offer a variety of summer programs and activities for the youth in Harvard.

New equipment and building maintenance purchases:

- Administration: new multifunction color copier, replace roof and air conditioner at City Hall
- Police Department: squad car and equipment
- Public Works: stainless spreaders, 11' snow plow
- Swimming pool will be sandblasted and completely repainted
- Utilities: new roof and inspection at Well #9, pick-up truck, 8' plow, portable crane, water meters and MXU readers
- In addition, a grant was received from Illinois Public Risk Fund (IPRF) for the purchase of safety and educational equipment in the amount of \$7,286

With the support of the City Council and staff, we will continue to brainstorm and develop new and innovative methods to establish goals and priorities that will provide a bright and prosperous future for our children and grandchildren.

Sincerely,  
CITY OF HARVARD



Jay T. Nolan,  
Mayor

**Date:** April 28, 2015  
**From:** Dave Nelson, City Administrator  
**Re:** Budget Proposal  
**To:** Mayor  
Finance Committee  
City Council

Mayor, Committee, and City Council:

This budget represents the status quo from last year. The economic realities of the past and prospect for the future have lead us into a steady and measured financial scenario. Many years ago we reduced service levels and we are currently still not at those pre-2008 levels. Without the investment of outside dollars we must become conservative in our approach financially. We must continue our investment in the Harvard Economic Development Corporation, and their efforts on the creation of an Enterprise Zone. If successful in the creation of the zone this will surely make a difference in investment in our community. As the process moves further we will need to act in conjunction with the Corporation to achieve our goals.

**Our story is not really different than everyone else's:**

- The Governor's budget will reduce our income stream 467K
- Every day there is a different tale of Springfield reducing our income stream in order to pad their projects.
- Pension obligations increase every day.
- Pension obligations 150 % increase over the last five years
- Steady wage Growth 2.2% per year
- The tax burden increases on our residents and businesses.

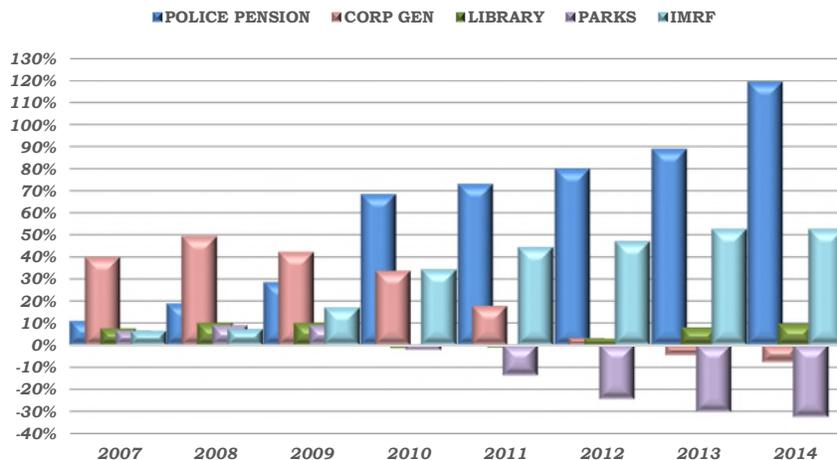
Many of these items are all out of our control but we still manage to be as resourceful as we can. The City continues to make appropriate decisions in relation to our financial situation, always cognizant of the consequences of its decisions. The State of Illinois fiscal mess has drawn us into the debate of shared sacrifice, but the only ones that are sacrificing thus far are the local residents of Harvard.

Even in this budget we continue to make reductions, but if the State of Illinois freezes our revenue stream or reduces state shared revenues our budget reductions will indeed be draconian

Revenue growth is nonexistent, and barely keeping up with inflation as a matter of fact the corporate general fund has reduced by around 1% this year. Even property tax revenue which has normally been stable is being affected. Three years ago we experienced the assessed value decreasing by over 12.3% with 51 million dollars of real property value disappearing. Two years ago year the assessed value dropped an additional 12 % with another 31 million dollar of lost value, and last year another 7.7% or 8.2 million in value lost. This year still sees yet another decrease in the assessed value of another 3.9% or 3.8 million in value lost. Perhaps this has bottomed out?

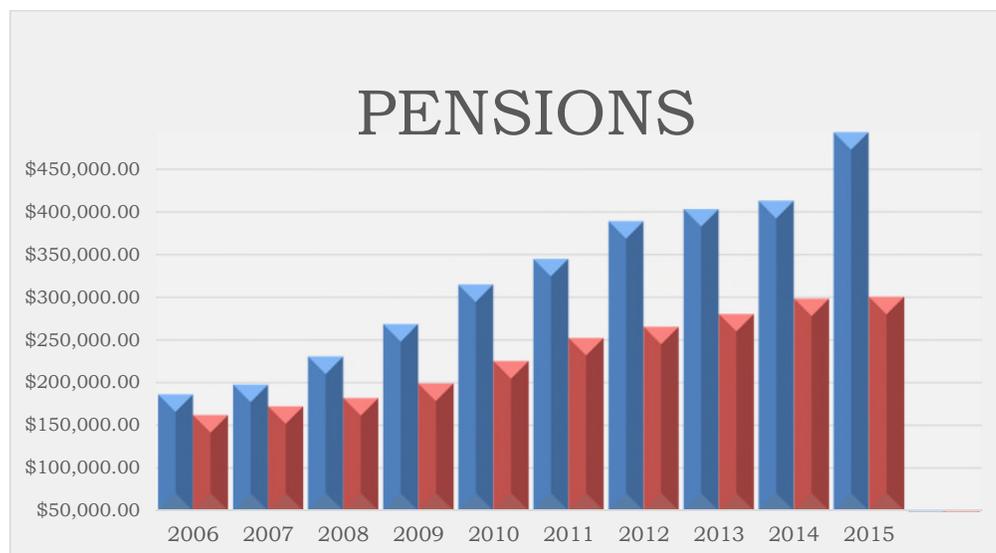
This has forced reductions in the Parks, NISRA and Corporate General Funds because these funds are capped in terms of the overall property tax rate. Further, the past practice of keeping the levy flat is producing decreases in our property tax income that forces further reductions. Without any new investment in the local economy the prospects for increases in current revenue is bleak.

## PROPERTY TAX INDEX



As you can see via the chart that the majority of property tax is going towards the pension funds. Less and less of this revenue actually goes towards any service provided to the citizens. An additional chart in this documents reflects those trends.

Income tax over the last several years has been abysmal, but it really appears that it is starting to rebound somewhat. We are planning once again for an increase this year of around 3% with hopes that it will be even higher. The Fiscal years are building upon one another and beginning to pick up some momentum. Perhaps with a growing economy this revenue source will continue to grow, as long as Springfield does not take away any gains that we have realized. Even though this income source is growing the state is still two months in arrears which amounts on the average of \$125,000. All of this discussion may be moot if the Budget goes bad in Springfield.



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

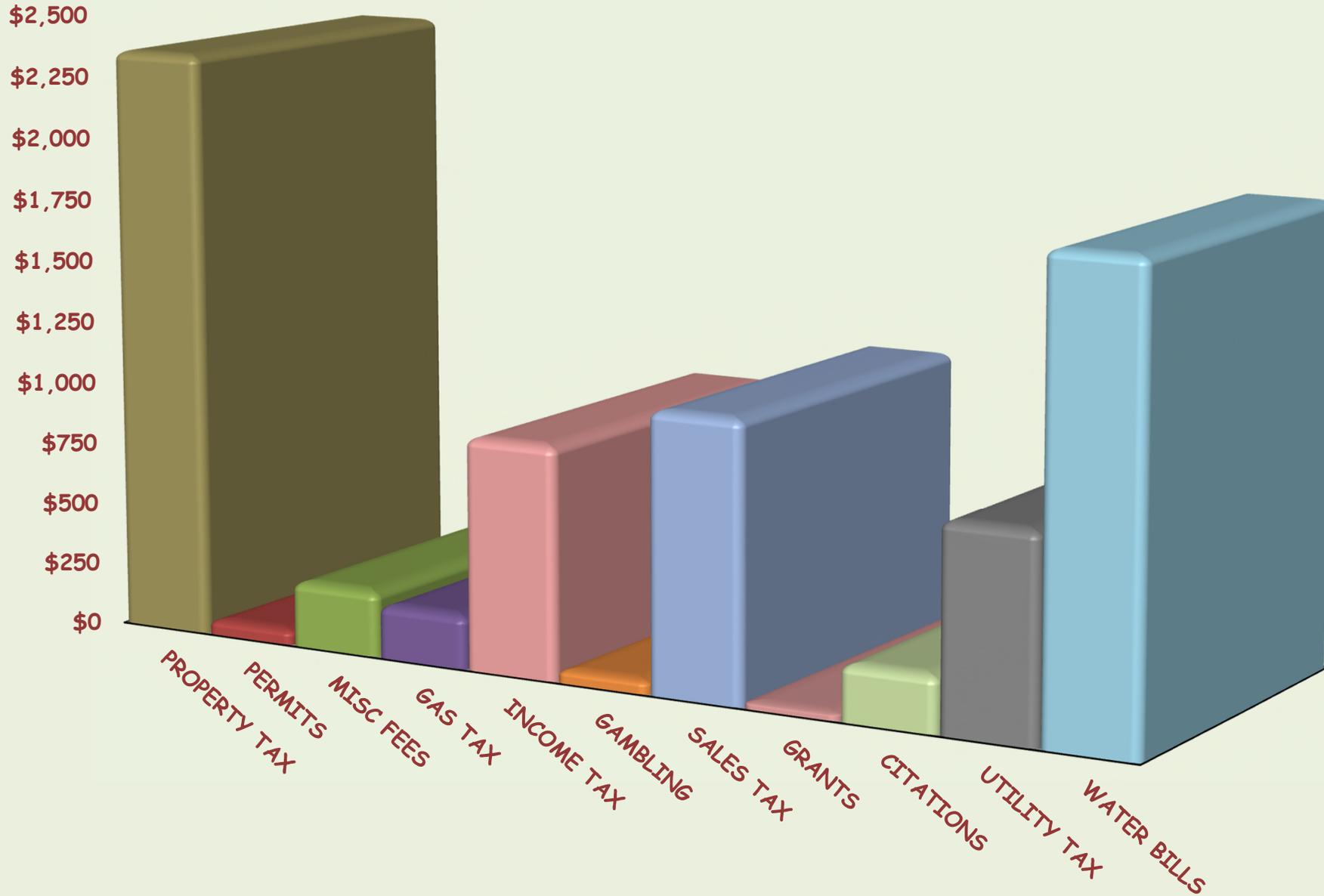
- Continue review and implement a capital improvement plan in the Corporate General fund so that we may establish our financial goals.
- Continued review of the five year capital improvement plan in the water and sewer fund. This type of planning, regardless of financing options, will only benefit our community.
- Entertain discussions regarding vehicle stickers.
- Conduct a financial and general strategy workshops to set our goals, and legislative priorities. In order for this to be meaningful the facilitator should be outside of our organization.
- Accumulate \$1,250,000 in cash reserves (three months cash flow) to offer future financial stability.
- Meet with all department heads for a review of all services that they provide
- Set minimum staffing levels in all departments and place in ordinance or resolution form.
- Formulate a policy on donations for water and sewer charges, so that 100% donations are not encouraged.
- Formulate a strategic plan for the park and recreation operations with clearly defined goals and objectives. Perhaps part of the general strategy workshop.

The biggest challenges that we still face are the financial stability of our operations in the Corporate General Fund. Where in the past cash flow has been non-existent today our cash balance averages around two weeks of need. The two weeks reserve is not ideal but we are making improvements from where we used to be. Overall, our financial situation in the Corporate General fund is tentative at best, and we need to be constant in our diligence.  
DN

# CITY OF HARVARD REVENUE

## 2015-2016

\$ THOUSANDS



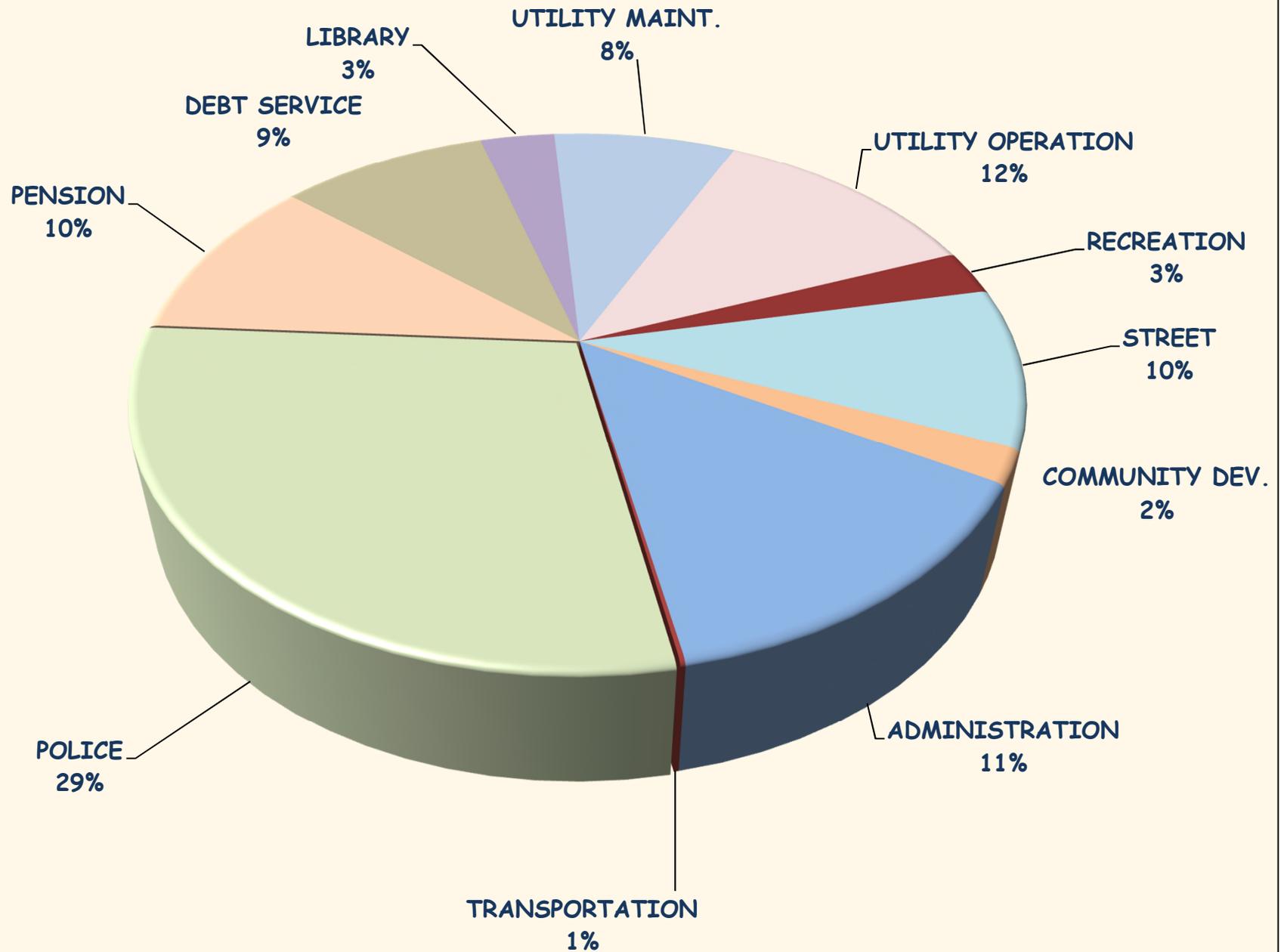
## GENERAL FUND REVENUE ESTIMATES

	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
PROPERTY TAXES GENERAL	\$ 554,000.00	\$ 480,000.00	\$ 417,000.00
TRANSFER FROM AUDIT FUND	\$ 30,000.00	\$ 28,000.00	\$ 32,000.00
TRANSFER FROM POLICE PROTECTION FUND	\$ 620,000.00	\$ 630,000.00	\$ 572,000.00
TRANSFER FROM ROAD AND BRIDGE FUND	\$ 80,000.00	\$ 82,000.00	\$ 83,000.00
INCOME TAXES	\$ 875,000.00	\$ 900,000.00	\$ 935,250.00
USE TAX	\$ 143,595.00	\$ 160,000.00	\$ 183,000.00
MUNICIPAL SALES TAXES	\$ 1,039,875.00	\$ 1,090,000.00	\$ 1,120,000.00
VIDEO GAMING TAX	\$ 50,000.00	\$ 48,000.00	\$ 60,000.00
REPLACEMENT TAXES	\$ 65,000.00	\$ 82,000.00	\$ 82,000.00
LIQUOR LICENSE/GENERAL LICENSE	\$ 43,100.00	\$ 60,159.00	\$ 50,000.00
CONTRACTORS LICENSE	\$ 9,000.00	\$ 11,000.00	\$ 11,000.00
BUILDING PERMITS	\$ 14,030.00	\$ 15,000.00	\$ 65,000.00
HEALTH INSURANCE REIMBURSEMENTS	\$ 2,500.00	\$ 26,000.00	\$ 40,000.00
POLICE REIMBURSEMENTS	\$ 70,000.00	\$ 85,000.00	\$ 85,000.00
DUI FINES	\$ 8,200.00	\$ 5,000.00	\$ 5,000.00
POLICE FINES	\$ 225,000.00	\$ 215,000.00	\$ 215,000.00
WATER UTILITY TAX	\$ 100,000.00	\$ 110,000.00	\$ 110,000.00
ELECTRIC TAX	\$ 358,000.00	\$ 350,000.00	\$ 330,000.00
HOTEL MOTEL TAX	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
NATURAL GAS TAX	\$ 70,000.00	\$ 90,000.00	\$ 130,000.00

## GENERAL FUND REVENUE ESTIMATES

	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
TELEPHONE TAX	\$ 280,000.00	\$ 250,000.00	\$ 202,000.00
ZONING HEARING & PLATTING FEES	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
CABLE FRANCHISE FEES	\$ 56,000.00	\$ 52,000.00	\$ 50,000.00
MINING FEES	\$ 48,500.00	\$ 48,500.00	
ESCROW FROM DEVELOPERS	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
CAP IMPROVEMENT DONATIONS		\$ -	
GARBAGE STICKERS	\$ 2,000.00	\$ 3,500.00	\$ 3,500.00
DONATIONS/EVENTS	\$ 50,000.00	\$ 55,000.00	\$ 15,000.00
SURPLUS PROPERTY	\$ 3,500.00	\$ 3,500.00	\$ 5,000.00
INTEREST	\$ 5,000.00	\$ 5,000.00	\$ 3,600.00
MISCELLANEOUS	\$ 8,000.00	\$ 12,000.00	\$ 20,000.00
GRANTS	\$ 5,300.00	\$ 1,500.00	\$ 6,000.00
RECEIPT OF RENT	\$ 20,000.00	\$ 25,000.00	\$ 25,000.00
PARKING FEES	\$ 98,000.00	\$ 98,000.00	\$ 115,000.00
CASH ON HAND	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00
<b>TOTAL</b>	<b>\$ 5,003,600.00</b>	<b>\$ 5,091,159.00</b>	<b>\$ 5,040,350.00</b>

# CITY OF HARVARD EXPENSES



## ADMINISTRATION DEPARTMENT

	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
<b>PERSONNEL SALARIES</b>			
OFFICIALS	\$ 109,000.00	\$ 110,000.00	\$ 111,768.04
CLERICAL	\$ 78,000.00	\$ 80,000.00	\$ 81,278.13
OVERTIME CLERICAL	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
<b>RELATED EXPENDITURES</b>			
HEALTH INSURANCE	\$ 48,000.00	\$ 57,000.00	\$ 65,000.00
TRAINING/SEMINARS	\$ 1,000.00	\$ 2,000.00	\$ 1,000.00
EXPENSE ACCOUNT MAYOR	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00
CLERKS TRAINING			
TRAVEL EXPENSE	\$ 100.00	\$ 100.00	\$ 100.00
<b>CONTRACTUAL &amp; COMMODITIES</b>			
ATTORNEY FEES	\$ 75,000.00	\$ 50,000.00	\$ 55,000.00
PROFESSIONAL FEES/AUDITORS	\$ 45,000.00	\$ 50,000.00	\$ 50,000.00
ENGINEERING FEES	\$ 12,500.00	\$ 12,500.00	\$ 15,000.00
PRINTING	\$ 4,000.00	\$ 5,000.00	\$ 4,500.00
BUILDING MAINTENANCE	\$ 35,000.00	\$ 40,000.00	\$ 72,000.00
SERVICE AGREEMENT	\$ 8,500.00	\$ 8,500.00	\$ 8,500.00
EQUIPMENT MAINTENANCE	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
OFFICE SUPPLIES	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
POSTAGE	\$ 3,500.00	\$ 3,500.00	\$ 4,500.00
DUES & SUBSCRIPTIONS	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
PUBLIC NOTICES	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
ZBA PUBLICATIONS	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
TELEPHONE	\$ 18,000.00	\$ 18,000.00	\$ 13,000.00
CITY HALL PAYMENT/PRINCIPAL	\$ 22,000.00	\$ 22,000.00	\$ 20,000.00
GARBAGE STICKERS	\$ 2,000.00	\$ 3,500.00	\$ 3,500.00

## ADMINISTRATION DEPARTMENT

	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
<b>CAPITAL OUTLAY</b>			
MISCELLANEOUS	\$ 10,000.00	\$ 5,000.00	\$ 6,500.00
INTEREST EXPENSE	\$ 45,000.00	\$ 43,000.00	\$ 28,000.00
NEW EQUIPMENT		\$ 25,000.00	\$ 8,000.00
ECONOMIC DEVELOPMENT	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00
EVENTS COMMITTEE	\$ 50,000.00	\$ 55,000.00	\$ 15,000.00
CAPITAL IMPROVEMENT		\$ -	
CITY COUNCIL CONTINGENCY		\$ -	\$ 2,953.83
		\$ -	\$ -
<b>OPERATING TRANSFERS/CORPORATE GENERAL</b>			
TRANSFER OUT POOL	\$ 40,000.00	\$ 50,359.00	\$ 50,400.00
TRANSFER OUT RTA	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
TRANSFER TO PARK FUND		\$ 7,800.00	\$ -
TRANSFER TO INSURANCE FUND	\$ 163,000.00	\$ 163,000.00	\$ 163,000.00
TRANSFER TO FICA FUND	\$ 175,000.00	\$ 195,000.00	\$ 200,000.00
TRANSFER TO IMRF FUND	\$ 145,000.00	\$ 185,000.00	\$ 155,000.00
TO DOWNTOWN TIF	\$ 95,000.00	\$ 95,000.00	\$ 95,000.00
<b>TOTAL</b>	<b>\$ 1,280,400.00</b>	<b>\$ 1,382,059.00</b>	<b>\$ 1,324,800.00</b>



*City of Harvard*  
*Public Works Department*

*Jim Kruckenberg*  
 Superintendent

**TO: Mayor Nolan  
 Dave Nelson**

**From: Supt. Jim Kruckenberg**

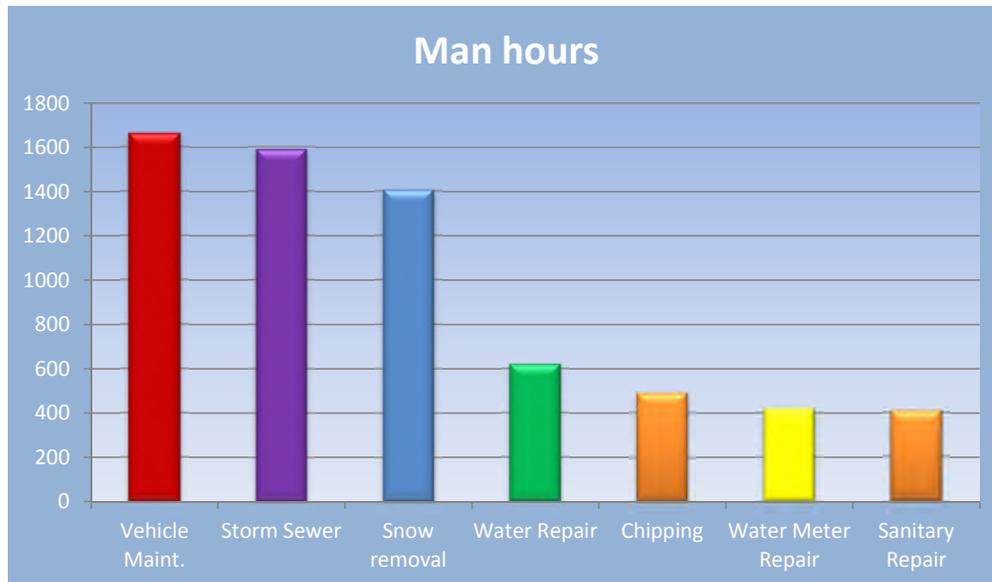
**Proposed 2015/16 Budget**

The city must once again prepare a budget that reconciles rising costs and increased expenditures with the possibility of lower revenues. Aware of the city's fiscal challenges, the Public Works Department strives to hold down costs and operate in a conservative fiscal manner, while providing the same high level of service the community has come to expect.

**Personnel**

The number of full time crew members in the Public Works Department has been reduced from 7 to 5 over the past eight years. While the number of crew members has been reduced, our responsibilities and area of service has increased. Like all departments, we are being required to do more with less. A strategy that has allowed the department to continue to function efficiently is the addition of part-time summer help and snow birds. I believe that maintaining the seasonal part time help is a conservative and sensible way to budget personnel funding. Summer help is limited to 700 hours per person, and snow birds are limited to a total of 450 hours.

The graph below is a breakdown of the hours spent on the main tasks from the past year. The graph represents our primary tasks that account for approximately one-half the total man-hours available for work in 2014. The vehicle maintenance column is mainly our mechanics' hours; we maintain all city vehicles including police department squad cars. Storm sewer repairs account for a major part of our work load, along with water main repairs, water services, and sanitary sewer repairs and cleaning. I included snow removal in this chart just to illustrate the hours spent on this task. The remaining man hours are spent repairing streets, repairing lights, replacing signs, tree work, and other miscellaneous tasks.



#### **Contractual Services**

- **Vehicle Maintenance:** Vehicle maintenance line remains the same. Our preventative maintenance program is paying off by keeping our vehicles in good working order and minimizing repair costs. However, our vehicles are getting older, and we should consider a replacement schedule.
- **Street Light Maintenance:** We maintain all downtown lights as well as lighting for three subdivisions. Other areas are maintained by Com Ed.
- **Tree Work:** We would like to continue to do proactive trimming. Also, there are still many ash trees to be removed.

#### **Storm Sewer Maintenance**

Storm sewer work keeps us busy every year, and will continue to do so. Most of that work was repairing or replacing old and deteriorated basins, tiles and frames. We will continue expedite storm sewer repairs as quickly as our schedule allows. Collapsed sewers tend to leave holes in the streets, allow for flooding, and create unsafe conditions.

#### **Sanitary Sewer Maintenance**

Sanitary maintenance includes cleaning and televising mains and replacing or repairing manholes. Cleaning and televising allows us to determine the pipe condition as well as indentifying points of infiltration.

### **Water Main Maintenance**

This account involves many items, including: water main pipe, repair clamps, fittings, copper service line, water main valves and vaults, and concrete or pavement repairs. We also want to have funds budgeted for emergencies such as main replacement and outside contractors if required. There is a long list of service lines and shut offs that are in need of repair.

### **New Equipment**

Our vehicle fleet is ageing. The newest dump truck is seven years old and the oldest is 25 years old. We also need to start replacing salt spreaders and snow plows for our dump trucks. We've welded and repainted as much as possible and several are no longer useable. A frost tooth for the 710 backhoe would be very useful in the winter time for water main breaks and at other times of the year to pull concrete and asphalt. In Utility Department equipment, we have new water meters and MXU radio readers. Last year we replaced approximately 120 water meters and over 200 MXU's.

#### **Proposed New Equipment: Street Department (listed in order of priority)**

- ✚ \$14534 – 1 Ton dump Truck payments
- ✚ \$9000 – 2- stainless steel spreaders
- ✚ \$10100 - 11' Snow plow- for dump truck
- ✚ \$2500 - Frost tooth – 710 Backhoe

#### **Proposed New Equipment Utility Maintenance**

- ✓ \$16,000 – Water meter replacement
- ✓ \$26,000 – MXU radio readers

**Current Vehicles: Dump Trucks**

**Dump Trucks**

<b>#6- 1990 Ford</b>	<b>25yrs</b>
<b>#2- 2000 International</b>	<b>15yrs</b>
<b>#11- 2000 International</b>	<b>15yrs</b>
<b>#9- 2004 International</b>	<b>11yrs</b>
<b>#7- 2007 International</b>	<b>8yrs</b>
<b>#5- 2008 International</b>	<b>7yrs</b>

**Summary**

As I submit the proposed Public Works budget, I am fully aware of the budgetary challenges the city faces. Personnel, commodities, and other expenditures rise every year. I am vigilant about keeping an eye on costs and continually look for ways to save money, without sacrificing service or jeopardizing safety. The fact that we had no Workman's Comp claims, or major injuries, in our department the past two years is evidence that the department takes workplace safety very seriously.

I must say I'm proud of what we were able to accomplish in the past year with the reduced full time work force and our limited part time help. In the last year, we've repaired or replaced over 35 storm sewers, 11 sanitary manholes, and 12 water services. We installed 120 water meters and over 200 water meter radio readers. This was in addition to all the routine tasks, odd jobs, emergency repairs, and scheduled maintenance chores we perform.

While we have prioritized our list of new equipment needed for the Street Department, I must stress that every piece of equipment listed is important. Our work throughout the year is also done on a priority basis in accord with available manpower and budget constraints. The Public Works Department will always have an abundance of work to do and we strive do our best work, provide the best public service, and maintain a safe working environment for our workers, all while operating within our budget.

Respectfully,  
Jim Kruckenberg  
Supt. Public Works

## STREET DEPARTMENT

	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
<b>PERSONNEL</b>			
SALARIES	\$ 300,000.00	\$ 250,000.00	\$ 282,000.00
OVERTIME	\$ 20,000.00	\$ 15,000.00	\$ 15,000.00
<b>RELATED EXPENDITURES</b>			
HEALTH INSURANCE	\$ 37,000.00	\$ 45,000.00	\$ 50,000.00
TRAINING/SEMINARS		\$ -	\$ 250.00
TRAVEL EXPENSE		\$ -	\$ 150.00
UNIFORMS	\$ 2,200.00	\$ 2,000.00	\$ 2,500.00
<b>CONTRACTUAL SERVICES</b>			
STREET LIGHT MAINT	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00
PARKING LOT MAINTENANCE	\$ 98,000.00	\$ 60,000.00	\$ 60,000.00
VEHICLE MAINTENANCE	\$ 30,000.00	\$ 35,000.00	\$ 35,000.00
BUILDING & GROUNDS MAINTENANCE	\$ 20,000.00	\$ 7,000.00	\$ 7,500.00
RADIO MAINTENANCE	\$ 500.00	\$ 2,000.00	\$ 500.00
TREE PLANTING/REMOVAL	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00
SIDEWALK REPLACEMENT			
<b>COMMODITIES</b>			
TOOLS	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
BARRICADES AND SIGN SUPPLIES	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
MATERIAL PURCHASES	\$ 2,000.00	\$ 2,500.00	\$ 2,500.00
TELEPHONE	\$ 3,000.00	\$ 3,000.00	\$ 3,200.00
ELECTRICITY	\$ 110,000.00	\$ 110,000.00	\$ 110,000.00
FUEL FOR BUILDING			
GAS, OIL, GREASE	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00
STREET SIGNS	\$ 5,000.00	\$ 5,000.00	\$ 3,000.00
STREET DECORATIONS	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
MISCELLANEOUS/STREET SWEEPINGS	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
<b>CAPITAL OUTLAY</b>			
NEW EQUIPMENT	\$ 15,000.00	\$ 50,000.00	\$ 36,000.00
<b>TOTAL</b>	<b>\$ 748,700.00</b>	<b>\$ 687,500.00</b>	<b>\$ 708,600.00</b>

**HARVARD POLICE DEPARTMENT**

“Winning with Teamwork”



**TO: Mayor Jay Nolan  
Administrator David Nelson**

**DA: March 24, 2015**

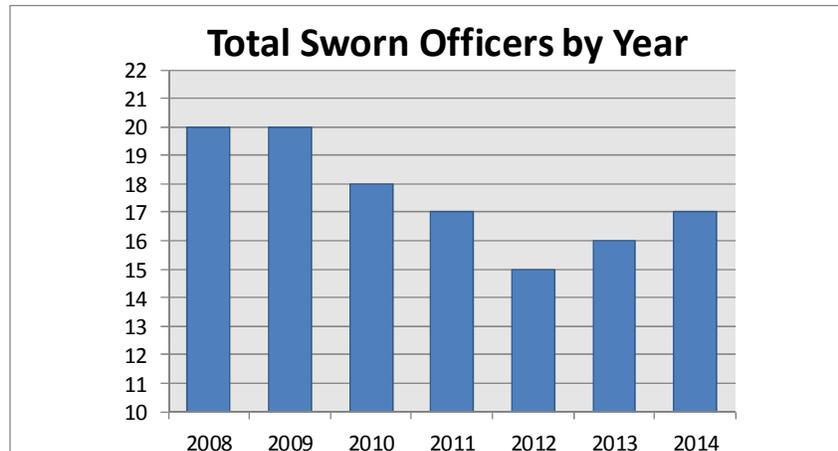
**FR: Chief Mark Krause**

**RE: 2014/15 Budget**

Policing presents a wide array of challenges and difficulties, not the least of which is budgeting and planning. Recent events in the country have highlighted the need and demand for a police department that is not only capable to handle law enforcement tasks, but one that is likewise responsive and collaborative with the community they serve.

This past year has seen quite a change at the Harvard Police Department; the departures of three long time tenured and highly respected officers, including my predecessor, has left the department devoid of nearly eighty five years of cumulative experience, knowledge and training. To be sure, the retirement of these officers have been well earned, but the loss of their institutional knowledge, skill and ability will be felt for many years to come. Plans were made for the retirements, but the department had to endure four officers injured in the line of duty, another injured off the job and one officer taking FMLA time around the end of the fiscal year for the birth of a child; these absences, coupled with replacing a probationary officer who left after completing the academy, exacerbated the demands on our depleted staffing. That said the department has pulled together and has been able to maintain a strong presence and capably handled their law enforcement duties.

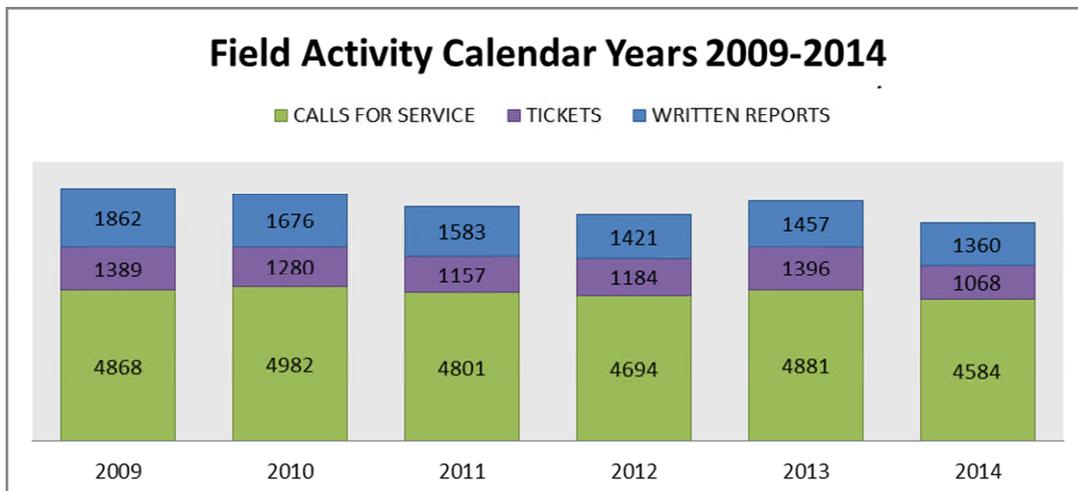
An agreeable budget allowed for the hiring of four officers to replace the void; ongoing training, close supervision and mentoring these new officers aims to bolster our manpower and help fulfill our mission “to create a professional cooperative environment with the community to improve the quality of life for those we serve and protect by embracing the City of Harvard motto: "Winning with Teamwork".”



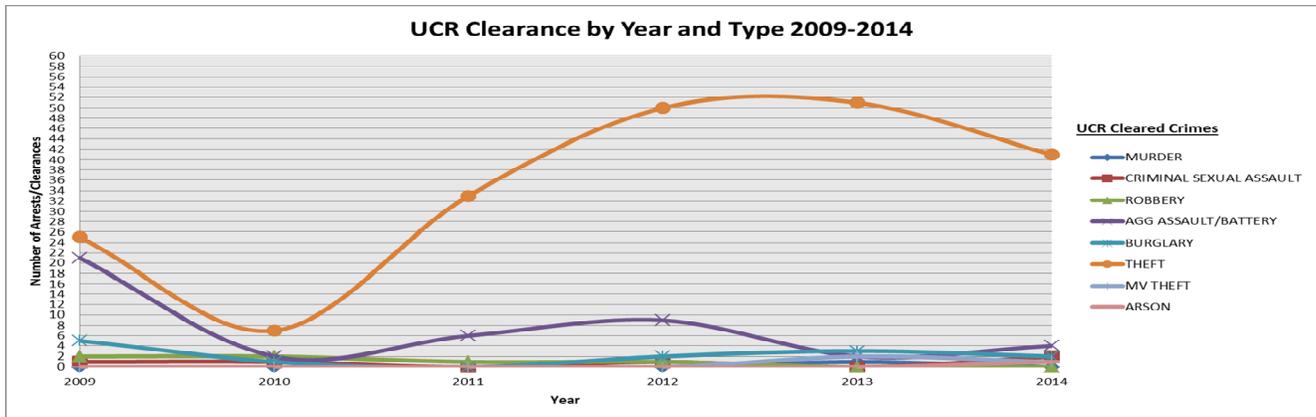
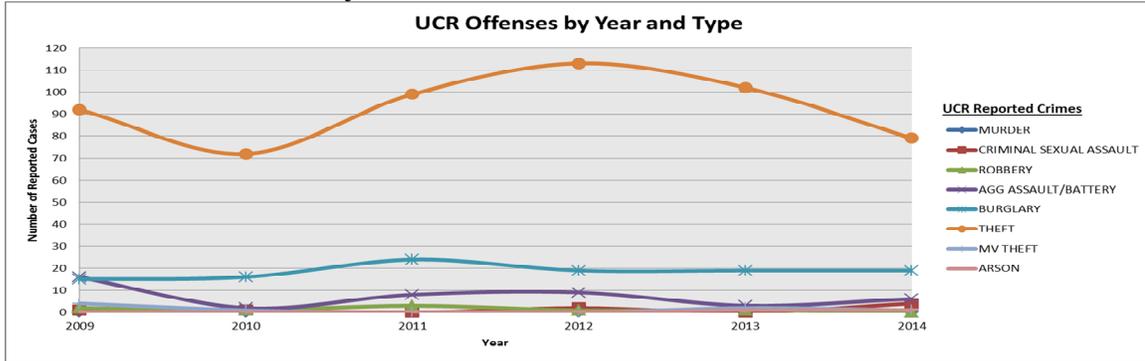
### PERSONNEL

Based upon the City's population and Department of Justice reports, the City of Harvard should be staffed with twenty two sworn officers and maintain a full time staff of eleven. The fact of the matter is that we have been relegated to be a reactive police department, as opposed to the proactive department we once were. Currently, technology strategies have been enacted to reduce the amount of time officers and personnel spend on mundane tasks, with an emphasis upon freeing up the contingent of personnel we have so service levels can be mitigated in the best possible light.

Since 2009, the Department's number of sworn personnel has dropped from a high of twenty sworn to our current seventeen, representing a 15% decline in manpower. This decrease has led to proportional decreases in officers' self-initiated field activity; traffic tickets are down from 1389 in 2009 to a total of 1068 for this calendar year, a 30.05% decrease; despite the reduced manpower, calls for service have trended from 4868 to 4584 this year (figures as of 12-12-2014).



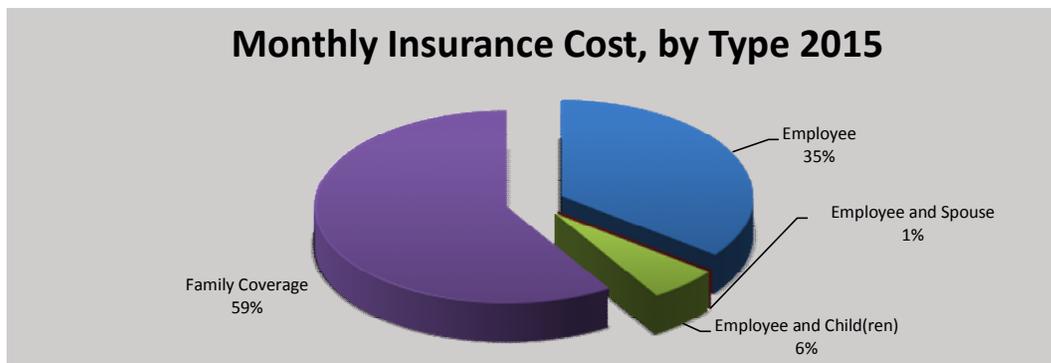
During this same period, UCR category crimes have been increasing or remaining constant. Theft reports have always been the bulk of our reported offenses and the past few years have been no different. Arrests reflect a similar trend and notable increases in thefts; we had a low of 7 theft arrests in 2010 to a high of 51 last year and 41 year to date. Retail thefts continue to push the offense number and number of arrests up. It is noteworthy that officers have been using Non-Traffic Notice to Appear citations in lieu of custodial arrests for many retail thefts.



As a twenty four a day, seven day a week operation, scheduling has always been a struggle; couple this with training needs, vacation time and injuries and the result can be very deleterious to ensuring a high level of performance. Fortunately, the additional manpower aims and new technology can reduce these impacts. Despite the fact I foresee no impending retirements this budget year, we will have four officers with the appropriate amount of tenure and two of them will be within retirement age.

**RELATED EXPENDITURES**

Insurance costs for the department have dropped approximately 5% due to clerical staff leaving the City health insurance plan.



Health exams remain consistent with last year.

Uniforms have decreased this year due to having fewer new employees.

The education costs our maintained at zero for the upcoming year. It is noteworthy that both Deputy Chief Bauman (working on his M.B.A.) and Dispatch Supervisor Vest (Business Associates) have returned to school on their own, which is sure to benefit the city. The training line item remained is over 47% lower than last year to reflect the urgent need to maintain a high level of training for officers and to adequately ensure our new officers have needed training opportunities.

### **CONTRACTUAL SERVICES**

Equipment maintenance went up slightly to accommodate a slight increase in copier fees and an agreement on our newly purchased fingerprint Livescan machine (12-22-2014). The Livescan ensures we are compliant with new reporting guidelines for the State of Illinois and the new technology has assisted greatly with mugshots and evidence processing.

Radio maintenance costs have also increased, specifically for our gateway which enables divergent technology to make our radio system and infrastructure work. This agreement is an extension of the initial radio equipment purchase and, considering the cost of replacing the system, it is a vital component.

Investigations budget was also increased in order to accommodate hardware and software to ensure evidence is more efficiently and effectively handled. The telephone line item was expanded to account for PD Phone Circuits, which weren't attributed in last year's budget. In an effort to remedy the telephone line item, most all of the PD cell phones were disconnected this year and a savings was realized.

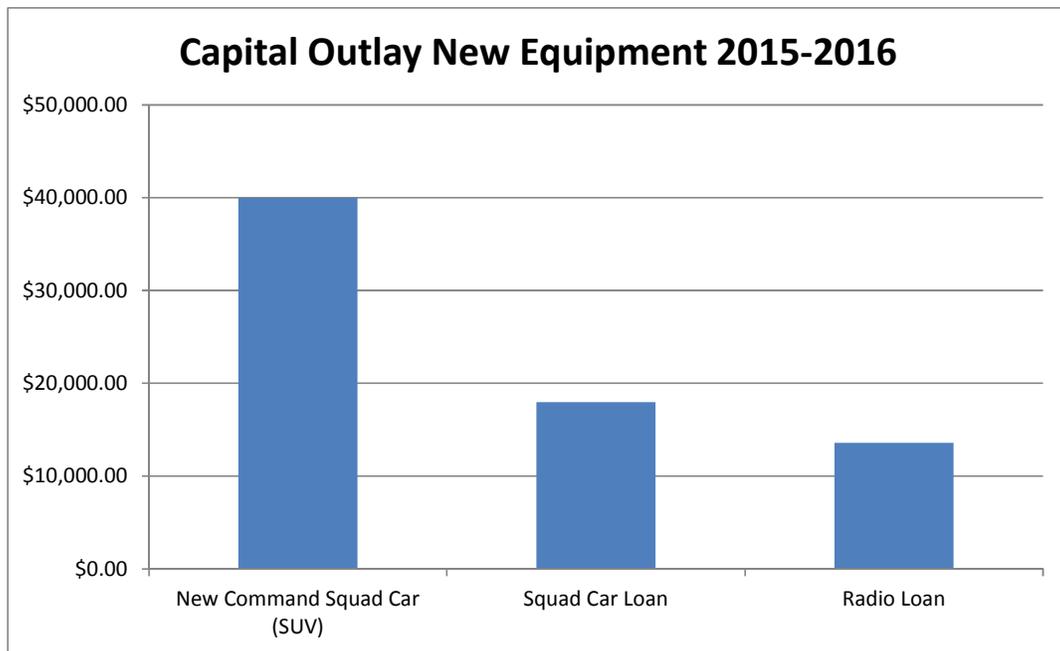
**COMMODITIES**

The police commission line was continued at the previous rate in order to defray the impact of hosting another police testing cycle. With the latest new hire, the Police Department has expended the previous list and must run another cycle.

**SPECIAL PROGRAMS**

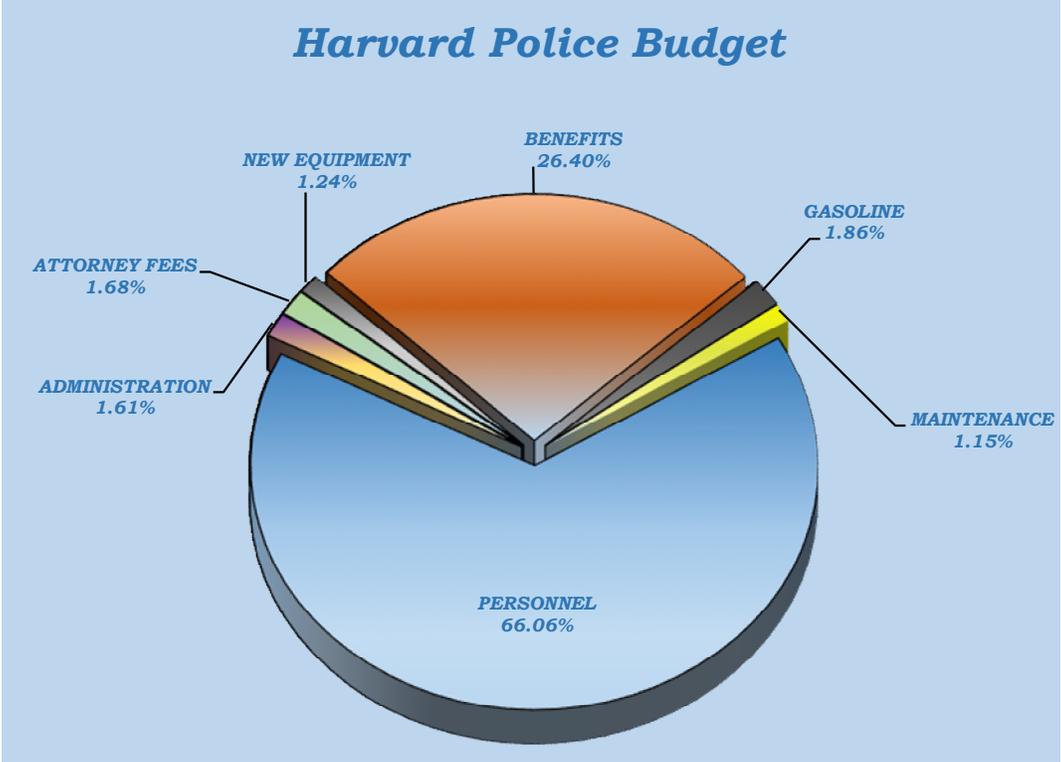
The Special Programs line has reflected the retirement of the Canine Program and need for new resources related to defensive tactics. Milk Day cost is projected to remain the same.

**CAPITAL OUTLAY/NEW EQUIPMENT**



The new equipment line item dropped when compared with last year. The budget reflects replacing the Sergeant’s squad with a comparable AWD utility

vehicle that can be utilized in inclement or adverse weather and the final installment of the squad car and radio loan repayments.



Respectfully,

Mark Krause  
Chief of Police

## POLICE DEPARTMENT

	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
<b>PERSONNEL</b>			
OFFICERS	\$ 1,569,000.00	\$ 1,510,000.00	\$ 1,500,000.00
CLERICAL	\$ 315,000.00	\$ 321,300.00	\$ 345,000.00
CROSSING GUARDS	\$ 13,000.00	\$ 10,000.00	\$ 12,000.00
OVERTIME	\$ 250,000.00	\$ 257,000.00	\$ 270,000.00
<b>RELATED EXPENDITURES</b>			
HEALTH INSURANCE	\$ 364,000.00	\$ 385,000.00	\$ 400,000.00
HEALTH EXAMS	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
TRAINING/SEMINARS	\$ 18,000.00	\$ 18,000.00	\$ 9,500.00
EDUCATION			
UNIFORMS	\$ 25,000.00	\$ 22,000.00	\$ 20,500.00
<b>CONTRACTUAL SERVICES</b>			
ATTORNEY FEES	\$ 54,000.00	\$ 54,000.00	\$ 54,000.00
VEHICLE MAINTENANCE	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
EQUIPMENT MAINTENANCE	\$ 7,500.00	\$ 7,500.00	\$ 8,000.00
RADIO MAINTENANCE	\$ 2,500.00	\$ 2,500.00	\$ 4,000.00
ADVERTISING	\$ 1,500.00	\$ -	
<b>COMMODITIES</b>			
AMMUNITION	\$ 7,000.00	\$ 7,000.00	\$ 6,500.00
MATERIAL PURCHASES/SUPPLIES	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
OFFICE SUPPLIES	\$ 8,500.00	\$ 8,500.00	\$ 8,500.00
INVESTIGATION/FILM	\$ 4,000.00	\$ 4,000.00	\$ 6,500.00
DUES/SUBSCRIPTIONS	\$ 2,000.00	\$ 2,000.00	\$ 2,200.00
TELEPHONE	\$ 8,500.00	\$ 8,500.00	\$ 11,500.00
GAS, OIL, GREASE	\$ 55,000.00	\$ 55,000.00	\$ 50,000.00
POLICE COMMISSION EXPENSE	\$ 7,000.00	\$ 3,500.00	\$ 1,000.00

**POLICE DEPARTMENT**

	<b>Fiscal year 2013-2014</b>	<b>Fiscal year 2014-2015</b>	<b>Fiscal year 2015-2016</b>
<b>OTHER</b>			
MISCELLANEOUS	\$ 1,000.00	\$ 1,550.00	\$ 2,000.00
SPECIAL PROGRAMS	\$ 15,000.00	\$ 9,500.00	\$ 8,000.00
<b>CAPITAL OUTLAY</b>			
NEW EQUIPMENT	\$ 43,000.00	\$ 118,000.00	\$ <b>72,000.00</b>
DATA BASE			
<b>TOTAL</b>	<b>\$ 2,790,000.00</b>	<b>\$ 2,824,350.00</b>	<b>\$ 2,810,700.00</b>

## COMMUNITY DEVELOPMENT DEPARTMENT

	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
SALARIES	\$ 121,000.00	\$ 127,000.00	\$ 119,000.00
HEALTH INSURANCE	\$ 49,000.00	\$ 55,000.00	\$ 55,000.00
TRAINING			\$ 1,000.00
UNIFORM	\$ 600.00	\$ 750.00	\$ 750.00
VEHICLE MAINTENANCE	\$ 1,200.00	\$ 1,500.00	\$ 1,500.00
NUISANCE ABATEMENT	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
GAS, OIL, GREASE	\$ 2,700.00	\$ 3,000.00	\$ 2,500.00
<b>CAPITAL OUTLAY</b>			
NEW EQUIPMENT		\$ -	\$ 6,500.00
<b>TOTAL</b>	<b>\$ 184,500.00</b>	<b>\$ 197,250.00</b>	<b>\$ 196,250.00</b>

## SUMMARY OF GENERAL FUND

ADMINISTRATION	Fiscal year 2012-2013	Fiscal year 2013-2014	Fiscal year 2015-2016
	\$ 1,280,400.00	\$ 1,280,400.00	\$ 1,324,800.00

### DOLLAR CHANGE

**\$44,400.00**

**3.47%**

STREET	Fiscal year 2012-2013	Fiscal year 2013-2014	Fiscal year 2015-2016
	\$ 748,700.00	\$ 687,500.00	\$ 708,600.00

### DOLLAR CHANGE

**\$21,100.00**

**3.07%**

POLICE	Fiscal year 2012-2013	Fiscal year 2013-2014	Fiscal year 2015-2016
	\$ 2,790,000.00	\$ 2,824,350.00	\$ 2,810,700.00

### DOLLAR CHANGE

**(\$13,650.00)**

**-0.48%**

COMMUNITY DEVELOPMENT	Fiscal year 2012-2013	Fiscal year 2013-2014	Fiscal year 2015-2016
	\$ 184,500.00	\$ 197,250.00	\$ 196,250.00

### DOLLAR CHANGE

**(\$1,000.00)**

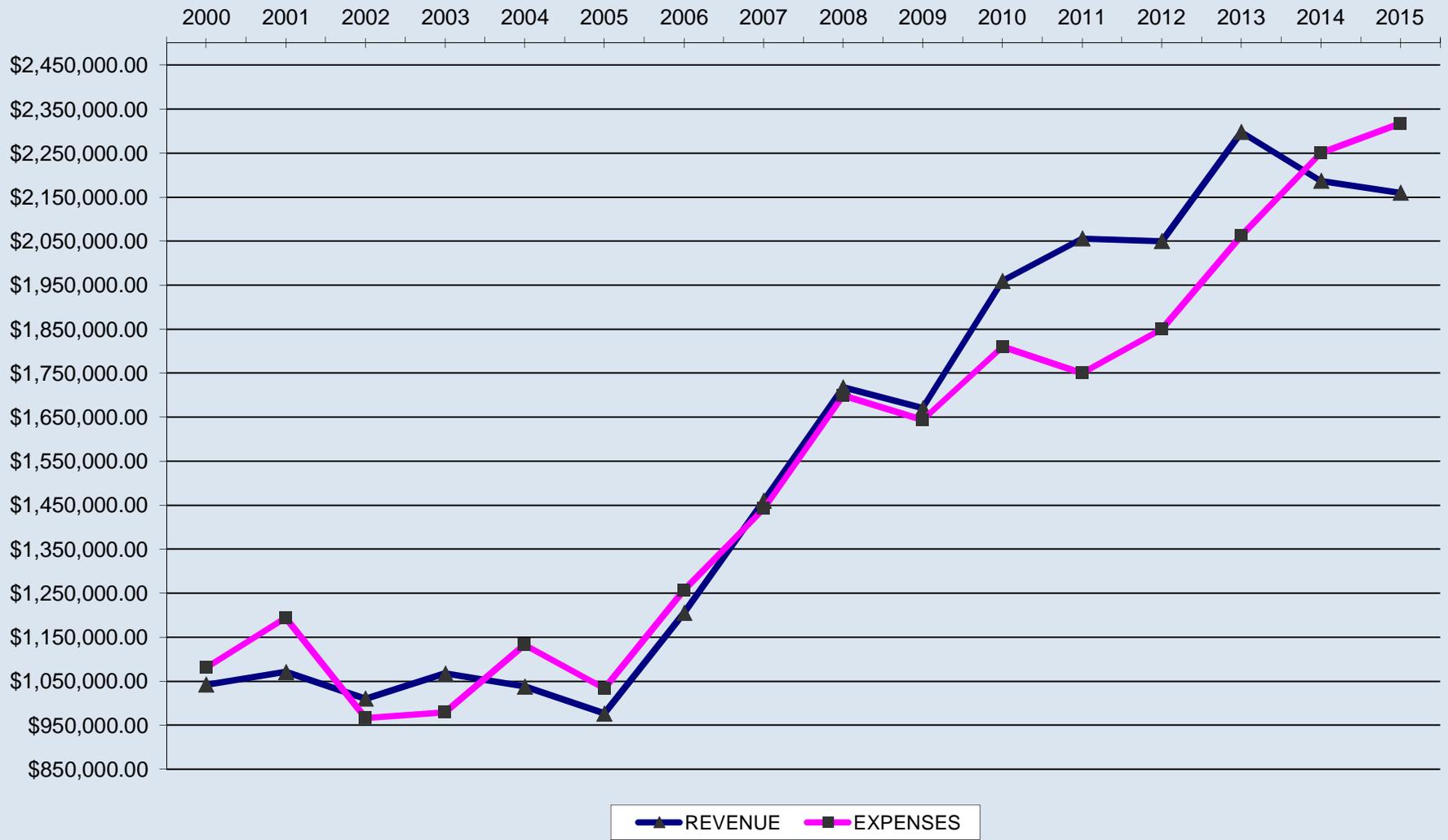
**-0.51%**

**SUMMARY OF GENERAL FUND**

<b>TOTAL</b>	<b>Fiscal Year 2011-2012</b>	<b>Fiscal year 2012-2013</b>	<b>Fiscal year 2015-2016</b>
	<b>\$ 5,003,600.00</b>	<b>\$ 5,091,159.00</b>	<b>\$ 5,040,350.00</b>

**DOLLAR CHANGE****(\$50,809.00)****-1.00%**

# WATER OPERATIONS



## WATER AND SEWER FUND REVENUE ESTIMATES

	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
WATER BILLS	\$ 1,766,876.00	\$ 1,791,321.00	\$ 1,800,000.00
TAP ON PERMITS	\$ 20,000.00	\$ 20,000.00	\$ 10,000.00
SALE OF MATERIAL	\$ 2,000.00	\$ 2,000.00	\$ 3,000.00
PENALTIES	\$ 40,300.00	\$ 40,300.00	\$ 45,000.00
PLUMBING PERMITS	\$ 2,500.00	\$ 2,500.00	\$ 4,000.00
MAINTENANCE CHARGE	\$ 280,000.00	\$ 310,000.00	\$ 310,000.00
MOVING CHARGE	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
UTILITY TAX	\$ 100,000.00	\$ 110,000.00	\$ 110,000.00
EPA LICENSE FEE	\$ 17,500.00	\$ 17,500.00	\$ 17,500.00
INTEREST	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
MISCELLANEOUS	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
WATER TOWER LEASE	\$ 26,230.00	\$ 27,149.00	\$ 32,164.00
WWTP FEE	\$ 11,330.00	\$ 11,330.00	
CASH ON HAND/CAPITAL IMPROVEMENT	\$ 145,000.00	\$ -	
GRANT		\$ 7,500.00	\$ 1,500.00
BOND PROCEEDS		\$ -	
<b>TOTAL</b>	<b>\$ 2,417,736.00</b>	<b>\$ 2,345,600.00</b>	<b>\$ 2,339,164.00</b>



City of Harvard Utility Department



**To: Mayor Nolan  
Dave Nelson**

**Date: March 31, 2015.**

**From: Superintendent Grant**

**Re: 2015/2016 Budget**

As you all are aware maintaining and operating our water and wastewater treatment plants takes a large amount of money, keeping the wells and wastewater treatment plant running also consume a large amount of energy. We have and will continue to find the best ways to save energy and money while continuing to operate within our budget. As superintendent I work with my sales reps in keeping cost down by cost comparison we have also found Grant money for energy saving.

**Personal:**

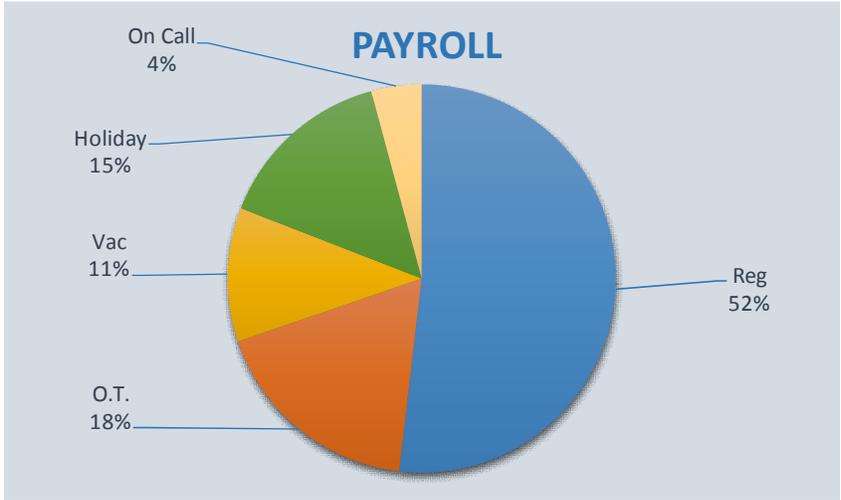
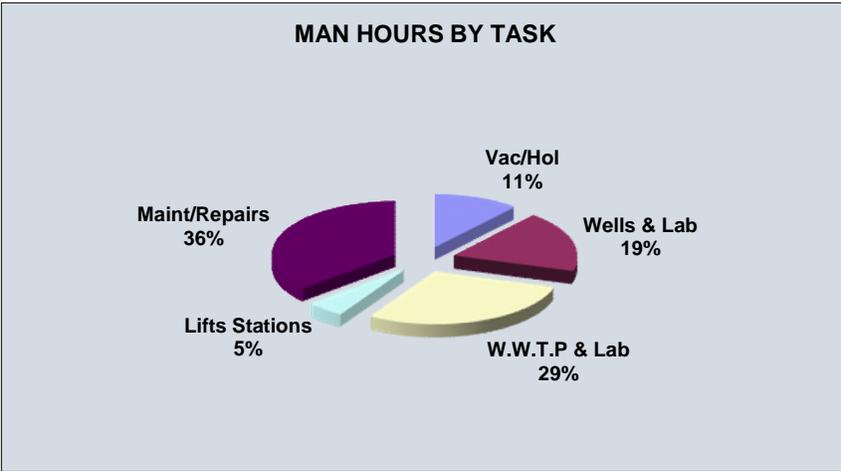
The utility department has three IEPA certified full time employees and an IEPA certified superintendent. The department oversees three active wells an Iron removal water treatment plant, three water towers, twelve lift stations and the city's wastewater treatment plant. Duties include maintenance and preventative maintenance of all equipment, buildings, property associated with the department. Daily operations include maintaining the wells, water treatment plant, water towers, lift stations and the wastewater treatment plant, along with performing permit compliance sampling and daily laboratory analysis to keep the potable water and wastewater within the limits set by the USIEPA.

The State of Illinois requires Water operators to stay compliant by having from 15 to 30 hours per three years of continuing education hours based on certification level carried by the operator.

The utility department has a large amount of daily operations labor, including skilled laboratory monitoring and testing associated with both potable and wastewater treatment. The department implements preventive maintenance in an effort to keep equipment in operation.

The department operates seven days a week. The department works a Rotating schedule this gives us three days a week when all operators are on duty two days a week with two operators and two days a week with only one operator. As you can image time

management is essential. The first chart below reflects the hours worked and categorized to show the present of time spent each month. The second chart reflects wages for the department.



**2015/2016 Budget**

- 70015475 Training Expense

With no funding for training the last few years the operators have had to take webinars and self-study courses to stay compliment with their operator license I would like to see a minimal

amount of \$500.00 This would give us the opportunity to meet and network with other operators along with keeping up with current and future changes in our industry.

➤ 70015502: Professional fees

Budgeted is the additional amount of \$20,000 above normal operations expenditures. As you are aware the wastewater treatment plant has been experiencing operational issues over the past few years, aging equipment and out dated technology makes it a challenge to stay within our operating permit limits.

➤ 70015514: Building Maintenance.

Budgeted is the additional amount of \$8,500 to replace the roof on Well#9 building. The roof is the original roof from 1996 the shingles are weathering.

➤ 70015532: Equipment and water main maintenance.

Budgeted is the additional amount of \$65,000 above normal operations. This is to pull well # 9, inspect wells Piping and rebuild pump. This well was in the budget to be pulled for inspection last fiscal but after some consideration we felt with the cost to pull and inspect it would be beneficial to take it a step further and rebuild the pump and motor to insure longevity of service.

➤ 70015800: New Equipment.

1. Budgeted is the amount of \$21,164.92 for a new 2015 F250 4x4. The current F250 is a 2001 with 97000 miles. The department uses the 4x4 to plow out the wastewater plant the three wells and 12 lift stations. Also budgeted is the amount of \$5140 for an 8' Boss snowplow.
2. \$2000.00 is also budgeted for a Western Mule crane; the city can recoup this money from Grant money. The crane would be used for pulling pumps, motors etc.

### **Summary**

The staff in the utility department takes pride in their work as a team we work hard to stay compliant with our permitted operating limits set by the IEPA, by continues monitoring of both potable and waste water, maintaining equipment along with upkeep of our buildings and property. The pride in our work also shows by each of us being both potable and wastewater certified operators also happy to say the department has stayed injury free the last two years.

## UTILITY OPERATIONS

	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
<b>PERSONNEL SALARIES</b>			
SALARIES	\$ 325,000.00	\$ 337,000.00	\$ 341,000.00
OVERTIME	\$ 18,000.00	\$ 18,000.00	\$ 15,000.00
<b>RELATED EXPENDITURES</b>			
HEALTH INSURANCE	\$ 85,000.00	\$ 85,000.00	\$ 65,000.00
TRAINING		\$ -	\$ 500.00
TRAVEL EXPENSE		\$ -	
UNIFORMS	\$ 1,900.00	\$ 2,000.00	\$ 2,000.00
<b>CONTRACTUAL &amp; COMMODITIES</b>			
PROFESSIONAL FEES	\$ 40,000.00	\$ 60,000.00	\$ 55,000.00
ENGINEERING FEES	\$ 40,000.00	\$ 40,000.00	\$ 95,000.00
VEHICLE MAINTENANCE	\$ 3,500.00	\$ 4,500.00	\$ 4,000.00
BUILDING MAINTENANCE	\$ 20,000.00	\$ 30,000.00	\$ 15,000.00
MAINTENANCE OF TOWER	\$ 90,000.00	\$ 45,000.00	\$ 25,000.00
LIFT STATION MAINTENANCE	\$ 45,000.00	\$ 35,000.00	\$ 30,000.00
EQUIPMENT MAINT.	\$ 80,000.00	\$ 60,000.00	\$ 90,000.00
LAB SUPPLIES	\$ 10,000.00	\$ 12,000.00	\$ 9,500.00
MATERIAL PURCHASES	\$ 4,000.00	\$ 4,000.00	\$ 3,500.00
DUES & SUBSCRIPTIONS	\$ 750.00	\$ 650.00	\$ 550.00
TELEPHONE	\$ 15,000.00	\$ 28,000.00	\$ 28,000.00
ELECTRICITY	\$ 180,000.00	\$ 180,000.00	\$ 200,000.00
FUEL FOR BUILDING	\$ 8,000.00	\$ 9,000.00	\$ 12,000.00
GAS, OIL & GREASE	\$ 13,000.00	\$ 13,000.00	\$ 11,000.00
CHEMICALS	\$ 85,000.00	\$ 85,000.00	\$ 80,000.00
MISCELLANEOUS	\$ 2,000.00	\$ 4,000.00	\$ 4,000.00
PERMIT FEES	\$ 17,500.00	\$ 17,500.00	\$ 17,500.00
<b>CAPITAL OUTLAY</b>			
NEW EQUIPMENT	\$ 165,000.00	\$ -	\$ 30,000.00
INFRASTRUCTURE EXPENDITURE		\$ 30,000.00	\$ 30,000.00
<b>TOTAL UTILITY OPERATIONS</b>	<b>\$ 1,248,650.00</b>	<b>\$ 1,099,650.00</b>	<b>\$ 1,163,550.00</b>

## UTILITY MAINTENANCE & ADMINISTRATION

	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
<b>PERSONNEL SALARIES</b>			
SALARIES	\$ 166,842.00	\$ 237,000.00	\$ 185,000.00
SALARIES, CLERICAL	\$ 112,000.00	\$ 112,000.00	\$ 114,000.00
OVERTIME	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
<b>RELATED EXPENDITURES</b>			
HEALTH INSURANCE	\$ 80,440.00	\$ 115,000.00	\$ 75,000.00
UNIFORMS	\$ 2,200.00	\$ 2,400.00	\$ 2,500.00
<b>CONTRACTUAL &amp; COMMODITIES</b>			
UTILITY TAX	\$ 100,000.00	\$ 110,000.00	\$ 110,000.00
RENT	\$ 20,000.00	\$ 25,000.00	\$ 25,000.00
VEHICLE MAINTENANCE	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
STORM SEWER MAINTENANCE/CURBS	\$ 15,000.00	\$ 20,000.00	\$ 30,000.00
SANITARY SEWER MAINTENANCE	\$ 40,000.00	\$ 40,000.00	\$ 30,000.00
WATER MAIN MAINTENANCE	\$ 60,000.00	\$ 70,000.00	\$ 50,000.00
MATERIAL PURCHASES	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
OFFICE SUPPLIES	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
POSTAGE	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
TELEPHONE	\$ 2,500.00	\$ 2,500.00	\$ 5,400.00
GAS, OIL & GREASE	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
<b>CAPITAL OUTLAY</b>			
INFRASTRUCTURE EXPENDITURES		\$ -	
NEW EQUIPMENT/METERS/BACKHOE	\$ 102,940.00	\$ 51,600.00	\$ 42,000.00
MISCELLANEOUS	\$ 1,000.00	\$ 1,200.00	\$ 1,500.00
<b>OPERATING TRANSFERS</b>			
TRANSFER OUT			
TRANSFER OUT	\$ 11,300.00	\$ -	\$ 18,713.00
CITY COUNCIL CONTINGENCY	\$ 614.00	\$ -	\$ 39,351.00
 <b>TOTAL UTILITY MAINTENANCE</b>	 <b>\$ 782,336.00</b>	 <b>\$ 854,200.00</b>	 <b>\$ 795,964.00</b>

**WATER BOND FUND**

	<b>Fiscal year 2013-2014</b>	<b>Fiscal year 2014-2015</b>	<b>Fiscal year 2015-2016</b>
<b>PAYMENT</b>			
PRINCIPAL AND INTEREST	\$ 386,750.00	\$ 391,750.00	\$ 379,650.00
<b>TOTAL</b>	<b>\$ 386,750.00</b>	<b>\$ 391,750.00</b>	<b>\$ 379,650.00</b>

## SUMMARY WATER AND SEWER FUND

<b>UTILITY OPERATIONS</b>	<b>Fiscal year 2012-2013</b>	<b>Fiscal year 2013-2014</b>	<b>Fiscal year 2015-2016</b>
	\$ 1,248,650.00	\$ 1,099,650.00	\$ 1,163,550.00

**DOLLAR CHANGE**  
**\$63,900.00**  
**6%**

<b>UTILITY MAINTENANCE</b>	<b>Fiscal year 2012-2013</b>	<b>Fiscal year 2013-2014</b>	<b>Fiscal year 2015-2016</b>
	\$ 782,336.00	\$ 854,200.00	\$ 795,964.00

**DOLLAR CHANGE**  
**(\$58,236.00)**  
**-6.82%**

<b>BOND PAYMENT</b>	<b>Fiscal year 2012-2013</b>	<b>Fiscal year 2013-2014</b>	<b>Fiscal year 2015-2016</b>
	\$ 386,750.00	\$ 391,750.00	\$ 379,650.00

**DOLLAR CHANGE**  
**(\$12,100.00)**  
**-3.09%**

## SUMMARY WATER AND SEWER FUND

<b>TOTAL</b>	<b>Fiscal year 2012-2013</b>	<b>Fiscal year 2013-2014</b>	<b>Fiscal year 2015-2016</b>
	\$ 2,417,736.00	\$ 2,345,600.00	\$ 2,339,164.00

**DOLLAR CHANGE**  
**(\$6,436.00)**  
**-0.27%**

## DIAL A RIDE FUND REVENUE ESTIMATES

	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
RIDERSHIP SALES	\$ 7,200.00	\$ 7,200.00	
PACE SUBSIDY	\$ 3,400.00	\$ 3,800.00	
LOCAL SHARE	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
GRANT			
<b>TOTAL</b>	<b>\$ 25,600.00</b>	<b>\$ 26,000.00</b>	<b>\$ 15,000.00</b>

## DIAL A RIDE

<b>PERSONNEL</b>			
SALARIES	\$ 19,000.00	\$ 19,400.00	
<b>RELATED EXPENDITURES</b>			
HEALTH INSURANCE		\$ -	
FICA		\$ -	
<b>CONTRACTUAL SERVICES</b>			
VEHICLE MAINTENANCE	\$ 2,000.00	\$ 2,000.00	
RADIO MAINTENANCE		\$ -	
<b>COMMODITIES</b>			
OFFICE SUPPLIES			
MATERIALS AND SUPPLIES		\$ -	
TELEPHONE	\$ 750.00	\$ 750.00	
GAS,OIL,GREASE	\$ 3,850.00	\$ 3,850.00	
PAYMENT OF CONTRACT			\$ 15,000.00
<b>TOTAL</b>	<b>\$ 25,600.00</b>	<b>\$ 26,000.00</b>	<b>\$ 15,000.00</b>

## SUMMARY DIAL A RIDE

<b>TOTAL</b>	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
	\$ 25,600.00	\$ 26,000.00	\$ 15,000.00

# Memo

To: Jay Nolan, Mayor

David Nelson, City Administrator

From: Mike Clingensmith, Superintendent of Parks and Recreation

Date: 4/2/2015

Re: Budget, 2015-2016

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A shade shelter was installed at the pool this past summer. This new addition to the pool was well received and appreciated by the pool patrons who used it. Our swim lesson program was completely restructured and updated so that we could provide a quality lesson to the participants. We developed our own program and incorporated the Red Cross criteria which allowed us to give Red Cross certification to lesson participants.

The pool was scheduled to be open to the public for 86 days. Weather caused the pool to either close or close early, 12 times. 116 pool passes were sold this summer; residents purchased 104 family passes, 4 individual passes and 1 senior pass. Non-residents purchased 6 family passes and 1 individual pass. Family passes ranged from families with two members and up to nine members, the majority of family passes sold were for families with four members. The pool hosted 20 pool parties this past summer. Attendance for the summer was 9232.

Program offerings this past year included: Zumba (class fluctuates between 5 and 15 participants); Water Aerobics; Softball workshops that were held at SportsCity Academy in Woodstock; indoor golf lessons at Revolution Golf HD; Horseback riding classes through Cripple Creek Ranch in Harvard.

This year's Basketball program had many unforeseen and last minute challenges including the elimination of the league we were in the previous year. This forced us to put together a season for the three teams who wanted an opportunity to play. The Rock River Valley YMCA in Rockford not only accepted our 5th grade team into their league, they also made an exception that allowed them to wear the Harvard uniforms. The 5th grade team played 8 games; 7 league and one home game. There wasn't a league available for our 6th grade team to play in, all games had to be scheduled individually.

Scheduling for the 6th grade team continued throughout the season with the end result of 12 total games played; 9 away games and 3 home games. The 8th grade team was welcomed into a newly formed league out of Whitewater, Wisconsin. Their season consisted of 7 league games, with an additional 5 games scheduled, including one home game, for a total of 12 games played. In summary, the process of finding leagues and games for our teams to play was extremely time consuming, but the end result was a quality season for all three teams.

The high school varsity coach and some of his team members offered to run the Intramural Basketball program again this year. Unfortunately there was a conflict with the Football program whose season was extended into the basketball season, there were only 6 participants who signed up and the program was cancelled.

The Ice Rink was prepared and painted for winter use. Ice was made, but weather was not conducive for maintaining a quality surface. Sustainable cloudy and below freezing temperatures did not arrive until mid February. Options for improvements to the ice rink are being evaluated for next year.

Total pool passes sold: 116

	<u>Family</u>	<u>Individual</u>	<u>Senior</u>
<u>Resident</u>	104	4	1
<u>Non-Resident</u>	6	1	

<u>Members on Family Pass</u>	<u>Resident</u>	<u>Non-Resident</u>
<u>2</u>	3	
<u>3</u>	13	
<u>4</u>	38	3
<u>5</u>	28	1
<u>6</u>	15	2
<u>7</u>	2	
<u>8</u>	2	
<u>9</u>	3	

## Committee Proposed cuts for Parks 2015

	Hours	Wage/Benefits	Fuel	Total Savings
Do not open bathrooms in Northfield Park	34.5	11.5	0	\$ -
Open bathrooms at Milky Park for scheduled events only			0	\$ -
Boy League and Hers bathrooms clean twice a week	39	11.5	0	\$ 448.50
Empty garbage cans twice per week only	28	11.5	0	\$ -
Mow little league fields once per week	26	11.5	33.8	\$ 332.80
Stop mowing Potato factory ground for Milk Day parking	42	13.5	240.24	\$ 807.24
Mow new addition to Milky Way Park twice per year	38	13.5	340.25	\$ 853.25
Mow 1 pass on Harvard Hills/Crowley	56	11.5	72.8	\$ 716.80
Do not mow more remote areas of Lions Park	56	11.5	72.8	\$ -
Weed eat 1 once a month	20	11.5	120	\$ -
Mowing pond in Shadow Creek and the bottom ponds in Paquinelli done every other week	43	11.5	55.9	\$ 550.40
Park Pointe only mow around playground	28	11.5	32.9	\$ 354.90
Disconnect sports lighting				\$ -
Natural gas Hers League disconnect				\$ -
<b>TOTAL ESTIMATED SAVINGS</b>				<b>\$ 4,063.89</b>

## REVENUE ESTIMATES FOR PARK FUND

	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
REAL ESTATE TAXES	\$ 92,000.00	\$ 73,500.00	\$ 71,535.00
BUILDING PERMITS	\$ -	\$ -	
DONATIONS	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
PARK RENTALS	\$ 2,000.00	\$ 2,600.00	\$ 2,200.00
TRANSFER IN	\$ 15,000.00	\$ 23,300.00	\$ 34,665.00
GRANTS/BEST CIVIC	\$ -	\$ -	
PARK PROGRAMS	\$ 7,500.00	\$ 7,500.00	\$ 10,000.00
CONCESSIONS	\$ 500.00	\$ 500.00	\$ 500.00
INTEREST	\$ 250.00	\$ -	
RENT SPRINT	\$ -	\$ -	
MISCELLANEOUS/REIMBURSEMENT	\$ 3,000.00	\$ 5,000.00	\$ 2,500.00
CASH ON HAND		\$ 32,300.00	
<b>TOTAL</b>	<b>\$ 121,250.00</b>	<b>\$ 145,700.00</b>	<b>\$ 122,400.00</b>

## REVENUE ESTIMATES FOR POOL

	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
DAILY TICKETS	\$ 20,000.00	\$ 22,000.00	\$ 18,000.00
POOL PASSES	\$ 27,000.00	\$ 22,000.00	\$ 20,000.00
LESSONS	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
POOL PARTIES	\$ 6,000.00	\$ 4,500.00	\$ 5,000.00
CONCESSION STAND	\$ 10,000.00	\$ 9,000.00	\$ 10,000.00
DONATIONS	\$ 1,000.00	\$ 1,000.00	
MISCELLANEOUS	\$ 3,000.00	\$ 3,500.00	
TRANSFER IN	\$ 40,000.00	\$ 50,359.00	\$ 50,400.00
CASH ON HAND	\$ -	\$ 8,510.00	\$ 26,850.00
<b>TOTAL</b>	<b>\$ 117,000.00</b>	<b>\$ 130,869.00</b>	<b>\$ 140,250.00</b>

## PARK FUND

	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
<b>SALARIES</b>			
PERSONNEL	\$ 73,000.00	\$ 83,800.00	\$ 78,000.00
<b>RELATED EXPENDITURES</b>			
HEALTH INSURANCE	\$ 8,000.00	\$ 8,800.00	\$ 6,500.00
<b>CONTRACTUAL SERVICES</b>			
MAINTENANCE OF GROUNDS	\$ 16,000.00	\$ 10,000.00	\$ 10,000.00
BUILDING MAINTENANCE	\$ 4,200.00	\$ 4,200.00	\$ 4,200.00
<b>COMMODITIES</b>			
MATERIAL PURCHASES	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
ELECTRICITY	\$ 8,500.00	\$ 10,000.00	\$ 13,000.00
FUEL FOR BUIDLINGS	\$ 1,800.00	\$ 1,900.00	\$ 1,500.00
<b>OTHER</b>			
MISCELLANEOUS	\$ 300.00	\$ 300.00	\$ 300.00
CONCESSIONS	\$ 300.00	\$ 300.00	
PARK PROGRAMS	\$ 3,000.00	\$ 3,900.00	\$ 5,400.00
WALK IN CENTER	\$ -	\$ -	
NEW EQUIPMENT	\$ -	\$ 20,000.00	\$ 1,000.00
LAND ACQUISITION	\$ -	\$ -	
CONTIGENCY	\$ 3,650.00	\$ -	
TO CAP IMP	\$ -	\$ -	
<b>TOTAL</b>	<b>\$ 121,250.00</b>	<b>\$ 145,700.00</b>	<b>\$ 122,400.00</b>

## SUMMARY PARK FUND

TOTAL	Fiscal year 2012-2013	Fiscal year 2013-2014	Fiscal year 2015-2016
	\$ 121,250.00	\$ 145,700.00	\$ 122,400.00

### DOLLAR CHANGE

**(\$23,300.00)**

-15.99%

## SWIMMING POOL FUND

	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
<b>PERSONNEL</b>			
SALARIES	\$ 50,000.00	\$ 66,888.00	\$ 63,430.00
<b>RELATED EXPENDITURES</b>			
TRAINING	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
<b>CONTRACTUAL SERVICES</b>			
POOL PAINTING	\$ 4,000.00	\$ -	\$ 26,850.00
MAINTENANCE	\$ 8,000.00	\$ 10,859.00	\$ 5,600.00
ADVERTISING	\$ 500.00	\$ 702.00	\$ 702.00
<b>COMMODITIES</b>			
POOL SUPPLIES	\$ 2,000.00	\$ 2,500.00	\$ 900.00
UTILITIES	\$ -	\$ -	
TELEPHONE	\$ 2,000.00	\$ 2,000.00	\$ 1,400.00
ELECTRICITY	\$ 16,000.00	\$ 14,000.00	\$ 18,000.00
FUEL FOR BUIDLING	\$ 6,000.00	\$ 5,000.00	\$ 4,200.00
WATER	\$ 8,000.00	\$ -	
CHEMICALS	\$ 14,000.00	\$ 13,410.00	\$ 11,835.00
CONCESSION STAND	\$ 3,500.00	\$ 4,000.00	\$ 4,000.00
<b>OTHER</b>			
MISCELLANEOUS	\$ 1,000.00	\$ 1,000.00	\$ 968.00
NEW EQUIPMENT	\$ -	\$ 8,510.00	\$ 365.00
CONTINGENCY	\$ -	\$ -	
<b>TOTAL</b>	<b>\$ 117,000.00</b>	<b>\$ 130,869.00</b>	<b>\$ 140,250.00</b>

## SUMMARY SWIMMING POOL

	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
<b>TOTAL</b>	<b>\$ 117,000.00</b>	<b>\$ 130,869.00</b>	<b>\$ 140,250.00</b>

### DOLLAR CHANGE

**\$9,381.00**

**7.17%**

**NISRA FUND**

	<b>Fiscal year 2013-2014</b>	<b>Fiscal year 2014-2015</b>	<b>Fiscal year 2015-2016</b>
<b>REVENUE</b>			
PROPERTY TAX	\$ 45,000.00	\$ 39,200.00	\$ 38,152.00
<b>EXPENDITURES</b>			
PAYMENT TO NISRA	\$ 30,000.00	\$ 22,200.00	\$ 22,200.00
TRANSFER OUT TO PARKS	\$ 15,000.00	\$ 17,000.00	\$ 15,952.00
<b>NISRA TOTALS</b>	<b>\$ 45,000.00</b>	<b>\$ 39,200.00</b>	<b>\$ 38,152.00</b>

**SUMMARY NISRA FUND**

<b>TOTAL</b>	<b>Fiscal year 2013-2014</b>	<b>Fiscal year 2014-2015</b>	<b>Fiscal year 2015-2016</b>
	\$ 45,000.00	\$ 39,200.00	\$ 38,152.00

**DOLLAR CHANGE****(\$1,048.00)****-2.67%**

## REVENUE ESTIMATES FOR ROAD AND BRIDGE FUND

	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
TOWNSHIP PROPERTY TAX LEVY	\$ 70,000.00	\$ 70,000.00	\$ 71,000.00
REPLACEMENT TAX	\$ 10,000.00	\$ 12,000.00	\$ 12,000.00
SIDEWALK REIMBURSEMENTS	\$ -	\$ -	
TRANSFER IN	\$ -	\$ -	
GRANT		\$ -	
<b>TOTAL</b>	<b>\$ 80,000.00</b>	<b>\$ 82,000.00</b>	<b>\$ 83,000.00</b>

## ROAD AND BRIDGE BUDGET

	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
<b>OTHER</b>			
TRANSFER TO GENERAL FUND	\$ 80,000.00	\$ 82,000.00	\$ 83,000.00
MISCELLANEOUS/CURBS			
<b>TOTAL</b>	<b>\$ 80,000.00</b>	<b>\$ 82,000.00</b>	<b>\$ 83,000.00</b>

## SUMMARY ROAD AND BRIDGE

TOTAL	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
	\$ 80,000.00	\$ 82,000.00	\$ 83,000.00

### DOLLAR CHANGE

**\$1,000.00**

**1.22%**

## REVENUE ESTIMATES MOTOR FUEL TAX FUND

	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
ENTITLEMENT	\$ 240,000.00	\$ 232,000.00	\$ 225,000.00
GRANTS	\$ 20,000.00	\$ 64,000.00	\$ -
INTEREST	\$ 1,200.00	\$ 1,000.00	\$ 1,200.00
CASH ON HAND	\$ 200,000.00	\$ 100,000.00	\$ -
<b>TOTAL</b>	<b>\$ 461,200.00</b>	<b>\$ 397,000.00</b>	<b>\$ 226,200.00</b>

## MOTOR FUEL TAX FUND

	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
ENGINEERING	\$ 51,200.00	\$ 80,000.00	\$ 10,000.00
SIDEWALK PROGRAM	\$ -	\$ -	
CURB REPLACEMENT	\$ -	\$ -	
SALT	\$ 80,000.00	\$ 80,000.00	\$ 80,000.00
MAINTENANCE	\$ 330,000.00	\$ 237,000.00	\$ 136,200.00
INTEREST EXPENSE			
<b>TOTAL</b>	<b>\$ 461,200.00</b>	<b>\$ 397,000.00</b>	<b>\$ 226,200.00</b>

## SUMMARY MOTOR FUEL TAX FUND

TOTAL	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
	\$ 461,200.00	\$ 397,000.00	\$ 226,200.00

### DOLLAR CHANGE

**(\$170,800.00)**

**-43.02%**

**CITY OF HARVARD ROAD PROGRAM  
2015-2016**

## POLICE PROTECTION REVENUE ESTIMATES

	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
PROPERTY TAXES	\$ 620,000.00	\$ 630,000.00	\$ 572,000.00
REIMBURSEMENT		\$ -	
DUI FINES		\$ -	
<b>TOTAL</b>	<b>\$ 620,000.00</b>	<b>\$ 630,000.00</b>	<b>\$ 572,000.00</b>

## POLICE PROTECTION FUND

	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
<b>OTHER</b>			
TRANSFER TO GENERAL FUND	\$ 620,000.00	\$ 630,000.00	\$ 572,000.00
<b>TOTAL</b>	<b>\$ 620,000.00</b>	<b>\$ 630,000.00</b>	<b>\$ 572,000.00</b>

## SUMMARY POLICE PROTECTION

TOTAL	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
	\$ 620,000.00	\$ 630,000.00	\$ 572,000.00

### DOLLAR CHANGE

**(\$58,000.00)**

**-9.21%**

## POLICE PENSION FUND

	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
<b>REVENUE</b>			
PROPERTY TAXES	\$ 364,000.00	\$ 385,000.00	\$ 461,000.00
REPLACEMENT TAX	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
<b>TOTAL</b>	<b>\$ 394,000.00</b>	<b>\$ 415,000.00</b>	<b>\$ 491,000.00</b>
<b>EXPENDITURES</b>			
PENSION PAYMENTS	\$ 394,000.00	\$ 415,000.00	\$ 491,000.00
<b>TOTAL</b>	<b>\$ 394,000.00</b>	<b>\$ 415,000.00</b>	<b>\$ 491,000.00</b>
<b>SUMMARY POLICE PENSION</b>			
<b>TOTAL</b>	<b>Fiscal year 2013-2014</b>	<b>Fiscal year 2014-2015</b>	<b>Fiscal year 2015-2016</b>
	<b>\$ 394,000.00</b>	<b>\$ 415,000.00</b>	<b>\$ 491,000.00</b>
<b>DOLLAR CHANGE</b>			
<b>\$76,000.00</b>			
<b>18.31%</b>			

## INSURANCE FUND

	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
<b>REVENUE</b>			
PROPERTY TAXES	\$ 62,000.00	\$ 65,000.00	\$ 68,000.00
TRANSFER IN	\$ 163,000.00	\$ 163,000.00	\$ 163,000.00
TOTAL	\$ 225,000.00	\$ 228,000.00	\$ 231,000.00

<b>EXPENDITURES</b>			
INSURANCE, WORKMAN'S COMP	\$ 144,000.00	\$ 146,000.00	\$ 152,000.00
UNEMPLOYMENT, AND PROPERTY	\$ 81,000.00	\$ 82,000.00	\$ 79,000.00
TRANSFER TO CORP. GEN FUND			
TOTAL	\$ 225,000.00	\$ 228,000.00	\$ 231,000.00

<b>SUMMARY INSURANCE</b>			
	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
TOTAL	\$ 225,000.00	\$ 228,000.00	\$ 231,000.00

**DOLLAR CHANGE**  
**\$3,000.00**  
**1.32%**

**FICA FUND**

	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
<b>REVENUE</b>			
PROPERTY TAXES	\$ 80,000.00	\$ 85,000.00	\$ 87,600.00
TRANSFER IN	\$ 175,000.00	\$ 195,000.00	\$ 200,000.00

**EXPENDITURES**

PAYMENT FOR FICA	\$ 255,000.00	\$ 280,000.00	\$ 287,000.00
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**IMRF FUND**

	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
<b>REVENUE</b>			
PROPERTY TAXES	\$ 70,000.00	\$ 78,350.00	\$ 78,350.00
REPLACEMENT TAXES	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00
TRANSFER IN	\$ 145,000.00	\$ 185,000.00	\$ 155,000.00

**EXPENDITURES**

PAYMENT FOR PENSION	\$ 250,000.00	\$ 298,350.00	\$ 268,350.00
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IMRF TOTALS

**SUMMARY PENSIONS**

TOTAL	Fiscal year 2012-2013	Fiscal year 2013-2014	Fiscal year 2015-2016
	\$ 505,000.00	\$ 578,350.00	\$ 555,350.00

**DOLLAR CHANGE****(\$23,000.00)****-3.98%**

## DEBT SERVICE FUND

	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
<b>REVENUE</b>			
PROPERTY TAXES	\$ 300,000.00	\$ 298,500.00	\$ 301,000.00

<b>EXPENDITURES</b>			
LIBRARY/ POOL PRINCIPAL	\$ 245,000.00	\$ 250,000.00	\$ 151,000.00
LIBRARY/ POOL INTEREST	\$ 55,000.00	\$ 48,500.00	\$ 150,000.00
<b>TOTAL</b>	<b>\$ 300,000.00</b>	<b>\$ 298,500.00</b>	<b>\$ 301,000.00</b>

## SUMMARY DEBT SERVICE FUND

	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
<b>TOTAL</b>	<b>\$ 300,000.00</b>	<b>\$ 298,500.00</b>	<b>\$ 301,000.00</b>

### DOLLAR CHANGE

**\$2,500.00**

**0.84%**

## LIBRARY FUND

	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
<b>REVENUE</b>			
PROPERTY TAXES	\$ 212,000.00	\$ 212,000.00	\$ 228,000.00
REPLACEMENT TAX	\$ 13,000.00	\$ 13,000.00	\$ 13,000.00
OTHER			
FICA/IMRF LEVY	\$ 34,900.00	\$ 34,000.00	\$ 35,000.00
CASH	\$ 69,000.00	\$ 69,000.00	\$ 50,000.00
<b>TOTAL</b>	<b>\$ 328,900.00</b>	<b>\$ 328,000.00</b>	<b>\$ 326,000.00</b>

### EXPENDITURES

#### PERSONNEL

SALARY	\$ 167,000.00	\$ 166,000.00	\$ 169,000.00
FICA/MEDICARE	\$ 12,900.00	\$ 13,000.00	\$ 13,000.00
IMRF/EXPENSE	\$ 22,000.00	\$ 21,000.00	\$ 22,000.00
HEALTH INSURANCE	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00
UNEMPLOYMENT	\$ 700.00	\$ 700.00	\$ 500.00

#### MATERIALS

BOOKS/PERIODICALS  
 REFERENCE PRINT  
 AUDIO BOOKS  
 ELECTRONIC RESOURCES

#### OPERATING EXPENSE

EQUIPMENT			
FURNITURE			
BUILDING & GROUNDS MAINT.	\$ 30,500.00	\$ 31,000.00	\$ 26,000.00
EQUIPMENT MAINTENANCE		\$ 15,000.00	
MISCELLANEOUS		\$ 100.00	
SUPPLIES/MAINTENANCE		\$ 5,400.00	
SUPPLIES/OFFICE			
TELEPHONE	\$ 10,200.00	\$ 10,200.00	\$ 11,500.00
UTILITIES	\$ 500.00	\$ 500.00	\$ 500.00

## LIBRARY FUND

	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
<b>ADMINISTRATION</b>			
PROFESIONAL FEES			
MILEAGE			
CONTRACT SERVICES			\$ 12,000.00
BOARD EXPENSE			
DUES			
ADULT PROGRAMMING			
YOUTH PROGRAMMING			
PUBLIC INFORMATION			
STAFF DEVELOPMENT			\$ -
TECHNOLOGY CHARGES			\$ 6,500.00
CASH RESERVE	\$ 30,000.00	\$ 30,100.00	\$ 30,000.00
<b>TOTAL</b>	<b>\$ 308,800.00</b>	<b>\$ 328,000.00</b>	<b>\$ 326,000.00</b>

## SUMMARY LIBRARY

TOTAL	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
	\$ 308,800.00	\$ 328,000.00	\$ 326,000.00

## DOLLAR CHANGE

**(\$2,000.00)**

**-0.61%**

**REVENUE SUMMARY FISCAL YEAR  
2015-2016**

	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
GENERAL FUND	\$ 4,953,300.00	\$ 5,044,659.00	\$ 4,989,350.00
WATER AND SEWER FUND	\$ 2,272,736.00	\$ 2,338,100.00	\$ 2,337,664.00
SPECIAL REVENUE FUNDS	\$ 2,174,050.00	\$ 2,060,309.00	\$ 2,093,502.00
LIBRARY FUND	\$ 308,800.00	\$ 328,000.00	\$ 326,000.00
BOND PROCEEDS			
CASH ON HAND	\$ 190,000.00	\$ 179,310.00	\$ 71,850.00
GRANTS	\$ 25,300.00	\$ 73,000.00	\$ 7,500.00
<b>TOTAL REVENUE</b>	<b>\$ 9,924,186.00</b>	<b>\$ 10,023,378.00</b>	<b>\$ 9,825,866.00</b>

**BUDGET SUMMARY FISCAL YEAR  
2015-2016**

	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
TOTAL BUDGET	\$ 9,615,386.00	\$ 9,695,378.00	\$ 9,499,866.00
TOTAL LIBRARY BUDGET	\$ 308,800.00	\$ 328,000.00	\$ 326,000.00
GRAND TOTAL BUDGET	\$ 9,924,186.00	\$ 10,023,378.00	\$ 9,825,866.00

TOTAL	SUMMARY TOTAL BUDGET		
	Fiscal year 2013-2014	Fiscal year 2014-2015	Fiscal year 2015-2016
	\$ 9,924,186.00	\$ 10,023,378.00	\$ 9,825,866.00

**DOLLAR CHANGE**  
 (\$197,512.00)  
 -1.97%

**TIF BUDGETS**

	<b>Fiscal year 2013-2014</b>	<b>Fiscal year 2014-2015</b>	<b>Fiscal year 2015-2016</b>
<b>REVENUE</b>			
PROPERTY TAXES DOWNTOWN	\$ 120,000.00	\$ 110,000.00	\$ 73,500.00
TRANSFER FROM CORP GEN TO DOWNTOWN	\$ 95,000.00	\$ 95,000.00	\$ 95,000.00
PROPERTY TAXES INDUSTRIAL	\$ 190,000.00	\$ 190,000.00	\$ 229,363.00
PROPERTY TAXES SOUTH	\$ 200,000.00	\$ 190,000.00	\$ 139,607.00
 BOND PROCEEDS DOWNTOWN BOND PROCEEDS INDUSTRIAL BOND PROCEEDS SOUTH			
<b>TOTAL</b>	<b>\$ 605,000.00</b>	<b>\$ 585,000.00</b>	<b>\$ 537,470.00</b>
<b>EXPENDITURES</b>			
<b>DEBT SERVICE</b>			
DOWNTOWN	\$ 182,170.00	\$ 180,270.00	\$ 183,370.00
INDUSTRIAL	\$ 234,000.00	\$ 257,860.00	\$ 259,460.00
SOUTH	\$ 80,000.00	\$ 47,800.00	\$ 47,800.00
 <b>PLANNING STUDIES</b>			
DOWNTOWN			
INDUSTRIAL			
SOUTH			
 <b>CONSTRUCTION PROJECTS</b>			
DOWNTOWN			
INDUSTRIAL			
SOUTH			
<b>TOTAL EXPENSE</b>	<b>\$ 496,170.00</b>	<b>\$ 485,930.00</b>	<b>\$ 490,630.00</b>

**SSA BUDGETS**

	<b>Fiscal year 2013-2014</b>	<b>Fiscal year 2014-2015</b>	<b>Fiscal year 2015-2016</b>
<b>REVENUE</b>			
<b>PROPERTY TAX</b>			
SSA #1	\$ 40,565.40	\$ 40,566.00	\$ 40,566.00
SSA #2	\$ 36,852.90	\$ 36,721.00	\$ 36,721.00
SSA #3	\$ 74,289.00	\$ 67,089.00	\$ 66,777.50
SSA #4	\$ 41,375.00	\$ 40,000.00	\$ 38,500.00
SSA #5	\$ 126,875.00	\$ 128,275.00	\$ 129,450.86
<b>TOTAL</b>	<b>\$ 319,957.30</b>	<b>\$ 312,651.00</b>	<b>\$ 312,015.36</b>

**EXPENDITURES**

<b>DEBT SERVICE</b>			
SSA #1	\$ 40,565.40	\$ 40,566.00	\$ 40,566.00
SSA #2	\$ 36,852.90	\$ 36,853.00	\$ 36,721.00
SSA #3	\$ 74,289.00	\$ 67,089.00	\$ 66,777.50
SSA #4	\$ 41,375.00	\$ 40,000.00	\$ 38,500.00
SSA #5	\$ 126,875.00	\$ 128,275.00	\$ 129,450.86
<b>TOTAL</b>	<b>\$ 319,957.30</b>	<b>\$ 312,783.00</b>	<b>\$ 312,015.36</b>

**CONTINGENCY**

<b>Fiscal year 2013-2014</b>	<b>Fiscal year 2014-2015</b>	<b>Fiscal year 2015-2016</b>
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**REVENUE**

MISCELLANEOUS	\$ 1,200,000.00	\$ 1,200,000.00	\$ 1,200,000.00
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**EXPENDITURES**

CITY COUNCIL APPROVED	\$ 1,200,000.00	\$ 1,200,000.00	\$ 1,200,000.00
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**NEW EQUIPMENT, BUILDING MAINTENANCE AND PROJECT LIST**

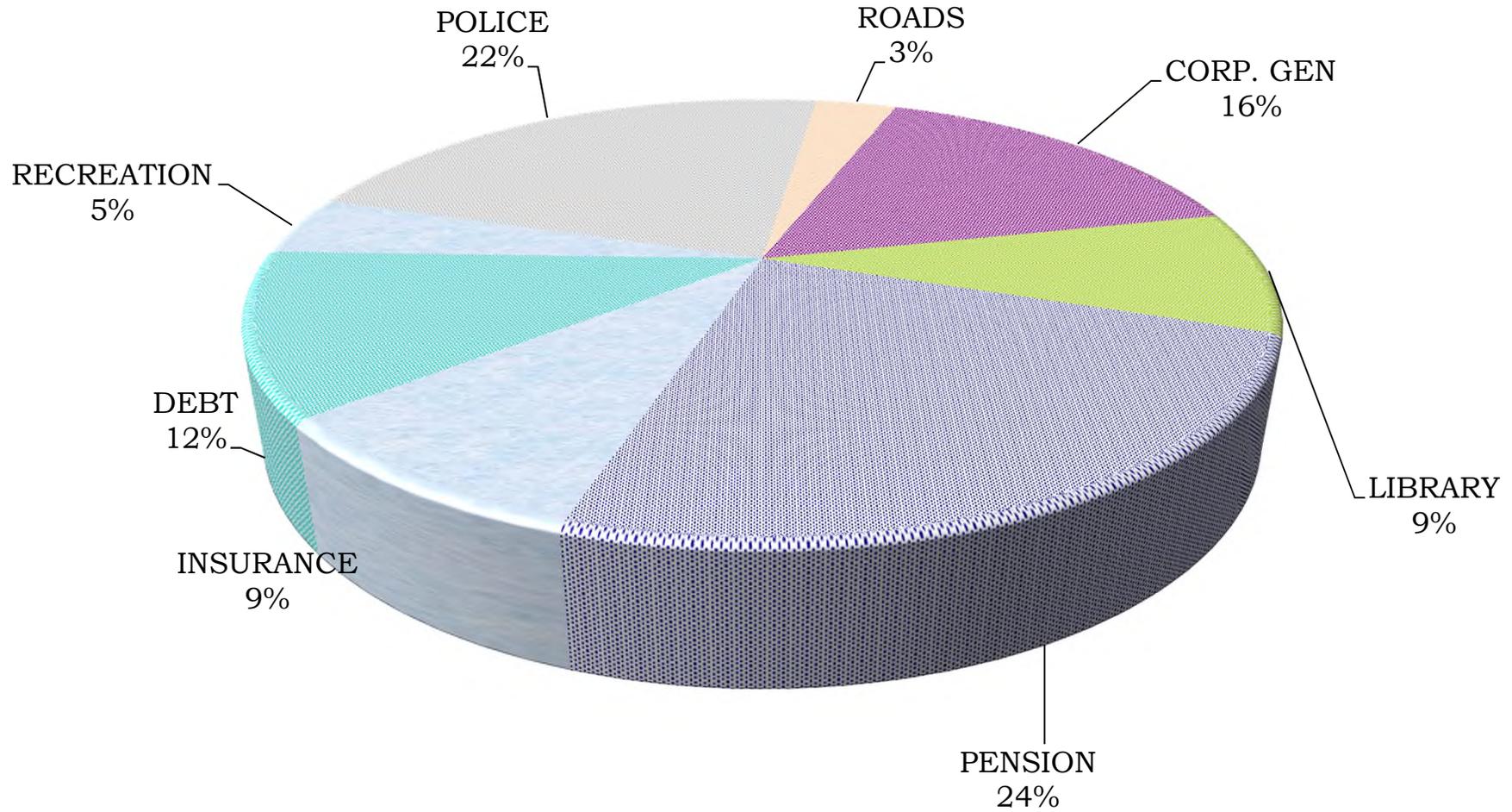
City Hall Copy Machine	\$	7,500.00
2 - Stainless spreaders & snow plow	\$	9,000.00
11 Foot Snow Plow	\$	10,100.00
Police car and Equipment	\$	40,000.00
Well Number Nine Roof	\$	8,500.00
Inspect Well Number 9	\$	65,000.00
New Pick Up Truck F240 4X4	\$	21,165.00
8 ft Plow	\$	5,140.00
Portable Crane	\$	2,000.00
Water meter replacement	\$	16,000.00
MXU radio readers	\$	26,000.00
Roof replacement City Hall	\$	12,000.00
Air Conditioner replacement City Hall	\$	35,000.00
	\$	257,405.00

<u>C.O.H - NOTES PAYABLE</u>						2015-2016	2015-2016	2015-2016	
	<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>	
<b>Line of Credit</b>	The HSB		122-459	<b>Matures 2/22</b>	\$ 1,050,000.00				
<b>Capital Improvement - City Hall</b>	Castle Bank	9005773	905773	March, June, Sept, Dec (30th)	\$ 650,000.00	\$ 20,271.79	\$ 20,384.69	\$ 40,656.48	Balloon 2018
<b>T.I.F. - Downtown</b>	Amalgamated	4878	2012A	January, July (15th)	\$ 3,105,000.00	\$ 100,000.00	\$ 83,370.00	\$ 183,370.00	
<b>T.I.F. #2 - Industrial Park</b>	Amalgamated	4879	2012B	January, July (15th)	\$ 2,290,000.00	\$ 175,000.00	\$ 61,460.00	\$ 236,460.00	
	The HSB	9006192	120197	January, July (15th)	\$ 300,425.00	\$ 12,227.05	\$ 10,772.95	\$ 23,000.00	
<b>T.I.F. #3 - South</b>	The HSB	9006192	117307	January, July (15th)	\$ 600,000.00	\$ 24,243.00	\$ 23,560.48	\$ 47,803.48	
<b>SS#1 - Park Pointe</b>	Castle Bank	9007245	2030041	January, July (1st)	\$ 510,000.00	\$ 33,771.61	\$ 6,793.61	\$ 40,565.22	
<b>SS#2 - Park Pointe</b>	Castle Bank	9007261	2030061	January, July (1st)	\$ 438,900.00	\$ 28,506.64	\$ 8,235.03	\$ 36,741.67	
<b>SS#3 - Shadow Creek</b>	Amalgamated	9007288	3839	January, July (1st)	\$ 940,000.00	\$ 55,000.00	\$ 14,776.26	\$ 69,776.26	
<b>SS#4 - Park Pointe</b>	US Bank	9007296	2442-1	February, August (1st)	\$ 315,000.00	\$ 25,000.00	\$ 13,500.00	\$ 38,500.00	
<b>SS#5 - Shadow Creek</b>	Amalgamated	1853915005	3915	February, August (1st)	\$ 1,450,000.00	\$ 90,000.00	\$ 39,450.00	\$ 129,450.00	
<b>Harvard Library/Rec 2011</b>	Amalgamated	1854537001	2011B	June, December (1st)	\$ 2,075,000.00	\$ 260,000.00	\$ 41,000.00	\$ 301,000.00	
<b>Water/Sewer Bonds</b>	Amalgamated	2006	3890	May, November (1st)	\$ 1,700,000.00	\$ 80,000.00	\$ 51,850.00	\$ 131,850.00	
<b>Water/Sewer Bonds</b>		2011A	2011A	June, December (1st)	\$ 645,000.00	\$ 80,000.00	\$ 12,375.00	\$ 92,375.00	
<b>Water/Sewer Bonds</b>		2014A	2014A	May, November (1st)	\$ 735,000.00	\$ 140,000.00	\$ 15,575.00	\$ 155,575.00	

**CITY OF HARVARD  
PERSONNEL SUMMARY**

<b>DEPARTMENT</b>	<b>FY 10/11</b>	<b>FY 11/12</b>	<b>FY 12/13</b>	<b>FY 13/14</b>	<b>FY 14/15</b>
<b>ADMINISTRATION:</b>					
City Administrator	1	1	1	1	1
Administrative Assistant	1	1	1	1	1
Bookkeeper	1	1	1	1	1
Clerk	1	1	1	1	1
<b>Department Total:</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>
<b>PUBLIC WORKS:</b>					
Superintendent	1	1	1	1	1
Foreman	1	1	1	1	1
Mechanic	1	1	1	1	1
Maintenance Worker	4	2	3	3	3
Maintenance - Part Time	0	5	6	5	6
<b>Department Total:</b>	<b>7</b>	<b>10</b>	<b>12</b>	<b>11</b>	<b>12</b>
<b>UTILITY DEPARTMENT:</b>					
Superintendnt	1	1	1	1	1
Utility Operators	3	3	3	3	3
Utility Clerk	1	1	1	1	1
<b>Department Total:</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>
<b>BUILDING DEPARTMENT:</b>					
Community Development Director	1	1	1	1	1
Builidng and Zoning Inspector	0	0	0	0	0
Code Enforcement Officer	1	1	1	1	1
<b>Department Total:</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>POLICE DEPARTMENT:</b>					
Chief	1	1	1	1	1
Lieutenant - Deputy Chief	1	1	1	1	1
Sergeant	2	2	2	2	2
Officer	14	12	13	13	14
Officer - Part Time	0	0	0	0	1
Dispatcher	5	5	5	5	5
Dispatcher - Part Time	4	3	3	2	2
Records Clerk	1	1	1	1	1
Crossing Guard - Part Time	7	2	2	2	2
<b>Department Total:</b>	<b>35</b>	<b>27</b>	<b>28</b>	<b>27</b>	<b>29</b>
<b>PARKS/REC:</b>					
Superintendent	1	1	1	2	2
Maintenance - Part Time	8	9	8	6	8
Pool - Part Time	15	17	21	26	23
<b>Department Total:</b>	<b>24</b>	<b>27</b>	<b>30</b>	<b>34</b>	<b>33</b>
<b>RTA:</b>					
Drivers - Full Time	0	0	0	0	0
Drivers - Part Time	1	1	1	1	1
<b>Department Total:</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>

# PROPERTY TAX 2015-2016



# CITY OF HARVARD TAX RATE

