

The City's activities are budgeted and accounted for through the use of funds. A fund is a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures. The City's funds are arranged in accordance with the Governmental Accounting Standards Board (GASB) and standards set by the Government Finance Officers Association (GFOA). The following fund types are used in this document:

General Fund is the general operating fund of the City. The restricted portion of General Fund is called the Cash Reserve Fund.

Special Revenue Funds are used to account for revenues derived from specific taxes, grants, or other restricted governmental revenue sources that are legally restricted to expenditures for specified purposes. Special Revenue Funds used by the City include:

201 Planning & Dev	211 Traffic Signal	243 Federal Forfeiture	249 Police DUI
202 9-1-1 Fund	212 Town Road Tax	244 Police Crime Lab	250 Transit
204 9-1-1 Surcharge	240 Police Grants	245 Fire Education	252 DCCA Grant
205 Franchise Fee	241 Police Donations	246 Fire Donations	253 IHDA Grant
210 Motor Fuel Tax	242 State Forfeiture	247 Fire Grant	257 Bridge Lighting

Capital Project Funds are created to account for financial resources to be used for the acquisition or construction of major capital facilities and infrastructure, except for the projects financed by legally restricted special revenue funds and proprietary fund types. The City's Capital Projects Funds are:

301 Capital Projects Fund	309 Special Cap Proj Fund
312 TIF #2 Fund	313 TIF #3 Fund
314 Water EPA 2019 Proj Fund	316 CDAP Capital Proj Fund
323 2019 GO Street Proj Fund	395 QMEA Capital Reserve Fund
397 Fire Equip Rep Fund	

Debt Service Funds are used to account for the accumulation of resources for the payment of principal, interest, and agent fees for General Obligation Bonds/Debt issued on behalf of the Governmental Fund types.

Proprietary Funds are funds established to account for the self supporting municipal activities that are similar to private business. The activities are financed by sales and service fees. The City operates the following enterprise funds:

501 Water Fund	502 Sewer Fund
511 Airport Fund	512 Airport PFC Fund
514 Municipal Dock Fund	531 Regional Training Facility Fund
533 Garbage Fund	534 Recycle Fund

Trust and Agency Funds are funds established to account for funds that the City has retained custodial ownership. These funds include the Revolving Loan funds, Commission Funds (Lincoln, Human Rights, and Tree Board), and Tourism Tax Fund.

Component Units are legally separate entities that meet any of three tests: 1) the primary government appoints the voting majority of the board of the component unit and is able to impose its will or is in a relationship of financial burden or benefits; 2) the component unit is fiscally dependent upon the primary government; 3) the financial statements would be misleading if data from the component unit were not included. The Quincy Public Library and Woodlawn Cemetery are both component units of City government.

Basis of Accounting & Budgeting

The operating budget is adopted each fiscal year for all fund types. The modified accrual basis of accounting and budgeting is used for the Governmental Funds. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual. Expenditures are recorded when the related liability is incurred. Employee compensated absences and principal interest on long-term debt expenditures are recorded when due in the current period.

The accrual basis of accounting is used for Proprietary Funds. Under this method, revenues are recorded when earned and expenses are recorded when the related liability is incurred. For budget preparation and presentation, the Proprietary Funds expenses are converted to expenditures and follow the same budget format as the Governmental Fund types.

Budgetary control is exercised by line item accounts, in an effort to monitor revenues and expenditures as they occur in relation to the approved budget. This allows for the management of expenditures as necessary to achieve a balanced budget. A balanced budget occurs when the total expenditures and other financing expenses are equal to the total revenues and other financing sources resulting in no change of fund balance.

Amendment of Budget

Department Heads may initiate transfers of funds between line item accounts within the department upon approval of the Director of Administrative Services and the Comptroller. These are called "Line Item Transfers" and the Finance Committee reviews these transfers on a monthly basis.

Transfer of budget funds from one Department/Division to another Department/Division requires City Council approval, accomplished by a two-third majority vote. Increases or decreases in overall budget revenue or expenditures in excess of \$10,000 also require a two-thirds majority vote by City Council.

Adoption of Budget

November - The budget process starts with the Staffing Plan approvals. The Staffing Plans consist of salary and benefit information for each employee, transfers of shared positions, and calculations of full-time equivalencies for each department/division. Each department head reviews their plan and any staffing increases are submitted for authorization.

December - Pension Contributions. During the adoption of the tax levy, the City Council determines the level of funding of the pension contribution. In past years, the Council has committed fund balance during the tax levy in lieu of levying for the entire pension contribution not covered by other funding sources.

January - Revenue Estimates. City Staff develops a current year revenue projection based on the eight months (May - December) actual data. Staff discusses any local economic factors and makes a projection based on the past 5-year average. These revenue projections are used to project the following fiscal year and also a trend is projected for the next five years. This revenue projection is presented to City Council on February 3, 2020.

February - Expense Estimates. Each department is required to submit their budget requests. City Staff consisting of the Mayor, the Director of Administrative Services, the Comptroller, and the City Treasurer meet with each department head to review budget submissions, discuss any significant changes, and review requests for capital outlay. The process allows for expense adjustments so that spending is within revenue projections.

March - Updated Review. The revenue estimates are updated based on the past ten months actual data (May - February) and compared to the staff reviewed expense projections and presented to City Council on March 16, 2020.

March 29, 2020 - Notice of Public Hearing is published in local newspaper.

March 30, 2020 - 21 days prior to Adoption - Budget document is available to public.

April 6, 2020 - Public Hearing & 1st Reading of Budget Ordinance

April 7, 2020 - Mayor Town Hall Meeting

April 13, 2020 - 2nd Reading of Budget Ordinance

April 20, 2020 3rd Reading and Adoption of Budget Ordinance

The City Council adopted the Quincy Next Strategic Plan on March 12, 2018 which states four major long-term goals. The plan highlights the core initiatives below:

Strategic Plan Implementation Projects

Strategic Goals

Economic Development

1. Fund the Housing Reinvestment Loan Program.
2. Strengthen building code and enforcement by funding the fix or flatten program.
3. Fund minimum housing inspector position.
4. Fund economic development RLF and the enterprise zone programs.
5. Marketing Plan for City Barge Dock.
6. Entrepreneurship Programming – CEO program support
7. Co-working/Start-Up Center
8. Update City website incorporating Right on Q brand
9. GREDF funding

Downtown and Riverfront

10. Downtown Rental Rehab Program (DRRP) Funding.
11. TIF West District Renewal.
12. Rebuild City Parking Lot D - adjacent to new City/County Law Enforcement Center
13. Rebuild Vermont Street Streetscape - 5th to 7th Streets.
14. Washington Theater architectural plan

Transportation/Infrastructure

15. Quincy Regional Transportation Plan (including 6th Street charette)
16. Quincy Transit Lines Route Study
17. New City Barge Dock Lease.
18. Improvements to City Barge Dock
19. Bids Solicitation for Airline Contract.

Art/Recreation/Tourism

20. Establish Public Art Commission (No \$ tied to this initiative)
21. Arts Corridor Funding for downtown mural.
22. Hotel/Motel Tax reimbursement distribution

SUMMARY OF PAST YEAR HIGHLIGHTS

The City of Quincy is committed to the long-term goals of the Quincy Next plan along with the following short-term goals which highlight the activities of the past fiscal year:

Provide a high quality of life for all residents through Community Engagement.

Mayor engages citizens through Town Hall meetings. City continued to use technology to engage citizens by posting relevant information/polls on City Facebook social media site.

Fiscally Responsible

- Funded the police and fire pensions at the highest Illinois statutory minimum actuarial recommendation
- Engaged Azavar to conduct hotel/motel tax audit to ensure proper tax receipts
- Continued partnered with Adams County and the Tri-Township Fire District on a consolidation study of QFD, Adams County EMS, and the Tri Township Fire Department

Provide quality city services

- Public Safety - Maintained staffing in both Police and Fire departments .
- Police enhanced Body Camera use by beginning interface with our Computer Aided Dispatch (CAD) system and placed six new police cars into service during the year.
- Fire placed two new fire apparatus into service along with new self-contained breathing apparatus. Fire also implemented new target Solutions Software.
- Invested \$160,000 in the Fix/Flatten program reducing blighted property.

Economic Development

- Implemented the 45 x 30 Economic Development initiatives to grow Quincy population
- Riverfront Master Plan agreement with County and Park District
- Private Investment of \$427,000 in the Downtown Rental Rehab Program funding the rehab of six market rate apartments

Invest in City Wide Infrastructure

- Invested \$19 million in city street infrastructure by issuance of a General Obligation Bond
- \$1,094,757 for replacement of defective Portland cement sidewalks & curbs at various locations across the City
- \$944,495 for construction of storm sewer and reconstruction of the Highland Lane street surface between 12th and 18th Streets
- \$794,130 for the resurfacing of asphalt alleys across the City
- \$769,076 for the replacement of water mains & water service lines, repair of combined sewers and reconstruction of sidewalks, curb, gutters and street surface on Hampshire Street between 12th and 14th Streets
- \$615,996 for the resurfacing of local asphalt streets at various locations
- \$606,161 for the reconstruction of Vermont Street between 5th and 7th Streets

FISCAL YEAR 2021 GENERAL FINANCIAL GOALS

During our budget process, the City seeks to adopt a budget with long-term financial policies in mind. These policies are designed to provide a framework for the administration to plan for future budgetary needs and to improve our City's financial position. The budget was formed utilizing the following financial goals:

-Maintain the city's projected year end general fund unassigned balance (i.e. "Cash Reserve Fund") to 10% of the General Fund operating expenses. An adequate level of fund balance is essential to reduce potential and current risks (i.e. shortfalls in revenues and unanticipated expenditures) and ensures a stable cash flow. During the year, the cash reserve is used to float up to \$750,000 to Quincy Transit Lines due to cash flow issues with state reimbursement.

- The City should maintain a balanced budget under normal conditions. A balanced budget is defined as a budget where recurring estimated revenues equal recurring estimated expenses during a single fiscal year. A balanced budget shows prudent use of the City's resources and helps instill fiscal stability. While the proposed budget does plan for a deficit spend of \$316,000; it is mainly due to the 27th pay period which is estimated at \$535,000.

Restricted Cash for Pensions		\$ 1,040,015
Plus Beginning Fund Balance	+	\$ 1,645,000
Available Balance	=	\$ 2,685,015
FY 2021 GF revenues	+	\$ 36,588,879
Less: Restricted VGR		(725,000)
FY 2021 GF expenses	-	\$ 37,220,087
Ending Balance	=	\$ 1,328,807

- The City is fully funding pension costs. Each year the Illinois Department of Insurance provides an actuarial minimum required contribution for each pension plan. Additionally, the City hires a private actuarial firm to provide the annual contribution amount. The city is normally funded the higher of the two recommended contribution amounts to be 90% funded by 2040. The Fire Pension will be funded to the State's DOI amount of \$3.76M an increase of \$244,420 over last year's required contribution. The Police Pension will also be funded to the State's DOI amount of \$3.35M, which is an increase of \$109,069 over last year's required contribution.

-Set a minimum level of funding for capital spending. Revenues derived from the City's Purchase Tax are used to fund the Capital Projects. This year's budget allocates 20% of purchase tax revenues to Infrastructure.

-Adopt a 5 Year Comprehensive Infrastructure Plan (CIP) on an annual basis. The CIP is a statement of the City's long and short-term capital improvement plans. The short-term is the first year of the CIP, which is incorporated into our annual operating budget. The long-term goal of the CIP is to provide for adequate funding to meet long term capital needs as determined by our citizens, alderpersons and administration. This Comprehensive Infrastructure Plan can be found in the Appendix of this document.

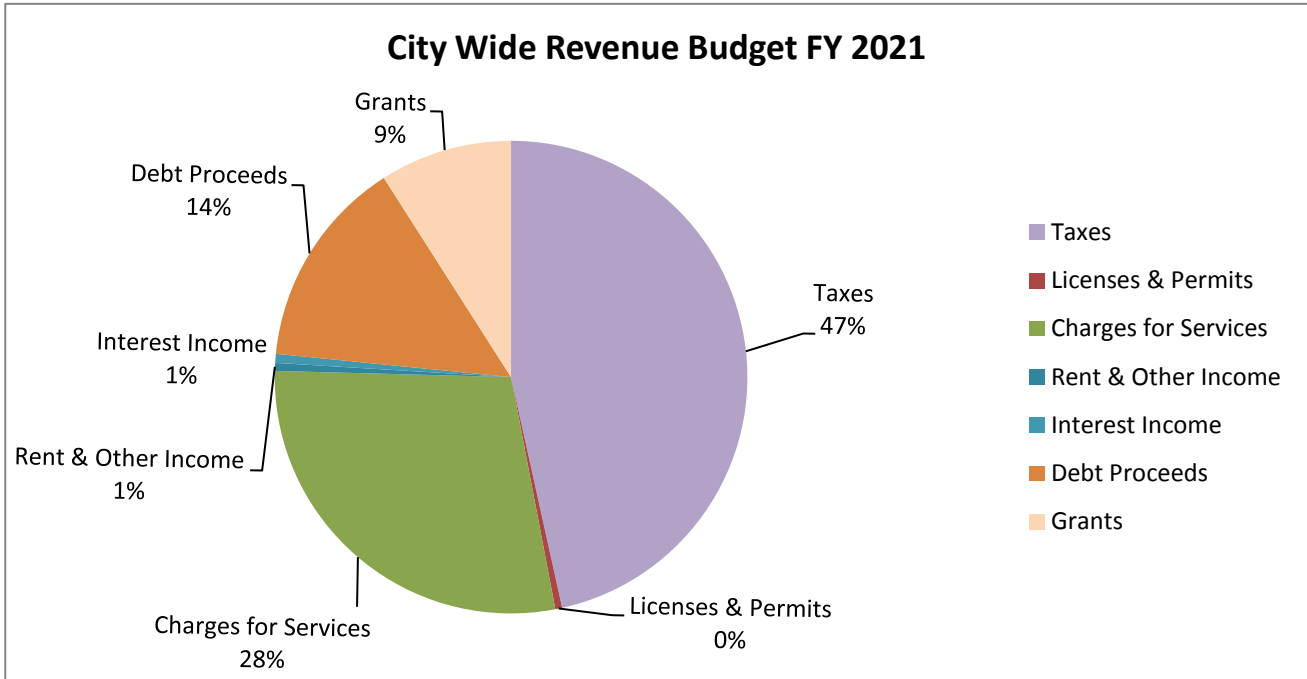
	4/30/20 Estimated Fund Balance	FY 2021 Plus: Revenues	FY 2021 Less: Expenses	4/30/21 Estimated Fund Balance
<u>General Fund</u>				
001-General Fund	3,385,000	36,588,779	37,220,087	2,753,692
011-Cash Reserve Fund	3,674,000	38,000	-	3,712,000
	7,059,000	36,626,779	37,220,087	6,465,692
<u>Special Revenue Funds</u>				
201-Planning & Development Fund	100	909,390	928,390	(18,900)
202-9-1-1 System Fund	100	1,286,129	1,274,572	11,657
203-Housing Resource Fund	51,000	9,600	58,600	2,000
204-9-1-1 Surcharge Fund	1,300,000	912,000	2,011,858	200,142
205-Franchise Fee "Green" Fund	94,000	452,000	470,000	76,000
210-Motor Fuel Tax Fund	1,600,000	1,515,000	2,515,000	600,000
211-Traffic Signal Fund	111,000	20,000	32,631	98,369
212-Town Road Tax Fund	100,000	5,600	78,300	27,300
213-Economic Growth Fund	-	1,005,000	24,360	980,640
224-Arts Commission Fund	10,000	2,000	2,100	9,900
240-Police Dept. Grants Fund	8,700	17,100	17,000	8,800
241-Police Donations Fund	28,000	10,400	29,000	9,400
242-State Forfeiture Fund	28,000	16,250	40,000	4,250
243-Federal Forfeiture Fund	1,000	46	1,000	46
244-Crime Lab Fund	30,000	9,927	34,250	5,677
245-Fire Dept. Education Fund	9,900	1,000	2,000	8,900
246-Fire Donations Fund	9,000	1,500	3,500	7,000
247-Fire Department Grant Fund	300	25,000	25,000	300
248-Police Criminal Reg Fee Fund	13,700	13,300	17,000	10,000
249-Police DUI Fund	139,000	27,000	92,000	74,000
250-Transit Fund	100	5,596,549	5,596,549	100
252-DCCA Grants Fund	2,900	150,000	150,000	2,900
253-IHDA Grants Fund	23,000	325,000	325,000	23,000
254-Other Grant Funds	15,755	48,000	63,755	-
255-HUD Grant Fund	7,000	-	-	7,000
257-Bridge Lighting Fund	66,000	2,400	3,400	65,000
	3,648,555	12,360,191	13,795,265	2,213,481
<u>Capital Projects Funds</u>				
301-Capital Projects Fund	2,780,000	1,870,405	4,421,273	229,132
309-Special Capital Projects Fund	14,000	-	4,859	9,141
312-Special Tax Allocation TIF #2	1,625,000	543,000	2,167,939	61
313-Special Tax Allocation TIF #3	167,000	76,500	237,500	6,000
314-Water EPA 2019 Proj Fund	152,000	4,500,000	4,500,000	152,000
315-Sewer EPA 2019 Proj Fund	-	9,250,000	9,250,000	-
316-CDAP Capital Grant Fund	1,260	-	-	1,260
323-2019B GO Street Proj Fund	18,888,000	240,000	18,561,995	566,005
395-QMEA Capital Reserve Fund	139,000	22,000	161,000	-
397- Fire Equip Replacement Fund	7,600	93,469	90,000	11,069
	23,773,860	16,595,374	39,394,566	974,668

	4/30/20 Estimated Fund Balance	FY 2021 Plus: Revenues	FY 2021 Less: Expenses	4/30/21 Estimated Fund Balance
<u>Debt Service Funds</u>				
406-2013B HVAC Proj Pymt Fund	12,000	-	12,000	-
407-2010/1999 G/O Bond Fund	77,000	-	77,000	-
409-2005 G/O Bond Fund	115,000	-	115,000	-
411-2009 OLC G/O Bond Fund	56,000	223,960	244,703	35,257
412-2009 Library G/O Bond Fund	160,000	412,206	410,806	161,400
414-2014 GO Note Fund (G&R trk)	100	149,520	149,514	106
415-2017 GO Bond (Jail)	208,000	665,600	664,050	209,550
416-2019B GO Bond	362,000	891,000	705,028	547,972
	990,100	2,342,286	2,378,101	954,285
<u>Enterprise Funds</u>				
501-Water Fund	6,000,000	8,700,000	8,233,666	6,466,334
502-Sewer Fund	2,500,000	6,482,000	7,489,666	1,492,334
511-Quincy Regional Airport Fund	100	3,001,800	3,001,800	100
512-Airport PFC Fund	286,000	47,000	105,000	228,000
513-Airport Hangar Fund	656,000	108,001	191,500	572,501
514-Municipal Dock Fund	578,000	233,000	810,257	743
531-Regional Training Facility	1,700	76,627	76,627	1,700
533-Garbage Fund	111,782	1,163,061	1,274,843	-
534-Recycle Fund	-	670,328	670,328	-
	10,133,582	20,481,817	21,853,687	8,761,712
<u>Internal Service Funds</u>				
601-Central Garage Fund	100	1,883,000	1,883,000	100
603-Vehicle Replacement Fund	2,000,000	404,896	800,000	1,604,896
611-Self Insurance Fund	2,100,000	2,215,876	2,378,907	1,936,969
612-Health Insurance Fund	100	5,517,302	5,283,841	233,561
613-Unemployment Comp. Fund	205,000	35,000	50,000	190,000
	4,305,200	10,056,074	10,395,748	3,965,526
<u>Trust & Agency Funds</u>				
701-Econ Dev. Rev Loan Fund	938,000	25,000	373,800	589,200
702-CDAP Revolving Loan Fund	890,000	76,200	626,000	340,200
703-CBD Revolving Loan Fund	1,030,000	61,700	227,000	864,700
704-Nghbrhd Hsg Rev. Loan Fund	204,000	1,500	180,500	25,000
706-SBE Loan Fund	-	501,500	500,000	1,500
712-Sister City Commission Fund	53,000	20,050	31,900	41,150
719-Lincoln Bicentennial Commissior	4,400	5,750	8,100	2,050
720-Human Right Commission	370	10	370	10
721-Landfill L/C Fund	300	152,000	152,000	300
724-Animal Rescue Trust	40,600	400	18,000	23,000
743-Tourism Tax Fund	101,000	1,052,000	1,098,000	55,000
	3,261,670	1,896,110	3,215,670	1,942,110
TOTALS	53,171,967	100,358,631	128,253,124	25,277,474

	General Fund/ Cash Reserve Fund	Special Revenue Funds	Capital Projects Funds	Debt Service Funds	Enterprise Funds	Internal Service Funds	Total
Beg Balance, May 1	6,359,015	3,648,555	23,773,860	990,100	10,133,582	4,305,200	49,210,312
REVENUES							-
Taxes	33,500,675	3,854,100	2,896,696	1,758,806	57,000	-	42,067,277
Licenses & Permits	330,500	-	90,000	-	-	-	420,500
Charges for Services	686,500	459,800	-	-	16,823,693	7,729,178	25,699,171
Rent & Other Income	53,104	78,350	12,469	-	306,913	37,600	488,436
Interest Income	68,000	41,523	299,200	7,000	70,500	69,200	555,423
Debt Proceeds	-	-	13,000,000	-	-	-	13,000,000
Grants	68,000	6,318,808	65,000	-	1,726,693	-	8,178,501
Total before Transfers	34,706,779	10,752,581	16,363,365	1,765,806	18,984,799	7,835,978	90,409,308
Transfers In	985,000	1,605,210	770,000	576,480	1,497,018	246,000	5,679,708
Inter-Gov. Revenues	935,000	-	-	-	-	1,974,096	2,909,096
TOTAL REVENUE	36,626,779	12,357,791	17,133,365	2,342,286	20,481,817	10,056,074	98,998,112
Total Funds Available	42,985,794	16,006,346	40,907,225	3,332,386	30,615,399	14,361,274	148,208,424
EXPENDITURES							
Salaries & Benefits	25,896,021	4,302,849	-	-	4,934,323	6,247,313	41,380,506
Contracted Services	3,580,613	3,177,281	711,859	-	6,597,337	2,282,686	16,349,776
Commodities	1,044,763	499,615	4,000	-	2,764,408	925,300	5,238,086
Capital Outlay	369,577	5,204,164	38,554,007	-	5,670,422	810,999	50,609,169
Miscellaneous	85,120	749,956	276,700	2,700	1,352,497	129,450	2,596,423
Debt Service	88,752	-	-	2,171,401	334,700	-	2,594,853
Transfers to Outside Entities	2,895,013						2,895,013
Total before Transfers	33,959,859	13,933,865	39,546,566	2,174,101	21,653,687	10,395,748	121,663,826
Interfund Transfers	3,255,228	488,500	270,000	204,000	200,000	-	4,417,728
TOTAL EXPENDITURES	37,215,087	14,422,365	39,816,566	2,378,101	21,853,687	10,395,748	126,081,554
Ending Balance, April 30	5,770,707	1,583,981	1,090,659	954,285	8,761,712	3,965,526	22,126,870

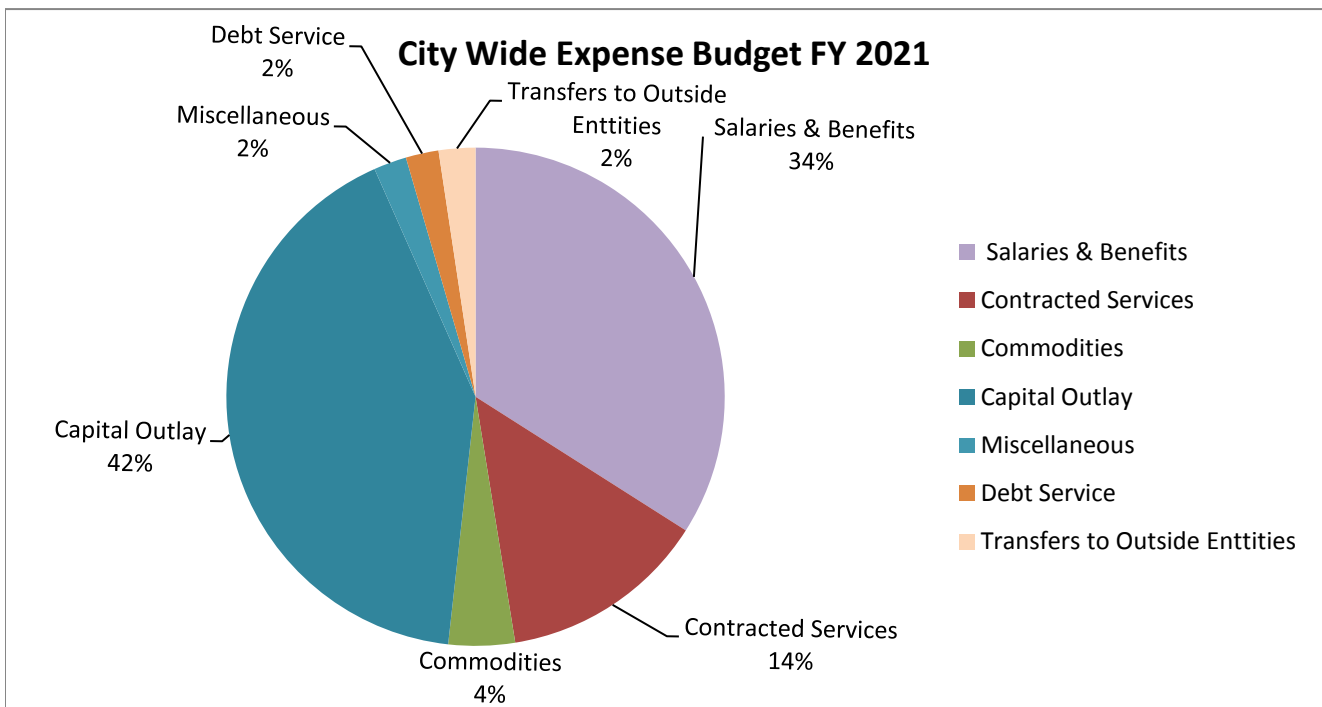
Revenue Budget by Source

The pie chart below depicts City Wide revenue by source. This chart shows all revenue types from all funds (excluding inter-fund transfers and administrative cost share transfers so as not to double count available resources). Over half of the total revenues are in the tax category which consists of sales tax, purchase tax, income tax, PPRT, property taxes, motor fuel taxes, and other state and local taxes. The second largest category is charges for services, which is 60% enterprise fund charges for water and sewer service .



Expenses by Source

The pie chart below depicts City Wide expenses by source. All city funds are included in the chart.



CITY OF QUINCY STAFFING COMPARISON

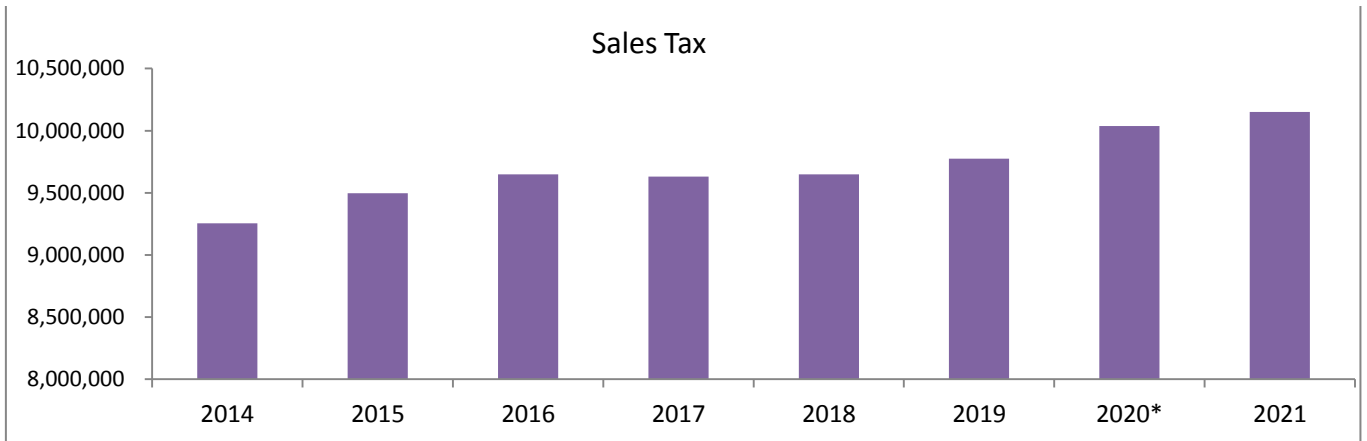
DEPARTMENT/DIVISION	FY 17 Budget		FY 18 Budget		FY 19 Budget		FY 20 Budget		Projected FY 21	
	Full-Time	PT	Full-Time	PT	Full-Time	PT	Full-Time	PT	Full-Time	PT
1101 City Council		14		14		14		14		14
1301 Mayor	2		2		2		2		2	
1302 Treasurer	4		4		4		3.4		3.4	
1303 City Clerk	3		3		3		3		3	
1401 Dir of Admin	1		1		1		1		1	
1402 Purchasing	1		1		1		1		1	
1403 Build Maint	1		1		1		1		1	
1501 Comptroller	4		4		4		4		4	
1701 Fire/Police Comm		3		3		3		3		3
1901 MIS	5	0	4.93	0	4	0	4		4	
Legal										
1601 Legal-Corp Counsel		1		1		1		1		1
1602 Asst Corp Counsel		1		1		1		1		1
1603 City Attorney		1		1		1		1		1
Police										
2110 Police Admin	3		3		3		3		3	
2111 Police-Civilian	10	1	11	1	11	1	11.6	1	12	1
2112 Police-Patrol	70		70		70		71		70	
2113 Police-Training	0	0	0	0	0	0				
2115 Evidence Tech	1	1	1	1	1	1	1	1	1	1
2116 Police-Humane Officer	1	0	1	0	1	0	1		1	
	85	2	86	2	86	2	87.6	2	87	2
Fire										
2210 Fire Dept-Admin	2		2		2		2		2	
2211 Fire - Civilian	2		2		2		2		2	
2212 Fire Fighters	55		57		57		57		57	
2214 Fire Training	1		1		1		1		1	
	60	0	62	0	62	0	62	0	62	0
Central Services										
3110 Administration	2.5		2.5		2.5		2.5		2.5	
3112 Forestry	4		4.75		4.75		4		4	
3116 Paint & Sign Shop	1		2		2		2		2.5	
3117 Nuisance Abatement									1	
3152 Concrete	6		6		6		6		4.5	
3154 Brush/Compost	0		0		0		0		0	
	13.50	0	15.25	0	15.25	0	14.50	0	14.50	0
Engineering										
3712 Engineering	6		5.3		4.85		5.1		5.25	
Planning & Development										
2410 Admin-Zoning	0		0		0		0		0	
2411 Protective Inspections	4		4		4	1	4	1	4	1
6310 Comm Dev-Admin	3.4		3.4		3.4		3.4		4	
6311 Comm Dev-Planning	0		0		0		0		0	
	7.4	0	7.4	0	7.4	1	7.4	1	8	1

CITY OF QUINCY STAFFING COMPARISON

DEPARTMENT/DIVISION		FY 17 Budget		FY 18 Budget		FY 19 Budget		FY 20 Budget		Projected FY 21	
		Full-Time	PT	Full-Time	PT	Full-Time	PT	Full-Time	PT	Full-Time	PT
9-1-1											
202	9-1-1 System	20	1	20	2	21	2	22		18	
204	9-1-1 ETSA									3	
		20	1	20	2	21	2	22	0	21	0
Transit											
3410	Administration	1.6		1.6		1.6		1.6		2	
3412	Clerical	2.5		2.5		2.5		3.5		2.5	
3413	Drivers	14	21	15	19	15	20	16	17	17	18
3415	Maint Supervision	1.65		1.65		2.15		2.15		2.15	
		19.75	21	20.75	19	21.25	20	23.25	17	23.65	18
Water											
3155	Water Distribution	9.87		11.87		12.75		15.75		12.5	
3156	Water Metering	4.17		5.00		5.00		5.00		5	
3310	Utilities Administration	1.5		1.570		1.5		2.1		2.1	
3312	Commercial	3.825		3		3		3		3	
3314	Purification	14		11		11		11		10	
		33.37	0	32.44	0	33.25	0	36.85	0	32.60	0
Sewer											
3150	Admin-Field Op/Sewer	0		0		0		0		0	
3153	Street Cleaning	2.75		1		1.5		1.5		1.25	
3157	Sewer Maint	10.3		12		11.15		7.9		9.25	
3321	Pretreatment	0		0		0.25		0.25		0.25	
		13.05		13		12.9		9.65		10.75	
Airport											
4310	Administration	1	0	1.4	0	1.4	0	1.4		2	
4313	Maintenance	4.25		4.25		4.25		5		4	
		5.25	0	5.65	0	5.65	0	6.4	0	6	0
3113	Garbage	6.7		6.7		6.75		6.75		7.75	
3114	Recycling	4.63		4.63		4.75		4.75		4.25	
3115	Central Garage	7.85		7.85		7.85		7.85		7.85	
Self Insurance											
3810	Self Insurance	1		0.6		1.6		1		2	
3811	Risk Management	1.5		1.5		1.5		1.5		2	
		2.5		2.1		3.1		2.5		4	
TOTALS		306.00	44	310.00	43	312.00	45	316.00	40	314.00	41

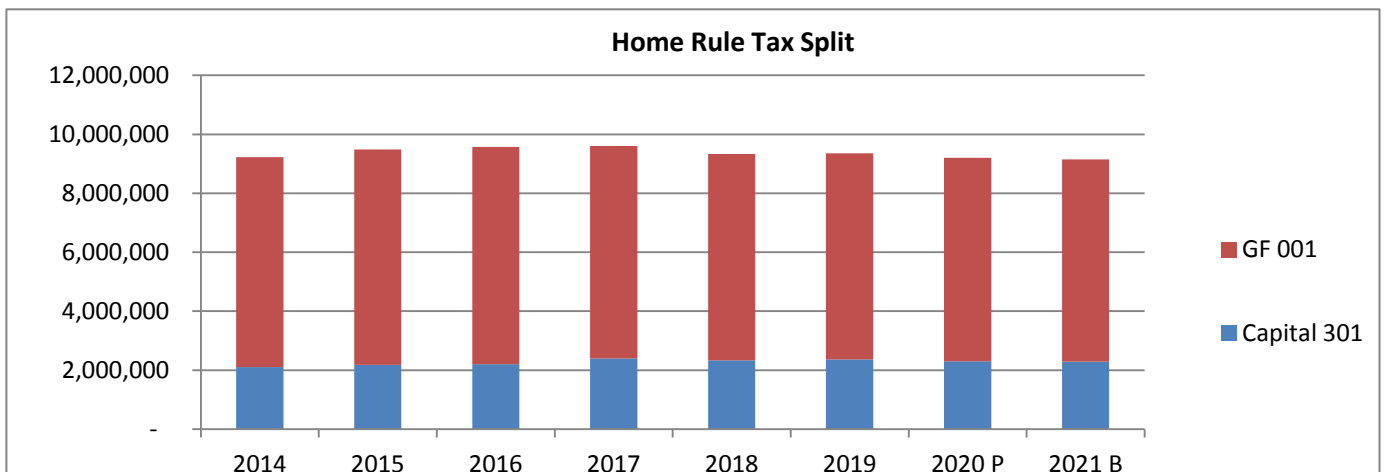
SALES TAX

The State of Illinois collects sales tax from retailers operating within the City limits. The State imposed rate is 6.25%. The State distributes 1% back to the City. All of the Sales Tax is used for General Fund and this collection represents 28% of General Fund Revenues. The City reviews the past 5-year trend to project the future 5-year trend, adjusted for any national or local economic factors. Sales Tax Revenues rarely show negative growth. FY 2020 projected growth of 1.19% (\$117,000 increase) and we expect to exceed that mark. The FY 2021 budget is projecting growth of 1.12% which is approximately a \$112,000 increase over the FY 2020 projections.



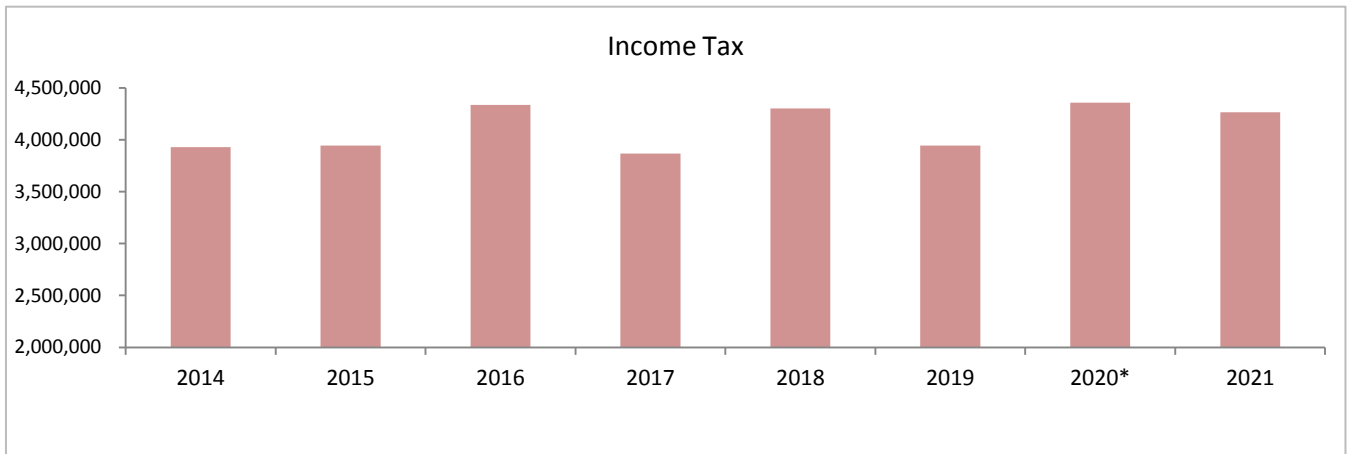
HOME RULE "PURCHASE" TAX

Home Rule units of government (cities with elected officials and more than 25,000 people) have the authority to impose a tax on those in the business of selling tangible personal property at retail in their jurisdiction. The Home Rule Sales Tax rate is decided by the City; however, the actual revenue is collected by the State. The City's Home Rule rate of 1.5% does not apply to groceries, drugs, and personal property licensed through the Secretary of State's office (vehicles, campers, trailers, motorcycles, etc). The City's current rate took effect on June 1, 2002 when the rate increased from 0.75% to 1.50%. Ordinance 9315, adopted September 18, 2017, maintains the rate of 1.5% and requires an annual review of the rate during the budget process. The Home Rule tax is used for General Fund operations and for infrastructure spending in the Capital Projects Fund #301. The funding split is approved during the budget process. The State imposed a 2% administrative collection fee in FY 2018 which has since been reduced to 1.5%. This fee along with slowing local sales tax base has impacted collections. The FYE 2020 split was 75% GF and 25% Capital Projects Fund. The split for FYE 2021 is planned at 80% General Fund and 20% Capital Fund. FY 2020 was budgeted to increase at 0.40% and is projecting to show negative growth (-1.58%). The FY 2021 budget projects continued negative growth at -0.58%. Home Rule "Purchase" Tax represents 24% of the Operating revenue and 25% of General Fund revenue.



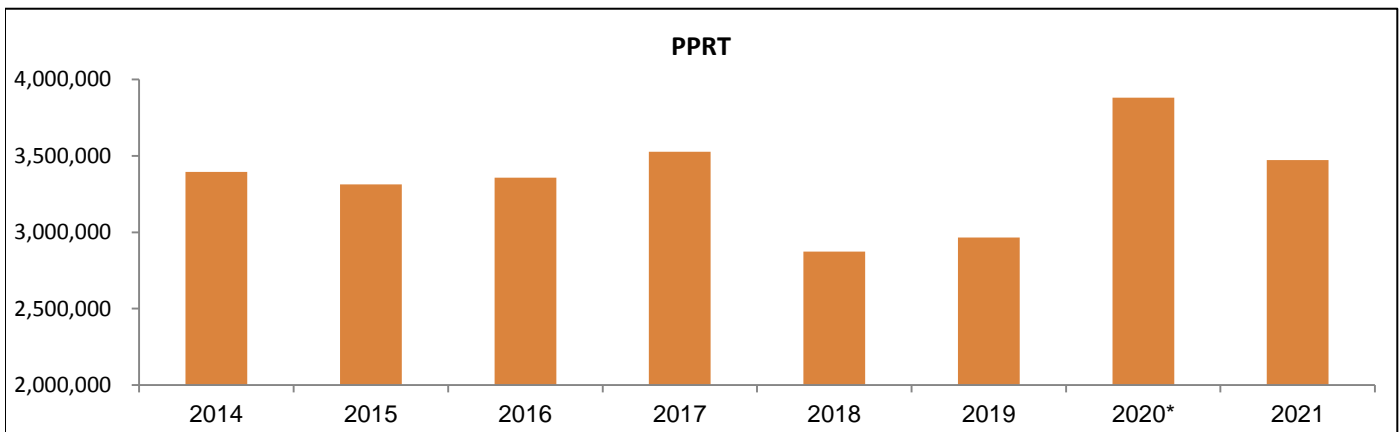
INCOME TAX

The State of Illinois taxes the income of individuals and corporations at the rate of 4.95% (individuals) and 7% (corporations). The State uses a Local Government Distributive Fund (LGDF) to distribute the respective amounts to each city/county within the state. The amount each locality receives is based on its population in proportion to the total state population. The funding formula for distributions changes with each State budget passage. The Governor's proposed Graduated Income Tax has yet to be approved by the House before going to the ballot in November. All Income Tax is received by the General Fund and represents 12% of the FY2021 General Fund revenue. FY 2021 is projected at the IML estimate of \$107.25 per capita. This equates to approximately a 2.10% decrease to FY 2020 projections, or a loss of \$91,000 in revenue.



PERSONAL PROPERTY REPLACEMENT TAX

The State of Illinois enacted this tax in August, 1979. Replacement Taxes are revenues collected by the State and paid to local governments to replace money that was lost by local governments when their powers to impose personal property taxes were taken away. The law was enacted to provide for statewide taxes to replace monies lost to local governments. Corporations, partnerships, S corporations, and public utilities pay these taxes along with their state income tax payments. The City's PPRT funds are distributed as follows: Police Pension 9.32%, Fire Pension 13.42%, Library 10.969%. The General Fund receives the remaining 66.29% for operations. FY 2020 saw a major increase mainly due to the Governor's Tax Amnesty Program. The IML has projected overall PPRT collections to decrease 10.5% below the FYE 2020 projections. FY 2021 is projected at negative growth (-9.93%), which represents a decrease of \$407,000. PPRT revenues make up 10% of the General Fund total revenues.

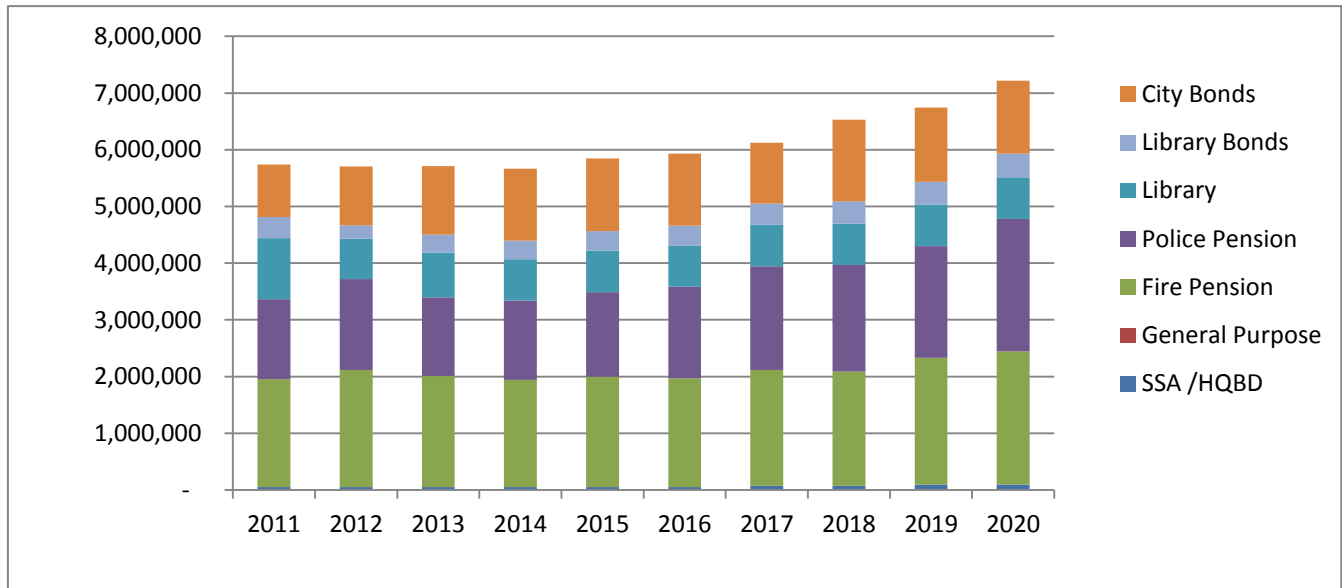


PROPERTY TAX

The City's property tax levy passed in December 2019 will be billed, collected, and disbursed by the County during fiscal year 2020/2021. The property tax levy consists of pensions obligations, library funding, and city and library bond debt. The bond portion of the levy is receipted into the appropriate bond funds. The Special Service Area (Historic Business District) levy is receipted by the General Fund and is also re-distributed back to the HQBD as an interfund transfer. The General Fund portion of the property tax levy makes up nearly 16% of total General Fund revenues.

The changes in property assessments have significant impact upon the General Fund. Property is assessed at 1/3 of market value less a homestead exemption for those who qualify. The tax rate is applied to each one hundred dollars of assessed valuation to determine the amount of property tax. The City projects a 2019 total tax of \$1.07953 per \$100 of assessed property value.

FY	SSA /HQBD	General Purpose	Fire Pension	Police Pension	Library	GF portion	Library Bonds	City Bonds
2011	50,080	-	1,902,175	1,411,907	1,076,339	4,440,501	371,013	928,964
2012	49,768	-	2,067,304	1,603,824	710,787	4,431,684	233,269	1,041,425
2013	49,852	-	1,959,660	1,385,335	794,015	4,188,862	313,761	1,208,613
2014	49,514	-	1,894,126	1,395,710	731,582	4,070,932	324,654	1,270,697
2015	49,496	-	1,950,379	1,487,439	732,388	4,219,702	348,263	1,276,857
2016	49,259	-	1,919,924	1,614,869	723,971	4,308,023	355,528	1,268,631
2017	76,569	-	2,042,068	1,828,188	731,763	4,678,588	373,937	1,071,884
2018	75,372	-	2,013,460	1,878,099	730,578	4,697,510	392,686	1,438,594
2019	95,000	-	2,236,336	1,969,335	732,045	5,032,716	402,258	1,306,564
2020	95,000	-	2,348,205	2,335,877	732,045	5,032,716	419,003	1,286,576



OPERATING EXPENDITURES
Salaries & Benefits

The City has eighty labor unions with contracts: 822/Machinists, Police Patrol, Police Lieutenants, Police Supervisors, Fire Fighters, Fire Assistant Chiefs, 9-1-1, and Transit Union. The 822/Machinists contract effective May 1, 2018-April 30, 2021 calls for a 2.75% increase effective May 1, 2020. All of the Police contracts are effective May 1, 2018-April 30, 2021 and call for a 2.75% increase effective May 1, 2020. The Transit Contract effective May 1, 2018-April 30, 2021 calls for a 2.5% increase effective May 1, 2020. The Fire Fighters Local 63 contract expires 4/30/2020; a new contract has not been ratified. The 9-1-1 contract is effective May 1, 2019-April 30, 2022. The non-unionized positions are budgeted at a 2% increase.

The City under a cash-basis budget will have 27 bi-weekly pay periods in the FY 2021 budget. This anomaly only happens about every 10 years and has an overall salary increase of about 3.84%.

The group health insurance premiums are determined by the fund balance of Health Insurance Fund. The City health premiums will be increased by 2% effective May 1, 2020. All city departmental contributions for health insurance are paid to the Health Insurance Fund #612 which pays claims as a self-insured plan.

The City worker's compensation was listed as an employee benefit in past budgets. In FY 2020 this cost was consolidated into the MICA expense in contracted services.

The Police Pension contribution increased \$395,865 or 14% over last year's annual required contribution. The Fire Pension contribution increased \$139,630 or 4.29% over last year's annual required contribution. The City's actual pension contribution for FYE 2020 is higher due to the increased PPRT. The IMRF employer rate for the 2020 calendar year is 10.98%, which is an increase of 40% over the calendar 2019 rate of 7.63%.

Contracted Services

This category of spending represents Professional services (audit, legal, engineering), Technical services (medical, utility, cleaning), and Repair and Maintenance Services (building repairs, vehicle repairs, infrastructure repairs), Rentals (our internal fleet and vehicle replacement is included here), Insurance (which includes MICA, the city wide insurance for workers comp and property liability), and other services such as communications, travel, registrations, etc. It should be noted that the MICA expense now fully reflects the total amount paid as a MICA premium which includes the portion previously reflected as workers compensation in the employee benefit section.

Commodities

This category of spending represents the supplies purchased. Examples include postage, office supplies, energy (gas and electric), maintenance supplies, tools, and operational supplies for the departments type of business (examples include concrete, chemicals, paint, pipe, medical supplies, ammunition, etc.)

Capital Outlay

This category has different thresholds for asset types. Any equipment purchases of \$5,000 or more with an estimated useful life of 5 years or more is considered capital outlay. The threshold for buildings and street projects is \$25,000. The City adopted a new capital expense policy which re-allocates recurring capital outlay to the departmental budgets. This practice will allow for the home rule funding to be used for true capital projects such as street projects and infrastructure improvements. Each department's narrative should reflect capital spending.

Miscellaneous This category represents costs like dues, taxes, employee awards, and alderman expense.

Debt Service

The majority of our debt service is represented in our Debt Service Funds. This includes the debt payments for the city issued General Obligation bonds. Any lease payments would be displayed in this element.

Transfers

The Transfers can be internal fund transfers which represent subsidy funding or the transfers can be external funding to component units such as the Quincy Public Library or non-departmental transfers for sales tax rebates, cost share

FY	Sales Tax		PPRT		Income Tax		Use Tax		Home Rule		Total Revenues (GF&Capital)	
2014	9,255,134	3.32%	3,395,597	14.44%	3,929,012	-1.48%	693,644	7.17%	9,219,345	-0.02%	33,687,195	3.69%
2015	9,495,867	2.60%	3,313,024	-2.43%	3,945,684	0.42%	782,471	12.81%	9,479,769	2.82%	34,279,005	1.76%
2016	9,649,109	1.61%	3,356,477	1.31%	4,338,717	9.96%	935,100	19.51%	9,572,958	0.98%	35,450,003	3.42%
2017	9,630,497	-0.19%	3,525,816	5.05%	3,868,781	-10.83%	992,766	6.17%	9,606,524	0.35%	35,792,782	0.97%
2018	9,648,771	0.19%	2,873,888	-18.49%	4,304,065	11.25%	1,054,067	6.17%	9,331,575	-2.86%	35,209,570	-1.63%
2019	9,775,223	1.31%	2,966,072	3.21%	3,945,016	-8.34%	1,201,398	13.98%	9,352,738	0.23%	36,656,145	4.11%
2020*	10,037,465	2.68%	3,880,623	30.83%	4,357,889	10.47%	1,367,300	13.81%	9,205,415	-1.58%	38,639,612	5.41%
* projected												
5 yr avg		1.12%		4.38%		2.50%		11.93%		-0.58%		2.45%
Projected												
2021	10,149,885	1.12%	3,473,000	-10.50%	4,266,465	-2.10%	1,442,472	5.50%	9,152,024	-0.58%	38,459,284	-0.47%
2022	10,263,564	1.12%	3,542,460	2.00%	4,351,794	2.00%	1,514,595	5.00%	9,098,942	-0.58%	38,899,818	1.15%
2023	10,378,516	1.12%	3,613,309	2.00%	4,438,830	2.00%	1,590,325	5.00%	9,046,168	-0.58%	39,389,181	1.26%
2024	10,494,755	1.12%	3,685,575	2.00%	4,527,607	2.00%	1,669,841	5.00%	8,993,700	-0.58%	39,892,799	1.28%
2025	10,612,296	1.12%	3,759,287	2.00%	4,618,159	2.00%	1,753,333	5.00%	8,941,537	-0.58%	40,411,113	1.30%
2026	10,731,154	1.12%	3,834,473	2.00%	4,710,522	2.00%	1,841,000	5.00%	8,889,676	-0.58%	40,944,582	1.32%

Assumptions: Population 40,633

- Tax Levy revenue based on 5yr EAV average growth of 3.11%
- Sales Tax is projected to grow at 5 yr average of 1.12% (based on March 2020 YTD)
- PPRT per IML Dec forecast: FY 21 projected 10.50% below FY 20 projections.
- Income Tax per IML Dec forecast: FY20 \$107.25 per capita, decreasing to \$105 per capita FY21
- Use Tax per IML Dec forecast: FY 20 \$33.65 per capita, increasing to \$35.50 per capita in FY 21
- Home Rule (purchase tax) projected at 5 yr average, negative 0.58% growth (based on March 2020 YTD)
- Home Rule/Purchase Tax split 80% GF, 20% Capital

	General Fund Expenses					PROJECTIONS						
	FY 2017	FY 2018	FY 2019	FY 2020 Budget	FY 2021 Budget	5 yr avg	Proj Factor	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Salaries & PR tax	13,164,483	14,348,582	14,623,234	14,112,870	15,840,480	4.31%	2.00%	15,713,426	16,027,695	16,348,249	16,675,214	17,008,718
Health Insurance	2,174,071	2,206,382	2,273,025	2,406,217	2,594,322	1.63%	1.63%	2,636,609	2,679,586	2,723,263	2,767,653	2,812,765
MICA	1,030,332	855,904	897,854	861,547	1,065,161	-1.69%	2.00%	1,086,464	1,108,194	1,130,357	1,152,965	1,176,024
Police Pension	2,404,422	2,822,719	2,860,093	3,326,004	3,347,931	9.75%	8.85%	3,644,223	3,966,737	4,317,793	4,699,917	5,115,860
Fire Pension	2,762,859	3,116,182	3,274,394	3,514,052	3,758,472	7.94%	8.85%	4,091,097	4,453,159	4,847,263	5,276,246	5,743,194
IMRF	258,848	261,640	215,321	190,983	354,816	13.19%	2.00%	361,912	369,151	376,534	384,064	391,746
Services	1,180,557	1,256,324	1,096,883	1,500,064	2,515,452	24.57%	3.00%	2,590,916	2,668,643	2,748,702	2,831,163	2,916,098
Supplies	825,446	774,549	700,685	838,076	1,043,863	8.52%	2.00%	1,064,740	1,086,035	1,107,756	1,129,911	1,152,509
Capital	122,270	122,316	160,924	421,630	369,577	40.27%	0.00%	250,000	250,000	250,000	250,000	250,000
Misc	69,929	71,545	67,381	86,247	91,020	8.22%	0.00%	91,020	91,020	91,020	91,020	91,020
Non-Dept Trnsfr	8,742,949	8,014,367	8,237,795	8,785,964	6,150,241	-6.21%	1.00%	6,211,743	6,273,861	6,336,599	6,399,965	6,463,965
Debt Service	11,471	7,513	7,806	88,752	88,752	196%	0.00%	88,752	0	0	0	0
	<u>32,747,637</u>	<u>33,858,023</u>	<u>34,415,395</u>	<u>36,132,406</u>	<u>37,220,087</u>			<u>37,830,903</u>	<u>38,974,080</u>	<u>40,277,537</u>	<u>41,658,119</u>	<u>43,121,899</u>
Increase over prev	1.19%	3.39%	1.65%	4.99%				1.64%	3.02%	3.34%	3.43%	3.51%

Assumptions for 5-year projections:

Salaries/Benefits are assuming a 2% increase over FY 2021 salaries

FY 2022 salaries/benefits is an adjusted number to account for a normal 26 pay periods

Health Insurance projected at 5-year estimate, even though it is behind health care industry increases

MICA is internal allocation based on past claims and level of risk, projecting a 2% increase

The Police and Fire pension amounts are projecting an average of 6% increase per year (below 5 yr avg),
the actual annual contribution is based on market performance and actuarial assumptions

Services and Supplies are both projected to grow at 2% because of restricted budget spending

Capital outlay is projected to at \$250K per year

Non-Dept Transfers- ONLY ESTIMATED< TOO EARLY FOR AMOUNTS

Non-Dept Transfers projected to grow by 1% to account for fund subsidy increases

Operating Cash Balance Projections

The combined overall cash flow for General Fund, Capital Projects Fund, and Cash Reserve Fund are projected below utilizing the revenue and expense projections from preceding pages. The capital projects fund rarely spends the entire appropriation; the projections show spending the entire revenues generated in that year.

Fiscal Year Ending April 30:	2021	2022	2023	2024	2025	2026
	Projection	Projection	Projection	Projection	Projection	Projection
Beg Balance:						
General Fund	2,685,015					
Cash Reserve Fund	3,674,000					
Capital Projects Fund	2,780,000					
Total Beg Balance	9,139,015	7,504,384	6,293,564	4,442,123	1,803,960	(1,683,430)
Revenues:						
General Fund	36,588,879	36,620,083	37,122,639	37,639,373	38,170,728	38,717,163
Capital Fund	1,870,405	2,279,735	2,266,542	2,253,425	2,240,384	2,227,419
Total Revenues	38,459,284	38,899,818	39,389,181	39,892,799	40,411,113	40,944,582
Funds Available	47,598,299	46,404,203	45,682,745	44,334,922	42,215,073	39,261,152
General Fund	(37,220,087)	(37,830,903)	(38,974,080)	(40,277,537)	(41,658,119)	(43,121,899)
Capital Fund [^]	(2,873,827)	(2,279,735)	(2,266,542)	(2,253,425)	(2,240,384)	(2,227,419)
Total Expenses	(40,093,914)	(40,110,639)	(41,240,622)	(42,530,962)	(43,898,503)	(45,349,318)
Year End Cash Balance	7,504,384	6,293,564	4,442,123	1,803,960	(1,683,430)	(6,088,166)

[^]assumes Capital Projects fund 301 spends 65% in FY 2020 and 100% thereafter

	General Fund	Cash Reserve	Total
Beginning Balance, May 1	2,685,015	3,674,000	6,359,015
REVENUES			
Taxes	33,500,675	-	33,500,675
Licenses & Permits	330,500	-	330,500
Charges for Services	686,500	-	686,500
Rent & Other Income	53,104	-	53,104
Interest Income	30,000	38,000	68,000
Grants	68,000	-	68,000
Transfers In	985,000	-	985,000
Inter-Gov. Revenues	935,000	-	935,000
TOTAL REVENUE	36,588,779	38,000	36,626,779
Total Funds Available	39,273,794	3,712,000	42,985,794
EXPENDITURES			
City Council	204,491	-	204,491
Mayor	216,205	-	216,205
Treasurer	283,231	-	283,231
City Clerk	233,679	-	233,679
Director of Administrative Services	116,310	-	116,310
Purchasing	79,350	-	79,350
Building Maintenance	327,385	-	327,385
Comptroller	346,737	-	346,737
Legal	252,912	-	252,912
Commissions	52,192	-	52,192
Information Technology	666,503	-	666,503
Police	13,190,667	-	13,190,667
Fire	10,995,690	-	10,995,690
Public Works	2,885,271	-	
Engineering	1,214,223	-	1,214,223
Subtotal	31,064,846	-	28,179,575
<u>Transfers:</u>			
Planning & Development	478,390	-	478,390
9-1-1	771,677	-	771,677
Transit Lines	285,143	-	285,143
Airport	814,894	-	814,894
Garbage Fund	165,769	-	
Recycle Fund	318,328	-	
Central Garage	246,000	-	246,000
Regional Training Facility	18,027	-	18,027
Landfill	152,000	-	152,000
Sister City Fund	5,000	-	5,000
Other Subsidies/tax distributions	1,070,500	-	1,070,500
Library	1,829,513	-	1,829,513
TOTAL EXPENDITURES	37,220,087	-	37,220,087
Ending Balance, April 30	\$ 2,053,707	\$ 3,712,000	\$ 5,765,707

*Adjust for Transfers to Reserve to avoid double counting revenues/expenses

PURPOSE

The General Fund is the primary operating fund of the City. It accounts for the resources used to pay for the services traditionally associated with local government. Included are general administration of the City, police and fire protection, engineering, subsidy and tax transfers, and any other activity for which a special fund has not been created.

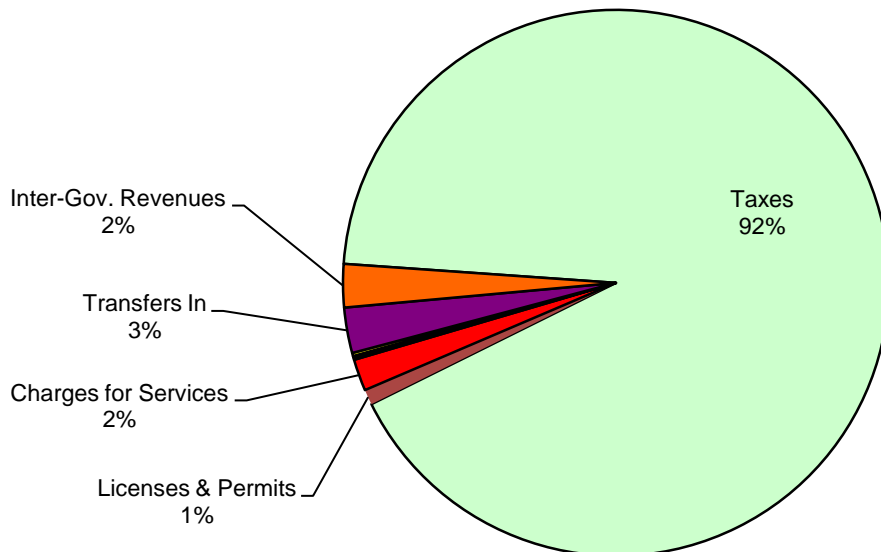
The General Fund's primary revenue source is Taxation. Sales tax 28%, Purchase Tax 25%, Income tax 12%, and PPRT 9% account for nearly three-fourths of the the total revenue. Property taxes are approximately 16% of the total revenues and fund the Library and pensions.

The Home Rule/Purchase Tax was previously a "Transfer In" from the Purchase Tax Fund. However, in FY 2019 the Purchase Tax was receipted into the General Fund and the Capital Fund based on the budgeted split. This year the General Fund will recieved 80% of the home rule/ purchase tax fund rather than the previous split of 75%.

The Transfers In are from the Green Energy fund and Barge Dock fund. Inter-governmental revenues represent cost share charges to other funds.

GENERAL FUND REVENUES BY SOURCE

ACCOUNT DESCRIPTION	% of Total	2020/2021	2019/2020	2019/2020	2018/2019
		PROPOSED BUDGET	REVISED BUDGET	YTD PROJ ACTUAL	YTD ACTUAL
Taxes	91.56%	33,500,675	32,745,247	33,183,928	31,598,878
Licenses & Permits	0.90%	330,500	292,800	340,303	283,262
Charges for Services	1.88%	686,500	666,300	731,258	687,710
Rent & Other Income	0.15%	53,104	173,579	235,217	24,485
Interest Income	0.08%	30,000	22,000	33,733	33,058
Grants	0.19%	68,000	73,000	180,549	60,842
Transfers In	2.69%	985,000	755,909	762,674	688,755
Inter-Gov. Revenues	2.56%	935,000	731,340	818,386	714,509
	100.00%	36,588,779	35,460,175	36,286,048	34,091,499



**CITY OF QUINCY
GENERAL FUND**

REVENUE DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Property Taxes						
001-0000-311.01-00	General Levy	-	-	-	-	-
001-0000-312.03-00	Special Service Area #2	96,000	95,912	96,070	81,555	75,372
001-0000-312.04-00	Fire Pension Fund	2,531,042	2,348,205	2,349,012	2,233,284	2,013,460
001-0000-312.05-00	Police Pension Fund	2,346,723	2,335,877	2,336,629	1,966,638	1,878,099
001-0000-312.06-00	Public Library	732,045	732,045	732,303	731,077	730,578
		<i>5,705,810</i>	<i>5,512,039</i>	<i>5,514,014</i>	<i>5,012,553</i>	<i>4,697,509</i>
Franchise Taxes						
001-0000-313.01-00	CATV Franchise	325,000	450,100	422,816	388,254	435,263
001-0000-313.02-00	Telephone Franchise	44,724	44,724	44,725	44,724	44,724
001-0000-313.03-00	Electric Utility Franchise	21,700	25,000	22,631	24,083	23,814
Public Service Taxes						
001-0000-314.01-01	Home Rule (Purch) Tax	7,321,619	7,076,088	6,904,061	6,993,977	-
001-0000-314.01-03	Public Safety Fee	-	-	4,296	764,452	-
001-0000-314.01-05	Local Cannabis Tax	100,000	-	-	-	-
001-0000-314.02-01	Income Tax	4,266,465	4,093,775	4,357,889	3,945,016	4,304,065
001-0000-314.02-02	Personal Prop Replac. Tax	3,473,000	3,904,000	3,880,623	2,966,072	2,873,888
001-0000-314.02-03	General Sales Tax	10,149,885	9,931,455	10,037,465	9,775,223	9,648,771
001-0000-314.02-04	Use Tax	1,442,472	1,288,066	1,367,300	1,201,398	1,054,067
001-0000-314.02-07	Auto Rental Tax	20,000	20,000	20,544	19,991	19,504
001-0000-314.02-10	Video Gaming Tax	600,000	400,000	607,564	463,132	290,187
001-0000-314.02-12	State Cannabis Tax	30,000	-	-	-	-
Interest Income						
001-0000-331.01-01	Deposit Accounts	30,000	22,000	33,733	33,058	22,811
Rent & Other Income						
001-0000-341.01-01	Parking Lot G	3,300	3,300	4,750	4,525	3,700
001-0000-341.01-03	Parking Lot I	1,700	1,700	1,500	1,500	1,638
001-0000-341.04-00	Equipment/Facilities	1,500	1,500	1,486	2,292	1,500
001-0000-341.04-01	Cell Tower Lease	17,054	-	-	-	-
001-0000-342.01-00	Sale of Maps	50	50	56	(31)	172
001-0000-342.03-00	Jury Duty Reimb	-	-	99	68	86
001-0000-342.05-00	Refunds/Reimb	500	500	28,173	3,146	1,172
001-0000-342.09-00	Other	3,000	3,000	11,222	12,603	3,090
001-0000-342.10-00	Penalties-Past Due	-	-	36	-	(688)
001-0000-342.11-00	Donations/Contributions	-	-	-	-	8,816
001-0000-343.02-01	Royalty/Utility Service Line	25,000	160,650	166,593	-	-
Sale of Property						
001-0000-350.00-00	Sale of Property	1,000	2,879	21,302	382	1,406
Licenses & Permits						
001-0000-361.01-01	Liquor License	135,000	135,000	139,650	133,025	116,795
001-0000-361.01-03	Peddlers License(GT)	1,000	1,000	850	1,335	115
001-0000-361.01-04	Massage Permits	500	-	700	375	-
001-0000-361.01-05	Amusements/Mach (GV)	10,000	6,000	10,630	10,450	5,475
001-0000-361.01-06	Circus/Carn.Perm(GW)	100	100	100	100	500
001-0000-361.01-09	PullTab/Jars-State Money	-	-	930	1,769	-
001-0000-361.01-10	Other Lic & Perm.(GX)	30,000	30,000	29,140	28,199	21,635
001-0000-361.01-11	Elect Sign Messaging	1,500	1,500	1,500	1,500	1,500

**CITY OF QUINCY
GENERAL FUND**

REVENUE DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
001-0000-361.01-12	Video Gaming LL Class I	100,000	95,000	100,000	80,000	40,000
001-0000-361.01-13	Video Game Term Fee	25,000	17,200	26,300	18,100	-
001-0000-361.01-14	Wireless Facility Permits	10,000	-	23,000	-	-
001-0000-361.01-15	Wireless Facility Fees	4,400	-	-	-	-
001-0000-361.01-16	Garbage Private Hauler	5,000	-	-	-	-
001-0000-361.02-02	Street Opening Permits	-	-	31	45	12
001-0000-361.02-03	Driveway Permits	-	-	42	4	6
001-0000-361.02-04	Cat Tag Permits	8,000	7,000	7,430	8,360	7,310
		330,500	292,800	340,303	283,262	193,348
Charges for Services						
001-0000-361.04-01	Freedom of Info Copies	200	200	152	211	197
001-0000-361.04-03	Bid Specs	200	200	-	315	350
001-0000-361.05-01	Issuing Fees	200	200	201	303	147
001-0000-361.07-01	Computer Services	3,000	3,000	(17,780)	23,100	6,705
001-0000-361.07-05	Report Fees	-	-	50	10	140
001-0000-361.07-08	Other Reimbursements	-	-	220	305	280
	<i>IT Services</i>	3,000	3,000	(17,510)	23,415	7,125
001-0000-362.01-01	Schl Dist.-QPD Liason	190,000	190,000	190,582	189,742	28,549
001-0000-362.01-02	Qcy Housing Auth Liason	54,000	54,000	55,848	54,493	53,296
001-0000-362.01-03	Special Job Assignments	15,000	15,000	9,783	12,855	16,769
001-0000-362.01-04	False Alarms	5,000	5,000	5,970	7,500	3,660
001-0000-362.01-05	Report Fees	5,000	5,000	5,707	5,265	5,399
001-0000-362.01-07	Temp. Use of Manpower	-	-	-	-	296
001-0000-362.01-08	Other Reimbursements	-	-	60	-	4,461
001-0000-362.01-09	Witness/Subpeona Fees	5,000	5,000	6,188	4,798	5,814
001-0000-362.01-11	Police Badges & Patches	-	-	253	265	275
001-0000-362.01-12	Agency Aging - Elder	40,000	40,000	39,789	29,793	30,000
001-0000-362.01-14	School Crossing Guards	-	-	-	-	-
	<i>Police Services</i>	314,000	314,000	314,180	304,711	148,519
001-0000-362.02-05	Report Fees	200	200	93	132	161
001-0000-362.02-06	Training	200	5,000	4,177	-	265
001-0000-362.02-08	Other Reimbursements	-	-	-	-	796
	<i>Fire Services</i>	400	5,200	4,270	132	1,222
001-0000-362.03-03	Tree Sales	2,000	2,000	-	-	1,520
001-0000-362.03-04	Weed Cleaning/Removal	5,000	-	-	-	-
001-0000-362.03-05	Subdivision Street Lights	-	-	-	-	5,613
001-0000-362.03-08	Other Reimbursements	-	-	621	-	634
	<i>Streets & Hwy</i>	7,000	2,000	621	-	7,767
001-0000-362.04-01	Notice of Violations	10,000	10,000	11,515	14,470	9,830
	<i>Motor Vehicles</i>	10,000	10,000	11,515	14,470	9,830
001-0000-362.05-00	Ordinance Fines	350,000	330,000	416,159	340,253	327,900
001-0000-362.05-01	Smoking Fines	-	-	-	-	100
001-0000-362.05-03	Failure to Appear Fines	1,500	1,500	1,670	1,666	1,831
001-0000-362.06-02	Sex Offender Reg Fees	-	-	-	2,235	-
	<i>Ordinances/Fines</i>	351,500	331,500	417,829	344,154	329,831

**CITY OF QUINCY
GENERAL FUND**

REVENUE DETAIL

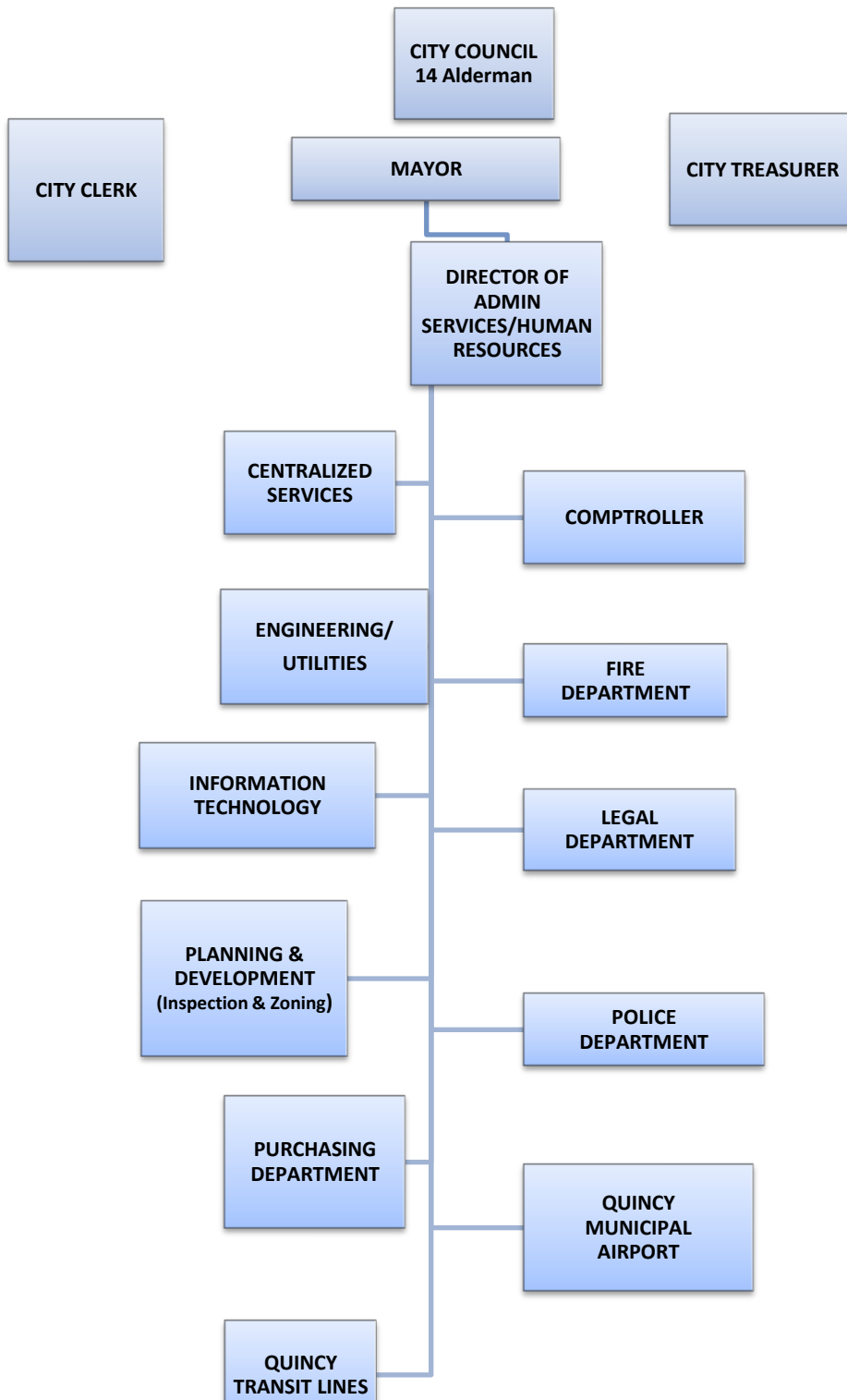
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Inter-Governmental Revenues						
001-0000-363.09-01	Admin Cost Share	640,000	518,340	484,701	672,846	606,538
001-0000-363.09-02	Space Cost Share	25,000	-	54,685	41,663	41,121
001-0000-363.09-04	Transit Cost Share	270,000	213,000	279,000	-	-
	<i>Inter Gov Revenues</i>	<i>935,000</i>	<i>731,340</i>	<i>818,386</i>	<i>714,509</i>	<i>647,659</i>
Licenses & Permits						
001-0000-364.04-00	Revocable Lic/Permits	100	100	60	165	45
Grants						
001-0000-382.02-01	State Grants	-	-	-	1,296	102
001-0000-382.02-02	Attorney General	15,000	15,000	8,716	20,797	15,000
001-0000-382.03-01	Federal COPS Grant	-	-	99,500	-	-
001-0000-382.03-04	Bureau of Justice	3,000	3,000	28,940	4,086	1,981
001-0000-382.03-06	Dept. of Transportation	40,000	40,000	36,210	29,376	29,362
001-0000-382.03-07	Homeland Security	10,000	15,000	7,183	5,287	35,242
Transfers In						
001-0000-391.01-00	Transfers from Bank "1"	75,000	75,000	75,000	-	-
001-0000-391.01-06	Police Dept Grant Fund	-	-	-	-	1,103
001-0000-391.01-09	Franchise "Green" Fnd	430,000	428,959	428,959	413,249	398,667
001-0000-391.01-15	Trnsfr from Capital Fund	-	1,950	1,950	-	450,000
001-0000-391.01-20	Trnsfr from Fire Fund 397	90,000	90,000	90,000	90,000	-
001-0000-391.01-32	Trnsfr from Cent Svc 602	190,000	-	-	-	-
001-0000-391.01-50	Tourism Tax Fund	-	-	6,765	35,413	-
001-0000-391.01-51	From Purchase Tax Fund	-	-	-	93	6,998,681
001-0000-391.01-67	From Barge Dock Fund	200,000	160,000	160,000	150,000	150,000
	Totals	36,588,879	35,460,275	36,286,108	34,091,664	32,861,673

EXPENSE SUMMARY

This summary includes General Fund transfers to the Cash Reserve Fund in the Transfers Expense.

ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	% Change	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits	25,896,021	9.96%	23,550,126	23,344,548	23,810,083
Contractual Services	3,580,613	51.16%	2,368,823	2,172,556	1,430,527
Commodities	1,044,763	24.28%	840,661	834,094	701,647
Capital Outlay	369,577	-12.06%	420,273	318,360	160,924
Miscellaneous	85,120	5.99%	80,307	68,553	62,733
Debt Services	88,752	0.00%	88,752	90,013	7,806
Transfers	6,155,241	-29.98%	8,790,964	8,507,158	8,241,454
Totals	37,220,087	2.99%	36,139,906	35,335,282	34,415,174

Totals by Dept/Division	2020/2021 PROPOSED BUDGET	% Change	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL
City Council	204,491	-17.95%	249,216	200,910	233,027
Mayor	216,205	3.10%	209,710	203,512	211,031
Treasurer	283,231	-4.58%	296,823	282,586	220,498
City Clerk	233,679	12.54%	207,632	200,249	213,845
Director of Admin Services	116,310	3.48%	112,396	104,185	99,227
Purchasing	79,350	8.24%	73,312	72,732	75,620
Building Maintenance	327,385	-13.78%	379,727	288,865	180,741
Comptroller	346,737	6.13%	326,723	312,292	322,024
Legal	252,912	4.42%	242,213	239,117	231,958
Commissions	52,192	-11.64%	59,070	30,232	48,411
Information Technology	666,503	10.43%	603,547	613,322	601,485
Police	13,190,667	2.08%	12,921,678	12,911,696	12,680,728
Fire	10,995,690	5.34%	10,438,652	10,247,894	10,066,509
Public Works	2,885,271				
Engineering	1,214,223	-1.14%	1,228,243	1,120,531	988,616
Non Departmental Transfers	6,155,241	-29.98%	8,790,964	8,507,158	8,241,454
Totals	37,220,087	2.99%	36,139,906	35,335,282	34,415,174



PURPOSE

The City is governed under the Mayoral/Aldermanic form of government. The legislative body of the City is the City Council. The Council is composed of fourteen aldermen, two from each of the City's seven wards, elected to serve four-year staggered terms. The City Council meets weekly and makes policy decisions necessary to maintain and enhance the health, safety and welfare of citizens and visitors to the City.

BUDGET SUMMARY

Nearly 80% of the proposed budget for the Legislative Board is made up of the salaries and benefits for the fourteen city aldermen. The contractual services budget for the board is cell phone and I-pad communication services. The Council budget is showing a reduction in health insurance benefits of about \$46,000.

EXPENSE SUMMARY

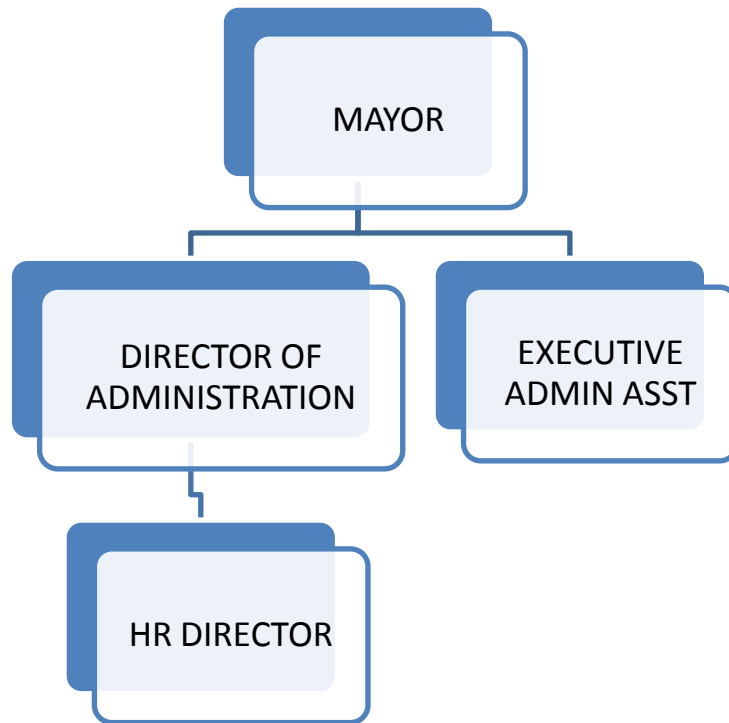
ACCOUNT DESCRIPTION	2020/2021	% Change	2019/2020	2019/2020	2018/2019
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries& Benefits	160,455	-20.71%	202,375	159,780	199,138
Contractual Services	15,867	-10.06%	17,641	11,982	8,689
Capital Outlay	2,000	0.00%	3,000	2,775	-
Miscellaneous	26,169	-0.12%	26,200	26,373	25,200
Totals	204,491	-17.95%	249,216	200,910	233,027

STAFFING

	FY 2021 PROPOSED	FY 2020 ACTUAL	FY 2019 ACTUAL	FY 2018 ACTUAL
Authorized Positions	14	14	14	14

EXPENDITURE

Account	Description	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
001-1101-401.11-01	Regular Salary/Wages	78,508	75,600	74,201	74,201	74,201
001-1101-401.21-01	Group Insurance	67,983	114,371	74,893	112,201	100,037
001-1101-401.21-03	Board Paid Life Ins.	1,030	1,030	938	954	954
001-1101-401.21-04	Workers' Comp	-	-	-	164	156
001-1101-401.22-01	Social Security	6,490	6,250	5,252	4,928	4,963
001-1101-401.22-02	Medicare	1,518	1,462	1,229	1,153	1,161
001-1101-401.23-01	IMRF	4,926	3,662	3,267	5,537	6,334
	Subtotal	160,455	202,375	159,780	199,138	187,805
Contractual Services						
001-1101-401.38-01	MICA	367	2,507	2,507	2,037	1,940
001-1101-401.39-01	Communications	9,000	9,000	6,937	6,652	8,000
001-1101-401.39-04	Travel	5,000	4,634	1,553	-	4,288
001-1101-401.39-07	Regist, Schools, Mtgs	1,500	1,500	985	-	1,440
	Subtotal	15,867	17,641	11,982	8,689	15,668
Commodities						
001-1101-401.41-02	Office Supplies	-	-	-	-	92
Capital Outlay						
001-1101-401.52-08	Controllable	2,000	3,000	2,775	-	898
Miscellaneous						
001-1101-401.61-04	Other	-	1,000	940	-	-
001-1101-401.61-05	Alderman Expense	26,169	25,200	25,433	25,200	25,486
	Subtotal	26,169	26,200	26,373	25,200	25,486
	Totals	204,491	249,216	200,910	233,027	229,949



PURPOSE

The Executive Branch of city government is made up of the Mayor, City Treasurer and City Clerk. Each is elected at large to serve four-year terms.

GOALS/OBJECTIVES

- Manage city resources with a focus on gaining efficiencies
- Improve government operations and performance
- Work with the City Council and the community to implement the strategies suggested in the Quincy Next Strategic Plan
- Work with the City Council to develop long-term financial strategies for the city and city services
- Represent the City in various intergovernmental activities, with news media, in public relations, meetings and events
- Advocate for legislation that could positively impact Quincy at the state and federal levels
- Implement the various proposals outlined in the 45x30 plan and work with the City Council and Economic Development partners to meet outlined deliverables.

PAST FISCAL YEAR HIGHLIGHTS

- Worked with the General Assembly and Governor to include the \$230 million modernization of the Illinois Veteran's Home in the capital bill.
- Worked with the City Council to pass the \$33 million comprehensive infrastructure program.
- Assisted Adams County EMS during the 2019 Flood to deliver resources to mitigate the potential impacts and safeguard community assets.
- Launched a "Community Call to Action" during the 2019 flood which reached out to CEO's, churches and community leaders to assist in sandbagging operations.
- Assisted in TIF Extension resolutions passed by the City Council, Park District, County Board and School Board.
- Assisted in the City Council, County Board and Park District in adopting the Riverfront Master Plan.
- Developed the 45x30 plan by working with the City Council, Community Leaders and Business Owners to identify needs, propose ideas and identify funding to launch the plan.

BUDGET SUMMARY

The Mayor's budget is down in Contracted Services by over \$10,000 due to the change in MICA cost allocation. The budget does provide for a 2% increase for the executive assistant.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	% Change	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits	184,797	4.36%	177,072	175,106	176,298
Contractual Services	10,608	-21.30%	13,479	13,572	21,688
Commodities	2,100	3.19%	2,035	1,587	952
Capital Outlay	-	0.00%	-	-	-
Miscellaneous	18,700	9.20%	17,124	13,247	12,093
Totals	216,205	3.10%	209,710	203,512	211,031

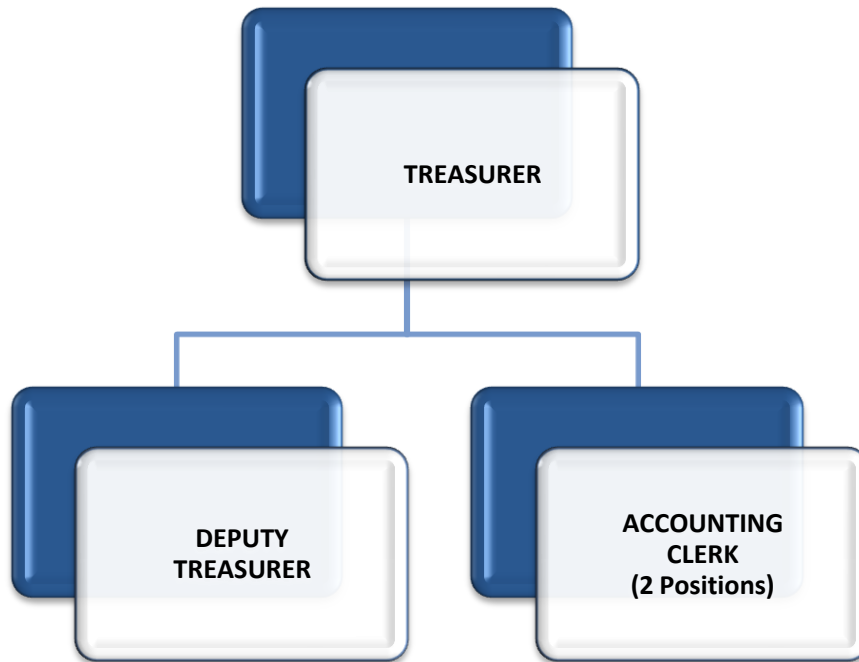
STAFFING

	FY 2021 PROPOSED	FY 2020 ACTUAL	FY 2019 ACTUAL	FY 2018 ACTUAL
Full Time Positions	2	2	2	2

The staffing is as follows:

- Mayor - 1
- Executive Assistant - 1

		EXPENDITURE				
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
001-1301-401.11-01	Regular Salary/Wages	134,068	132,847	128,639	128,170	127,678
001-1301-401.11-03	Sick Pay		-	785	210	137
001-1301-401.11-04	Holiday Pay	1,893	1,784	1,850	1,749	1,715
001-1301-401.11-15	Vacation Pay	1,456	1,428	1,819	1,819	1,843
001-1301-401.11-17	Sick Pay Buy Back	874	642	178	1,172	-
001-1301-401.21-01	Group Insurance	20,151	19,756	19,634	18,962	17,961
001-1301-401.21-03	Board Paid Life Ins.	148	148	136	136	136
001-1301-401.21-04	Workers' Comp	-	-	842	842	802
001-1301-401.22-01	Social Security	8,655	8,221	8,210	8,169	8,030
001-1301-401.22-02	Medicare	2,024	1,926	1,920	1,910	1,878
001-1301-401.22-03	Unemployment Comp	200	200	200	200	250
001-1301-401.23-01	IMRF	15,328	10,120	10,893	12,959	14,580
	Subtotal	184,797	177,072	175,106	176,298	175,009
Contractual Services						
001-1301-401.35-03	R&M-Office Furn & Equip	100	100			
001-1301-401.38-01	MICA	1,608	2,838	2,838	12,981	12,363
001-1301-401.38-03	Employee Bonds	-	-	10	10	49
001-1301-401.39-01	Communications	1,500	1,565	731	824	1,279
001-1301-401.39-02	Advertising/Publishing	2,500	2,500	2,289	2,226	3,261
001-1301-401.39-03	Printing & Binding	400	400	83	83	146
001-1301-401.39-04	Travel	3,000	4,576	4,636	3,506	7,215
001-1301-401.39-05	Mileage Reimb	500	500	145	-	415
001-1301-401.39-07	Regist, Schools, Mtgs	1,000	1,000	2,840	2,058	1,816
	Subtotal	10,608	13,479	13,572	21,688	26,544
Commodities						
001-1301-401.41-01	Postage	400	275	169	178	504
001-1301-401.41-02	Office Supplies	1,000	1,000	758	114	1,015
001-1301-401.44-00	Books & Periodicals	700	760	660	660	660
	Subtotal	2,100	2,035	1,587	952	2,179
Miscellaneous						
001-1301-401.61-01	Dues	7,000	7,000	6,119	6,069	6,919
001-1301-401.61-03	Employee Awards	10,000	8,424	4,934	4,499	5,034
001-1301-401.61-04	Other	1,700	1,700	2,194	1,525	2,317
	Subtotal	18,700	17,124	13,247	12,093	14,270
	Totals	216,205	209,710	203,512	211,031	218,001



PURPOSE

The Treasurer's office is responsible for tracking and collecting the monies owed the city, investing idle funds and reporting to the council the financial status of the city. Money collected by the office is deposited daily and all bank accounts are reconciled by the treasurer's office. The office manages the accounts receivable process from invoicing to collection. Idle funds are reviewed daily and invested according to anticipated need. The Treasurer is the custodian of the fire and police pension funds.

GOALS/OBJECTIVES

The goals of the Treasurer's Office are to provide prudent investment of city funds in priority order of safety, liquidity and rate of return; deliver flexible and effective cash management; ensure accurate accounting of transactions; and provide accurate and timely financial information for the mayor and city council. The Treasurer also develops financial tools to assist department heads, the mayor, and the city council in decision-making. The office maintains highly motivated and productive employees and follows procedures to execute the objectives of the office.

PAST FISCAL YEAR HIGHLIGHTS

This year, the Treasurer's Office also implemented a new educational and civic engagement tool, Balancing Act, to provide meaningful financial transparency, accountability and participation. The tool allows the city to share information with residents about the budget and educate them on key financial issues. The program also provides taxpayers with an "Unofficial Taxpayer Receipt" indicating where the taxpayers' dollars are spent.

Azavar Government Solutions was engaged to conduct a tax audit for the City of Quincy in late 2018. To date, there were no findings in the telecommunications audit, eight (8) businesses were miscoded to other jurisdictions by the IL Department of Revenue and have subsequently produced over \$11,000 of incremental tax revenue, and following a settlement with Comcast, an additional \$65,096 was received in franchise fees. The hotel/motel tax audit is winding down with the results expected by the end of Fiscal 2020.

Collection of hotel/motel tax was moved to an online platform in February 2020. The new platform, lata.localgov.org, offers an easy, convenient and safe mechanism for the reporting, collection and auditing of hotel/motel tax.

The City maintains over \$29 million in investments across all funds. Average interest rates on investments have been declining since mid-2019. To offset the decline in interest income, the Treasurer's Office manages cash flow by keeping only 2-3 weeks of expenses in the checking account and investing all other funds for maximum return. Over \$17 million is invested in local bank CD's and CDAR's and over \$12 million is invested in local government investment pools.

BUDGET SUMMARY

- The proposed budget represents a slight reduction to the 2020 budget for the Treasurer's Office. This reduction reflects an increase in contracted services for collection agency expenses, tax audit payments (a percentage of recovered revenue) and the locally imposed tax software collection platform, lata.localgov.org.
- Interest income will remain flat over the next 12-18 months.
- The Treasurer's Office will begin collecting food and beverage & alcoholic beverage tax of 1% through an online platform, lata.localgov.org. The tax was scheduled to begin May 1, 2020; however, the start date has been delayed due to the COVID19 crisis. Over 275 businesses will register and pay the tax through the online platform after executive orders are lifted.
- Review of collection methods will continue.
- The Treasurer has met Certification requirements and will be recognized as a Certified Municipal Treasurer in June 2020, one year earlier than anticipated.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2020/2021	% Change	2019/2020	2019/2020	2018/2019
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries & Benefits	237,782	8.31%	219,545	216,829	202,717
Contractual Services	40,814	-44.10%	73,014	62,427	13,454
Commodities	3,360	9.66%	3,064	2,359	3,414
Capital Outlay	-	0.00%	-	-	-
Miscellaneous	1,275	6.25%	1,200	971	913
Totals	283,231	-4.58%	296,823	282,586	220,498

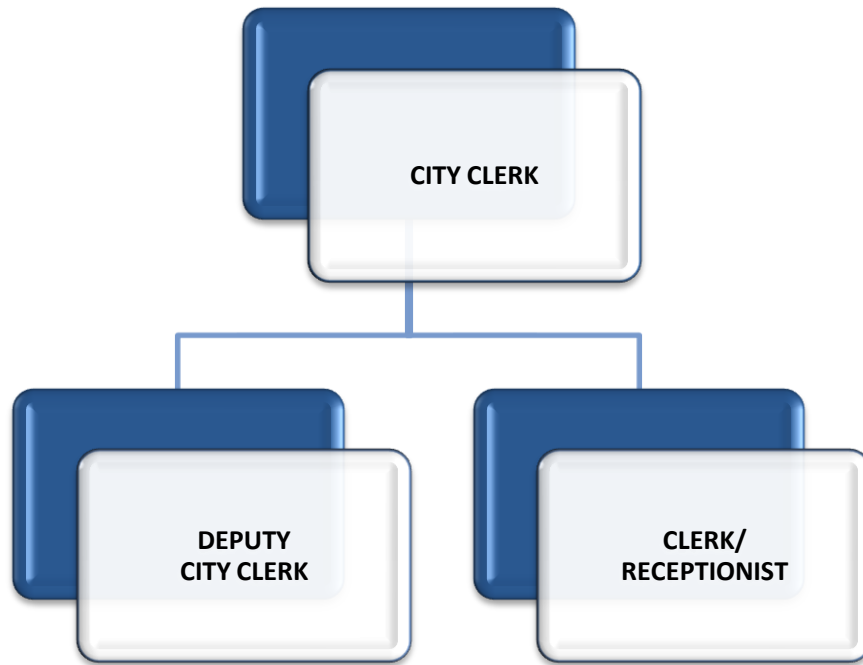
STAFFING

	FY 2021 PROPOSED	FY 2020 ACTUAL	FY 2019 ACTUAL	FY 2018 ACTUAL
Full Time Positions	3.4	3.4	4	4

**GENERAL FUND
EXECUTIVE BOARD**

**TREASURER
Detail**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
001-1302-401.11-01	Regular Salary/Wages	155,373	144,389	142,868	132,456	153,057
001-1302-401.11-02	Overtime	-	-	-	23	-
001-1302-401.11-03	Sick Pay	2,487	-	1,084	1,084	272
001-1302-401.11-04	Holiday Pay	4,848	4,383	4,544	3,917	4,138
001-1302-401.11-15	Vacation Pay	4,454	4,216	4,578	2,801	5,169
001-1302-401.11-17	Sick Pay Buy Back	1,988	1,622	932	2,486	5,264
001-1302-401.12-01	Regular Salary/Wages	-	-	-	2,865	-
001-1302-401.21-01	Group Insurance	43,340	44,271	43,713	37,786	42,846
001-1302-401.21-03	Board Paid Life Ins.	252	252	232	21	271
001-1302-401.21-04	Workers' Compensation	-	-	-	837	797
001-1302-401.22-01	Social Security	10,611	9,729	8,824	8,339	9,455
001-1302-401.22-02	Medicare	2,482	2,264	2,064	1,950	2,211
001-1302-401.22-03	Unemployment Comp	400	400	400	400	500
001-1302-401.23-01	IMRF	11,547	8,019	7,590	7,752	14,594
	Subtotal	237,782	219,545	216,829	202,717	238,574
Contractual Services						
001-1302-401.31-01	Prof Svcs/Audit	9,900	3,711	3,702	-	-
001-1302-401.35-03	R&M - Furniture & Equip	250	250	-	-	-
001-1302-401.35-05	R&M - Other	-	-	110	110	-
001-1302-401.36-03	Rental - Equip & Vehicle	870	870	724	864	954
001-1302-401.38-01	MICA	2,355	3,070	3,070	2,685	2,557
001-1302-401.38-03	Employee Bonds	424	1	-	-	488
001-1302-401.39-01	Communications	700	700	489	763	883
001-1302-401.39-02	Advertising/Publishing	3,500	3,000	2,915	2,374	2,499
001-1302-401.39-03	Printing & Binding	85	85	44	70	346
001-1302-401.39-04	Travel	1,200	1,515	1,513	648	1,061
001-1302-401.39-05	Mileage Reimb	500	750	730	370	108
001-1302-401.39-07	Regist, Schools, Mtgs	1,030	1,100	1,030	1,045	360
001-1302-401.39-08	Contracted Services	20,000	57,962	48,100	4,525	2,815
	Subtotal	40,814	73,014	62,427	13,454	12,069
Commodities						
001-1302-401.41-01	Postage	1,200	1,344	895	803	841
001-1302-401.41-02	Office Supplies	2,000	1,560	1,304	2,451	2,846
001-1302-401.44-00	Books & Periodicals	160	160	160	160	249
	Subtotal	3,360	3,064	2,359	3,414	3,935
Capital Outlay						
001-1302-401.52-08	Controllables	-	-	-	-	2,596
	Subtotal	-	-	-	-	2,596
Miscellaneous						
001-1302-401.61-01	Dues	900	900	692	845	635
001-1302-401.61-04	Other	300	300	200	-	149
001-1302-401.61-89	Over & Short	75	-	79	68	61
	Subtotal	1,275	1,200	971	913	844
	Totals	283,231	296,823	282,586	220,498	258,019



PURPOSE

The City Clerk, an elected official, or her appointed deputy, attends all City Council Meetings, keeps records of its proceedings, and publishes it in booklet form weekly along with ordinances passed. The City Clerk is also responsible for Executive Session minutes and recordings. The City Clerk maintains an up-to-date copy of the Municipal Code. The Clerk also attests and seals all contracts, licenses, permits of the City, handles City elections every two years and notifies city license holders of renewal of licenses issued by the City Clerk yearly. The City Clerk also is responsible for the supervision of the City Hall Phone receptionist and those duties.

GOALS/OBJECTIVES

Update Code Book Quarterly
Working with our budget

PAST FISCAL YEAR HIGHLIGHTS

Adjusting to changes by city and state

BUDGET SUMMARY

Element 39, Other Purchased Services, was increased a total of \$2,000 due mainly to increase in Ordinances and Resolutions effecting the printing line item and line item regarding code Book Updates.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2020/2021	% Change	2019/2020	2019/2020	2018/2019
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries & Benefits	201,399	14.01%	176,646	174,305	185,847
Contractual Services	30,150	4.38%	28,886	24,108	26,166
Commodities	1,580	1.94%	1,550	1,336	1,352
Capital Outlay	-	0.00%	-	-	-
Miscellaneous	550	0.00%	550	500	480
Totals	233,679	12.54%	207,632	200,249	213,845

STAFFING

	FY 2021 PROPOSED	FY 2020 ACTUAL	FY 2019 ACTUAL	FY 2018 ACTUAL
Full Time Positions	3	3	3	3

The City Clerks's Office staff is as follows:

- 1 - City Clerk
- 1 - Deputy City Clerk
- 1 - Clerk/Receptionist

**GENERAL FUND
EXECUTIVE BOARD**

**CITY CLERK
Detail**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
001-1303-401.11-01	Regular Salary/Wages	131,945	124,061	123,502	123,960	123,411
001-1303-401.11-03	Sick Pay	1,038	955	418	312	-
001-1303-401.11-04	Holiday Pay	3,636	3,339	3,541	2,768	3,268
001-1303-401.11-15	Vacation Pay	5,261	5,088	4,330	5,527	4,462
001-1303-401.11-17	Sick Pay Buy Back	1,971	1,289	1,289	4,106	4,954
001-1303-401.11-18	Vacation Pay buy back	-	-	-	-	-
001-1303-401.21-01	Group Insurance	30,227	19,756	19,634	25,015	34,681
001-1303-401.21-03	Board Paid Life Ins.	221	221	206	206	204
001-1303-401.21-04	Workers' Compensation	-	-	-	305	290
001-1303-401.22-01	Social Security	8,919	8,344	8,188	8,129	7,657
001-1303-401.22-02	Medicare	2,086	1,963	1,915	1,901	1,791
001-1303-401.22-03	Unemployment Comp	300	300	300	300	375
001-1303-401.23-01	IMRF	15,795	11,330	10,982	13,318	15,097
	Subtotal	201,399	176,646	174,305	185,847	196,189
Contractual Services						
001-1303-401.31-05	Prof Services - Other	-	-	-	-	-
001-1303-401.35-03	R&M Office Equip	100	50	-	25	272
001-1303-401.36-03	Equipment and Vehicle	800	800	735	738	-
001-1303-401.38-01	MICA	2,070	2,856	2,856	2,191	2,087
001-1303-401.38-03	Employee Bonds	80	80	30	-	49
001-1303-401.39-01	Communications	350	350	207	246	267
001-1303-401.39-02	Advertising/Publishing	-	-	305	305	305
001-1303-401.39-03	Printing & Binding	13,500	12,500	14,412	11,863	10,635
001-1303-401.39-04	Travel	2,500	2,500	2,876	1,544	2,613
001-1303-401.39-05	Mileage Reimb	1,350	1,350	1,404	562	1,335
001-1303-401.39-07	Regist, Schools, Mtgs	1,400	1,400	1,033	1,705	670
001-1303-401.39-08	Contracted Services	8,000	7,000	250	6,987	5,813
	Subtotal	30,150	28,886	24,108	26,166	24,046
Commodities						
001-1303-401.41-01	Postage	430	400	388	422	406
001-1303-401.41-02	Office Supplies	550	550	403	544	418
001-1303-401.44-00	Books & Periodicals	600	600	545	386	482
	Subtotal	1,580	1,550	1,336	1,352	1,306
Capital Outlay						
001-1303-401.52-08	Controllables	-	-	-	-	524
						524
Miscellaneous						
001-1303-401.61-01	Dues	550	550	500	480	480
001-1303-401.61-04	Other	-	-	-	-	96
		550	550	500	480	576
	Totals	233,679	207,632	200,249	213,845	222,641



PURPOSE

Working directly for the Mayor and under authority granted by the City Council, the Director oversees the daily operations of the City creating a collaborative and collegial workplace environment.

GOALS/OBJECTIVES

- To assist in budget creation and fiscal management
- To provide support for the City Council on legislative and constituent issues
- To act as a liaison between the City Council and the administration
- To provide support for all departments with a focus on efficiency and transparency

PAST FISCAL YEAR HIGHLIGHTS

- The current DOAS began his service to the city March 4, 2019.
- The DOAS assisted in labor contract negotiations with Fire.
- The DOAS contributed to the development, passage and implementation of a proactive city agenda addressing economic growth, infrastructure, TIF Extension and Riverfront development.

BUDGET SUMMARY

The DOAS budget has increased slightly due to a change in group insurance coverage. Contractual Services is up \$2,033 due to the MICA reallocation and reinstating travel/training cuts made in the previous year's budget.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2020/2021	% Change	2019/2020	2019/2020	2018/2019
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries & Benefits	108,217	5.38%	102,693	95,622	93,520
Contractual Services	7,393	-18.79%	9,103	8,046	5,108
Commodities	100	0.00%	100	72	12
Capital Outlay	-	0.00%	-	-	-
Miscellaneous	600	20.00%	500	445	587
Totals	116,310	3.48%	112,396	104,185	99,227

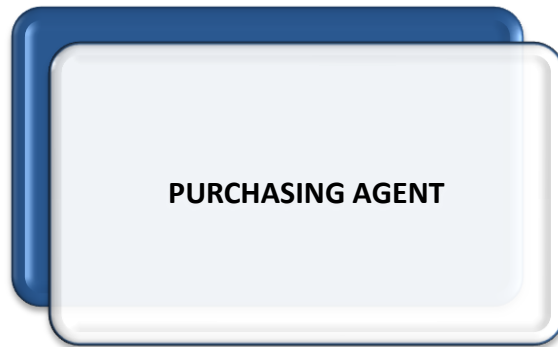
STAFFING

	FY 2021 Proposed	FY 2020 ACTUAL	FY 2019 ACTUAL	FY 2018 ACTUAL
Full Time Positions	1	1	1	1

The Director of Administration's Office staff is as follows:

- 1 - Director of Administration

		EXPENDITURE				
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
001-1401-401.11-01	Regular Salaries	71,427	69,880	69,790	52,716	70,207
001-1401-401.11-03	Sick Pay	-	-	-	4,111	-
001-1401-401.11-04	Holiday Pay	3,902	3,678	3,525	2,596	3,317
001-1401-401.11-15	Vacation Pay	3,001	2,942	-	4,327	980
001-1401-401.11-16	Major Medical Pay	-	-	-	5,481	-
001-1401-401.12-01	Temporary Salary	-	-	-	3,326	-
001-1401-401.21-01	Group Insurance	14,617	13,541	10,472	7,658	7,844
001-1401-401.21-03	Board Paid Life Ins.	74	74	66	63	68
001-1401-401.21-04	Workers' Comp	-	-	-	310	295
001-1401-401.22-01	Social Security	5,024	4,743	4,604	4,569	4,708
001-1401-401.22-02	Medicare	1,175	1,109	1,077	1,069	1,101
001-1401-401.22-03	Unemployment Comp	100	100	100	100	125
001-1401-401.23-01	IMRF	8,897	6,626	5,988	7,194	8,667
	Subtotal	108,217	102,693	95,622	93,520	97,311
Contractual Services						
001-1401-401.36-03	Rent Equip & Vehicle	-	-	-	-	585
001-1401-401.38-01	MICA	843	2,503	2,503	470	448
001-1401-401.38-03	Employee Bonds	-	50	-	-	49
001-1401-401.39-01	Communications	1,000	1,000	492	868	1,785
001-1401-401.39-03	Printing & Binding	50	50	90	90	117
001-1401-401.39-04	Travel	1,000	1,000	1,040	99	927
001-1401-401.39-05	Mileage Reimb	4,000	4,000	3,571	3,271	3,879
001-1401-401.39-07	Regist, Schools, Mtgs	500	500	350	310	410
001-1401-401.39-08	Contracted Services	-	-	-	-	-
	Subtotal	7,393	9,103	8,046	5,108	8,200
Commodities						
001-1401-401.41-01	Postage	25	25	-	12	9
001-1401-401.41-02	Office Supplies	75	75	72	-	268
001-1401-401.44-00	Books & Periodicals	-	-	-	-	-
	Subtotal	100	100	72	12	277
Capital Outlay						
001-1401-401.52-04	Office Equipment	-	-	-	-	-
001-1401-401.52-07	Furniture & Fixtures	-	-	-	-	-
001-1401-401.52-08	Controllables	-	-	-	-	-
	Subtotal	-	-	-	-	-
Miscellaneous						
001-1401-401.61-01	Dues	-	-	-	480	600
001-1401-401.61-04	Other	600	500	445	107	115
	Subtotal	600	500	445	587	715
	Totals	116,310	112,396	104,185	99,227	106,503



PURPOSE

The Purchasing Department is responsible for acquisition of supplies, services and construction to support the operation of the City's various departments. Purchasing verifies requests for payment with bid information submitted, verifies receipt of items by comparing actual billings with quotes offered. Authorizes payments for purchases when offered with proper authority and prepares resolutions for purchase agreements that require City Council approval.

The Purchasing Department maintains and manages the bid process in accordance with the various laws, regulations and ordinances in place.

GOALS/OBJECTIVES

- Review and manage vendor relationships to maximize City benefit.
- Encourage new vendors to register their businesses using our new online services.

PAST FISCAL YEAR HIGHLIGHTS

- In FY2020 the Purchasing Department issued 34 bids, 31 RFP's and 2 Request for Qualifications
- There were 34 bids issued and the total bid award amount was \$7,648,898.27
- There were 31 Requests for Proposals issued and the total RFP award amount was \$3,406,355.63.
- The Purchasing Department also issued an RFP for a bank loan for the City's water and sewer infrastructure. This loan is not to exceed \$10 million for a term of ten years.
- The COQ Purchasing Manual was updated in August, 2019
- During the summer of 2019 the Purchasing Department began utilizing the services of Vendor Registry, which is an online service for posting bids/RFP's/RFQ's. Using Vendor Registry online services is an efficient way of reaching potential bidders. The online service is used to post not only bid & RFP documents, but also Bid Tabs, Addendum's, Award information and registered vendors may submit RFP questions online as well. It is free and easy to use for our vendors and to all future/potential vendors. Vendors are asked to include with their company profile such things as their company W9, E-Verify information along with company insurance documentation
- The Purchasing Department currently has 532 registered vendors. The number of registered vendors grows every day as the new online service reaches out to new vendors each day.

BUDGET SUMMARY

The purchasing budget is mainly salaries and benefits. The commodities are increasing for additional office supplies.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2020/2021		2019/2020	2019/2020	2018/2019
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries & Benefits	75,603	8.02%	69,988	69,422	72,327
Contractual Services	3,332	14.54%	2,909	3,024	2,952
Commodities	215	0.00%	215	96	151
Capital Outlay	-	0.00%	-	-	-
Miscellaneous	200	0.00%	200	190	190
Totals	79,350	8.24%	73,312	72,732	75,620

STAFFING

	FY 2021 PROPOSED	FY 2020 ACTUAL	FY 2019 ACTUAL	FY 2018 ACTUAL
Authorized Positions	1	1	1	1

The Purchasing's Office staff is as follows:

- 1- Purchasing Agent

GENERAL FUND
CITY HALL

PURCHASING
Detail

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
001-1402-401.11-01	Regular Salary/Wages	40,966	38,553	39,021	37,986	36,690
001-1402-401.11-04	Holiday Pay	2,247	2,118	2,196	2,077	2,036
001-1402-401.11-15	Vacation Pay	3,457	3,389	2,672	3,097	3,583
001-1402-401.11-17	Sick Pay Buy Back	2,074	1,356	1,356	4,320	5,212
001-1402-401.21-01	Group Insurance	17,604	17,259	17,145	16,522	15,651
001-1402-401.21-03	Board Paid Life Ins.	74	74	68	68	68
001-1402-401.21-04	Workers' Comp	-	-	-	559	532
001-1402-401.22-01	Social Security	3,022	2,806	2,437	2,431	2,434
001-1402-401.22-02	Medicare	707	668	570	569	569
001-1402-401.22-03	Unemployment Comp	100	100	100	100	125
001-1402-401.23-01	IMRF	5,352	3,665	3,857	4,598	5,264
	Subtotal	75,603	69,988	69,422	72,327	72,163
Contractual Services						
001-1402-401.38-01	MICA	692	2,329	2,329	2,378	2,265
001-1402-401.38-03	Employee Bonds	-	-	-	-	49
001-1402-401.39-01	Communications	360	380	309	307	(180)
001-1402-401.39-02	Advertising/Publishing	280	200	386	267	348
001-1402-401.39-04	Travel	-	-	-	-	-
001-1402-401.39-05	Mileage Reimb	-	-	-	-	-
001-1402-401.39-07	Regist, Schools, Mtgs	-	-	-	-	-
001-1402-401.39-08	Contracted Services	2,000	-	-	-	-
	Subtotal	3,332	2,909	3,024	2,952	2,482
Commodities						
001-1402-401.41-01	Postage	15	15	4	3	3
001-1402-401.41-02	Office Supplies	200	200	92	148	-
001-1402-401.44-00	Books & Periodicals	-	-	-	-	-
	Subtotal	215	215	96	151	3
Capital Outlay						
001-1402-401.52-08	Controllable	-	-	-	-	-
	Subtotal	-	-	-	-	-
Miscellaneous						
001-1402-401.61-01	Dues	200	200	190	190	235
001-1402-401.61-04	Other	-	-	-	-	-
	Subtotal	200	200	190	190	235
	Totals	79,350	73,312	72,732	75,620	74,883



PURPOSE

The Building Maintenance division covers the maintenance of the City Hall building (including the Police Department) and the City Hall Annex. The purpose of this division is to contain all building maintenance costs in one division. One union employee performs the janitorial/custodial/maintenance duties. The other major costs are gas/electric and routine repairs and maintenance.

GOALS/OBJECTIVES

The following goals have been set for FY2021:

- Repair City Hall water-damaged interior surfaces
- Replace concrete sidewalks in City Hall plaza
- Complete planning for remodel of City Hall to consolidate operations into a single building

PAST FISCAL YEAR HIGHLIGHTS

Highlights from FY20 include:

- Repaired City Hall and Annex roof damage
- Replaced carpeting in the Planning & Development space
- Tuck pointed stone work on City Hall Annex north wall

BUDGET SUMMARY

The proposed FY21 budget includes an increase of roughly \$38,000 over projected FY20 spending. The increase is largely due to a proposed allowance for City Hall repair & maintenance expenses of nearly \$24,000 over FY20 spending.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2020/2021	% Change	2019/2020	2019/2020	2018/2019
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries & Benefits	63,647	10.58%	57,557	59,581	65,215
Contractual Services	133,838	1.15%	132,320	109,772	41,767
Commodities	79,800	12.00%	71,250	76,067	73,726
Capital Outlay	50,000	-57.81%	118,500	43,412	-
Miscellaneous	100	0.00%	100	33	33
Debt Service	-		-	-	-
Totals	327,385	-13.78%	379,727	288,865	180,741

STAFFING

	FY 2021 PROPOSED	FY 2020 ACTUAL	FY 2019 ACTUAL	FY 2018 ACTUAL
Authorized Positions	1	1	1	1

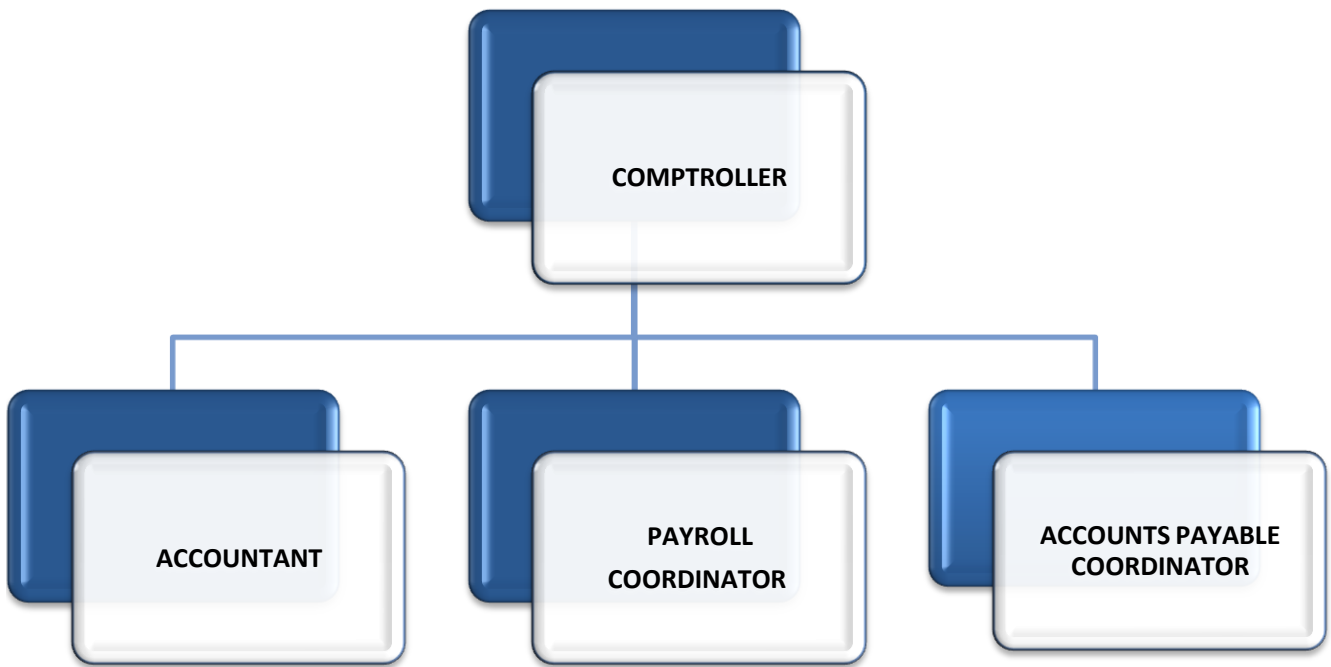
The Building Maintenance's staff is as follows:

- 1 - 822 Labor Grade 1

**GENERAL FUND
CITY HALL**

**BUILDING MAINTENANCE
Detail**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
001-1403-401.11-01	Regular Salary/Wages	38,313	35,194	36,563	34,638	33,926
001-1403-401.11-02	Overtime	204	194	199	229	223
001-1403-401.11-03	Sick Pay	-	-	155	-	-
001-1403-401.11-04	Holiday Pay	2,226	1,972	2,171	2,099	1,858
001-1403-401.11-15	Vacation Pay	2,385	2,276	2,185	2,245	1,926
001-1403-401.11-17	Sick Pay Buy Back	1,908	1,214	1,238	3,889	4,736
001-1403-401.21-01	Group Insurance	10,047	9,850	9,900	9,267	8,739
001-1403-401.21-03	Board Paid Life Ins.	74	74	69	67	66
001-1403-401.21-04	Workers' Comp	-	-	-	5,298	5,046
001-1403-401.22-01	Social Security	2,792	2,524	2,721	2,628	2,605
001-1403-401.22-02	Medicare	653	601	636	615	609
001-1403-401.22-03	Unemployment Comp	100	100	100	100	125
001-1403-401.23-01	IMRF	4,945	3,558	3,644	4,140	4,724
	Subtotal	63,647	57,557	59,581	65,215	64,583
Contractual Services						
001-1403-401.31-04	Engineering/Architectural	-	8,500	4,250	-	-
001-1403-401.31-05	Prof Svc-Other	-	7,500	7,500	-	-
001-1403-401.34-03	Custodial	-	1,000	66	459	869
001-1403-401.34-06	Linens,mats,mops,uniform	1,000	-	883	-	-
001-1403-401.35-01	R&M - Buildings	60,000	75,000	54,236	21,079	20,063
001-1403-401.35-02	R&M - Mach & Equip	25,000	7,934	9,562	12,662	18,403
001-1403-401.35-03	R&M-Office Furn & Equip	500	-	714	-	-
001-1403-401.36-03	Equipment and Vehicle	4,400	4,325	4,310	3,116	-
001-1403-401.38-01	MICA	42,438	27,461	27,461	4,184	3,985
001-1403-401.39-01	Communications	-	100	154	-	-
001-1403-401.39-02	Advertising/Publishing	500	500	636	267	141
001-1403-401.39-05	Mileage Reimbursement	-	-	-	-	-
	Subtotal	133,838	132,320	109,772	41,767	43,461
Commodities						
001-1403-401.42-01	Natural Gas	15,000	10,000	14,427	12,105	9,958
001-1403-401.42-02	Electricity	55,000	50,000	50,866	50,698	52,379
001-1403-401.45-01	Building Supplies	5,500	5,000	6,822	6,733	8,729
001-1403-401.45-02	Custodial Supplies	3,700	5,500	3,752	3,645	2,637
001-1403-401.45-03	Equipment Consumable	100	250	51	24	1,300
001-1403-401.45-05	Small Tools/Small Equip.	500	500	149	521	456
001-1403-401.47-02	Safety Equipment	-	-	-	-	-
	Subtotals	79,800	71,250	76,067	73,726	75,459
Capital Outlay						
001-1403-401.52-02	Buildings	50,000	118,500	43,032	-	131,101
001-1403-401.52-03	Improv other than Bldgs	-	-	-	-	(63,206)
001-1403-401.52-08	Controllable	-	-	380	-	399
	Subtotal	50,000	118,500	43,412	-	68,294
Miscellaneous						
001-1403-401.61-02	Taxes	100	100	33	33	32
001-1403-401.61-04	Other	-	-	-	-	-
	Subtotal	100	100	33	33	32
	Totals	327,385	379,727	288,865	180,741	251,829



PURPOSE

The Comptroller's Office is responsible for financial operations of the city. The office oversees the general ledger and all accounting operations, maintains all payroll records and payroll processing, verifies invoices to purchase orders, and accounts payable processing. In addition, the Comptroller's office manages fixed assets, oversees debt management and financial reporting. The Comptroller's office is responsible for preparation of the annual city budget and monitoring such budget. The annual tax levy is also the responsibility of the comptroller. All permanent records, leases, contracts, and agreements are filed and maintained by the Comptroller's office.

GOALS/OBJECTIVES

The Comptroller's Office goals for the next fiscal year are:

- Continue to find ways to promote fiscal transparency
- Continue to research methods to cut costs in check processing
- Continue Implementation / training for GATA (Grant Accountability and Transparency Act)
- Develop new accounting policies to support operations
- Develop internal training opportunities to ensure city policy is practiced

PAST FISCAL YEAR ACCOMPLISHMENTS

- Issued over 11,000 payroll direct deposit advice statements and nearly 1,000 payroll checks
- Issued nearly 5,000 Accounts Payable checks and 1,500 EFT payments while processing nearly 15,000 invoices
- Issued approximately 500 W2s and 100 1099s for both the city and library
- Drafted a Grant Policy and Grant Procedures guide for accommodate state/federal requirements for grant accountability
- Continue to refine the MICA cost allocation and Cost Allocation Plan for Enterprise funds
- Assisted DOAS and HR with costing labor contracts during negotiations
- Entered into a new 3-year agreement with Wade Stables for annual audit/CAFR preparation for FYE 2020-2022
- Entered into a new 3-year agreement with Lauterbach & Amen for GASB 74/75 OPEB reporting for FYE 2020-2022

BUDGET SUMMARY

The Comptroller's budget is predominantly salaries & benefits, including retirement buyouts for a 25-year employee. The contractual services (City Audit, Pension Actuarial valuation and OPEB valuations) have all increased for the upcoming term.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2020/2021	% Change	2019/2020	2019/2020	2018/2019
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries & Benefits	304,673	7.80%	282,630	277,557	285,583
Contractual Services	32,664	-3.91%	33,993	26,217	28,586
Commodities	8,000	-8.05%	8,700	8,165	7,379
Capital Outlay	1,000		1,000	-	-
Miscellaneous	400	0.00%	400	353	476
Totals	346,737	6.13%	326,723	312,292	322,024

STAFFING

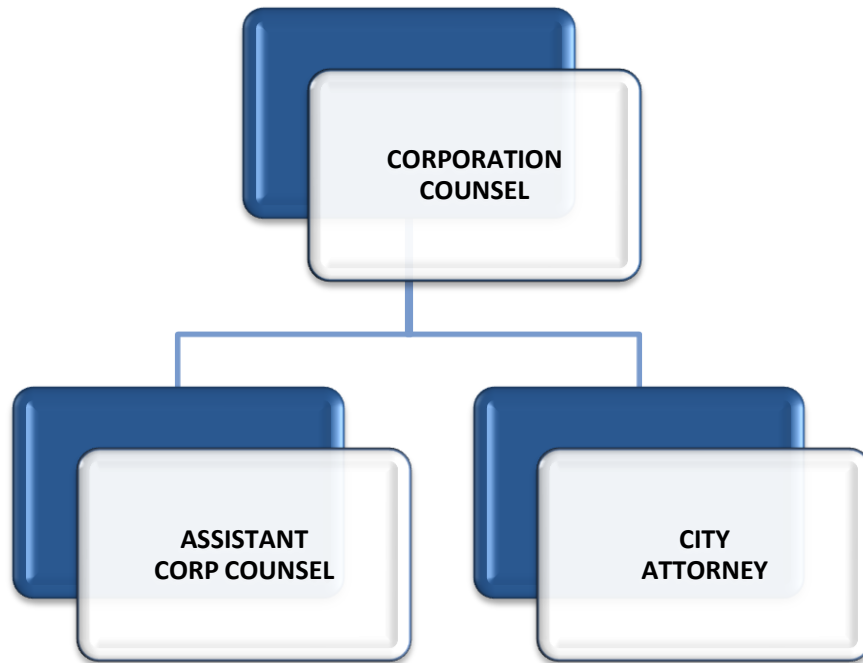
	PROPOSED	ACTUAL	ACTUAL	ACTUAL
Full Positions	4.00	4.00	4.00	4.00

The Comptrollers Office staff is as follows: Comptroller and three staff members.

**GENERAL FUND
FINANCIAL ADMINISTRATION**

**COMPTROLLER
Detail**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
001-1501-401.11-01	Regular Salary/Wages	199,334	190,543	186,629	181,237	179,409
001-1501-401.11-03	Sick Pay	-	-	573	977	138
001-1501-401.11-04	Holiday Pay	10,682	10,116	10,680	9,918	9,782
001-1501-401.11-15	Vacation Pay	11,834	14,754	15,315	14,051	14,201
001-1501-401.11-17	Sick Pay Buy Back	9,361	6,254	5,467	16,978	20,682
001-1501-401.11-18	Vacation Pay Buy Back	4,711	-	-	-	-
001-1501-401.21-01	Group Insurance	24,693	24,208	23,007	23,209	21,985
001-1501-401.21-03	Board Paid Life Ins.	295	295	272	272	272
001-1501-401.21-04	Workers' Comp	-	-	-	530	505
001-1501-401.22-01	Social Security	14,431	13,700	13,555	13,273	13,293
001-1501-401.22-02	Medicare	3,375	3,239	3,170	3,104	3,109
001-1501-401.22-03	Unemployment Comp	400	400	400	400	500
001-1501-401.23-01	IMRF	25,557	19,121	18,489	21,634	24,844
	Subtotal	304,673	282,630	277,557	285,583	288,720
Contractual Services						
001-1501-401.31-01	Audit	20,000	20,775	13,225	16,552	14,306
001-1501-401.31-05	Other	6,000	6,000	6,962	5,954	5,669
001-1501-401.35-03	R&M- Furn & Equip	-	300	-	-	65
001-1501-401.36-03	Equipment and Vehicle	700	1,000	555	612	741
001-1501-401.38-01	MICA	2,964	3,318	3,318	2,627	2,502
001-1501-401.38-03	Employee Bonds	50	50	40	40	49
001-1501-401.39-01	Communications	900	750	832	934	747
001-1501-401.39-02	Advertising/Publishing	750	750	53	744	638
001-1501-401.39-04	Travel	500	300	438	356	236
001-1501-401.39-05	Mileage Reimb	300	200	344	267	168
001-1501-401.39-07	Regist, Schools, Mtgs	500	500	450	500	460
001-1501-401.39-08	Contracted Services	-	50	-	-	151
	Subtotal	32,664	33,993	26,217	28,586	25,732
Commodities						
001-1501-401.41-01	Postage	2,300	3,000	2,165	1,935	2,437
001-1501-401.41-02	Office Supplies	5,700	5,700	6,000	5,444	5,157
001-1501-401.44-00	Books & Periodicals	-	-	-	-	-
	Subtotals	8,000	8,700	8,165	7,379	7,594
Capital Outlay						
001-1501-401.52-08	Controllable	1,000	1,000	-	-	345
	Subtotal	1,000	1,000	-	-	345
Miscellaneous						
001-1501-401.61-01	Dues	400	400	353	476	353
001-1501-401.61-04	Other	-	-	-	-	-
	Subtotal	400	400	353	476	353
	Totals	346,737	326,723	312,292	322,024	322,743



PURPOSE

The Legal Department consists of three attorneys: Corporation Counsel, Assistant Corporation Counsel and City Attorney. As legal adviser to the Mayor, City Council, and all departments of the City, the Legal Department seeks to promote good, efficient and responsible government within bounds of federal and state constitutions and laws for all of the citizens of the City of Quincy. The Legal Department works to fulfill the duties and responsibilities incumbent upon local government for the citizens of the City.

GOALS/OBJECTIVES

- To provide excellent legal service to the various City Departments in as timely a manner as possible.
- To keep outside contractual legal services as minimal as possible.
- The Legal Department has assumed responsibility for the legal portion of the fix or flatten program.

PAST FISCAL YEAR HIGHLIGHTS

The Legal Department has worked with several departments regarding document retention and destruction. The legal department has also been very active in assessing, evaluating, and working with all City departments regarding the legalization of cannabis and its impact.

BUDGET SUMMARY

The significant changes to the Legal department budget are the additional costs related to the 27th pay period which are displayed in salaries & benefits. The contractual services decrease is due to the MICA allocation.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2020/2021	% Change	2019/2020	2019/2020	2018/2019
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries & Benefits	240,104	6.71%	225,012	223,340	220,821
Contractual Services	12,798	-25.55%	17,191	15,777	11,137
Commodities	10	0.00%	10	-	-
Capital	-		-	-	-
Miscellaneous	-		-	-	-
Totals	252,912	4.42%	242,213	239,117	231,958
Totals by Division					
Corporation Counsel	113,968	3.59%	110,014	107,989	106,312
Assistant Corp Counsel	76,892	6.75%	72,030	71,395	69,028
City Attorney	62,052	3.13%	60,169	59,733	56,618
	252,912	4.42%	242,213	239,117	231,958

STAFFING

	FY 2021 PROPOSED	FY 2020 ACTUAL	FY 2019 ACTUAL	FY 2018 ACTUAL
Authorized Positions	3	3	3	3

The Legal staff is as follows:

- 1 - Corporation Counsel
- 1 - Assistant Corporation Counsel

**GENERAL FUND
LEGAL SERVICES**

**CORPORATION COUNSEL
DETAIL**

	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL	
Salaries & Benefits						
001-1601-401.11-01	Regular Salary/Wages	80,429	75,932	75,633	74,443	74,373
001-1601-401.21-01	Group Insurance	17,604	17,259	17,145	16,522	15,651
001-1601-401.21-03	Board Paid Life Ins.	74	74	68	68	68
001-1601-401.21-04	Workers' Compensation	-	-	-	198	189
001-1601-401.22-01	Social Security	5,171	4,608	4,194	4,121	4,116
001-1601-401.22-02	Medicare	1,209	1,001	981	964	963
001-1601-401.22-03	Unemployment Comp	100	100	100	100	125
001-1601-401.23-01	IMRF	-	-	-	-	-
	Subtotal	104,587	98,974	98,121	96,416	95,486
Contractual Services						
001-1601-401.31-02	Contracted Legal	6,650	6,650	6,001	2,451	3,448
001-1601-401.38-01	MICA	841	2,500	2,500	6,146	5,853
001-1601-401.38-03	Employee Bonds	50	50	-	-	49
001-1601-401.39-01	Communications	1,000	1,000	755	813	655
001-1601-401.39-03	Printing & Binding	-	-	-	20	-
001-1601-401.39-04	Travel	460	460	432	126	1,043
001-1601-401.39-05	Mileage Reimb	-	-	-	-	100
001-1601-401.39-07	Regist, Schools, Mtgs	370	370	180	340	535
001-1601-401.39-08	Contracted Services	-	-	-	-	-
	Subtotal	9,371	11,030	9,868	9,896	11,683
Commodities						
001-1601-401.41-01	Postage	10	10	-	-	1
001-1601-401.41-02	Office Supplies	-	-	-	-	-
001-1601-401.44-00	Books & Periodicals	-	-	-	-	863
	Subtotal	10	10	-	-	864
Miscellaneous						
001-1601-401.61-01	Dues	-	-	-	-	-
001-1601-401.61-04	Other	-	-	-	-	-
001-1601-401.61-07	Judgements/Court Costs	-	-	-	-	-
	Subtotal	-	-	-	-	-
	Totals	113,968	110,014	107,989	106,312	108,033

**GENERAL FUND
LEGAL SERVICES**

**ASSISTANT CORPORATION COUNSEL
DETAIL**

	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits					
001-1602-401.11-01 Regular Salary/Wages	62,730	59,222	58,990	58,012	56,868
001-1602-401.21-01 Group Insurance	-	-	-	-	-
001-1602-401.21-03 Board Paid Life Ins.	74	74	68	68	68
001-1602-401.21-04 Workers' Compensation	-	-	-	129	123
001-1602-401.22-01 Social Security	4,033	3,672	3,657	3,597	3,526
001-1602-401.22-02 Medicare	943	859	855	841	824
001-1602-401.22-03 Unemployment Compensation	100	100	100	100	125
001-1602-401.23-01 IMRF	7,143	5,139	4,806	5,655	6,311
Subtotal	75,023	69,066	68,476	68,402	67,845
Contractual Services					
001-1602-401.38-01 Insurance/MICA	759	2,404	2,404	-	-
001-1602-401.39-01 Communications	280	280	235	186	267
001-1602-401.39-04 Travel	460	100	100	100	398
001-1602-401.39-07 Regist, Schools, Meetings	370	180	180	340	535
Subtotal	1,869	2,964	2,919	626	1,200
Miscellaneous					
001-1602-401.61-04 Other	-	-	-	-	-
Subtotals	-	-	-	-	-
Totals	76,892	72,030	71,395	69,028	69,045

**GENERAL FUND
LEGAL SERVICES**

**CITY ATTORNEY
DETAIL**

		2020/2021	2019/2020	2019/2020	2018/2019	2017/2018
		PROPOSED	REVISED	PROJECTED	YTD	YTD
		BUDGET	BUDGET	ACTUAL	ACTUAL	ACTUAL
Salaries & Benefits						
001-1603-401.11-01	Regular Salary/Wages	55,887	52,762	52,555	51,684	50,665
001-1603-401.21-01	Group Insurance	-	-	-	-	-
001-1603-401.21-03	Board Paid Life Ins.	74	74	68	68	68
001-1603-401.21-04	Workers' Compensation	-	-	-	198	189
001-1603-401.22-01	Social Security	3,593	3,271	3,258	3,204	3,141
001-1603-401.22-02	Medicare	840	765	762	749	735
001-1603-401.22-03	Unemployment Compensation	100	100	100	100	125
001-1603-401.23-01	IMRF	-	-	-	-	-
	Subtotal	60,494	56,972	56,743	56,003	54,923
Contractual Services						
001-1603-401.38-01	Insurance/MICA	728	2,367	2,367	-	-
001-1603-401.39-01	Communications	-	-	-	-	-
001-1603-401.39-04	Travel	460	460	443	100	696
001-1603-401.39-07	Regist, Schools, Meetings	370	370	180	515	360
	Subtotal	1,558	3,197	2,990	615	1,056
001-1603-401.41-01	Postage	-	-	-	-	-
001-1603-401.41-02	Office Supplies	-	-	-	-	-
	Subtotal	-	-	-	-	-
	Totals	62,052	60,169	59,733	56,618	55,979

PURPOSE

The Boards & Commissions consists of four divisions. Board or commission members are appointed by the Mayor. Each commission has a separate budget as follows.

EXPENDITURES

ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	% Change	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits	19,692	2.99%	19,120	18,795	18,489
Contractual Services	29,600	-20.81%	37,380	10,121	28,511
Commodities	1,900	-8.21%	2,070	1,316	1,411
Capital	-		-	-	-
Miscellaneous	1,000	100.00%	500	-	-
Totals	52,192	-11.64%	59,070	30,232	48,411

Totals by Division	2020/2021 PROPOSED BUDGET	% Change	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL
Fire & Police Commission	45,963	-10.66%	51,450	23,578	43,660
Liquor Commission	4,729	-28.56%	6,620	6,186	4,751
Tree Commission	1,000	100.00%	500	468	-
Human Rights Commission	500	0.00%	500	-	-
Totals	52,192	-11.64%	59,070	30,232	48,411

STAFFING

	FY 2021 PROPOSED	FY 2020 ACTUAL	FY 2019 ACTUAL	FY 2018 ACTUAL
Authorized Fire & Police Commissioners	3	3	3	3

The Board of Fire and Police Commissioners was created in May 1972. It consists of three members appointed by the Mayor. Board members are: Stephen Meckes, 3 Year Term; Kerry Anders, 3 Year Term; and Barry Cheyne 3 Year Term. The Board of Fire and Police Commissioners is charged with the responsibility of hiring and promoting sworn members of the Quincy Fire and Police Departments. Testing is a major part of the Commission's functionality and the budget is reflective of that.

The entry level testing process for both the Fire and Police Departments begins with written and agility tests and candidates eventually progress through polygraph and psychological tests and, finally, the physical exam. On the promotional level, testing costs include written tests and assessments by Illinois Chiefs' Associations. The Board of Fire and Police Commissioners is committed to hiring and promoting the best qualified candidates and utilizes these objective testing processes to aid in the selection of such individuals. Another substantial associated cost is advertising the entry-level testing. Although the Board advertises in area newspapers, costs generally increase year to year.

In summary, the bulk of the budget submitted by the Board of Fire and Police Commissioners is directly related to the testing and hiring process.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
001-1701-401.11-01	Regular Salary/Wages	14,287	14,033	13,696	13,300	13,489
001-1701-401.21-04	Workers' Comp	-	-	-	44	42
001-1701-401.22-01	Social Security	886	853	849	824	836
001-1701-401.22-02	Medicare	207	199	199	193	196
	Subtotal	15,380	15,085	14,744	14,361	14,563
Contractual Services						
001-1701-401.31-02	Contracted Legal	2,000	2,000	-	-	3,669
001-1701-401.31-05	Prof Svcs - Other	20,000	21,750	3,165	25,206	4,421
001-1701-401.32-01	Medical	2,000	5,300	1,500	2,100	2,775
001-1701-401.38-01	MICA	1,483	2,145	2,145	582	554
001-1701-401.39-02	Advertising/Publishing	3,000	3,000	-	-	-
001-1701-401.39-04	Travel	1,000	1,000	308	-	165
001-1701-401.39-05	Mileage Reimb	-	-	118	-	156
001-1701-401.39-07	Regist,Schools, Mtgs	-	-	750	375	-
001-1701-401.39-08	Contracted Services	-	-	-	-	375
	Subtotal	29,483	35,195	7,986	28,263	12,114
Commodities						
001-1701-401.41-01	Postage	100	120	57	47	125
001-1701-401.41-02	Office Supplies	100	150	-	-	173
001-1701-401.61-01	Misc-Dues	800	800	780	772	397
001-1701-401.61-04	Misc-Other	100	100	11	217	-
	Subtotal	1,100	1,170	848	1,036	695
	Totals	45,963	51,450	23,578	43,660	27,373

**GENERAL FUND
BOARDS & COMMISSIONS**

**LIQUOR COMMISSION
Detail**

The Mayor acts as the Liquor Commissioner for the City of Quincy.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
001-1702-401.11-01	Regular Salary/Wages	3,635	3,500	3,500	3,500	3,500
001-1702-401.21-04	Workers' Comp	-	-	-	21	20
001-1702-401.22-01	Social Security	225	217	216	216	216
001-1702-401.22-02	Medicare	53	51	50	50	50
001-1702-401.23-01	IMRF	399	267	285	341	389
	Subtotal	4,312	4,035	4,051	4,128	4,175
Contractual Services						
001-1702-401.38-01	MICA	17	2,085	2,085	248	236
001-1702-401.39-03	Printing & Binding	100	100	50	-	-
	Subtotal	117	2,185	2,135	248	236
Commodities						
001-1702-401.41-02	Office Supplies	300	400	-	375	261
Capital						
001-1702-401.52-04	Office Equipment	-	-	-	-	-
	Totals	4,729	6,620	6,186	4,751	4,672

BOARDS & COMMISSIONS

**TREE COMMISSION
Detail**

The Tree Commission's main expense was the trees purchased for the fall tree planting program which was suspended in FYE 2019 due to revenue shortfall.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Commodities						
001-1704-401.46-11	Other	500	500	468	-	12,088
		-				
Miscellaneous						
001-1704-401.-61.04	Other	500	-	-		235
	Totals	1,000	500	468	-	12,323

The Human Rights Commission budget represents costs relating to Human Rights training or publications.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Contractual Services						
001-1706-401.31-03	Instructional	-	-	-		-
001-1706-401.31-05	Other	-	-	-		-
001-1706-401.39-02	Advertising/Publishing	-	-	-		-
001-1706-401.39-04	Travel	-	-	-		-
Commodities						
001-1706-401.41-01	Postage	-	-			
Miscellaneous						
001-1706-401.61-04	Other	500	500	-		235
Totals		500	500	-	-	235

**GENERAL FUND
NON-DEPARTMENTAL**

**Non-Departmental Transfers
Summary**

PURPOSE

The General Fund transfers out money on a regular basis. These transfers fall into three categories:

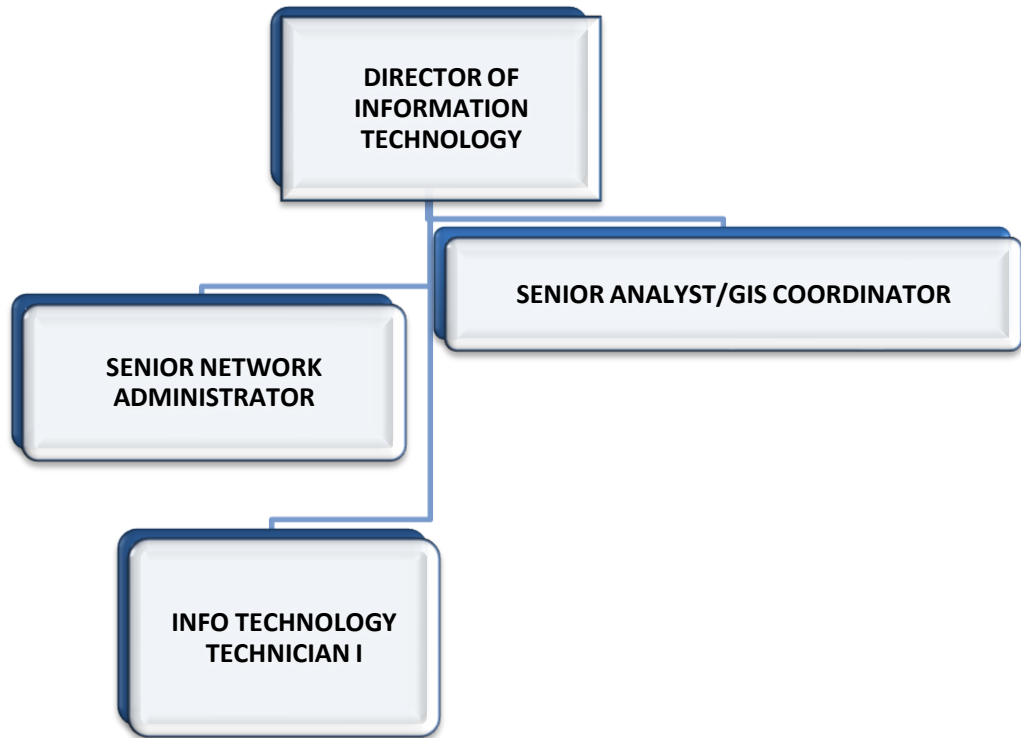
- 1) Subsidies to other City Departments to make up the shortage between their revenues and expenditures.
- 2) Subsidies to the City's component units, Quincy Public Library and Woodland Cemetery.
- 3) Transfers of tax dollars collected that are owed to or have been levied for another entity (e.g. Historic Quincy Business District, Library and Sales Tax rebate agreements).

BUDGET SUMMARY

The most notable change to the Subsidy Transfers in FYE 2021 is the reduction of a subsidy to the Central Services Fund. With the move of the the Public Works to the General Fund, these costs are now displayed as Departmental expenses not subsidies. The fund subsidies have increased slightly due to the normal operational increases. The Landfill Superfund expects a double cash call in FYE 2021, resulting in a \$76,000 increase. The new subsidy transfers are Garbage and Recycle. While the Prairie Crossing Sales Tax rebate has been trending upward; the Cullinan Sales Tax rebate has experienced decline. When the mall agreement was amended in 2016 to include all stores, the rebate nearly tripled from FY 2017 to FY 2019. However, current year distributions indicate a slowing revenue base. The current rebate with Praire Crossing expires FY 2024 and Cullinan expires FY 2031. The Special Service Area-Historic Business District distribution is tax levy pass-through with no significant change.

EXPENDITURE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021	2019/2020	2019/2020	2018/2019	2017/2018
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Inter-Fund Transfers						
001-1801-491.62-02	Planning & Development	478,390	350,033	557,563	522,563	423,100
001-1801-491.62-03	9-1-1	771,677	789,800	680,800	688,500	761,000
001-1801-491.62-04	Cash Reserve Fund	-	150,000	230,000	80,000	-
001-1801-491.62-10	Quincy Transit Lines	285,143	285,143	285,143	285,143	286,974
001-1801-491.62-15	Capital Projects Funds	-	-	175,000	175,000	-
001-1801-491.62-21	2013B HVAC Proj Fund	-	116,493	116,493	116,493	116,493
001-1801-491.62-30	Quincy Regional Airport	814,894	802,194	441,897	587,797	558,424
001-1801-491.62-31	Central Garage Fund	246,000	203,976	176,100	323,000	269,500
001-1801-491.62-32	Central Services Fund	-	2,999,630	2,696,107	2,547,325	2,301,000
001-1801-491.62-36	Reg. Training Facility	18,027	21,416	11,200	5,400	51,725
001-1801-491.62-41	Sister City Comm Fund	5,000	5,000	2,000	2,000	5,000
001-1801-491.62-63	Landfill Superfund	152,000	76,000	76,000	76,000	-
001-1801-491.62-61	Garbage	165,769	-	-	-	-
001-1801-491.62-66	Recycle	318,328	-	-	-	-
001-1801-491.62-90	Other	-	-	-	-	399,500
	Subtotal	3,255,228	5,799,685	5,448,303	5,409,221	5,172,716
Subsidies						
001-1802-406.62-82	Woodland Cemetery	240,000	235,167	292,252	228,340	233,000
	Subtotal	240,000	235,167	292,252	228,340	233,000
Tax Distributions						
001-1803-401.62-88	Cullinan Sale Tax Rebate	259,000	289,000	256,946	322,376	276,730
001-1803-401.62-89	Pr Cross SaleTax Rebate	470,000	470,000	408,715	-	-
001-1803-401.62-98	H/R Sales Tax Rebate	500	-	-	-	-
001-1803-407.62-91	Quincy Public Library	1,829,513	1,896,200	1,871,874	1,803,239	1,797,191
001-1803-408.62-53	Serv Area #2- Bus Dis	96,000	95,912	96,070	81,485	75,372
001-1803-491.62-89	Ltd Increm Sales Tax Fd	-	-	131,358	393,134	459,358
	Subtotal	2,655,013	2,751,112	2,764,963	2,600,234	2,608,651
Miscellaneous						
001-1805-401.61-08	Bad Debt Expense	5,000	5,000	1,640	3,659	3,419
	Totals	6,155,241	8,790,964	8,507,158	8,241,454	8,017,785



PURPOSE

The Department of Information Technology (DoIT) provides technology leadership for the City of Quincy, including governance, architecture, resources, and expertise in deploying modern information technologies to improve government efficiency.

DoIT is responsible for much of the technical infrastructure that makes city government run; telephones, radios, computer networks, desktop and server support, data center, web site, building and information security, INET and the municipal cable television channel.

DoIT supports all city entities including public safety, Utilities, Central Services and Quincy Municipal Airport. DoIT also supports all computer and network services for the Quincy Public Library.

GOALS/OBJECTIVES

- Continue implementing new information security controls in order to protect the City's computer systems and data.
- Work with Quincy Police Department on moving them to the new Adams County jail
- Redevelop the City's Disaster Recovery strategy using the new QPD server room at the Adams County jail.
- Continue implementing Criminal Justice Information Security and HIPPA guidelines including two-factor authentication.
- Provide business strategies and process management in order to enhance City operational efficiencies.

PAST FISCAL YEAR HIGHLIGHTS

- Replaced the City's 10 year old IBM AS/400 in order for the financial system to stay in compliance with federal and state regulations.
- Implementation of Utility monthly billing protocols
- Continue training and developing new processes for Utility billing clerks
- Developed numerous dashboards and statistics for several departments using Smartsheet.
- Continue improvements of the City's Website.
- Implemented security strategy separating the Library from the City network system eliminating cybersecurity vulnerabilities.
- Continued configuration of security software in hopes of detecting and neutralizing any security threats. Including free resources through our MICA agreement with AIG.

BUDGET SUMMARY

The biggest change in the Information Technology budget for FY 2020-2021 is an increase of \$30,000 in the capital outlay line item. This increase is a result of annual technology funds being transferred from Capital Fund 301 in to the Information Technology budget. These capital funds are needed to replace aging technology including the city's aging network storage unit.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2020/2021		2019/2020	2019/2020	2018/2019
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries & Benefits	407,394	8.94%	373,973	372,696	388,678
Contractual Services	199,409	-0.86%	201,144	210,630	191,545
Commodities	14,700	1.38%	14,500	14,720	13,905
Capital Outlay	44,000	248.24%	12,635	14,311	6,877
Miscellaneous	1,000	-22.78%	1,295	965	480
Debt Services	-	#DIV/0!	-	-	-
Totals	666,503	10.43%	603,547	613,322	601,485

STAFFING

	FY 2021 PROPOSED	FY 2020 ACTUAL	FY 2019 ACTUAL	FY 2018 ACTUAL
Full Time Positions	4.00	4.00	5	5

The Information Technology's staff is as follows:

- 1.00 - Director of Information Technology
- 1.00 - Senior Network Administrator
- 1.00 - Senior Analyst/GIS Coordinator
- 1.00 - Info Technology Technician I

**GENERAL FUND
TECHNOLOGY SERVICES**

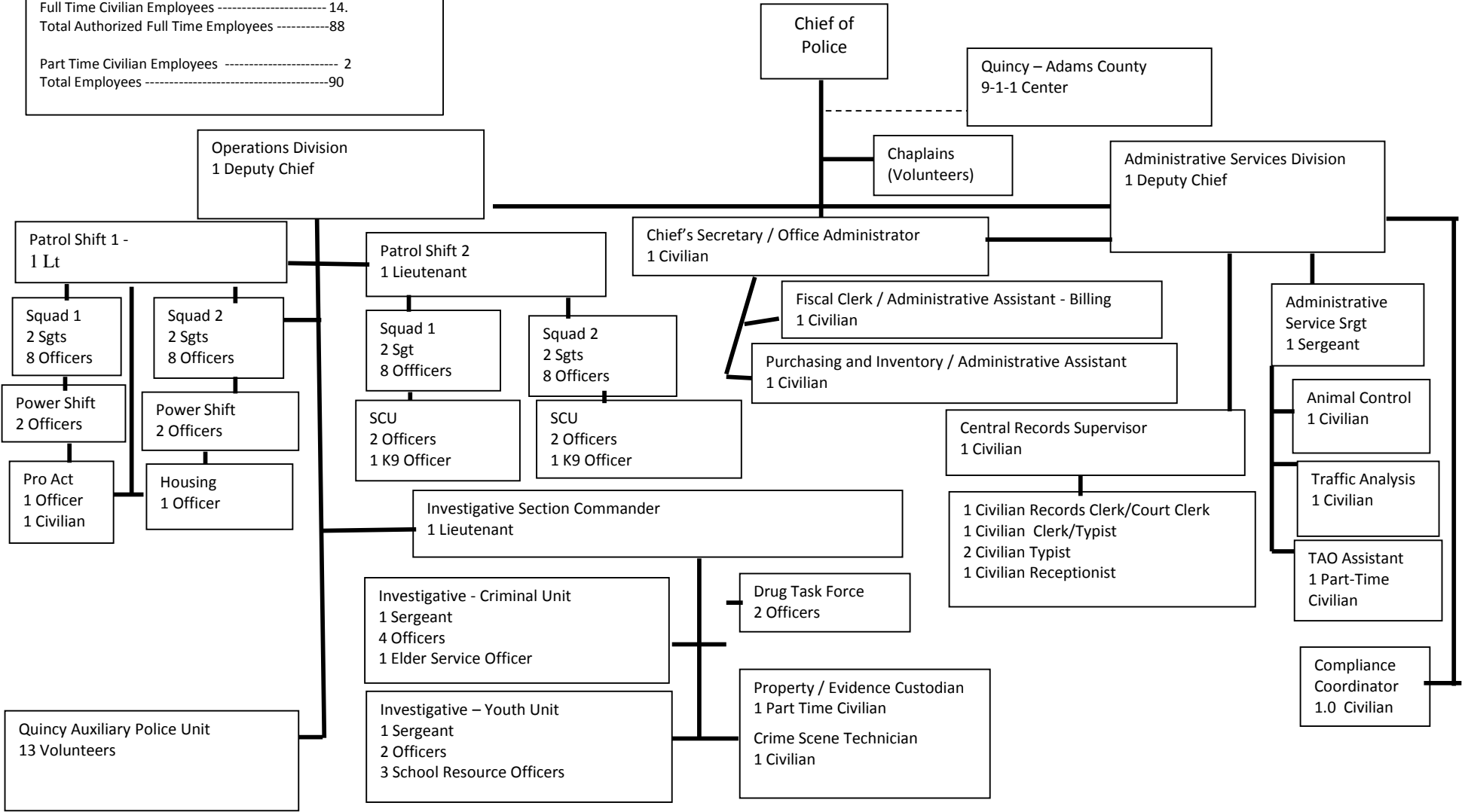
**INFORMATION TECHNOLOGY
Detail**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
001-1901-401.11-01	Regular Salary/Wages	252,048	235,725	238,871	232,564	264,982
001-1901-401.11-03	Sick Pay	-	-	-	-	-
001-1901-401.11-04	Holiday Pay	13,694	12,774	13,364	12,524	14,298
001-1901-401.11-15	Vacation Pay	18,669	18,087	14,669	18,026	17,313
001-1901-401.11-17	Sick Pay Buy Back	11,754	7,668	7,537	23,918	27,720
001-1901-401.21-01	Group Insurance	55,359	54,274	53,925	52,344	57,601
001-1901-401.21-03	Board Paid Life Ins.	295	295	272	275	336
001-1901-401.21-04	Workers' Comp	-	-	-	476	453
001-1901-401.22-01	Social Security	18,362	16,896	16,489	16,466	18,779
001-1901-401.22-02	Medicare	4,294	4,016	3,856	3,851	4,392
001-1901-401.22-03	Unemployment Comp	400	400	400	400	625
001-1901-401.23-01	IMRF	32,519	23,838	23,313	27,834	35,938
	Subtotal	407,394	373,973	372,696	388,678	442,437
Contractual Services						
001-1901-401.32-02	Computer	-	-	-	-	-
001-1901-401.35-02	R&M-Mach & Equip	47,000	47,000	38,579	43,622	43,870
001-1901-401.35-03	R&M- Furniture & Equip	48,090	49,290	46,829	23,599	29,200
001-1901-401.35-05	R&M-Other	2,500	2,500	17,470	12,515	5,200
001-1901-401.36-03	Equipment & Vehicle	1,500	1,600	1,328	1,531	1,844
001-1901-401.38-01	MICA	3,219	3,654	3,654	1,733	1,650
001-1901-401.39-01	Communications	91,000	91,000	89,491	98,707	101,227
001-1901-401.39-04	Travel	500	500	1,760	174	1,049
001-1901-401.39-05	Mileage Reimb	600	600	467	504	813
001-1901-401.39-07	Regist, Schools, Mtgs	1,000	1,000	813	1,007	1,010
001-1901-401.39-08	Contracted Services	4,000	4,000	10,239	8,153	8,347
	Subtotal	199,409	201,144	210,630	191,545	194,209
Commodities						
001-1901-401.41-01	Postage	100	100	115	111	1
001-1901-401.41-02	Office Supplies	600	600	640	661	623
001-1901-401.44-00	Books & Periodicals	-	-	-	-	-
001-1901-401.46-11	Other	14,000	13,800	13,965	13,133	15,935
	Subtotal	14,700	14,500	14,720	13,905	16,559
Capital Outlay						
001-1901-401.52-03	Improv other than Bldgs	-	-	-	-	-
001-1901-401.52-04	Office Equipment	30,000	-	-	-	1,204
001-1901-401.52-08	Controllable	14,000	12,635	14,311	6,877	4,575
	Subtotal	44,000	12,635	14,311	6,877	5,779
Miscellaneous						
001-1901-401.61-01	Dues	1,000	1,295	965	480	480
001-1901-401.61-04	Other	-	-	-	-	-
001-1901-409.72-00	Loan/Lease Payments	-	-	-	-	-
	Subtotal	1,000	1,295	965	480	480
		666,503	603,547	613,322	601,485	659,464

Quincy Police Department Organizational Chart FY 2020

Revised 3/18/19

Sworn Employees -----	74
Full Time Civilian Employees -----	14.
Total Authorized Full Time Employees -----	88
Part Time Civilian Employees -----	2
Total Employees -----	90



PURPOSE

The Police Department operating budget is divided into seven divisions as follows:

- 2110 Administration: Management of all employees and programs of the department. These positions include: Chief of Police, Deputy Chief of Administration, and Administrative Services Sergeant.
- 2111 Civilian: Functions to support the operations: records, purchasing, payroll. These positions include the staff of the following offices: the Chiefs' Administrative Suite, Central Records, Traffic analysis/Fleet and the Pro-Act Unit
- 2112 Patrol: Responsible for carrying out the policing operations of the department. These positions include: Deputy Chief of Operations, Patrol and Detective Commanders, Patrol and Detective Sergeants, and officers of the Patrol Officer rank regardless of their assignment
- 2113 Training: Costs for the training of the employees of the Patrol Division. This division has no staff
- 2115 Evidence Tech: Responsible for the evidence collection and storage function of the department. These positions include: Crime Scene Technician and PT Evidence Custodian
- 2116 Humane Officers: Includes Animal Control Program for the department, as well as the costs of the Quincy Animal Shelter contract. Animal Control Officer
- 2117 Auxiliary: Functions to account for the Quincy Police Auxiliary Unit of the department (unpaid volunteers who receive an annual one-time stipend to be used for equipment).

GOALS/OBJECTIVES

- Provide police service to the citizens of Quincy
- Continue policy changes and maintenance with Lexipol
- Send Deputy Chief Yates to the Northwestern University School of Police Staff and Command
- Replace half of Tasers (year two of two-year project)
- Officially move City FOIA Officer to Police Department (Compliance Coordinator)
- Enhance Body Camera use by finishing interface with our Computer Aided Dispatch (CAD) system
- Finalize move into new facility
- Enhance mobile device forensics by enhancing training in that area, working with a regional lab and moving to one person full time in position.
- Enhance our response to crimes and fraud (especially with elderly victims) by joining the Springfield FBI Task Force
- Enhance the Criminal Investigation Unit and response by restructuring within the department.
- Reduce the purchase of certain items for this year to help absorb the cost of the 27th Pay Period and one-time new facility costs.

PAST FISCAL YEAR HIGHLIGHTS

- YTD: Responded to more than 31,172 calls for service, 928 traffic crashes and conducted more than 2,792 vehicle stops
- YTD: Provided more than 9,077 hours of officer training and 371 hours of DARE instruction
- Of the total training hours above, 4,085 training hours were for training outside of Quincy, thus requiring travel costs
- Continued policy changes and maintenance with Lexipol
- Continued crime analysis and response while saving money switching from Accurint to TLO
- Enhanced Body Camera use by beginning interface with our Computer Aided Dispatch (CAD) system
- City FOIA Officer continued working with the department doing FOIA work and acting as a Liaison with our defense team on our pending litigation.
- Sent third of three new lieutenants to the Northwestern University School of Police Staff and Command
- Replaced half of Tasers (year one of two-year project).

BUDGET SUMMARY

The FY 2020-2021 Police Budget includes increases due to moving into our new facility; some will be a one time cost, while others will be indefinite. Moving Costs of \$11,500 was budgeted for a second year in a row, as we don't know for sure when the actual move will take place. If it takes place prior to mid April, that money will be spent from the FY 2019-2020 budget. If not, then it will be in FY2020-2021. Other one time costs will be some cabinetry and storage additions budgeted at \$11,500. The indefinite budget additions will be for custodial work (budgeted at \$20,000) and utilities (budgeted at \$18,000). To help absorb the cost of the 27th Pay Period and one time new facility costs, some annual purchases were reduced again; these cuts will need to be made up for in future budget years. The following are the major cuts: Firearms ammunition was cut by \$12,500. Chemical Munitions was cut by \$1,600. We do not plan to purchase new vehicles this year, cutting \$105,990; an additional \$32,000 was cut for vehicle equipment.

**GENERAL FUND
PUBLIC SAFETY**

**POLICE DEPARTMENT
SUMMARY**

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2020/2021	% Change	2019/2020	2019/2020	2018/2019
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries & Benefits	12,070,016	4.86%	11,510,361	11,492,634	11,771,500
Contractual Services	862,139	-18.25%	1,054,635	1,017,067	684,160
Commodities	154,764	8.77%	142,282	137,482	105,242
Capital Outlay	14,910	-88.23%	126,718	179,825	102,502
Miscellaneous	20,100	6.10%	18,944	15,950	17,324
Debt Services	68,738	0.00%	68,738	68,738	-
Totals	13,190,667	2.08%	12,921,678	12,911,696	12,680,728

Totals by Division		% Change			
2110 Administration	463,553	6.90%	433,616	511,437	528,727
2111 Civilian	862,037	9.98%	783,808	753,177	697,203
2112 Patrol	11,392,236	1.44%	11,229,985	11,191,790	11,053,430
2113 Training	101,913	-3.36%	105,459	89,714	60,490
2115 Evidence Tech	111,736	6.92%	104,506	103,386	100,428
2116 Humane Officers	249,460	-1.20%	252,499	250,926	229,758
2117 Police Auxillary	9,732	-17.56%	11,805	11,267	10,692
Totals	13,190,667	2.08%	12,921,678	12,911,696	12,680,728

STAFFING

	FY 2021 PROPOSED	FY 2020 ACTUAL	FY 2019 ACTUAL	FY 2018 ACTUAL
Full Time Positions	87.0	87.6	86	85
Part Time Positions	2	2	2	2

Rank/Position	count	Dept	FT count	PT count
Chief of Police	1	2110 Admin	3	-
Deputy Chief	2	2111 Civilian	12	1
Lieutenant	3	2112 Patrol	70	-
Sergeant	12	2113 Training	0	-
Patrol Officer	55	2115 Evidence	1	1
Total Sworn	73	2116 Humane Off	1	-
Civilian (full-tim	14	2116 Auxillary	0	-
Total Full-time	87		87	2

**GENERAL FUND
PUBLIC SAFETY**

**POLICE DEPARTMENT
ADMINISTRATION**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
001-2110-402.11-01	Regular Salary/Wages	244,355	230,131	230,138	227,736	239,674
001-2110-402.11-02	Overtime	6,000	9,921	4,569	7,202	3,985
001-2110-402.11-03	Sick Pay	-	-	-	-	-
001-2110-402.11-04	Holiday Pay	14,043	13,863	9,896	9,164	9,539
001-2110-402.11-09	Special Job Assignment	-	-	-	120	-
001-2110-402.11-13	Training	3,000	3,000	3,527	6,340	2,309
001-2110-402.11-15	Vacation Pay	42,692	42,144	35,594	44,026	34,167
001-2110-402.11-17	Sick Pay Buy Back	13,482	8,873	61,790	67,612	12,816
001-2110-402.11-19	Personal Day Pay	2,247	2,218	2,906	1,285	2,494
001-2110-402.21-01	Group Insurance	37,388	44,396	41,360	42,523	46,870
001-2110-402.21-03	Board Paid Life Ins.	221	221	199	204	210
001-2110-402.21-04	Workers' Comp	-	-	-	17,181	16,363
001-2110-402.22-01	Social Security	-	-	-	-	-
001-2110-402.22-02	Medicare	3,536	3,342	3,245	3,292	2,558
001-2110-402.22-03	Unemployment Comp	300	300	300	300	375
	Subtotal	367,264	358,409	393,524	426,985	371,359
Contractual Services						
001-2110-402.31-02	Legal	-	5,160	1,822	-	-
001-2110-402.31-05	Other	20,250	10,250	12,852	9,934	-
001-2110-402.34-01	Disposal	2,100	2,200	1,481	2,139	1,417
001-2110-402.34-03	Custodial	20,000	10,000	-	-	-
001-2110-402.35-03	R&M- Furniture & Equip	-	-	-	-	-
001-2110-402.36-03	Equipment & Vehicle	4,700	5,600	5,475	5,288	4,879
001-2210-402.38-01	MICA	7,306	3,856	3,856	-	-
001-2110-402.39-01	Communications	2,298	2,650	1,090	625	566
001-2110-402.39-02	Advertising/Publishing	1,684	195	1,610	616	1,022
001-2110-402.39-03	Printing & Binding	1,100	950	975	301	-
001-2110-402.39-04	Travel	2,500	2,500	1,018	480	2,061
001-2110-402.39-05	Mileage Reimb	250	250	-	-	-
001-2110-402.39-07	Regist, Schools, Mtgs	750	950	2,247	500	384
001-2110-402.39-08	Contracted Services	-	-	-	143	311
	Subtotal	62,938	44,561	32,426	20,026	10,640
Commodities						
001-2110-402.41-01	Postage	4,000	2,700	4,059	3,658	2,841
001-2110-402.41-02	Office Supplies	22,726	22,726	21,890	18,227	20,071
001-2110-402.44-00	Books & Periodicals	370	565	42	202	408
001-2110-402.47-02	Safety Equipment	200	200	39	39	39
	Subtotal	27,296	26,191	26,030	22,126	23,359
Capital Outlay						
001-2110-402.52-08	Controllable	600	-	-	-	-
001-2100-402.52-09	Leashold Improvements	-	-	55,800	55,800	-
	Subtotal	600	-	55,800	55,800	-
Miscellaneous						
001-2110-402.61-01	Dues	4,255	3,505	3,065	3,060	3,395
001-2110-402.61-03	Employee Awards	950	950	569	670	775
001-2110-402.61-04	Other	250	-	23	60	462
	Subtotal	5,455	4,455	3,657	3,790	4,632
	Totals	463,553	433,616	511,437	528,727	409,990

**GENERAL FUND
PUBLIC SAFETY**

**POLICE DEPARTMENT
CIVILIAN**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
001-2111-402.11-01	Regular Salary/Wages	512,304	459,940	448,575	416,357	403,477
001-2111-402.11-02	Overtime	10,580	12,000	19,202	4,287	9,159
001-2111-402.11-03	Sick Pay	18,024	17,531	17,498	16,183	16,419
001-2111-402.11-04	Holiday Pay	29,605	26,293	27,181	24,105	23,198
001-2111-402.11-15	Vacation Pay	36,375	34,201	34,377	28,841	25,473
001-2111-402.11-16	Major Medical Pay	-	-	343	8,060	-
001-2111-402.11-17	Sick Pay Buy Back	8,380	5,101	2,339	11,184	10,503
001-2111-402.12-01	Regular Salary/Wages	20,248	13,720	8,059	13,598	15,396
001-2111-402.21-01	Group Insurance	75,223	88,078	73,278	82,375	76,179
001-2111-402.21-03	Board Paid Life Ins.	886	856	782	749	736
001-2111-402.21-04	Workers' Comp	-	-	-	982	935
001-2111-402.22-01	Social Security	39,402	35,526	33,938	31,009	29,858
001-2111-402.22-02	Medicare	9,215	8,314	7,937	7,252	6,983
001-2111-402.22-03	Unemployment Comp	1,200	1,100	1,100	1,100	1,250
001-2111-402.23-01	IMRF	67,556	47,762	45,397	49,582	54,143
	Subtotal	828,998	750,422	720,006	695,664	673,709
Contractual Services						
001-2111-402.38-01	Insurance/MICA	31,889	32,286	32,286	-	-
001-2111-402.39-01	Communications	1,150	1,100	885	942	1,104
001-2111-402.39-04	Travel	-	-	-	-	-
001-2111-402.39-05	Mileage Reimb	-	-	-	-	-
001-2111-402.39-07	Regist, Schools, Mtgs	-	-	-	597	299
	Subtotal	33,039	33,386	33,171	1,539	1,403
Capital Outlay						
001-2111-402.52-04	Office Equipment	-	-	-	-	-
	Totals	862,037	783,808	753,177	697,203	675,112

**GENERAL FUND
PUBLIC SAFETY**

**POLICE DEPARTMENT
PATROL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
001-2112-402.11-01	Regular Salary/Wages	4,803,403	4,564,228	4,403,809	4,283,502	4,220,453
001-2112-402.11-02	Overtime	366,006	385,700	408,924	408,485	412,932
001-2112-402.11-03	Sick Pay	47,893	46,125	26,425	58,605	37,195
001-2112-402.11-04	Holiday Pay	84,865	82,594	73,461	63,922	75,091
001-2112-402.11-09	Special Job Assignment	15,000	15,000	10,943	12,598	8,202
001-2112-402.11-10	Court	25,000	34,000	18,137	20,658	31,219
001-2112-402.11-12	Comp Hours Buy Back	-	-	19,891	11,413	13,973
001-2112-402.11-13	Training	96,000	98,000	98,349	99,028	104,017
001-2112-402.11-15	Vacation Pay	637,600	584,293	595,953	556,847	527,768
001-2112-402.11-17	Sick Pay Buy Back	131,047	-	58,814	817,238	202,186
001-2112-402.11-18	Vacation Pay Buy Back	-	-	27,329	16,024	48,026
001-2112-402.11-19	Personal Day Pay	47,205	46,000	57,401	45,929	45,890
001-2112-402.21-01	Group Insurance	888,983	851,742	862,664	795,690	752,420
001-2112-402.21-03	Board Paid Life Ins.	5,180	5,254	4,762	4,785	4,811
001-2112-402.21-04	Workers' Comp	-	-	-	225,645	214,900
001-2112-402.21-08	Group Health-Disability	75,718	75,720	75,718	75,718	75,718
001-2112-402.22-01	Social Security	-	-	4	16	1
001-2112-402.22-02	Medicare	78,955	79,337	88,868	88,212	78,042
001-2112-402.22-03	Unemployment Comp	6,900	6,900	6,900	7,000	8,875
001-2112-402.23-05	Police Pension	3,347,931	3,326,004	3,344,862	2,860,093	2,822,719
	Subtotal	10,657,686	10,200,897	10,183,214	10,451,408	9,684,438
Contractual Services						
001-2112-402.31-05	Other	5,600	5,600	4,571	13,751	4,671
001-2112-402.32-01	Medical	-	1,569	1,568	-	-
001-2112-402.34-05	Uniform Cleaning	5,500	5,357	5,032	4,243	5,136
001-2112-402.35-02	R&M-Mach & Equip	63,302	70,748	71,462	44,411	44,401
001-2112-402.35-03	R&M- Furniture & Equip	13,788	11,687	6,083	4,081	9,725
001-2112-402.35-04	Vehicles	3,000	4,000	1,500	3,098	4,408
001-2112-402.36-01	Fleet Maintenance	145,000	150,000	127,156	129,221	117,547
001-2112-402.36-03	Equipment & Vehicle	6,000	4,000	2,910	-	4,950
001-2112-402.38-01	MICA	189,243	379,610	379,610	130,517	124,302
001-2112-402.38-03	Employee Bonds	300	340	312	181	243
001-2112-402.39-01	Communications	69,424	62,228	90,374	128,428	99,916
001-2112-402.39-03	Printing & Binding	1,655	930	1,643	282	1,516
001-2112-402.39-04	Travel	-	-	-	-	8
001-2112-402.39-07	Regist, Schools, Mtgs	-	-	(500)	-	-
001-2112-402.39-08	Contracted Services	25,952	24,262	14,829	14,767	49,772
	Subtotal	528,764	720,331	706,550	472,980	466,595
Commodities						
001-2112-402.41-02	Office Supplies	1,076	-	-	-	-
001-2112-402.42-01	Natural Gas	6,030	30	-	-	-
001-2112-402.42-02	Electricity	12,700	700	633	633	768
001-2112-402.43-00	Food	200	200	110	35	150
001-2112-402.44-00	Books & Periodicals	2,192	2,192	1,873	503	2,132
001-2112-402.45-03	Equipment Consumable	32,965	50,430	48,383	23,401	37,783
001-2112-402.46-11	Other	6,840	5,295	5,135	5,145	12,960
001-2112-402.47-01	Clothing/Uniforms	40,500	40,650	43,475	39,331	46,551
001-2112-402.47-02	Safety Equipment	17,615	11,200	7,883	10,766	9,907
	Subtotal	120,118	110,697	107,492	79,814	110,251

**GENERAL FUND
POLICE DEPARTMENT**

**POLICE DEPARTMENT
PATROL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Capital Outlay						
001-2112-402.52-04	Office Equipment	-	-	-	44,435	-
001-2112-402.52-05	Machinery & Equipment	-	-	-	-	-
001-2112-402.52-06	Vehicles	-	120,143	117,535	-	-
001-2112-402.52-08	Controllables	2,800	6,575	5,020	2,267	28,300
001-2112-402.52-09	Leasehold Improvements	11,510	-	1,470	-	-
	Subtotal	14,310	126,718	124,025	46,702	28,300
Miscellaneous						
001-2112-402.61-01	Dues	1,820	1,990	1,771	2,206	1,765
001-2112-402.61-04	Other	800	614	-	320	20
	Subtotal	2,620	2,604	1,771	2,526	1,785
Debt Service						
001-2112-402.72-00	Loan/Lease Payments	68,738	68,738	68,738	-	-
	Totals	11,392,236	11,229,985	11,191,790	11,053,430	10,291,368

**GENERAL FUND
PUBLIC SAFETY**

**POLICE DEPARTMENT
TRAINING**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Contractual Services						
001-2113-402.31-05	Prof Services - Other	-	-	-	-	-
001-2113-402.35-05	R&M-Other	-	-	-	-	-
001-2113-402.36-02	Rentals - Land & Building	8,200	10,100	10,070	7,665	7,300
001-2113-402.39-04	Travel/Lodging	35,409	30,409	33,272	30,158	58,123
001-2113-402.39-05	Mileage Reimb	800	800	231	1,002	904
001-2113-402.39-07	Regist, Schools, Mtgs	39,329	48,165	32,986	8,022	31,935
001-2113-402.39-08	Contracted Services	-	-	-	-	-
	Subtotal	83,738	89,474	76,559	46,847	98,262
Commodities						
001-2113-402.41-02	Office Supplies	-	-	-	-	-
001-2113-402.43-00	Food	960	950	288	262	690
001-2113-402.44-00	Books & Periodicals	600	600	435	311	222
001-2113-402.47-01	Clothing/Uniforms	-	-	-	-	-
001-2113-402.47-02	Safety Equipment	-	-	-	-	-
001-2113-402.47-03	Training Supplies	4,740	2,600	2,110	2,262	2,414
	Subtotal	6,300	4,150	2,833	2,835	3,326
Miscellaneous						
001-2113-402.61-01	Dues	9,125	9,125	9,125	9,125	9,125
001-2113-402.61-03	Employee Awards	750	710	246	684	574
001-2113-402.61-04	Other	2,000	2,000	951	999	641
	Subtotal	11,875	11,835	10,322	10,808	10,340
	Totals	101,913	105,459	89,714	60,490	111,928

**GENERAL FUND
PUBLIC SAFETY**

**POLICE DEPARTMENT
EVIDENCE TECH**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
001-2115-402.11-01	Regular Salary/Wages	72,596	68,520	70,352	62,929	65,465
001-2115-402.11-02	Overtime	3,905	3,829	3,382	1,881	5,261
001-2115-402.11-03	Sick Pay	1,500	1,150	-	5,050	-
001-2115-402.11-04	Holiday Pay	2,439	2,484	2,384	2,074	2,033
001-2115-402.11-13	Training	-	-	12	-	-
001-2115-402.11-15	Vacation Pay	2,815	2,760	2,714	2,525	2,652
001-2115-402.11-16	Major Medical Pay	-	-	-	1,945	3,536
001-2115-402.11-17	Sick Pay Buy Back	2,252	1,472	920	-	3,625
001-2115-402.21-01	Group Insurance	8,550	8,383	8,469	8,099	7,667
001-2115-402.21-03	Board Paid Life Ins.	148	148	137	137	137
001-2115-402.21-04	Workers' Comp	-	-	-	2,540	2,419
001-2115-402.22-01	Social Security	5,301	4,963	4,687	4,531	4,826
001-2115-402.22-02	Medicare	1,240	1,174	1,111	1,071	1,141
001-2115-402.22-03	Unemployment Comp	200	200	200	200	250
001-2115-402.23-01	IMRF	9,389	6,894	6,489	7,446	9,150
	Subtotal	110,335	101,977	100,857	100,428	108,163
Contractual Services						
001-2115-402.39-02	Advertising/Publishing	-	-	-	-	-
001-2115-402.38-01	Insurance/MICA	1,401	2,529	2,529	-	-
001-2115-402.39-08	Contracted Services	-	-	-	-	-
	Subtotal	1,401	2,529	2,529	-	-
Commodities						
001-2115-402.41-02	Office Supplies	-	-	-	-	-
001-2115-402.45-01	Building Supplies	-	-	-	-	-
001-2115-402.45-03	Equipment Consumable	-	-	-	-	-
001-2115-402.46-11	Other	-	-	-	-	-
001-2115-402.46-13	Photo	-	-	-	-	-
	Subtotal	-	-	-	-	-
	Totals	111,736	104,506	103,386	100,428	108,163

**GENERAL FUND
PUBLIC SAFETY**

**POLICE DEPARTMENT
HUMANE OFFICER**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
001-2116-402.11-01	Regular Salary/Wages	41,318	38,534	37,830	37,717	36,376
001-2116-402.11-02	Overtime	17,876	17,386	15,125	12,339	13,954
001-2116-402.11-04	Holiday Pay	2,504	2,349	2,254	2,163	2,053
001-2116-402.11-15	Vacation Pay	4,472	4,349	4,952	4,264	4,229
001-2116-402.11-17	Sick Pay Buy Back	2,146	1,392	1,393	4,351	5,256
001-2116-402.21-01	Group Insurance	14,827	14,536	14,471	13,930	13,004
001-2116-402.21-03	Board Paid Life Ins.	74	74	68	68	68
001-2116-402.21-04	Workers' Comp	-	-	-	1,161	1,106
001-2116-402.22-01	Social Security	4,236	3,959	3,663	3,471	3,523
001-2116-402.22-02	Medicare	991	938	857	812	824
001-2116-402.22-03	Unemployment Comp	100	100	100	100	125
001-2116-402.23-01	IMRF	7,501	5,351	5,171	5,917	6,863
001-2116-402.24-03	CDL Reimbursements	-	-	-	30	-
	Subtotal	96,045	88,968	85,884	86,323	87,380
Contractual Services						
001-2116-402.32-01	Medical	6,400	-	-	-	-
001-2116-402.35-02	R&M-Machinery & Equip	-	-	-	-	-
001-2116-402.36-01	Fleet Maintenance	-	6,400	5,121	5,504	4,185
001-2116-402.38-01	MICA	1,290	2,630	2,630	3,827	3,645
001-2116-402.39-01	Communications	800	800	489	563	736
001-2116-402.39-04	Travel/Lodging	600	111	-	554	541
001-2116-402.39-08	Contracteed Services	143,125	152,296	155,475	132,320	137,904
	Subtotal	152,215	162,237	163,715	142,768	147,011
Commodities						
001-2116-402.45-03	Equipment Consumable	450	654	653	411	385
001-2116-402.46-11	Other	100	244	128	-	-
001-2116-402.47-01	Clothing/Uniforms	500	346	346	56	369
	Subtotal	1,050	1,244	1,127	467	754
Miscellaneous						
001-2116-402.61-01	Dues	150	50	200	200	15
	Totals	249,460	252,499	250,926	229,758	235,160

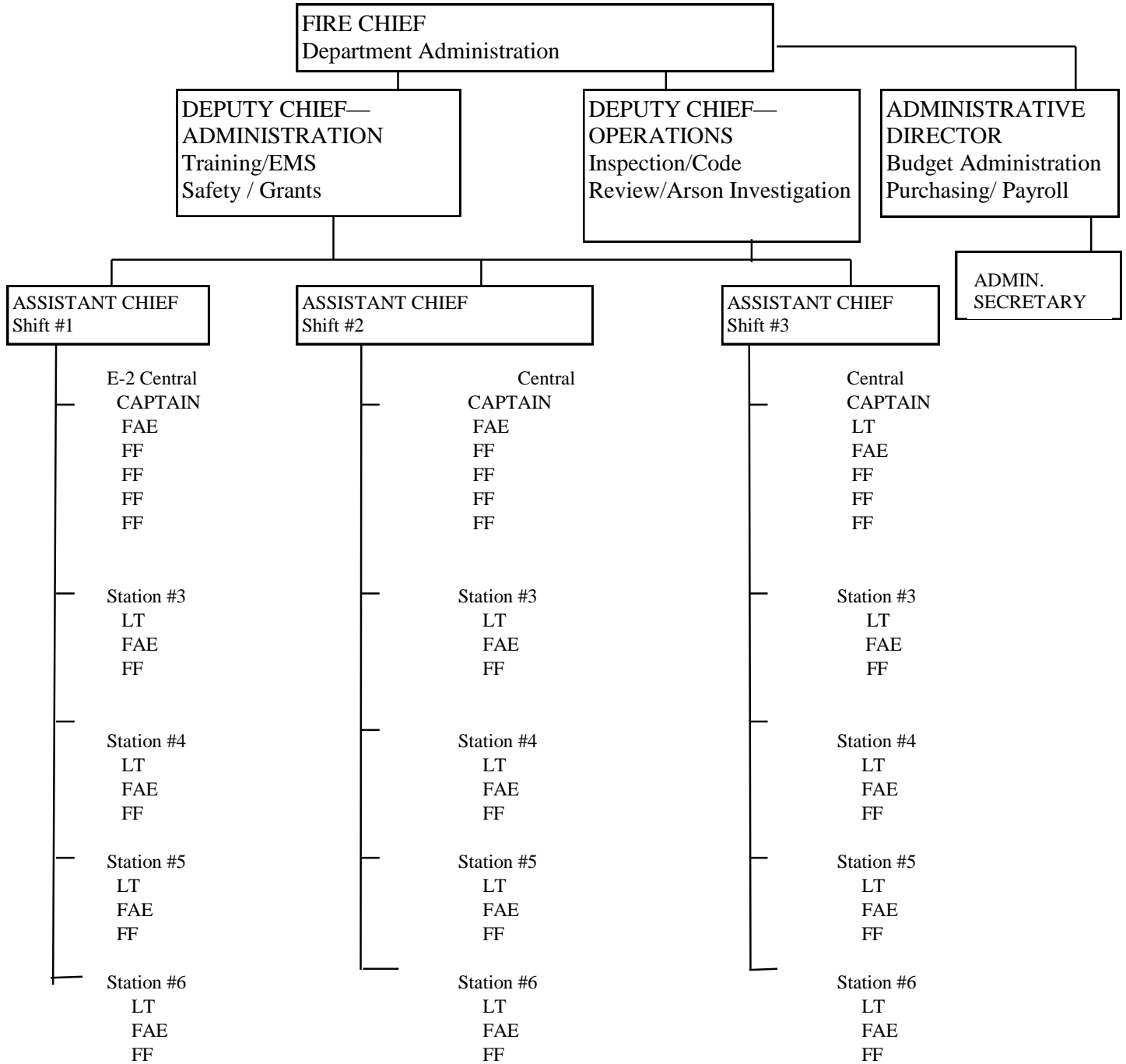
**GENERAL FUND
PUBLIC SAFETY**

**POLICE DEPARTMENT
AUXILLARY**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
001-2117-402.11-01	Regular Salary/Wages	9,000	9,000	8,500	9,000	6,200
001-2117-402.21-04	Workers' Comp	-	-	-	1,003	955
001-2117-402.22-01	Social Security	558	558	527	558	384
001-2117-402.22-02	Medicare	130	130	123	131	90
	Subtotal	9,688	9,688	9,150	10,692	7,629
Contractual Services						
Insurance/MICA	001-2117-402-38-01	44	2,117	2,117	-	-
	Totals	9,732	11,805	11,267	10,692	7,629

This chart does not reflect the reduction of positions that are not being filled after four mid-year retirements.

Quincy Fire Department Organizational Chart



PURPOSE

The Fire Department is budgetarily broken down into six different divisions. They are as follows:

2210 Administrative Division – This contains the salaries and expenses associated with the positions of Fire Chief and Deputy Chief of Operations

2211 Civilian Division – This contains the salaries and expenses associated with the two civilian positions within the department, the Administrative Director and the Administrative Assistant.

2212 Suppression Division – This contains the salaries and expenses associated with the individuals assigned to suppression activities. Additionally, this division houses all of the costs associated with equipment and apparatus needed to conduct suppression activities

2213 Fire Prevention Division - This contains the expenses associated with code enforcement activities of the department.

2214 Training Division – This contains the salary of the Deputy Chief of Administration as well as expenses associated with training personnel .

2215 Building Maintenance Division – This contains the expenses associated with maintaining all five of the Quincy Fire Department Stations.

GOALS/OBJECTIVES

- Maintain a level of service that maximizes every available dollar to ensure the best possible fire protection for the citizens of Quincy.
- This year's budget for the fire department is based upon maintaining a manning level of 60 sworn officers and 2 civilian support staff. The budget will support operations that maintain five stations, 7 pumpers, 1 heavy rescue unit and 1 aerial platform unit. Additionally, there are a variety of vehicles that are maintained to support special operations of the department.
- To replace vacated positions as quickly and effectively as possible.
- Purchase a new bunker gear dryer that will be much less harsh on gear. This is necessary as fire department gear is being washed much more often now as a means to prevent exposure to carcinogens.
- Replace Ford Taurus which is used as a travel vehicle for the department.

PAST FISCAL YEAR HIGHLIGHTS

- Placed into service two new fire apparatus to replace the oldest trucks in the fleet.
- Placed into service the new self-contained breathing apparatus.
- Implemented target Solutions Software. This software allows 24 hour access to mandatory training such as OSHA/IDOL courses and ARFF training. It also allows for real time tracking of training and course completion. These are features that are desired by the Office of the State Fire Marshal and the Insurance Services Organization (ISO).
- Implemented Track-it software. This software is used in conjunction with Target Solutions software to provide comprehensive, one stop tracking of apparatus and equipment inventories and maintenance.
- One Entry level firefighter was sent to the IL Fire Service Institute to complete his Basic Firefighter Certifications.
- Replaced the roof on the southern most portion of Central Fire Station.
- Made significant repairs to the Aerial Platform and placed back into serviceable condition.
- Promoted Lt. Demond Dade to the position of Deputy Chief of Administration upon the retirement of Deputy Chief Greg Dreyer.

BUDGET SUMMARY

The proposed budget accounts for increases as directed by Administration for personnel. There are also dollars included for the equipment of a couple of new vehicles, one of which will be purchased by the Foreign Fire Insurance Board and one of which will be purchased with dollars that have been set aside in the vehicle replacement fund.

The department anticipates three retirements this year and the budget figures are reflective of the costs of retirement buy-outs, training costs for replacement firefighters and the purchase of required protective equipment as well.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2020/2021		2019/2020	2019/2020	2018/2019
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries & Benefits	10,142,689	4.89%	9,669,882	9,537,545	9,639,604
Contractual Services	596,656	11.90%	533,221	467,615	240,737
Commodities	205,522	7.05%	191,985	178,119	133,411
Capital Outlay	28,967	29.20%	22,420	46,643	49,216
Miscellaneous	9,356	8.24%	8,644	5,472	3,541
Debt Service	12,500	0.00%	12,500	12,500	-
Totals	10,995,690	5.34%	10,438,652	10,247,894	10,066,509

Totals by Division

2210 Administration	306,635	8.54%	282,497	282,112	275,808
2211 Civilian	146,604	6.92%	137,110	136,942	133,749
2212 Firefighters	10,249,420	4.95%	9,766,464	9,623,316	9,473,196
2213 Prevention	22,300	50.78%	14,790	5,941	2,833
2214 Training	182,793	15.48%	158,291	139,804	144,848
2215 Stations	87,938	10.61%	79,500	59,779	36,075
Totals	10,995,690	5.34%	10,438,652	10,247,894	10,066,509

STAFFING

	FY 2021 PROPOSED	FY 2020 ACTUAL	FY 2019 ACTUAL	FY 2018 ACTUAL
Full Time Positions	62	62	62	62

STAFFING

Staffing for the proposed budget would be as follows:

Chief – 1
Deputy Chief – 2
Assistant Chief – 3
Captain – 3
Lieutenant – 12
Firefighter – 39
Administrative Director (civilian) – 1
Administrative Secretary (civilian) – 1

**GENERAL FUND
PUBLIC SAFETY**

**FIRE DEPARTMENT
ADMINISTRATION**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Wages						
001-2210-402.11-01	Regular Salary/Wages	173,717	161,377	164,591	157,577	156,872
001-2210-402.11-03	Sick Pay	-	-	1,230	1,409	1,690
001-2210-402.11-04	Holiday Pay	9,380	9,107	9,788	8,929	8,929
001-2210-402.11-15	Vacation Pay	19,510	9,962	16,639	17,799	18,164
001-2210-402.11-17	Sick Pay Buy Back	24,060	22,956	11,798	11,448	43,685
001-2210-402.11-18	Vacation Pay Buy Back	10,162	16,059	15,671	-	-
001-2210-402.11-19	Personal Day Pay	-	-	-	-	-
001-2210-402.21-01	Group Insurance	35,330	27,137	28,269	26,003	24,476
001-2210-402.21-02	Retirees Insurance	-	-	-	-	-
001-2210-402.21-03	Board Paid Life Ins.	148	148	139	136	136
001-2210-402.21-04	Workers' Comp	-	-	-	11,761	11,201
001-2210-402.22-02	Medicare	3,404	2,937	3,237	2,690	3,157
001-2210-402.22-03	Unemployment Comp	200	200	200	200	250
	Subtotal	275,911	249,883	251,562	237,952	268,560
Contractual Services						
001-2210-402.31-05	Prof Svc-Other	-	-	-	-	-
001-2210-402.31-05	Other	-	-	-	-	-
001-2210-402.35-02	R&M-Mach & Equip	270	270	315	270	158
001-2210-402.35-03	R&M- Furniture & Equip	-	-	-	-	251
001-2210-402.35-05	Other	-	-	-	-	-
001-2210-402.36-01	Fleet Maintenance	-	-	(480)	(360)	-
001-2210-402.36-03	Equipment & Vehicle	1,230	1,230	1,326	1,082	901
001-2210-402.38-01	MICA	2,010	3,227	3,227	12,959	12,342
001-2210-402.39-01	Communications	10,400	10,400	9,786	10,416	9,392
001-2210-402.39-02	Advertising & Publishing	400	400	349	298	153
001-2210-402.39-03	Printing & Binding	-	-	170	-	72
001-2210-402.39-04	Travel/Lodging	1,250	1,250	975	34	1,281
001-2210-402.39-05	Mileage Reimb	150	150	-	41	-
001-2210-402.39-07	Regist, Schools, Mtgs	1,000	1,000	350	-	200
001-2210-402.39-08	Contracted Services	-	-	-	-	23
	Subtotal	16,710	17,927	16,018	24,740	24,772
Commodities						
001-2210-402.41-01	Postage	350	350	148	287	255
001-2210-402.41-02	Office Supplies	3,200	3,900	3,654	2,342	3,744
001-2210-402.46-11	Other	8,735	8,708	8,608	9,229	7,313
001-2210-402.47-01	Clothing/Uniforms	-	-	-	-	-
	Subtotal	12,285	12,958	12,410	11,858	11,312
Capital Outlay						
001-2210-402.52-04	Office Equipment	-	-	-	-	-
001-2210-402.52-08	Controllable	-	-	-	-	2,586
	Subtotal	-	-	-	-	2,586
Miscellaneous						
001-2210-402.61-01	Dues	979	979	1,395	850	1,044
001-2210-402.61-04	Other	750	750	727	408	145
	Subtotal	1,729	1,729	2,122	1,258	1,189
	Totals	306,635	282,497	282,112	275,808	308,419

**GENERAL FUND
PUBLIC SAFETY**

**FIRE DEPARTMENT
ADMIN-CIVILIAN**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
001-2211-402.11-01	Regular Salary/Wages	86,464	81,143	80,705	77,386	78,180
001-2211-402.11-02	Overtime	-	-	-	-	-
001-2211-402.11-03	Sick Pay	4,671	4,580	5,051	7,531	4,756
001-2211-402.11-04	Holiday Pay	5,060	4,770	4,946	4,677	4,585
001-2211-402.11-15	Vacation Pay	8,904	8,729	8,130	7,737	7,757
001-2211-402.21-01	Group Insurance	20,151	19,756	19,634	18,962	17,961
001-2211-402.21-03	Board Paid Life Ins.	148	136	136	136	136
001-2211-402.21-04	Workers' Comp	-	-	-	372	354
001-2211-402.22-01	Social Security	6,516	6,152	6,041	5,883	5,759
001-2211-402.22-02	Medicare	1,524	1,439	1,413	1,376	1,347
001-2211-402.22-03	Unemployment Comp	200	200	200	200	250
001-2211-402.23-01	IMRF	11,540	7,571	8,052	9,489	10,574
	Subtotal	145,178	134,476	134,308	133,749	131,659
Contractual Services						
001-2211-402-38-01	Insurance/MICA	1,426	2,634	2,634	-	-
001-2211-402.39-04	Travel	-	-	-	-	-
	Subtotal	1,426	2,634	2,634	-	-
	Totals	146,604	137,110	136,942	133,749	131,659

**GENERAL FUND
PUBLIC SAFETY**

**FIRE DEPARTMENT
FIRE FIGHTERS**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
001-2212-402.11-01	Regular Salary/Wages	3,399,390	3,174,805	3,145,051	3,122,847	3,074,891
001-2212-402.11-02	Overtime	310,000	300,000	281,372	353,297	332,391
001-2212-402.11-03	Sick Pay	52,478	34,169	50,954	44,730	43,030
001-2212-402.11-04	Holiday Pay	172,698	169,156	168,489	168,383	164,089
001-2212-402.11-06	Educational Incentive	125,757	118,464	125,237	114,034	118,877
001-2212-402.11-07	Call-in	12,000	15,427	2,905	2,467	6,895
001-2212-402.11-08	Acting Officers	20,293	25,000	25,309	20,261	22,437
001-2212-402.11-12	Comp Hours	35,220	79,320	50,537	73,323	74,686
001-2212-402.11-15	Vacation Pay	349,438	340,418	339,659	328,897	328,491
001-2212-402.11-17	Sick Pay Buy Back	164,718	166,838	128,792	218,650	593,379
001-2212-402.11-18	Vacation Pay Buy Back	7,176	30,944	15,507	29,270	20,828
001-2212-402.11-19	Personal Day Pay	-	-	-	-	-
001-2212-402.11-20	Personal Day Buy Back	-	-	-	-	-
001-2212-402.11-21	Kelly Days	276,771	287,241	267,889	256,434	255,999
001-2212-402.21-01	Group Insurance	759,857	751,310	748,892	724,563	693,274
001-2212-402.21-03	Board Paid Life Ins.	4,218	4,144	3,885	3,928	3,903
001-2212-402.21-04	Workers' Comp	-	-	-	265,211	252,582
001-2212-402.21-08	Group Health-Disability	65,578	79,094	63,732	55,099	55,588
001-2212-402.22-02	Medicare	74,084	65,944	65,210	66,761	69,697
001-2212-402.22-03	Unemployment Comp	5,700	5,700	5,700	5,700	7,500
001-2212-402.23-06	Firefighter's Pension	3,758,472	3,514,052	3,540,415	3,274,394	3,116,182
001-2212-402.24-01	Tuition	9,000	9,000	8,333	22,607	10,262
	Subtotal	9,602,848	9,171,026	9,037,868	9,150,856	9,244,981
Contractual Services						
001-2212-402.32-01	Medical	-	-	-	-	-
001-2212-402.34-05	Uniform Cleaning	10,800	10,800	8,556	8,304	9,120
001-2212-402.35-02	R&M-Mach & Equip	32,979	35,538	23,099	15,060	18,434
001-2212-402.35-04	Vehicles	-	-	-	845	-
001-2212-402.35-05	R&M-Other	600	600	794	435	752
001-2212-402.36-01	Fleet Maintenance	40,035	63,010	42,790	38,279	56,234
001-2212-402.36-05	Vehicle Replacement	6,936	6,936	6,936	6,936	6,936
001-2212-402.38-01	MICA	373,048	309,027	309,027	113,557	106,574
001-2212-402.39-01	Communications	2,832	2,832	552	1,324	1,575
001-2212-402.39-07	Regist, School, Mtgs	-	-	-	-	-
001-2212-402.39-08	Contracted Services	1,460	1,460	828	782	1,023
	Subtotal	468,690	430,203	392,582	185,522	200,648
Commodities						
001-2212-402.45-02	Custodial Supplies	3,668	3,668	3,469	2,718	3,314
001-2212-402.45-03	Equipment Consumable	6,308	6,016	7,217	6,211	6,252
001-2212-402.45-04	Equip Replace Parts	2,500	3,350	502	576	688
001-2212-402.45-05	Small Tools/ Equip	500	100	91	78	-
001-2212-402.45-06	Maint Supplies-Vehicle	1,442	1,350	1,597	1,455	836
001-2212-402.46-11	Operational Supp- Other	29,412	35,671	32,626	6,828	15,685
001-2212-402.46-12	Gasoline/Diesel	25,200	25,000	25,559	26,234	23,351
001-2212-402.47-01	Clothing/Uniforms	55,075	58,270	57,867	40,084	39,869
001-2212-402.47-02	Safety Equipment	19,710	4,290	6,595	3,396	4,271
001-2212-402.47-03	Training Supplies	-	-	-	22	-
	Subtotal	143,815	137,715	135,523	87,602	94,265

**GENERAL FUND
PUBLIC SAFETY**

**FIRE DEPARTMENT
FIRE FIGHTERS**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Capital Outlay						
001-2212-402.52-05	Machinery & Equipment	2,000	10,500	1,790	-	-
001-2212-402.52-06	Vehicles	-	-	-	-	-
001-2212-402.52-07	Furniture & Fixtures	-	-	-	-	-
001-2212-402.52-08	Controllable	19,567	4,520	43,053	49,216	6,258
	Subtotal	21,567	15,020	44,843	49,216	6,258
Debt Service						
001-2212-402.72-00	Loan/Lease Payments	12,500	12,500	12,500	-	-
	Totals	10,249,420	9,766,464	9,623,316	9,473,196	9,546,152

**GENERAL FUND
PUBLIC SAFETY**

**FIRE DEPARTMENT
FIRE PREVENTION**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Contractual Services						
001-2213-402.35-02	Mach & Equip	-	-	-	-	-
001-2213-402.38-01	MICA	-	-	-	-	1,575
001-2213-402.39-01	Communications	-	-	-	-	-
001-2213-402.39-04	Travel	3,100	1,900	14	-	241
001-2213-402.39-07	Regist, Schools, Mtgs	4,200	3,200	1,530	-	800
	Subtotal	7,300	5,100	1,544	-	2,616
Commodities						
001-2213-402.44-00	Books & Periodicals	2,150	2,150	1,813	1,743	1,346
001-2213-402.46-11	Other	8,110	-	-	(70)	2,334
001-2213-402.46-13	Photo	-	-	-	-	-
001-2213-402.47-01	Clothing/Uniforms	-	-	-	-	-
	Subtotal	10,260	2,150	1,813	1,673	3,679
Capital Outlay						
001-2213-402.52-08	Controllable	-	2,300	-	-	-
Miscellaneous						
001-2213-402.61-01	Dues	1,240	1,240	1,688	1,020	1,329
001-2213-402.61-04	Other	3,500	4,000	896	140	1,512
	Subtotal	4,740	5,240	2,584	1,160	2,841
	Totals	22,300	14,790	5,941	2,833	9,136

**GENERAL FUND
PUBLIC SAFETY**

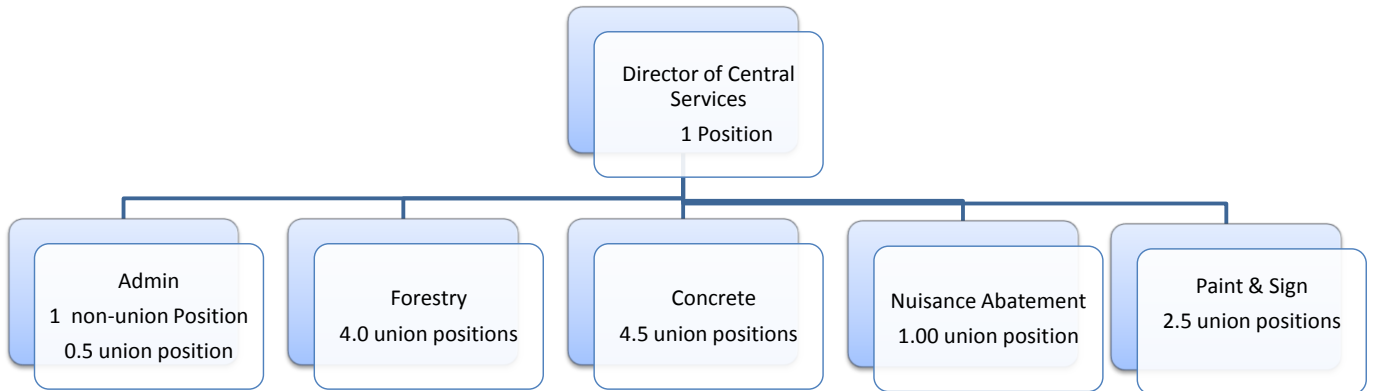
**FIRE DEPARTMENT
TRAINING**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
001-2214-402.11-01	Regular Salary/Wages	79,957	77,539	77,916	76,400	78,470
001-2214-402.11-04	Holiday Pay	4,317	4,317	4,347	4,233	4,233
001-2214-402.11-12	Comp Hours buyback	-	-	-	-	-
001-2214-402.11-15	Vacation Pay	8,980	7,599	6,764	7,407	5,249
001-2214-402.11-16	Major Medical Pay	-	-	-	-	-
001-2214-402.11-17	Sick Pay Buy Back	6,217	6,217	6,176	6,095	21,333
001-2214-402.11-19	Personal Day Pay	-	-	-	-	-
001-2214-402.21-01	Group Insurance	17,665	17,259	17,199	16,522	15,579
001-2214-402.21-03	Board Paid Life Ins.	74	74	68	68	68
001-2214-402.21-04	Workers' Comp	-	-	-	5,002	4,764
001-2214-402.22-02	Medicare	1,442	1,392	1,237	1,220	1,449
001-2214-402.22-03	Unemployment Comp	100	100	100	100	125
	Subtotal	118,752	114,497	113,807	117,047	131,270
Contractual Services						
001-2214-402.31-03	Instructional	1,200	1,200	-	-	-
001-2214-402.38-01	Insurance/MICA	2,122	2,775	2,775	-	-
001-2214-402.39-01	Communications	625	625	649	502	146
001-2214-402.39-04	Travel/Lodging	29,575	15,287	6,168	8,620	11,605
001-2214-402.39-05	Mileage Reimb	550	550	40	481	668
001-2214-402.39-07	Regist, Schools, Mtgs	27,220	20,320	15,282	15,560	11,476
001-2214-402.39-08	Contracted Services	-	-	-	-	-
	Subtotal	61,292	40,757	24,914	25,163	23,895
Commodities						
001-2214-402.44-00	Books & Periodicals	1,140	1,140	82	1,245	-
001-2214-402.45-03	Equipment Consumable	500	500	42	260	-
001-2214-402.46-11	Operational Supply/Other	422	422	358	379	482
001-2214-402.47-03	Training Supplies	-	-	-	-	-
	Subtotal	2,062	2,062	482	1,884	482
Capital Outlay						
001-2214-402.52-08	Controllable	-	-	-	-	-
Miscellaneous						
001-2214-402.61-01	Dues	625	625	125	515	334
001-2214-402.61-04	Other	62	350	476	239	365
	Subtotal	687	975	601	754	699
	Totals	182,793	158,291	139,804	144,848	156,345

**GENERAL FUND
PUBLIC SAFETY**

**FIRE DEPARTMENT
FIRE STATIONS**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Contractual Services						
001-2215-402.35-01	R&M-Buildings	40,738	36,100	29,923	5,040	2,327
001-2215-402.35-05	R&M-Other	500	500	-	272	-
	Subtotal	41,238	36,600	29,923	5,312	2,327
Commodities						
001-2215-402.42-01	Natural Gas	13,600	13,600	7,776	10,892	11,145
001-2215-402.42-02	Electricity	20,500	20,500	18,478	18,628	17,274
001-2215-402.45-01	Building Supplies	3,000	3,000	1,637	874	1,353
001-2215-402.45-02	Custodial Supplies	-	-	-	-	-
	Subtotal	37,100	37,100	27,891	30,394	29,772
Capital Outlay						
001-2215-402.52-02	Buildings	-	-	-	-	-
001-2215-402.52-07	Furniture & Fixtures	4,300	-	-	-	-
001-2215-402.52-08	Controllable	3,100	5,100	1,800	-	2,900
	Subtotal	7,400	5,100	1,800	-	2,900
Miscellaneous						
001-2215-402.61-04	Other	2,200	700	165	369	149
	Totals	87,938	79,500	59,779	36,075	35,148



PURPOSE

The Public Works division of the General Fund is the Department of Central Services consists of the following divisions: Administration, Forestry, Paint/Sign, Nuisance Abatement, Concrete, and Brush/Compost. Administration oversees all the divisions. Forestry addresses tree trimming/removal, preservation of live trees, mosquito spraying, and maintaining the right-of -ways. Paint/Sign is responsible for roadway striping and street signage, Nuisance Abatement addresses blight and ensures beautification of our city, Concrete (also known as Street Maintenance) is responsible for street maintenance including snow removal, sidewalks, curbs/gutters, and pothole repair. Brush/Compost is the contractual curb-side brush collection and compost site functions.

GOALS/OBJECTIVES

This is the first year that the Public Works divisions / Central Services is appearing in the General Fund directly and not as a subsidized fund. The goals is to continue to provide the City of Quincy safe drivable streets and sidewalks; while maintaining desirable living throughout.

PAST FISCAL YEAR HIGHLIGHTS

In FY 2020 the following services were provided to our city residents free of charge:
Forestry - removed approx 201 trees, 280 stumps, and trimmed 302 trees, contracted with Trees R Us to treat Emerald Ash Borer on 380 trees on city right of way.
Mosquito Abatement - sprayed approx 272 gallon of product, covering 1,328 miles of alley /street
Paint & Sign - striped 942 blocks of streets
Concrete - installed over 900 yards of concrete
Nuisance Abatement - cleaned up 531 properties
Brush/Compost - Evans Recycling operated city wide curb-side pickup of yard waste.

Central Service worked alot of extra hours during sandbag operations during this past year's flood.

Major investments include: Forestry ordered a 2021 Freightliner M2-106 Aerial Boom Truck which replaces a 27-year old truck in January 2020. Delivery is not expected until FYE 2021 so the expense rolled into FYE 2021. Concrete purchased a used 2005 Internation Tilt Tandem to assist Water Distribution during snow season when all trucks are front line plows.

BUDGET SUMMARY

Aside from increased costs of the additional pay period, health insurance, and IMRF, the imain increases are in Contractual Services. The Curbside brush contract makes up over \$250,000 of the budgetary increase. The MICA allocation increased \$60,000 overall and was realigned by department which increased Forestry and decreased Concrete. Fleet maintenance costs increased by \$30,000 for aging equipment that cannot be replaced. The addition of a new division for Nuisance Abatement is not increased staff, but rather a reallocation of a Concrete worker. The intent is to be more transparent about the cost related to Nuisance abatement. Also, note that for the budget historic comparisons, the costs were transferred from Central Services fund 602. The new forestry aerial boom truck is re-budgeted in FYE 2021 with expected delivery before October 2020.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2020/2021	% Change	2019/2020	2019/2020	2018/2019
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries & Benefits	1,174,311	8.71%	1,080,182	1,076,143	1,125,393
Contractual Services	1,375,478	9.04%	1,261,386	1,054,601	819,876
Commodities	138,212	19.77%	115,397	95,504	112,217
Capital Outlay	196,200	-13.65%	227,214	225,011	2,242
Miscellaneous	1,070	0.19%	1,068	500	977
Debt Service/Transfers	-	#DIV/0!	-	-	-
Totals	2,885,271	7.45%	2,685,247	2,451,759	2,060,705
-					
Totals by Division					
3110 Admin	281,699	3.17%	273,054	278,973	271,295
3112 Forestry	904,692	28.70%	702,943	753,973	553,762
3116 Paint & Sign	242,238	13.66%	213,126	216,241	196,314
3117 Nuisance Abatement	113,341	#DIV/0!	-	-	-
3152 Concrete	521,151	-24.04%	686,124	633,653	478,180
3154 Brush Compost	822,150	1.50%	810,000	568,919	561,154
Totals	2,885,271	7.45%	2,685,247	2,451,759	2,060,705

STAFFING

	FY 2021 PROPOSED	FY 2020 ACTUAL	FY 2019 ACTUAL	FY 2018 ACTUAL
Authorized Full Time Positions	14.5	14.5	15.25	15.25

The proposed budget includes the following Central Services Department staff:

Position	Full Time Equivalents (FTE)
3110 Administration	
Director of Central Services	1.00
Clerical	1.00
Laborer 822	.50
Each division has union laborer positions:	
3112 Forestry	4.00
3114 Paint & Sign	2.50
3117 Nuisance Abatement	1.00
3152 Concrete	4.50
Total	14.50

FUND 001 CENTRAL SERVICES FUND

ADMINISTRATION
DETAIL

* Note: All historical information is derived from former Fund 602 budget

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET *	2019/2020 PROJECTED ACTUAL *	2018/2019 YTD ACTUAL *	2017/2018 YTD ACTUAL *
Salaries & Benefits						
001-3110-403.11-01	Regular Salary/Wages	132,940	122,622	122,508	119,012	105,055
001-3110-403.11-02	Overtime	250	-	232	-	-
001-3110-403.11-03	Sick Pay	-	2,479	1,477	4,422	1,725
001-3110-403.11-04	Holiday Pay	7,311	6,798	7,487	6,861	6,164
001-3110-403.11-15	Vacation Pay	9,703	9,500	10,494	9,481	6,809
001-3110-403.11-16	Major Medical Pay	-	-	-	-	15,542
001-3110-403.11-17	Sick Pay Buy Back	4,979	2,767	4,156	1,303	3,117
001-3110-403.21-01	Group Insurance	29,716	29,133	29,033	28,026	26,486
001-3110-403.21-03	Board Paid Life Ins	185	185	171	170	170
001-3110-403.21-04	Workers' Comp	-	-	-	9,571	9,115
001-3110-403.22-01	Social Security	9,608	8,931	8,926	8,599	8,373
001-3110-403.22-02	Medicare	2,247	2,097	2,087	2,011	1,958
001-3110-403.22-03	Unemployment Comp.	300	300	300	200	344
001-3110-403.23-01	IMRF	17,015	13,099	12,205	14,057	15,646
001-3110-403.23-02	CDL Reimbursements	60	-	30	30	-
	Subtotals	214,314	197,911	199,106	203,743	200,504
Contractual Services						
001-3110-403.31-05	Prof Svcs - Other	2,300	2,300	2,175	2,175	2,175
001-3110-403.34-03	Custodial	500	500	40	223	3,779
001-3110-403.35-01	Buildings	7,400	6,000	5,564	4,750	7,735
001-3110-403.35-02	Machinery & Equip	1,500	1,500	4,104	3,377	1,131
001-3110-403.35-05	R&M-Other	100	100	-	35	131
001-3110-403.36-01	Fleet Maintenance	-	300	-	-	145
001-3110-403.36-03	Equipment & Vehicle	700	700	570	637	606
001-3110-403.38-01	MICA	5,591	11,099	11,099	9,987	9,511
001-3110-403.39-01	Communications	1,089	6,126	5,614	1,269	3,297
001-3110-403.39-02	Advertising/Publishing	300	300	-	253	259
001-3110-403.39-03	Printing & Binding	100	100	16	195	-
001-3110-403.39-04	Travel	800	759	758	-	48
001-3110-403.39-05	Mileage Reimb	3,600	3,600	3,600	3,600	2,700
001-3110-403.39-07	Regist, Schools, Mtgs	600	600	415	-	220
001-3110-403.39-08	Contracted Services	3,800	4,006	4,854	3,832	3,049
	Subtotals	28,380	37,990	38,809	30,333	34,786
Commodities						
001-3110-403.41-01	Postage	100	50	1,763	1,509	54
001-3110-403.41-02	Office Supplies	835	835	1,091	1,343	720
001-3110-403.42-01	Natural Gas	8,000	8,729	6,987	7,863	6,919
001-3110-403.42-02	Electricity	20,000	20,000	21,005	18,416	18,892
001-3110-403.46-11	Other	2,000	715	1,946	999	1,595
001-3110-403.47-02	Safety Equipment	5,000	6,257	7,766	6,787	7,386
	Subtotals	35,935	36,586	40,558	36,917	35,566
Capital Outlay						
001-3110-403.52-08	Controllable	2,500	67	-	-	-
	Subtotals	2,500	67	0	0	0
Miscellaneous						
001-3110-403.61-01	Dues	500	430	500	250	250
001-3110-403.61-04	Other	70	70	-	52	15
	Subtotals	570	500	500	302	265
	Totals	281,699	273,054	278,973	271,295	271,121

FUND 001 CENTRAL SERVICES FUND

FORESTRY
DETAIL

* Note: All historical information is derived from former Fund 602 budget

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET *	2019/2020 PROJECTED ACTUAL *	2018/2019 YTD ACTUAL *	2017/2018 YTD ACTUAL *
Salaries & Benefits						
001-3112-403.11-01	Regular Salary/Wages	171,882	192,889	206,742	212,040	165,680
001-3112-403.11-02	Overtime	21,654	17,636	18,470	18,712	12,101
001-3112-403.11-03	Sick Pay	4,401	4,284	6,618	5,983	2,815
001-3112-403.11-04	Holiday Pay	10,187	9,206	10,811	13,392	9,875
001-3112-403.11-15	Vacation Pay	12,748	12,408	12,608	15,765	13,592
001-3112-403.11-16	Major Medical Pay	-	-	-	1,470	-
001-3112-403.11-17	Sick Pay Buy Back	4,330	2,810	1,366	10,755	13,417
001-3112-403.11-18	Vac Pay Buy Back	-	-	-	-	4,662
001-3112-403.12-01	Part-Time salary/wages	-	23,838	24,651	9,840	14,235
001-3112-403.21-01	Group Insurance	56,907	68,442	73,241	72,176	54,318
001-3112-403.21-03	Board Paid Life Ins	294	294	372	377	302
001-3112-403.21-04	Workers' Comp	-	-	-	31,540	30,038
001-3112-403.22-01	Social Security	13,963	14,558	16,592	16,559	13,362
001-3112-403.22-02	Medicare	3,265	3,429	3,880	3,873	3,125
001-3112-403.22-03	Unemployment Comp.	400	400	400	600	594
001-3112-403.23-01	IMRF	24,727	21,333	21,615	26,365	24,611
001-3112-403.24-03	CDL Reimbursements	60	60	65	30	-
	Subtotal	324,818	371,587	397,431	439,477	362,727
Contractual Services						
001-3112-403.35-02	Machinery & Equip	1,100	817	1,057	498	305
001-3112-403.36-01	Fleet Maintenance	60,000	46,000	67,714	70,956	49,598
001-3112-403.36-05	Vehicle Replacement	32,440	21,780	22,440	22,440	40,016
001-3112-403.38-01	MICA	264,901	42,886	42,886	9,210	8,771
001-3112-403.39-01	Communications	1,723	-	-	-	-
001-3112-403.39-02	Advertising/Publishing	150	150	296	-	-
001-3112-403.39-07	Regist, Schools, Mtgs	1,800	-	-	-	-
001-3112-403.39-08	Contracted Services	18,500	17,833	17,633	71	170
	Subtotal	380,614	129,466	152,026	103,175	98,860
Commodities						
001-3112-403.46-05	Chemicals	5,000	4,400	7,513	7,951	7,374
001-3112-403.46-11	Other	1,750	1,400	1,281	1,197	924
001-3112-403.47-02	Safety Equipment	310	390	1,293	1,302	183
	Subtotal	7,060	6,190	10,087	10,450	8,481
Capital Outlay						
001-3112-403.52-05	Machinery & Equip	0	-	-	-	-
001-3112-403.52-06	Vehicles	190,000	189,000	188,746	-	-
001-3112-403.52-08	Controllable	2,200	6,700	5,683	660	2,852
	Subtotal	192,200	195,700	194,429	660	2,852
	Totals	904,692	702,943	753,973	553,762	472,920

FUND 001 CENTRAL SERVICES FUND

PAINT & SIGN SHOP
DETAIL

* Note: All historical information is derived from former Fund 602 budget

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET *	2019/2020 PROJECTED ACTUAL *	2018/2019 YTD ACTUAL *	2017/2018 YTD ACTUAL *
Salaries & Wages						
001-3116-403.11-01	Regular Salary/Wages	106,868	96,765	98,197	85,622	72,619
001-3116-403.11-02	Overtime	7,085	4,061	6,034	5,632	3,370
001-3116-403.11-03	Sick Pay	4,281	4,166	3,140	2,957	3,572
001-3116-403.11-04	Holiday Pay	4,994	4,513	4,844	4,689	4,151
001-3116-403.11-15	Vacation Pay	8,042	7,826	7,403	7,008	8,102
001-3116-403.11-16	Major Medical Pay	-	-	-	-	-
001-3116-403.11-17	Sick Pay Buy Back	-	-	1,302	1,302	-
001-3116-403.11-18	Vacation Pay Buy Back	-	-	-	-	-
001-3116-403.21-01	Group Insurance	34,764	31,981	32,379	28,847	24,250
001-3116-403.21-02	Retiree Insurance	-	-	-	-	-
001-3116-403.21-03	Board Paid Life Ins	148	148	168	150	135
001-3116-403.21-04	Workers' Comp	-	-	-	9,568	9,112
001-3116-403.22-01	Social Security	8,137	6,884	6,881	6,066	5,092
001-3116-403.22-02	Medicare	1,903	1,623	1,609	1,419	1,191
001-3116-403.22-03	Unemployment Comp.	200	200	200	200	125
001-3116-403.23-01	IMRF	14,410	10,206	9,822	10,362	10,166
001-3116-403.24-03	CDL Reimbursements	30	17	30	-	30
	Subtotal	190,862	168,390	172,009	163,822	141,915
Contractual Services						
001-3116-403.36-01	Fleet Maintenance	17,000	5,000	4,777	4,478	4,864
001-3116-403.38-01	MICA	2,284	11,049	11,049	3,493	3,327
001-3116-403.39-01	Communications	192	-	-	-	-
	Subtotal	19,476	16,049	15,826	7,971	8,191
Commodities						
001-3116-403.45-01	Building Supplies	-	648	-	-	-
001-3116-403.46-06	Signs & Posts	6,800	4,800	3,810	4,003	7,582
001-3116-403.46-08	Paint	24,000	23,000	23,097	19,932	13,834
001-3116-403.46-11	Other	1,100	239	1,499	586	52
001-3116-403.47-01	Clothing/Uniforms	-	-	-	-	-
001-3116-403.47-02	Safety Equipment	-	-	-	-	-
	Subtotal	31,900	28,687	28,406	24,521	21,468
Capital Outlay						
001-3116-403.52-05	Machinery & Equipment	-	-	-	-	-
	Subtotal	0	0	0	0	0
	Totals	242,238	213,126	216,241	196,314	171,574

FUND 001 CENTRAL SERVICES FUND

NUISANCE ABATEMENT
DETAIL

* Note: All historical information is derived from former Fund 602 budget

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET *	2019/2020 PROJECTED ACTUAL*	2018/2019 YTD ACTUAL*	2017/2018 YTD ACTUAL*
Salaries & Wages						
001-3117-403.11-01	Regular Salary/Wages	42,670				
001-3117-403.11-02	Overtime	2,500				
001-3117-403.11-03	Sick Pay	2,105				
001-3117-403.11-04	Holiday Pay	2,456				
001-3117-403.11-15	Vacation Pay	2,631				
001-3117-403.11-16	Major Medical Pay	-				
001-3117-403.11-17	Sick Pay Buy Back	-				
001-3117-403.11-18	Vacation Pay Buy Back	-				
001-3117-403.12-01	Part Time Salary/Wage	29,000				
001-3117-403.21-01	Group Insurance	18,407				
001-3117-403.21-02	Retiree Insurance	-				
001-3117-403.21-03	Board Paid Life Ins	74				
001-3117-403.21-04	Workers' Comp	-				
001-3117-403.22-01	Social Security	5,044				
001-3117-403.22-02	Medicare	1,180				
001-3117-403.22-03	Unemployment Comp.	100				
001-3117-403.23-01	IMRF	5,749				
001-3117-403.24-03	CDL Reimbursements	-				
	Subtotal	111,916	0	0	0	0
Contractual Services						
001-3117-403.35-05	Repair & Maint Other	-				
001-3117-403.36-01	Fleet Maintenance	-				
001-3117-403.36-03	Equipment & Vehicle	-				
001-3117-403.38-01	MICA	-				
001-3117-403.39-02	Communications	675				
001-3117-403.39-01	Printing & Binding	-				
001-3117-403.39-08	Contractual Services	-				
	Subtotal	675				
Commodities						
001-3117-403.45-01	Building Supplies	-				
001-3117-403.45-03	Equip Consumable	-				
001-3117-403.45-05	Small Tools/Equip	-				
001-3117-403.45-06	Signs & Posts	-				
001-3117-403.46-07	Barricades	-				
001-3117-403.46-08	Paint	-				
001-3117-403.46-11	Other	750				
001-3117-403.47-01	Clothing/Uniforms	-				
001-3117-403.47-02	Safety Equipment	-				
	Subtotal	750				
Capital Outlay						
001-3117-403.52-06	Vehicles	-	-	-	-	
001-3117-403.52-08	Controllable	-				
	Subtotal	0	0	0	0	0
	Totals	113,341				

FUND 001 CENTRAL SERVICES FUND

CONCRETE (STREET MAINTENANCE)

* Note: All historical information is derived from former Fund 602 budget

DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET *	2019/2020 PROJECTED ACTUAL*	2018/2019 YTD ACTUAL*	2017/2018 YTD ACTUAL*
Salaries & Benefits						
001-3152-403.11-01	Regular Salary/Wages	187,410	197,790	155,841	160,353	215,620
001-3152-403.11-02	Overtime	12,489	9,012	13,117	9,102	7,431
001-3152-403.11-03	Sick Pay	3,702	5,703	9,126	10,992	8,612
001-3152-403.11-04	Holiday Pay	12,300	13,390	13,583	11,170	13,554
001-3152-403.11-15	Vacation Pay	14,063	13,772	15,649	11,607	17,097
001-3152-403.11-16	Major Medical Pay	-	-	3,770	15,692	-
001-3152-403.11-17	Sick Pay Buy Back	4,210	5,975	7,042	3,528	14,626
001-3152-403.11-18	Vac Pay Buy Back	-	2,775	1,068	-	-
001-3152-403.21-01	Group Insurance	53,708	56,833	55,059	57,028	66,507
001-3152-403.21-03	Board Paid Life Ins	332	443	300	322	401
001-3152-403.22-01	Social Security	14,519	13,449	13,107	13,264	16,461
001-3152-403.22-02	Medicare	3,396	3,666	1,065	3,102	3,849
001-3152-403.22-03	Unemployment Comp	500	700	700	700	750
001-3152-403.23-01	IMRF	25,712	18,726	18,110	21,401	30,706
001-3152-403.24-03	CDL Reimbursements	60	60	60	90	-
	Subtotal	332,401	342,294	307,597	318,351	395,614
Contractual Services						
001-3152-403.36-01	Fleet Maintenance	50,000	45,000	57,578	68,853	37,494
001-3152-403.36-05	Vehicle Replacement	30,576	30,576	30,576	30,576	13,476
001-3152-403.38-01	MICA	42,267	190,330	190,330	17,814	48,566
001-3152-403.39-01	Communications	1,340	675	537	-	-
001-3152-403.39-02	Contracted Services	-	1,300	-	-	-
	Subtotal	124,183	267,881	279,021	117,243	99,536
Commodities						
001-3152-403.45-03	Equip Consumable	-	800	15	428	682
001-3152-403.45-04	Equip Replace Parts	-	200	15	-	116
001-3152-403.45-05	Small Tools/ Equip	1,400	1,400	619	435	139
001-3152-403.46-01	Concrete	2,000	1,000	-	(2,280)	-
001-3152-403.46-03	Sand, Stone & Gravel	-	-	-	-	-
001-3152-403.46-04	Salt & Cinders	57,000	39,477	14,917	41,476	1,559
001-3152-403.46-07	Barricades	100	100	-	106	-
001-3152-403.46-10	Lumber	-	300	-	-	121
001-3152-403.46-11	Other	1,850	443	673	123	1,246
001-3152-403.47-01	Clothing/Uniforms	-	157	154	-	-
001-3152-403.47-02	Safety Equipment	217	57	60	41	32
	Subtotal	62,567	43,934	16,453	40,329	3,895
Capital Outlay						
001-3152-403.52-05	Machinery & Equip	-	-	-	-	-
001-3152-403.52-06	Vehicles	-	30,000	29,000	-	-
001-3152-403.52-08	Controllable	1,500	1,447	1,582	1,582	1,759
001-3152-403.53-09	Other	-	0	-	-	-
	Subtotal	1,500	31,447	30,582	1,582	1,759
Miscellaneous						
602-3152-403.61-04	Other	500	568	-	675	-
	Totals	521,151	686,124	633,653	478,180	500,804

FUND 001 CENTRAL SERVICES FUND

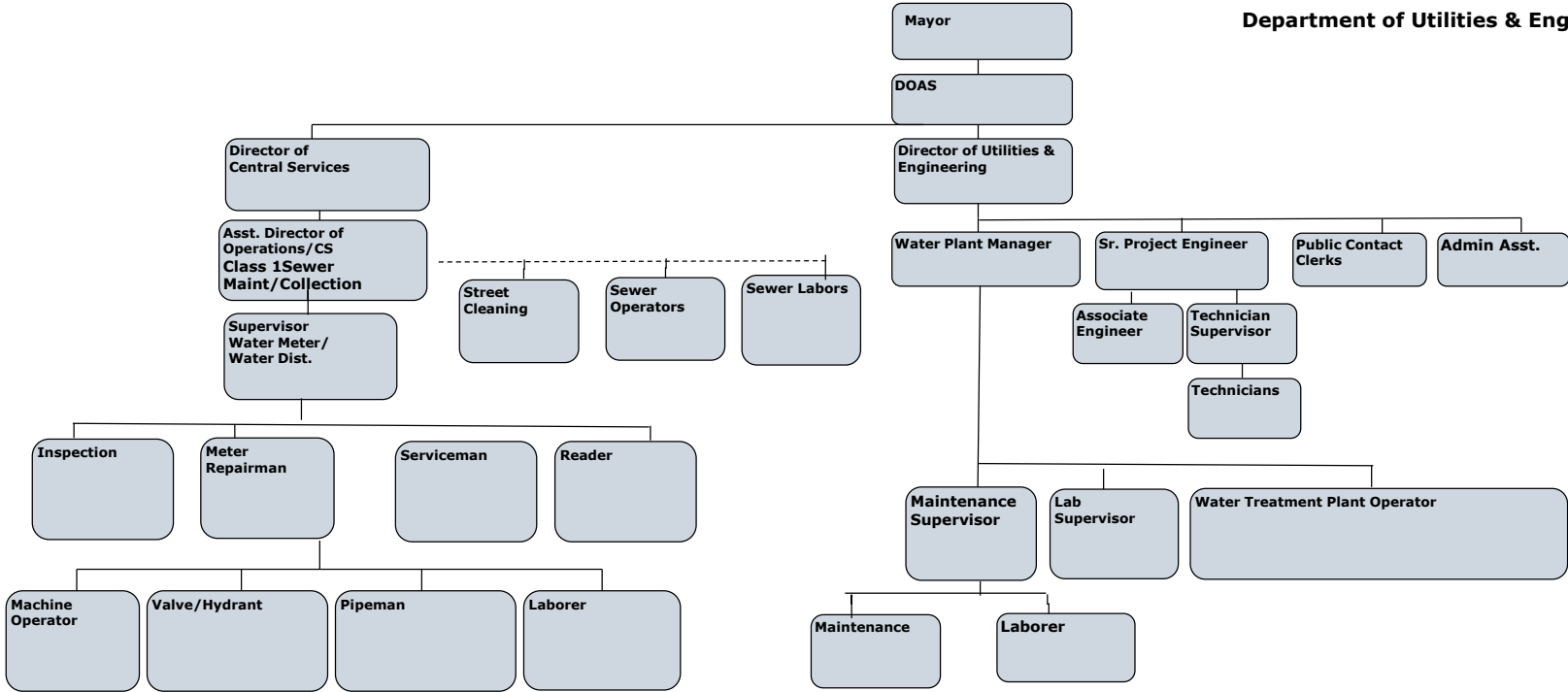
BRUSH/COMPOST

** Note: All historical information is derived from former Fund 602 budget*

DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET *	2019/2020 PROJECTED ACTUAL *	2018/2019 YTD ACTUAL *	2017/2018 YTD ACTUAL *
Contractual Services						
602-3154-403.39-08	Contracted Services	822,150	810,000	568,919	561,154	552,861
	Totals	822,150	810,000	568,919	561,154	552,861

Department of Utilities & Engineering



** Note: Left side of chart represents positions paid by the Utilities Department, but under the direction of the Director of Central Services

PURPOSE

The Engineering Department is responsible for the administration of public improvements within the City of Quincy. The Department duties include planning, estimating project costs, and designing & supervising construction of public infrastructure, such as water mains, sewer mains, streets, alleys and traffic control devices: review and evaluate proposed subdivisions and site plans for private construction; maintain traffic control devices within the City; maintain three (3) City-owned landfills; maintain City-owned parking lots; maintain the Amtrak station; and issue permits for excavations and improvements on City right-of-way.

GOALS/OBJECTIVES

The Engineering Department has set the following goals for the upcoming fiscal year:

- Prepare design, bidding and construction documents for various infrastructure improvement projects totaling \$5 million in construction
- Identify additional opportunities for energy savings at City facilities and determine return on investments

PAST FISCAL YEAR ACCOMPLISHMENTS

In the previous fiscal year, the Engineering Department:

- Designed various infrastructure replacement projects totaling over \$5 million in construction, saving the city approximately \$500,000 compared to hiring a consulting engineer.
- Reduced landfill groundwater monitoring costs by combining city-wide analytical testing needs into a single contract
- Replaced lighting at Central Services with LED fixtures to improve visibility and reduced operating expenses (estimated return on investment 1.5 years)

BUDGET SUMMARY

The proposed budget represents a \$93,000 increase from the projected actual spending for FY20.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2020/2021		2019/2020	2019/2020	2018/2019
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries & Benefits	505,242	9.06%	463,272	471,335	490,346
Contractual Services	229,867	7.46%	213,907	192,198	126,027
Commodities	434,500	7.84%	402,900	412,775	360,692
Capital Outlay	32,500	-76.10%	136,000	31,394	2,329
Miscellaneous	4,600	-1.08%	4,650	4,054	1,416
Debt Services	7,514	0.00%	7,514	8,775	7,806
Totals	1,214,223	-1.14%	1,228,243	1,120,531	988,616

Totals by Division

3712 Engineering	626,479	11.78%	560,438	559,604	530,514
3714 Amtrak	14,819	-17.06%	17,868	14,895	11,643
3716 Landfill	161,425	-39.84%	268,337	153,592	102,291
3717 Parking Lot Maint	9,000	-1.10%	9,100	7,514	7,312
3718 Street Lights	402,500	8.05%	372,500	384,926	336,856
Totals	1,214,223	-1.14%	1,228,243	1,120,531	988,616

STAFFING

	FY 2021 PROPOSED	FY 2020 ACTUAL	FY 2019 ACTUAL	FY 2018 ACTUAL
Full Time Positions	5.25	5.10	4.85	7.00

The proposed budget includes the following Engineering Department staff:

Position	Full Time Equivalents (FTE)
Director of Utilities & Engineering	.25
Project Engineer	1.00
Engineering Technicians	2.00
Enviromental Coordinator	.75
Traffic Signal Coordinator	1.00
Administrative assistant	.25
Total	5.25

**GENERAL FUND
ENGINEERING**

**ENGINEERING
Detail**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021	2019/2020	2019/2020	2018/2019	2017/2018
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Salaries & Benefits						
001-3712-404.11-01	Regular Salary/Wages	299,074	274,613	267,090	276,031	330,472
001-3712-404.11-02	Overtime	5,811	5,009	7,963	7,974	7,413
001-3712-404.11-03	Sick Pay	6,887	9,255	7,844	7,555	5,348
001-3712-404.11-04	Holiday Pay	16,745	15,330	16,171	15,290	18,220
001-3712-404.11-15	Vacation Pay	17,493	16,709	17,933	15,062	18,746
001-3712-404.11-16	Major Medical Pay	-	-	15,737	693	4,250
001-3712-404.11-17	Sick Pay Buy Back	7,444	4,527	2,256	5,313	13,832
001-3712-404.12-01	Regular Salary/Wages	-	-	-	2,494	-
001-3712-404.21-01	Group Insurance	84,723	80,145	84,620	81,020	91,423
001-3712-404.21-03	Board Paid Life Ins.	387	376	366	367	443
001-3712-404.21-04	Workers' Comp	-	-	-	23,441	22,325
001-3712-404.22-01	Social Security	21,914	20,199	18,657	17,990	21,471
001-3712-404.22-02	Medicare	5,125	8,249	4,363	4,392	5,021
001-3712-404.22-03	Unemployment Comp	800	800	800	800	750
001-3712-404.23-01	IMRF	38,809	28,060	27,535	31,924	44,167
001-3712-404.24-03	CDL Reimbursements	30	-	-	-	30
	Subtotal	505,242	463,272	471,335	490,346	583,912
Contractual Services						
001-3712-404.31-04	Prof Svcs-Eng/Architect	15,000	16,319	10,184	6,920	60,123
001-3712-404.35-02	R&M-Mach & Equip	4,500	4,500	3,772	1,900	3,447
001-3712-404.35-05	Repair & Maint - Other	-	-	414	-	-
001-3712-404.35-06	R&M- Infrastructure	-	-	131	-	-
001-3712-404.36-01	Fleet Maintenance	5,500	4,500	5,137	4,372	4,145
001-3712-404.36-03	Equipment	2,500	2,500	2,434	2,363	2,035
001-3712-404.38-01	MICA	75,237	51,597	51,597	15,553	14,812
001-3712-404.39-01	Communications	3,100	3,000	3,098	2,767	2,592
001-3712-404.39-02	Advertising/Publishing	3,000	1,500	3,159	823	894
001-3712-404.39-03	Printing & Binding	100	100	-	-	105
001-3712-404.39-04	Travel	1,000	1,000	99	99	90
001-3712-404.39-05	Mileage Reimb	500	500	537	520	418
001-3712-404.39-07	Regist, Schools, Mtgs	2,000	2,000	468	813	3,105
	Subtotal	112,437	87,516	81,030	36,130	91,765
Commodities						
001-3712-404.41-01	Postage	750	500	641	554	341
001-3712-404.41-02	Office Supplies	1,500	1,750	1,693	1,241	2,003
001-3712-404.44-00	Books & Periodicals	200	200	160	160	160
001-3712-404.45-03	Equip Consumable	150	200	44	41	382
001-3712-404.45-04	Equip Replace Parts	100	100	1,257	900	176
001-3712-404.45-05	Small Tools/ Equip	1,500	2,000	799	198	443
001-3712-404.46-08	Paint	250	300	-	-	420
001-3712-404.46-11	Operational Supplies	250	500	268	72	-
001-3712-404.47-02	Safety Equipment	100	100	67	29	46
	Subtotal	4,800	5,650	4,929	3,195	3,970
Capital Outlay						
001-3712-404.52-08	Controllable	2,500	2,500	989	-	2,067
	Subtotal	2,500	2,500	989	-	2,067
Miscellaneous						
001-3712-404.61-01	Dues	500	500	172	-	177
001-3712-404.61-04	Other	1,000	1,000	1,149	843	-
	Totals	626,479	560,438	559,604	530,514	681,892

**GENERAL FUND
ENGINEERING**

AMTRAK STATIONS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Contractual Services						
001-3714-403.33-01	Water/Sewerage	150	150	63	111	93
001-3714-403.34-04	Lawn Care	-	-	-	-	-
001-3714-403.35-01	R&M-Buildings	1,000	1,500	177	110	3,815
001-3714-403.35-05	R&M-Other	1,500	2,000	-	-	-
001-3714-403.36-02	Land & Building	-	-	-	-	-
001-3714-403.38-01	Insurance/MICA	705	2,754	2,754	-	-
	Subtotal	3,355	6,404	2,994	221	3,908
Commodities						
001-3714-403.42-02	Electricity	3,500	3,500	3,036	3,289	3,709
001-3714-403.45-01	Building Supplies	250	250	90	327	2
001-3714-403.45-02	Custodial Supplies	100	100	-	-	47
001-3714-403.45-03	Equipment Consumable	100	100	-	-	-
001-3714-403.46-11	Other	-	-	-	-	-
	Subtotal	3,950	3,950	3,126	3,616	3,758
Miscellaneous						
001-3714-403.61-04	Miscellaneous Other	-	-	-	-	-
Debt Service						
001-3714-409.72-00	Loan/Lease Payments	7,514	7,514	8,775	7,806	7,513
	Totals	14,819	17,868	14,895	11,643	15,179

**GENERAL FUND
ENGINEERING**

LANDFILL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Contractual Services						
001-3716-405.31-02	Contracted Legal	-	-	-	-	-
001-3716-405.31-04	Engineer/Architectural	2,500	2,850	-	5,475	5,660
001-3716-405.31-05	Prof Services - Other	40,000	50,000	41,312	31,523	65,169
001-3716-405.33-01	Utilities-Water/Sewer	400	500	280	286	290
001-3716-405.35-01	R&M - Building	250	250	-	427	-
001-3716-405.35-02	R&M - Mach & Equip	1,500	1,500	1,208	1,774	758
001-3716-405.36-01	Fleet Maintenance	500	-	447	-	-
001-3716-405.36-03	Equipment & Vehicle Rent	1,000	1,000	1,299	554	-
001-3716-405.36-05	Vehicle Replacement	2,616	-	-	-	-
001-3716-405.38-01	MICA	3,109	3,937	3,937	18,738	17,846
001-3716-405.39-01	Communications	750	750	656	893	886
001-3716-405.39-02	Advertising/Publishing	400	400	389	-	262
001-3716-405.39-04	Travel	200	200	-	-	-
001-3716-405.39-07	Regist, Schools, Mtgs	100	100	-	-	434
001-3716-405.39-08	Contracted Services	55,000	50,000	54,823	26,222	30,260
	Subtotal	108,325	111,487	104,351	85,892	121,564
Commodities						
001-3716-405.41-01	Postage	200	400	160	328	474
001-3716-405.42-01	Natural Gas	2,000	2,000	2,096	2,017	1,682
001-3716-405.42-02	Electricity	5,500	5,000	5,703	5,402	4,948
001-3716-405.42-03	Bottled Gas	200	200	100	113	247
001-3716-405.45-01	Building Supplies	100	100	196	27	39
001-3716-405.45-02	Custodial Supplies	1,000	1,000	384	598	2,058
001-3716-405.45-03	Equip Consumable	500	1,000	129	901	322
001-3716-405.45-04	Equip Replace Parts	2,000	2,000	635	3,287	2,746
001-3716-405.45-05	Small Tools/ Equip	1,000	1,000	148	20	925
001-3716-405.46-11	Other	7,500	7,500	6,552	804	8,379
	Subtotal	20,000	20,200	16,103	13,497	21,820
Capital						
001-3716-405.52-03	Improv Other Than Build	-	133,500	-	-	-
001-3716-405.52-05	Machinery	15,000	-	15,966	-	-
001-3716-405.52-08	Controllable	15,000	-	14,439	2,329	1,419
	Subtotal	30,000	133,500	30,405	2,329	1,419
Miscellaneous						
001-3716-405.61-02	Taxes	100	-	83	73	-
001-3716-405.61-04	Other	3,000	3,150	2,650	500	2,675
	Totals	161,425	268,337	153,592	102,291	147,479

**GENERAL FUND
ENGINEERING**

PARKING LOT MAINTENANCE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Contractual Services						
001-3717-403.33-01	Water/Sewerage	500	500	400	477	196
001-3717-403.35-06	R&M-Infrastructure	250	500	-	215	255
	Subtotal	750	1,000	400	692	451
Commodities						
001-3717-403.42-02	Electricity	8,000	8,100	7,114	6,620	8,016
001-3717-403.45-03	Equip Consumable	250	-			
	Subtotal	8,250	8,100	7,114	6,620	8,016
	Totals	9,000	9,100	7,514	7,312	8,466

**GENERAL FUND
ENGINEERING**

STREET LIGHTS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Contractual Services						
001-3718-403.35-06	R&M-Infrastructure	5,000	7,500	3,423	3,092	321
Commodities						
001-3718-403.42-02	Electricity	390,000	355,000	379,352	327,383	337,421
001-3718-403.46-11	Other	7,500	10,000	2,151	6,381	1,795
	Subtotal	397,500	365,000	381,503	333,764	339,215
Miscellaneous						
001-3718-403.61-04	Other	-	-	-		
	Totals	402,500	372,500	384,926	336,856	339,536

CASH RESERVE FUND

SUMMARY

The Cash Reserve Fund was created in FY 2002 as a "rainy day" fund. The intended purpose of having the reserve is to cover unforeseen expenses or to replace unexpected revenue shortfall. The City Council adopted a Cash Reserve Policy which maintains the Cash Reserve Balance as 10% of the budgeted expenditures of the General Fund.

There is no planned contribution to the Cash Reserve Fund in FYE 2020.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenue						
011-0000-331.01-01	Interest Income	40,000	38,000	37,440	48,498	20,409
011-0000-391.01-00	Transfers from Bank 01		150,000	-	80,000	
	Totals	40,000	188,000	37,440	128,498	20,409
Expenses						
Inter-Fund Transfers						
011-1301-491.62-00	Non-Departmentl Trnsfr	-	-	-	-	-
011-1301-491.62-01	General Fund	-	-	-	-	-
011-1301-491.62-19	Hydro Bond pymt fd 413	-	-	-	-	-
011-1801-491-62-31	Central Garage Fund	-	-	-	-	-
011-1801-491-62-32	Central Services Fund	-	-	-	-	-
	Totals	-	-	-	-	-

**CITY OF QUINCY
SPECIAL REVENUE FUNDS**

**Revenue/Expenditures & Change in Fund Balance
Summary**

	Planning & Devlpmnt 201	9-1-1 202	Housing Resource 203	9-1-1 Surcharge 204	Franchise Fee "Green" 205	Motor Fuel Tax 210	Traffic Signal 211
Beg Balance, May 1	100	100	51,000	1,300,000	94,000	1,600,000	111,000
REVENUES							
Taxes	-	-	-	900,000	450,000	1,500,000	-
Licenses & Permits	-	-	-	-	-	-	-
Charges for Services	357,800	-	9,500	-	-	-	-
Rent & Other Income	3,200	-	-	-	-	-	3,500
Interest Income	-	-	100	12,000	2,000	15,000	1,500
Debt Proceeds	-	-	-	-	-	-	-
Grants	-	514,452	-	-	-	-	15,000
Transfers In	548,390	771,677	-	-	-	-	-
Inter-Gov. Revenues	-	-	-	-	-	-	-
TOTAL REVENUE	909,390	1,286,129	9,600	912,000	452,000	1,515,000	20,000
Total Funds Available	909,490	1,286,229	60,600	2,212,000	546,000	3,115,000	131,000
EXPENDITURES							
Salaries & Benefits	668,003	1,249,990	-	284,225	-	-	-
Contracted Services	194,125	22,582	47,400	202,730	-	435,000	15,200
Commodities	6,150	2,000	-	27,800	-	359,000	17,100
Capital Outlay	2,350	-	-	1,496,503	-	1,721,000	-
Miscellaneous	38,762	-	1,200	600	-	-	331
Debt Service	-	-	-	-	-	-	-
Transfers	-	-	10,000	-	470,000	-	-
TOTAL EXPENDITURES	909,390	1,274,572	58,600	2,011,858	470,000	2,515,000	32,631
Ending Balance, April 30	\$ 100	\$ 11,657	\$ 2,000	\$ 200,142	\$ 76,000	\$ 600,000	\$ 98,369

CITY OF QUINCY
SPECIAL REVENUE FUNDS

Revenue/Expenditures & Change in Fund Balance
Summary

	Town Road Tax 212	Econ Growth Fund 213	Arts Commission 224	Police Grants 240	Police Donations 241	State Forfeiture 242	Federal Forfeiture 243
Beginning Balance, May 1	100,000	-	10,000	8,700	28,000	28,000	1,000
REVENUES							
Taxes	4,100	1,000,000		-	-	-	-
Licenses & Permits	-			-	-	-	-
Charges for Services	-			-	-	3,000	-
Rent & Other Income	-		2,000	-	10,000	-	-
Interest Income	1,500	5,000		100	400	250	46
Debt Proceeds	-			-	-	-	-
Grants	-			17,000	-	13,000	-
Transfers In	-			-	-	-	-
Inter-Gov. Revenues	-			-	-	-	-
TOTAL REVENUE	5,600	1,005,000	2,000	17,100	10,400	16,250	46
Total Funds Available	105,600	1,005,000	12,000	25,800	38,400	44,250	1,046
EXPENDITURES							
Salaries & Benefits	-				-	-	-
Contracted Services	-	424,360	2,000	-	5,000	-	-
Commodities					10,000	10,000	-
Capital Outlay	83,900			8,500	8,000	20,000	-
Miscellaneous	-			-	-	10,000	1,000
Debt Service	-			-	-	-	-
Transfers	-			8,500	-	-	-
TOTAL EXPENDITURES	83,900	424,360	2,000	17,000	23,000	40,000	1,000
Ending Cash Balance	\$ 21,700	\$ 580,640	\$ 10,000	\$ 8,800	\$ 15,400	\$ 4,250	\$ 46

**CITY OF QUINCY
SPECIAL REVENUE FUNDS**

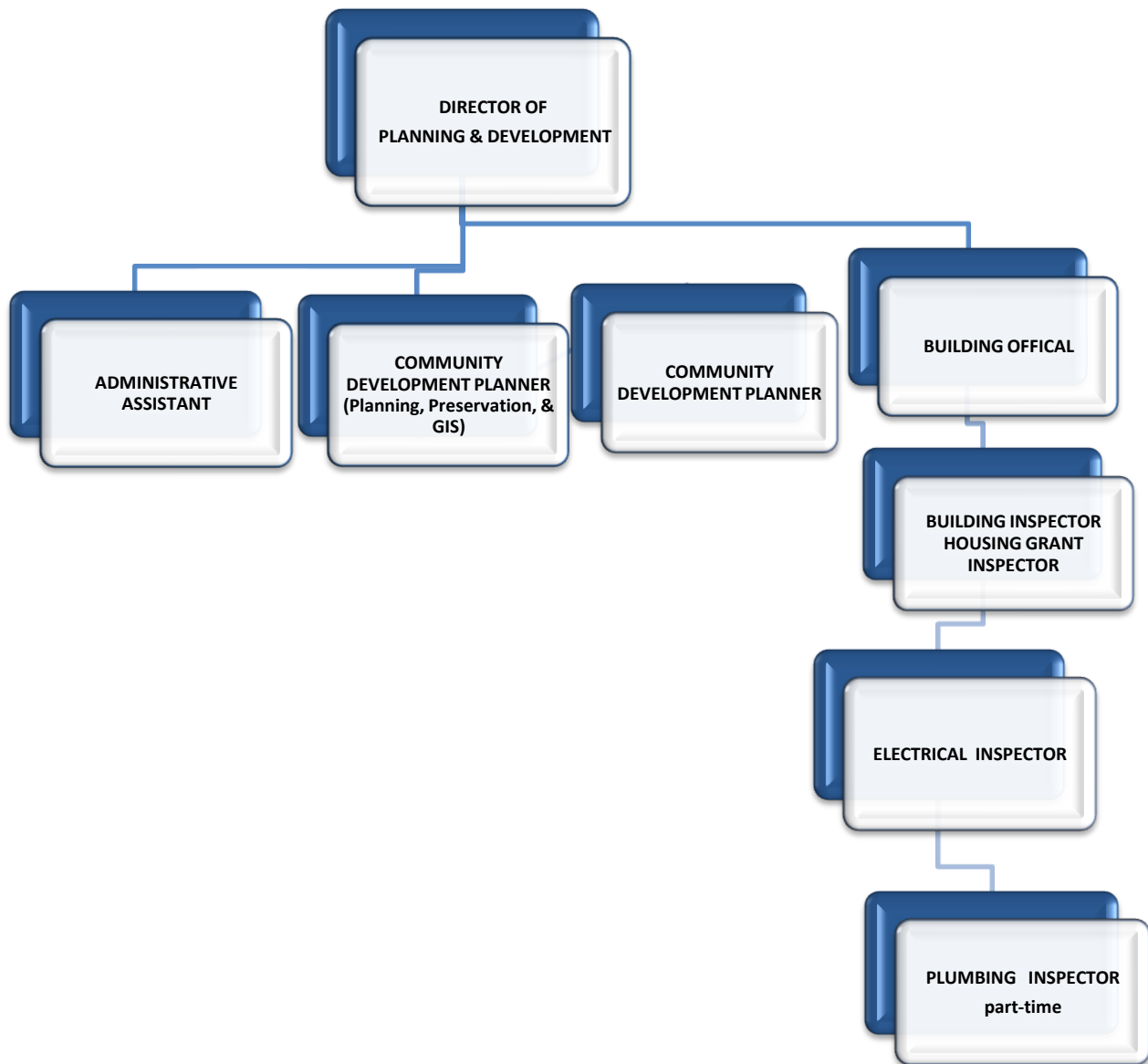
**Revenue/Expenditures & Change in Fund Balance
Summary**

	Crime Lab Fund 244	Fire Educ. & Apparatus 245	Fire Donations 246	Fire Grant 247	Police Criminal Reg 248	Police DUI 249
Beginning Balance, May 1	30,000	9,900	9,000	300	13,700	139,000
REVENUES						
Taxes		-		-		
Licenses & Permits		-		-		
Charges for Services	9,500	-		-		
Rent & Other Income		-	1,500	-	13,300	
Interest Income	427	-	-	-	-	2,000
Debt Proceeds		-		-		
Grants		1,000		25,000		25,000
Transfers In		-		-	-	
Inter-Gov. Revenues		-		-		
TOTAL REVENUE	9,927	1,000	1,500	25,000	13,300	27,000
Total Funds Available	39,927	10,900	10,500	25,300	27,000	166,000
EXPENDITURES						
Salaries & Benefits		-	-	-	5,000	
Contracted Services	7,750	1,000	-	-	-	30,500
Commodities	19,000	1,000	2,500	-	7,000	6,500
Capital Outlay	3,000	-	-	269,000	5,000	45,000
Miscellaneous	4,500	-	-	-	-	10,000
Debt Service		-	-	-		
Transfers		-	-	-		-
TOTAL EXPENDITURES	34,250	2,000	2,500	269,000	17,000	92,000
Ending Cash Balance	\$ 5,677	\$ 8,900	\$ 8,000	\$ (243,700)	\$ 10,000	\$ 74,000

**CITY OF QUINCY
SPECIAL REVENUE FUNDS**

**Revenue/Expenditures & Change in Fund Balance
Summary**

	Transit Lines 250	DCCA Grant 252	IHDA Grant 253	Other Grant 254	HUD Grant 255	Bridge Lighting 257	Total
Beginning Balance, May 1	100	2,900	23,000	15,755	7,000	66,000	3,648,555
REVENUES							
Taxes		-	-		-		3,854,100
Licenses & Permits		-	-		-		-
Charges for Services	80,000	-	-		-		459,800
Rent & Other Income	44,850	-	-		-	2,400	78,350
Interest Income	1,200	-	-	-	-		41,523
Debt Proceeds		-	-		-		-
Grants	5,185,356	150,000	325,000	48,000	-		6,318,808
Transfers In	285,143	-	-		-		1,605,210
Inter-Gov. Revenues		-	-		-		-
TOTAL REVENUE	5,596,549	150,000	325,000	48,000	-	2,400	12,357,791
Total Funds Available	5,596,649	152,900	348,000	63,755	7,000	68,400	16,006,346
EXPENDITURES							
Salaries & Benefits	2,095,631						4,302,849
Contracted Services	1,560,379	100,000	75,500	53,755	-	1,000	3,177,281
Commodities	31,565					2,400	499,615
Capital Outlay	1,491,911	50,000			-	-	5,204,164
Miscellaneous	417,063		249,500	10,000	7,000		749,956
Debt Service							-
Transfers	-	-	-		-		488,500
TOTAL EXPENDITURES	5,596,549	150,000	325,000	63,755	7,000	3,400	14,422,365
Ending Cash Balance	\$ 100	\$ 2,900	\$ 23,000	\$ -	\$ -	\$ 65,000	\$ 1,583,981



PURPOSE

The Department of Planning and Development is comprised of two offices which contributes to the development of the City and enhances the quality of life for its residents and businesses.

The Planning Office plans for short and long-range land use and development, leads economic development activities, and regulates land development activity. The office coordinates development plan reviews with other city departments and administers the Enterprise Zone, Tax Increment Finance Districts, and Economic Development Loan programs. and Retail Incentive Programs. It also administers grants for housing services. The office provides staff support to eight (8) Commissions or Committees.

The Inspection Office enforces and administers zoning, building and property maintenance sections of the Municipal Code. Inspections are based upon building code standards. The office's responsibilities include building, electrical, plumbing, and sign permit reviews, and nuisance abatement. Inspection staff consults with the public, property owners and developers on proposed building projects and construction standards. Enforcement activities include code violation investigations, minimum housing, and nuisance abatement.

GOALS/OBJECTIVES

1. Implementing Quincy 's Next Strategic Plan.
 - a. Work with consultants on the Riverfront Master Plan
 - b. Finish/adopt Quincy Regional Transportation Plan.
 - c. Seek Housing Grant to improve Riverside Neighborhoods.
 - d. Placemaking – Implement 6th Street Streetscape and 2nd Phase of Downtown Wayfinding
 - e. Foster Start Ups & Innovation – Support Retail Marketing, Retail Incentive, Tourism Marketing, Entertainment Underwriting, Strategic Marketing and Talent Attraction.
 - f. Access and Connections - Continue to support development of the Quincy Regional Transportation Plan.
 - g. Build a Greenways System - Work with Friends of the Trails.
2. Support Downtown Rental Rehab Program (DDRP).
3. Support GREDF to retain employer and retail and tourism marketing.
4. Support 2020 Census, Complete Count Committee and Census Marketing Program.
5. Work with Representative Frese and Senator Tracy to pass legislation to extend Quincy West TIF District.
6. Barge Dock Improvement Plan to elevate city dock to allow longer operation during high river water.
7. Support 48th and State Intersection design study to address unsafe and congested intersection.

PAST FISCAL YEAR HIGHLIGHTS

1. Implemented 45 x 30 Economic Development initiatives to grow Quincy population.
2. Council approved Intergovernmental Agreement for Riverfront Master Plan with County & Park District.
3. Council approved 6 Downtown Rental Rehab projects (private investment of \$427,000).
4. Completed 6th Street Design Charettee with property owners and businesses.
5. Implemented 2020 Census Marketing Campaign utilizing grant funds.
6. Assisted The District with SSA Renewal.
7. Council approved Rebuilding of Vermont St Streetscape utilizing TIF.
8. Adams County approved rebuilding City Parking Lot D with TIF Repayment.

BUDGET SUMMARY

P & D revenues for FY 20/21 are projected to generate \$357,800 which is about \$11,000 less than FY 19/20 budget. General fund and other fund subsidy is \$548,390 an increase of 8.26% (\$41,000) over the FY 19/20 budget. Building and electrical permit revenues decreased in FY 19/20 and the decline in permit fees is carried over in the FY 2021 budget.

Planned expenditures for FY 20/21 are down 12.59%. The decrease is due to the Fix or Flatten Program ; we have expended the \$150K carryover from FY 2019. No new funds above the normal budgeted \$80,000 for demolition and landfill of buildings are budgeted in FY 2021.

REVENUE SUMMARY					
ACCOUNT NUMBER	2020/2021	% Change	2019/2020	2019/2020	2018/2019
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Other Income	3,200	-43.86%	5,700	7,934	11,546
Charges for Services	357,800	-3.04%	369,000	340,252	345,072
Local Econ Dev/Rehab Grant	-		5,660	5,654	21,000
Transfers from Other Funds	548,390	8.26%	506,558	639,088	582,563
Total	909,390	2.53%	886,918	992,928	960,181

EXPENSE SUMMARY					
ACCOUNT DESCRIPTION	2020/2021	% Change	2019/2020	2019/2020	2018/2019
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries & Benefits	668,003	3.89%	642,994	636,468	641,305
Contractual Services	194,125	-43.50%	343,612	286,391	146,248
Commodities	6,150	38.20%	4,450	3,469	3,194
Capital Outlay	2,350		-	-	-
Miscellaneous	38,762	-21.47%	49,362	37,628	42,672
Totals	909,390	-12.59%	1,040,418	963,956	833,419

Totals by Division

2411 Protective Inspection	510,667	-16.55%	611,957	558,899	447,516
6310 Administration	384,873	-5.23%	406,111	389,130	373,579
6315 Planning Commission	10,200	21.43%	8,400	7,052	6,929
6316 Historic Preservation	1,850	-84.65%	12,050	8,804	4,370
6317 Board of Appeals	1,800	-5.26%	1,900	71	1,025
Totals	909,390	-12.59%	1,040,418	963,956	833,419

STAFFING				
	PROPOSED	PROPOSED	ACTUAL	ACTUAL
Full Time Positions	8.00	7.40	7.40	7.00
Part Time Positions	1.00	1.00	1.00	1.00

The Planning and Development Staffing is as follows:

Director of Planning and Development	1.00
Administrative Assistant	1.00
Community Development Planners	2.00
Building Official	1.00
Code Enforcement Officers	2.00 FT
Code Enforcement Officer	1.00 PT
Nuisance Abatement Officer	1.00 FT
Total	9.00

		REVENUES				
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
201-0000-321.00-00	Donations-Not Restricted	-	4,000	-	5,000	-
201-0000-331.01-01	Interest Income	-	-	213	132	145
201-0000-331.04-00	Origination & Loan Fees	2,700	1,200	2,603	1,275	4,831
201-0000-342.01-00	Sale of Maps	-	-	-	-	2
201-0000-342.05-00	Refunds/Reimbursmnts	-	-	-	-	-
201-0000-342.09-00	Other	-	-	13	24	-
201-0000-350.00-00	Sale of Property	500	500	5,105	5,115	481
201-0000-361.04-01	Freedom of Info Copies	-	-	-	-	-
201-0000-364.01-00	Building Permits	190,000	200,000	177,769	199,870	138,056
201-0000-364.02-00	Electrical Lic./Permits	55,000	100,000	56,188	86,232	57,900
201-0000-364.03-00	Plumbing Lic./Permits	17,000	21,000	19,638	20,434	10,028
201-0000-364.04-00	Revocable Lic./Permits	-	-	-	-	-
201-0000-364.07-00	Special Zoning Permits	14,000	17,000	12,950	17,935	14,600
201-0000-364.09-00	Zoning/Sub-division Fees	1,800	1,000	2,100	1,200	800
201-0000-364.10-00	Waived Permit Fees	30,000	(5,000)	(30,591)	(18,199)	-
201-0000-364.11-00	Entrprs Zn Permit Fees	40,000	35,000	100,424	40,100	79,272
201-0000-364.12-00	Foreclosed Prop Reg Fees	10,000	-	4,274	-	-
201-0000-365.02-00	Demolition Reimb	-	-	(2,500)	(2,500)	2,500
201-0000-381.02-01	State Grant	-	5,660	5,654	-	-
201-0000-383.01-03	Local ED/Rehab Grant	-	-	-	-	-
201-0000-383.01-04	Matching	-	-	-	21,000	25,000
201-0000-383.02-03	State ED/Rehab Grant	-	-	-	-	-
201-0000-391.01-00	Trsfr from Bank 01	-	75,000	-	-	-
201-0000-391.01-01	Trsfr from General Fund	478,390	350,033	557,563	522,563	423,100
201-0000-391.01-03	Trsfr from Hsg Rsr Fnd 203	10,000	15,000	15,000	-	-
201-0000-391.01-15	Capital Projects Fund	-	6,525	6,525	-	-
201-0000-391.01-36	Trsfr from EconDev RLF 701	10,000	10,000	10,000	10,000	12,880
201-0000-391.01-37	Trsfr from CDAP RLF 702	25,000	25,000	25,000	25,000	25,000
201-0000-391.01-38	Trsfr from CBD RLF 703	25,000	25,000	25,000	25,000	25,000
201-0000-391.01-52	Spec. Tax Alloc-TIF	-	-	-	-	-
Total		909,390	886,918	992,928	960,181	819,595

**PLANNING & DEVELOPMENT FUND
PROTECTIVE INSPECTIONS**

INSPECTIONS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
201-2411-402.11-01	Regular Salary/Wages	209,796	199,893	186,345	173,545	146,352
201-2411-402.11-03	Sick Pay	3,459	3,303	1,884	1,645	404
201-2411-402.11-04	Holiday Pay	10,902	9,988	10,484	9,321	7,078
201-2411-402.11-15	Vacation Pay	10,658	10,162	10,816	7,130	4,189
201-2411-402.11-17	Sick Pay Buy Back	5,451	3,462	9,403	11,032	22,718
201-2411-402.11-18	Vac Pay Buy Back	-	-	-	-	6,884
201-2411-402.12-01	Temporary Wages	15,600	-	15,543	15,661	10,200
201-2411-402.21-01	Group Insurance	47,831	46,893	46,597	40,849	32,805
201-2411-402.21-03	Board Paid Life Ins.	295	295	204	204	210
201-2411-402.21-04	Workers' Comp	-	-	-	24,813	23,631
201-2411-402.22-01	Social Security	15,864	14,360	13,881	12,881	11,623
201-2411-402.22-02	Medicare	3,710	3,389	3,246	3,012	2,718
201-2411-402.22-03	Unemployment Comp	400	400	400	400	500
201-2411-402.23-01	IMRF	26,381	16,512	17,789	19,557	20,826
	Subtotal	350,347	308,657	316,592	320,050	290,137
Contracted Services						
201-2411-402.31-02	Contracted Legal	5,000	15,000	30,000	25,000	-
201-2411-402.31-05	Prof Svcs - Other	1,000	-	2,320	2,320	1,017
201-2411-402.33-02	Landfill Fees	30,000	61,000	14,554	7,214	4,309
201-2411-402.36-01	Fleet Maintenance	5,000	5,000	2,625	4,080	1,820
201-2411-402.37-01	Demolitions	50,000	151,300	139,147	28,443	40,850
201-2411-402.37-02	Nuisance Abatements	800	500	443	287	272
201-2411-402.38-01	MICA	2,989	6,094	6,094	8,742	8,326
201-2411-402.39-01	Communications	3,500	1,700	2,454	1,364	966
201-2411-402.39-02	Advertising/Publishing	2,000	2,875	861	466	2,450
201-2411-402.39-03	Printing & Binding	100	100	130	-	70
201-2411-402.39-04	Travel	3,500	3,500	1,076	845	236
201-2411-402.39-05	Mileage Reimb	1,500	1,500	1,009	1,120	399
201-2411-402.39-07	Regist, Schools, Mtgs	2,500	2,500	1,082	1,666	1,198
201-2411-402.39-08	Contracted Services	25,000	17,100	15,762	13,156	10,028
	Subtotal	132,889	268,169	217,557	94,703	71,941
Commodities						
201-2411-402.41-01	Postage	1,200	1,200	818	1,012	640
201-2411-402.41-02	Office Supplies	-	-	-	-	468
201-2411-402.44-00	Books & Periodicals	1,500	400	160	433	401
201-2411-402.46-11	Oper Supplies-Other	400	400	207	365	-
	Subtotal	3,100	2,000	1,185	1,810	1,508
Capital Outlay						
201-2411-402.52-08	Controllable	1,350	-	-	-	-
	Subtotal	1,350	-	-	-	-
Miscellaneous						
201-2411-402.61-01	Dues	1,000	1,000	633	648	499
201-2411-402.61-04	Other	10,000	20,150	9,394	8,984	11,447
201-2411-402.61-08	Bad Debt Expense	-	-	-	-	2,390
201-2411-402.65-01	Administrative	-	11,981	1,665	9,991	9,990
201-2411-402.65-02	Space	11,981	-	11,873	11,330	11,340
	Subtotal	22,981	33,131	23,565	30,953	35,665
	Totals	510,667	611,957	558,899	447,516	399,251

**PLANNING & DEVELOPMENT FUND
COMMERCIAL DEVELOPMENT**

COMMUNITY DEVELOPMENT-ADMINISTRATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
201-6310-408.11-01	Regular Salary/Wages	191,888	202,070	194,836	187,908	178,415
201-6310-408.11-03	Sick Pay	-	-	130	1,064	2,309
201-6310-408.11-04	Holiday Pay	10,978	9,960	10,366	10,364	9,901
201-6310-408.11-15	Vacation Pay	10,059	9,771	12,700	16,136	13,894
201-6310-408.11-16	Major Medical	-	-	-	-	2,065
201-6310-408.11-17	Sick Pay Buy Back	7,028	10,434	11,608	19,980	24,978
201-6310-408.11-18	Vac Pay Buy Back	-	13,542	9,285	-	-
201-6310-408.21-01	Group Insurance	52,372	43,171	38,572	39,276	33,090
201-6310-408.21-03	Board Paid Life Ins.	296	289	236	232	225
201-6310-408.21-04	Workers' Comp	-	-	-	979	932
201-6310-408.22-01	Social Security	14,854	16,331	15,132	14,230	14,210
201-6310-408.22-02	Medicare	3,474	4,046	3,539	3,328	3,323
201-6310-408.22-03	Unemployment Comp	400	400	400	400	425
201-6310-408.23-01	IMRF	26,307	20,323	20,850	23,153	26,035
	Subtotal	317,656	330,337	317,654	317,050	309,801
Contractual Services						
201-6310-408.31-01	Audit	-	3,850	3,850	5,358	5,288
201-6310-408.31-04	Engineer/Architectural	1,000	950	950	-	-
201-6310-408.31-05	Other	-	8,750	10,000	11,250	104,632
201-6310-408.35-03	R&M- Furn & Equip	-	-	400	400	300
201-6310-408.36-03	Equip & Vehicle Rental	3,000	4,500	2,471	2,576	2,914
201-6310-408.38-01	MICA	21,136	15,093	15,093	3,719	3,542
201-6310-408.38-03	Employee Bonds	-	-	-	-	49
201-6310-408.39-01	Communications	500	400	309	383	146
201-6310-408.39-02	Advertising/Publishing	600	2,100	597	429	345
201-6310-408.39-03	Printing & Binding	200	1,600	950	132	297
201-6310-408.39-04	Travel	2,000	1,100	1,644	365	1,665
201-6310-408.39-05	Mileage Reimb	5,000	5,000	3,955	4,452	4,802
201-6310-408.39-07	Regist, Schools, Mtgs	1,500	1,000	895	360	835
201-6310-408.39-08	Contracted Services	15,500	15,400	15,400	15,000	20,184
	Subtotal	50,436	59,743	56,514	44,424	144,998
Commodities						
201-6310-408.41-01	Postage	700	500	594	256	611
201-6310-408.41-02	Office Supplies	1,500	1,500	1,642	889	2,737
201-6310-408.44-00	Books & Periodicals	200	-	-	-	30
201-6310-408.45-01	Building Supplies	-	-	10	135	-
201-6310-408.46-11	Other	-	-	-	-	-
	Subtotal	2,400	2,000	2,246	1,280	3,378
Capital Outlay						
201-6310-408.52-08	Controllable	1,000	-	-	-	-
Miscellaneous						
201-6310-408.61-01	Dues	800	1,500	775	755	1,868
201-6310-408.61-04	Other	600	550	343	388	853
201-6310-408.65-01	Administrative	-	11,981	944	5,665	5,664
201-6310-408.65-02	Space	11,981	-	10,654	4,017	4,017
	Subtotal	13,381	14,031	12,716	10,825	12,402
	Totals	384,873	406,111	389,130	373,579	470,579

**PLANNING & DEVELOPMENT FUND
COMMERCIAL DEVELOPMENT**

PLANNING COMMISSION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Contractual Services						
201-6315-408.31-05	Other	-	-			-
201-6315-408.39-02	Advertising/Publishing	8,000	6,000	5,493	5,815	7,133
201-6315-408.39-03	Printing/Binding	-	-	-	45	-
201-6315-408.39-08	Contracted Services	500	500	385	295	500
	Subtotal	8,500	6,500	5,878	6,155	7,633
Commodities						
201-6315-408.41-01	Postage	500	300	38		48
201-6315-408.41-02	Office Supplies	-	-			
		500	300	38	-	48
Miscellaneous						
201-6315-408-61-04	Other	1,200	1,600	1,136	774	-
	Subtotal	1,200	1,600	1,136	774	-
	Totals	10,200	8,400	7,052	6,929	7,681

**PLANNING & DEVELOPMENT FUND
COMMUNITY DEVELOPMENT**

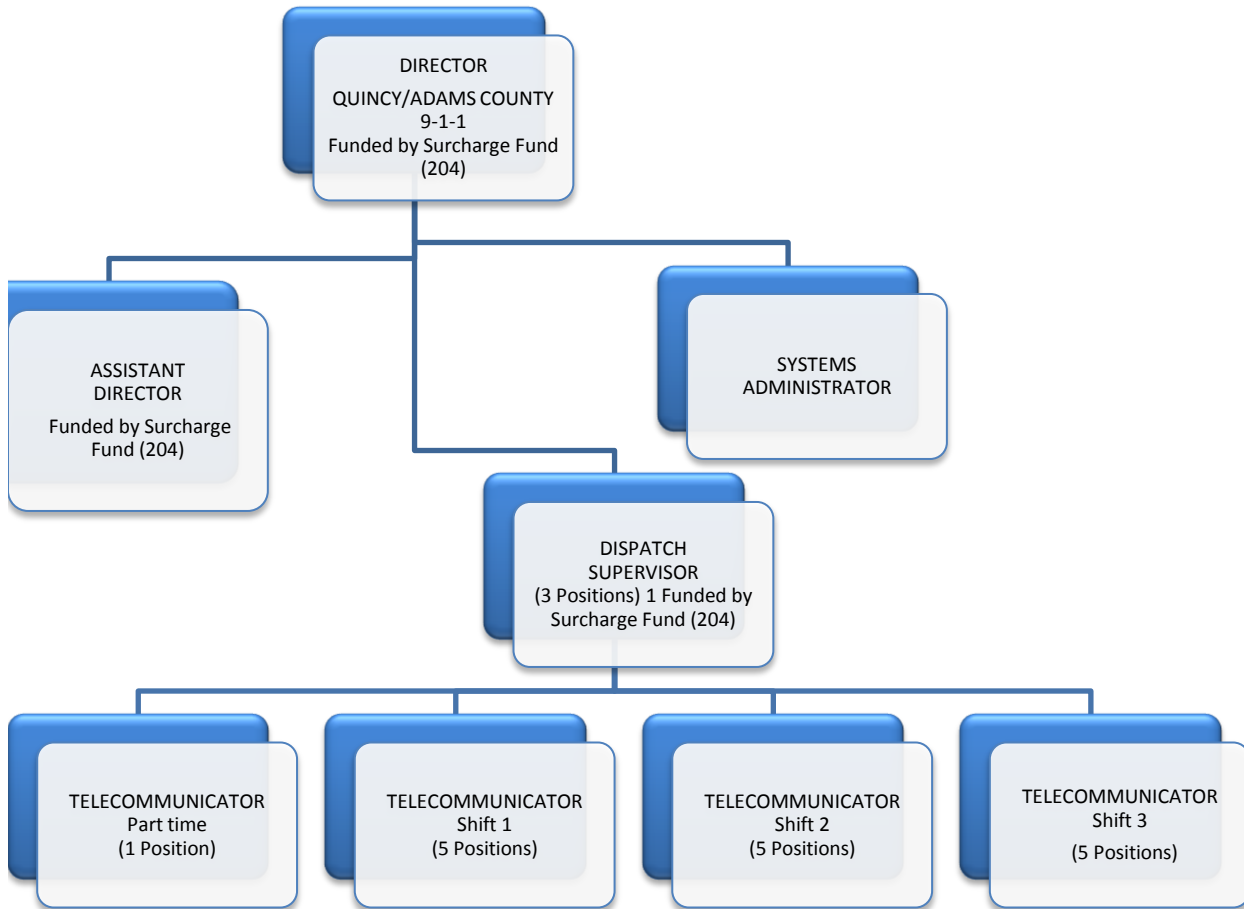
HISTORIC PRESERVATION COMMISSION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
201-6316-408.12-01	Temporary Salary/Wages	-	3,710	2,064	3,906	-
201-6316-408.22-01	Social Security	-	230	128	242	-
201-6316-408.22-02	Medicare	-	60	30	57	-
	Subtotal	-	4,000	2,222	4,205	-
Contractual Services						
201-6316-408.31-05	Other	-	-	-	-	-
201-6316-408.39-02	Advertising/Publishing	200	200	-	47	-
201-6316-408.39-03	Printing & Binding	600	6,800	6,142	-	1
201-6316-408.39-04	Travel	-	-	-	-	-
201-6316-408.39-05	Mileage Reimb	-	-	-	-	-
201-6316-408.39-07	Regist, Schools, Mtgs	-	-	-	-	100
201-6316-408.39-08	Contracted Services	500	500	300	-	-
	Subtotal	1,300	7,500	6,442	47	101
Commodities						
201-6316-408.41-01	Postage	150	150	-	104	-
201-6316-408.44-00	Books/Periodicals	-	-	-	-	-
201-6316-408.46-11	Other	-	-	-	-	-
	Subtotal	150	150	-	104	-
Miscellaneous						
201-6316-408.61-01	Dues	-	-	-	-	-
201-6316-408.61-04	Other	400	400	140	14	(379)
	Subtotal	400	400	140	14	(379)
	Totals	1,850	12,050	8,804	4,370	(278)

**PLANNING & DEVELOPMENT
COMMUNITY DEVELOPMENT**

BOARD OF APPEALS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Contractual Services						
201-6317-408.39-02	Advertising/Publishing	1,000	1,700	-	919	1,189
Miscellaneous						
201-6317-408.61-04	Other	800	200	71	106	-
	Totals	1,800	1,900	71	1,025	1,189



PURPOSE

Quincy/Adams County 9-1-1 Center is an inter-governmental agency of both the City of Quincy and Adams County. The oversight authority is the City of Quincy and Adams County Joint Emergency Telephone System Board (ETSB) that consists of nine members: three city aldermen, one county board member, Quincy Police Chief, Fire Chief of the Adams County Rural Fire Protection District Association, Adams County EMS Chief, PSAP Representative, and a public member. City of Quincy Alderman Mike Farha is the current ETSB Chairman. 9-1-1 Director Jessica Douglas is the Chief Executive for Quincy/Adams County 9-1-1 System and reports directly to the ETSB. The 9-1-1 Director functions as a department head in both the city and county governments. Funding is provided by the Illinois ETSA surcharge and local revenue from the City of Quincy (60%) and Adams County (40%).

GOALS/OBJECTIVES

Objective. It is the objective of the Quincy/Adams County 9-1-1 Communication Center Public Safety Answering Point (PSAP) to provide the citizens of the City of Quincy and Adams County with the most efficient emergency communications possible.

Center Philosophy. The Quincy/Adams County 9-1-1 Communication Center is a cooperative effort by public safety emergency service agencies including the Quincy Police Department, the Quincy Fire Department, Tri-township Fire Department, Adams County Rural Fire Departments, the Adams County Ambulance and Emergency Service, and the Adams County Sheriff's Department. In public safety dispatching, the immediacy of many incidents cannot be overemphasized. Speedy communications can mean the difference between capturing a suspect and letting him get away, preventing a major fire and letting one escalate, or even life and death. Further, accuracy in communication is of utmost importance. Achievement of both speed and accuracy is the mark of successful public safety dispatching.

Goals. There are two primary goals for effective and efficient 9-1-1 dispatching:

- 1) To provide 24-hour per day availability for receiving 9-1-1 and other public safety calls and dispatching law enforcement, fire protection, and emergency medical and ambulance services as needed.
- 2) To provide an effective and efficient system that processes incoming calls and, as necessary, dispatch response units in an accurate and speedy manner.

These goals emphasize the need for emergency communications to be available to callers at all times, day or night, throughout the year, and to focus on two essential features of dispatching: doing the job well and doing it quickly.

PAST FISCAL YEAR (2019) HIGHLIGHTS

Calls

Total 9-1-1 Calls:	31,730
Total Non-Emergency Calls:	63,733
Total Alarm Line Calls:	3,208

CAD Incidents

Quincy Police Department:	35,772
Quincy Fire Department:	3,946
Adams County Sheriff Dept:	10,863
Adams County Ambulance:	8,006
Tri-township Fire Department:	574
Rural Fire Departments:	253

REVENUE SUMMARY

ACCOUNT DESCRIPTION	2020/2021	% Change	2019/2020	2019/2020	2018/2019
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Other Reimb	-		-	-	73
Adams County	514,452	-2.29%	526,500	459,826	464,369
General Fund	771,677	-2.29%	789,800	680,800	688,500
Total	1,286,129	-2.29%	1,316,300	1,140,626	1,152,942

EXPENSE SUMMARY

ACCOUNT NUMBER	2020/2021	% Change	2019/2020	2019/2020	2018/2019
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries & Benefits	1,249,990	-2.68%	1,284,401	1,119,157	1,145,651
Contractual Services	22,582	-29.11%	31,855	21,226	8,424
Commodities	2,000		-	-	109
Miscellaneous	-		-	-	-
Totals	1,274,572	-3.17%	1,316,256	1,140,383	1,154,184

STAFFING

	FY 2021 PROPOSED	FY 2020 ACTUAL	FY 2019 ACTUAL	FY 2018 ACTUAL
Full Time Positions	18	20	21	20
Part Time Positions	1	2	2	2

FUND 202 9-1-1

9-1-1 SYSTEM
REVENUE detail

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021	% Change	2019/2020	2019/2020	2018/2019
		PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
202-0000-342.09-00	Other Reimb	-		-	-	73
202-0000-382.01-01	Public Reimbursements	-		-	-	-
202-0000-382.01-01	Adams County	514,452		526,500	459,826	464,369
202-0000-391.01-01	General Fund	771,677		789,800	680,800	688,500
	Total	1,286,129		1,316,300	1,140,626	1,152,942

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
202-2310-402.11-01	Regular Salary/Wages	725,521	721,856	655,479	640,894	664,935
202-2310-402.11-02	Overtime	65,000	75,500	67,636	84,841	62,348
202-2310-402.11-03	Sick Pay	20,949	18,057	14,748	16,996	15,155
202-2310-402.11-04	Holiday Pay	36,511	38,002	37,769	34,380	37,171
202-2310-402.11-15	Vacation Pay	45,919	47,957	44,276	44,330	45,292
202-2310-402.11-17	Sick Pay Buy Back	15,635	11,067	4,581	7,401	11,158
202-2310-402.11-18	Vac Pay Buy Back	8,170	3,051	1,330	851	-
202-2310-402.11-19	Personal Day Pay	3,110	2,683	3,013	2,820	2,656
202-2310-402.11-20	Personal Day Buy Back	2,972	3,422	2,472	3,061	2,317
202-2310-402.21-01	Group Insurance	158,981	206,185	152,576	157,380	165,512
202-2310-402.21-03	Board Paid Life Ins.	1,332	1,554	1,224	1,279	1,326
202-2310-402.21-04	Workers' Comp	-	-	-	2,956	2,815
202-2310-402.22-01	Social Security	52,893	57,139	48,799	49,439	49,647
202-2310-402.22-02	Medicare	12,370	13,363	11,412	11,562	11,611
202-2310-402.22-03	Unemployment Comp	2,100	2,100	2,100	2,500	2,625
202-2310-402.23-01	IMRF	93,519	77,785	67,408	81,283	93,195
202-2310-402.23-07	911 IAM National Pen	5,008	4,680	4,334	3,678	4,302
	Subtotal	1,249,990	1,284,401	1,119,157	1,145,651	1,172,064
Contractual Services						
202-2310-402.31-01	Audit	-	-	-	-	1,594
202-2310-402.31-02	Contracted Legal	-	-	-	-	2,900
202-2310-402.34-03	Custodial Services	-	-	-	-	2,750
202-2310-402.35-01	R&M-Buildings	-	-	-	-	14,527
202-2310-402.35-03	R&M- Furniture & Equip	12,000	12,000	10,672	-	687
202-2310-402.38-01	MICA	10,582	10,554	10,554	-	12,245
202-2310-402.39-01	Communications	-	9,301	-	8,424	28,253
202-2310-402.39-02	Advertising/Publishing	-	-	-	-	606
202-2310-402.39-03	Printing & Binding	-	-	-	-	350
202-2310-402.39-04	Travel	-	-	-	-	1,623
202-2310-402.39-05	Mileage Reimb	-	-	-	-	1,565
202-2310-402.39-07	Regist, Schools, Mtgs	-	-	-	-	2,761
	Subtotal	22,582	31,855	21,226	8,424	69,860
Commodities						
202-2310-402.41-01	Postage	-	-	-	-	147
202-2310-402.41-02	Office Supplies	-	-	-	-	2,719
202-2310-402.42-02	Electricity	-	-	-	-	17,430
202-2310-402.45-02	Custodial Supplies	-	-	-	-	590
202-2310-402.45-03	Equip Consumable	-	-	-	109	133
202-2310-402.45-04	Equip Replace Parts	-	-	-	-	81
202-2310-402.47-01	Clothing/Uniforms	2,000	-	-	-	1,953
202-2310-402.47-03	Training Supplies	-	-	-	-	-
	Subtotal	2,000	-	-	109	23,054
Miscellaneous						
202-2310-402.61-01	Dues	-	-	-	-	137
202-2310-402.61-04	Other	-	-	-	-	86
	Subtotal	-	-	-	-	223
	Totals	1,274,572	1,316,256	1,140,383	1,154,184	1,265,201

FUND 203 HOUSING RESOURCE FUND

SUMMARY

The Housing Resource Fund is used to fund Housing development projects when other grant sources are not available. The main source of revenue is the administrative cost share from housing grants. The Housing grants vary and are not always closed out annually, so revenue/expenses fluctuate by year. These funds are also used to loan other housing funds to cover contractor payments, etc. pending receipt of reimbursement .

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
203-0000-331.01-01	Deposit Accounts	100	100	1,134	697	450
203-0000-342.09-00	Miscellaneous Other	-	-	-	-	-
203-0000-361.05-02	Admin Fees	9,500	9,500	-	-	-
203-0000-363.09-01	Cost Share -Admin	-	-	-	-	-
203-0000-391.01-53	Two Rivers Rental Rehab	-	-	-	-	-
	Totals	9,600	9,600	1,134	697	450

EXPENSE SUMMARY						
	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL	
Contractual Services	47,400	0.00%	47,400			96
Miscellaneous	1,200	0.00%	1,200	-		-
Transfers	10,000	-33.33%	15,000	15,000		-
Totals	58,600	-7.86%	63,600	15,000		96

EXPENDITURE DETAIL

Contractual Services

203-6313-408.31-02	Prof Svcs-Legal	500	500	-	-	-
203-6313-408.31-04	Prof Svcs-Eng/Architect	1,000	1,000	-	-	-
203-6313-408.31-05	Prof Svcs-Other	3,000	3,000	32	128	552
203-6313-408.35-01	R&M- Building	-	-	213	142	112
203-6313-408.35-06	R&M - Infrastructure	42,900	42,900	-	-	-
	Subtotal	47,400	47,400	245	270	664

Miscellaneous

203-6313-408.61-04	Miscellaneous-Other	1,200	1,200	-	-	-
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Transfers

203-1801-491.62-02	Planning & Develop	10,000	15,000	15,000	-	-
203-1802-408.62-96	Two Rivers Regional Cncl	-	-	-	-	-
	Subtotal	10,000	15,000	15,000	-	-

Totals	58,600	63,600	15,245	270	664
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PURPOSE

The City of Quincy and Adams County Joint Emergency Telephone System Board (ETSB) also receives monthly revenue from the Illinois State 9-1-1 surcharge for Fund 204. Fund 204 earmarks a portion for operating expenses: the balance of the revenue is allotted for capital saving for capital equipment purchases in accordance with the Emergency Telephone System Board's long-range Capital Equipment Replacement Plan.

GOALS/OBJECTIVES

To continue to allocate surcharge funding for capital projects and allowable operational expenses per Emergency Telephone Systems Act. (ETSA)

BUDGET SUMMARY

The capital outlay is planned as follows: \$250,000 for Next Generation 9-1-1 (NG9-1-1) implementation, \$4,500 for wireless headsets, \$40,000 for digital logging recorder upgrades, and \$5,500 for UPS battery replacement. \$515,355 will go to operation expenses.

REVENUE SUMMARY

DESCRIPTION	2020/2021 PROPOSED BUDGET	% Change	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL
Taxes	900,000	7.14%	840,000	1,003,961	1,068,796
Interest	12,000	0.00%	12,000	11,844	16,704
Other	-		-	-	-
Total	912,000	7.04%	852,000	1,015,805	1,085,500

EXPENSE SUMMARY

ACCOUNT NUMBER	2020/2021 PROPOSED BUDGET	% Change	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL
Salaries & Benefits	284,225	15.57%	245,937	203,294	91,640
Contractual Services	202,730	-3.34%	209,744	178,478	181,806
Commodities	27,800	-7.02%	29,900	20,084	23,063
Capital Outlay	1,496,503	34.89%	1,109,396	638,092	778,320
Miscellaneous	600	0.00%	600	177	178
Totals	2,011,858	26.09%	1,595,577	1,040,125	1,075,007

STAFFING

	FY 2021 PROPOSED	FY 2020 PROPOSED	FY 2019 ACTUAL	FY 2018 ACTUAL
Full Time Positions	3	1	1	1

FUND 204 9-1-1 SURCHARGE FUND

SUMMARY

		REVENUE DETAIL				
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021	2019/2020	2019/2020	2018/2019	2017/2018
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Revenues						
204-0000-314.02-08	IL State 9-1-1 Surcharge	900,000	840,000	895,202	1,068,796	596,986
204-0000-331.01-01	Interest Income	12,000	12,000	27,280	16,704	5,969
204-0000-342.09-00	Other	-	-	72	-	1,320
204-0000-382.01-10	Local/Restricted Contr	-	-	-	-	200,000
	Totals	912,000	852,000	922,554	1,085,500	804,275

		EXPENDITURE DETAIL				
	ACCOUNT DESCRIPTION	2020/2021	2019/2020	2019/2020	2018/2019	2017/2018
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Salaries & Benefits						
204-2310-402.11-01	Regular Salary/Wages	170,754	141,398	120,936	67,020	64,604
204-2310-402.11-04	Holiday Pay	8,554	7,389	5,887	3,194	3,417
204-2310-402.11-15	Vacation Pay	13,086	11,481	8,790	5,227	5,979
204-2310-402.11-17	Sick Pay Buy Back	8,420	11,768	10,135	1,742	1,708
204-2310-402.11-18	Vacation Pay Buy Back	3,769	6,281	6,221	-	-
204-2310-402.11-20	Personal Day Buy Back	1,426	1,248	1,688	581	569
204-2310-402.21-01	Group Insurance	39,314	30,460	18,816	-	-
204-2310-402.21-03	Board Paid Life Ins.	222	205	141	68	68
204-2310-402.21-04	Workers' Comp	-	225	-	150	150
204-2310-402.22-01	Social Security	12,773	11,097	8,973	4,821	4,729
204-2310-402.22-02	Medicare	2,987	2,604	2,098	1,128	1,206
204-2310-402.22-03	Unemployment Comp	300	325	325	125	-
204-2310-402.23-01	IMRF	22,620	21,456	19,284	7,584	8,466
	Subtotal	284,225	245,937	203,294	91,640	90,896

Contractual Services						
204-2310-402.31-01	Audit	2,000	1,925	1,925	1,615	-
204-2310-402.31-02	Contracted Legal	2,000	2,000	-	140	-
204-2310-402.34-03	Custodial	3,250	3,575	3,750	3,000	-
204-2310-402.35-01	R&Maint-Building	21,300	15,000	24,514	6,515	600
204-2310-402.35-03	R& Maint-Office Equip	125,000	131,350	104,985	97,154	96,766
204-2310-402.38-01	MICA	9,500	9,488	9,488	12,857	-
204-2310-402.39-01	Communications	27,680	34,606	23,142	44,087	33,036
204-2310-402.39-02	Advertising/Publishing	500	300	249	1,187	-
204-2310-402.39-03	Printing/Binding	500	500	564	280	-
204-2310-402.39-04	Travel/Lodging	3,000	3,000	1,453	3,573	692
204-2310-402.39-05	Mileage Reimb	2,000	2,000	1,439	1,863	136
204-2310-402.39-07	Regist,Schools,Mtgs	6,000	6,000	6,969	9,535	815
	Subtotal	202,730	209,744	178,478	181,806	132,045

Commodities						
204-2310-402.41-01	Postage	300	300	198	200	-
204-2310-402.41-02	Office Supplies	4,000	4,000	1,285	3,098	-
204-2310-402.42-02	Electricity	22,000	22,000	16,137	17,349	-
204-2310-402.45-02	Custodial	1,500	1,500	526	785	-
204-2310-402.45-03	Equipment Console	-	-	66	301	-
204-2310-402.45-04	Equip Replacement Parts	-	-	-	93	-
204-2310-402.47-01	Clothing/Uniforms	-	2,100	1,872	1,237	-
	Subtotal	27,800	29,900	20,084	23,063	-

FUND 204 9-1-1 SURCHARGE FUND

SUMMARY

		2020/2021	2019/2020	2019/2020	2018/2019	2017/2018
		PROPOSED	REVISED	PROJECTED	YTD	YTD
		BUDGET	BUDGET	ACTUAL	ACTUAL	ACTUAL
Capital Outlay						
204-2310-402.52-02	Buildings	-	-	-	-	-
204-2310-402.52-03	Improv other than Bldgs	-	-	-	46,764	6,412
204-2310-402.52-04	Office Equipment	1,496,503	1,109,396	611,190	729,126	109,272
204-2310-402.52-05	Machinery & Equip	-	-	-	-	-
204-2310-402.52-08	Controllable			26,902	2,430	27,407
	Subtotal	1,496,503	1,109,396	638,092	778,320	143,091
Miscellaneous						
204-2310-402.61-04	Misc/other	600	600	177	178	-
	Totals	2,011,858	1,595,577	1,040,125	1,075,007	366,032

PURPOSE

The Franchise Fee "Green Energy" Fund was created in FY 2012 following passage of a resolution on March 7, 2011. The Ameren Illinois electric and gas franchise fees are the source of revenue for this fund. The current Ameren agreement is effective 12/1/2010 and expires 12/1/2020. The resolution commits the revenues as follows: 1) To fund utility costs that were once considered "utility credits" 2) use 50% of the balance to fund energy efficiency related improvements to city facilities and 3) use 50% of the balance to pay down the city hall's HVAC debt, fund city pension liabilities, and pay down other city bond indebtedness.

GOALS/OBJECTIVES

The main goal for FY 2021 is to re-negotiate a contract yielding similar revenues over the next ten years. The budget was based on some preliminary revenue estimates recieved from Ameren officials. The fund will transfer \$470,000 to the General Fund.

PAST FISCAL YEAR HIGHLIGHTS

During FY 2020, the Franchise Fee "Green Energy" fund transferred nearly \$430,000 to the General Fund to be used for police/fire pensions and transferred \$23,000 to the HVAC debt service fund.

BUDGET SUMMARY

We anticipate revenues to reach \$450,000. Back in November 2019 during the tax levy preparation, we only anticipated a very conservate amount of \$410,000 to be used for police/fire pensions in case of a revenue shortfall given the first year of new contract.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Revenues						
205-0000-313.04-00	Franchise Fees/Ameren	450,000	451,959	450,777	436,254	421,666
205-0000-331.01-01	Interest Income	2,000	1,500	3,415	2,446	1,379
	Totals	452,000	453,459	454,192	438,700	423,045
Capital Outlay						
205-1899-401.52-02	Buildings	-	-	-	-	-
205-1899-401.52-05	Machinery & Equipment	-	-	-	-	-
	Subtotal	-	-	-	-	-
Transfers						
205-1801-491.62-01	Transfer to Gen Fund	470,000	428,959	428,959	413,249	398,667
205-1801-491.62-19	Transfer-Hydro Bond Fd	-	-	-	-	-
205-1801-491.62-21	2013B HVAC Proj Pymt	-	23,000	23,000	23,000	23,000
		470,000	451,959	451,959	436,249	421,667
	Totals	470,000	451,959	451,959	436,249	421,667

FUND 210 MOTOR FUEL TAX

SUMMARY

PURPOSE

The City expects to receive \$1,600,000 in Motor Fuel Tax (MFT) Funds to be used for street maintenance, street repair and construction material. Major annual MFT Projects include asphalt resurfacing, chip seal resurfacing and pavement crack sealing. Reconstruction of street intersections and major street sections are also funded by MFT Funds.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
210-0000-314.02-09	Motor Vehicle Fuel Tax	1,500,000	1,020,000	1,371,237	1,034,533	1,033,428
210-0000-331.01-01	Interest Income	15,000	12,000	25,761	21,143	15,685
210-0000-342.09-00	Misc Revenue/Other	-	-	-	-	(9,064)
210-0000-383.02-01	State Gov-Operating Gra	-	-	44,976	44,976	-
210-0000-383.02-02	State Gov-Infrast Grant	-	-	-	128,383	-
	Totals	1,515,000	1,032,000	1,441,974	1,229,035	1,040,049

Expenses

Contractual Services	435,000	292,021	79,097	5,826	19,957
Commodities	359,000	295,000	286,908	311,428	69,326
Capital Outlay	1,721,000	1,169,320	1,068,378	2,034,765	722,276
Miscellaneous	-	-	-	-	24,499
Transfers	-	-	-	-	-
Totals	2,515,000	1,756,341	1,434,383	2,352,019	836,058

EXPENDITURE DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Contractual Services						
210-3713-403.31-04	Engineer/Architectural	76,000	215,000	-	-	9,800
210-3713-403.31-05	Prof Services/Other	15,000	15,000	15,000	-	-
210-3713-403.35-05	R&M-Other	-	-	-	-	8,585
210-3713-403.35-06	R&M-Infrastructure	330,000	58,021	63,334	5,313	-
210-3713-403.39-02	Advertising/Publishing	4,000	4,000	763	513	1,572
210-3713-403.39-08	Contracted Services	10,000	-	-	-	-
	Subtotal	435,000	292,021	79,097	5,826	19,957
Commodities						
210-3713-403.46-01	Concrete	55,000	42,000	32,794	21,703	34,040
210-3713-403.46-02	Asphalt	55,000	43,000	34,282	38,568	25,613
210-3713-403.46-03	Sand, Stone, Gravel	5,000	10,000	-	1,157	-
210-3713-403.46-04	Salt & Cinders	210,000	200,000	219,832	250,000	9,673
210-3713-403.46-05	Chemicals	34,000	-	-	-	-
	Subtotal	359,000	295,000	286,908	311,428	69,326
Capital Outlay						
210-3713-403.52-01	Land	-	-	-	(1,350)	1,350
210-3713-403.53-02	Streets-Replacement	1,721,000	1,069,320	1,063,807	1,885,670	720,926
210-3713-403.53-04	Traffic Signals	-	100,000	4,571	150,445	-
210-3713-403.53-09	Infrastructure-Other	-	-	-	-	-
	Subtotal	1,721,000	1,169,320	1,068,378	2,034,765	722,276
Miscellaneous						
210-3713-403.61-08	Bad Debt Expense	-	-	-	-	24,499
	Totals	2,515,000	1,756,341	1,434,383	2,352,019	836,058

FUND 211 TRAFFIC SIGNAL FUND

SUMMARY

PURPOSE

The Traffic Signal Fund was established to account for construction, maintenance and operation of traffic signals in the City. The Traffic Signal Fund receives revenue from Illinois DOT for cost sharing of O&M of traffic signals on state routes, interest on cash deposits and insurance reimbursements for damage to traffic signals by private entities.

Budget Summary

The proposed FY21 budget includes an increase over projected FY20 expenses. The increase is largely due to a \$120,000 capital expenditure to replace the Traffic Signal Bucket truck using fund cash reserves.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
211-0000-331.01-01	Interest Income	1,500	1,000	3,004	2,124	667
211-0000-342.09-00	Other	500	500	182	2,405	349
211-0000-362.03-02	Signs/Posts/Signals	3,000	2,000	12,112	9,239	51,126
211-0000-383.02-01	State Operating Grants	15,000	15,000	(18,162)	18,280	14,527
	Totals	20,000	18,500	(2,864)	32,048	66,669
Expenses						
Contractual Services						
211-3715-403.35-02	R&M/Mach & Equip	2,500	2,000	7,735	2,092	1,225
211-3715-403.35-06	R&M/ Infrastructure	8,000	9,200	2,860	3,740	10,286
211-3715-403.36-01	Fleet Maintenance	2,000	2,000	2,792	2,439	1,538
211-3715-403.36-03	Equipment & Vehicle	-	-	-	300	-
211-3715-403.39-01	Communications	1,150	750	1,052	1,018	383
211-3715-403.39-04	Travel	1,000	-	-	986	-
211-3715-403.39-05	Mileage Reimb	300	400	144	358	-
211-3715-403.39-07	Regist, Schools, Mtgs	250	250	-	-	-
	Subtotal	15,200	14,600	14,583	10,933	13,432
Commodities						
211-3715-403.45-01	Building Supplies	100	100	15	-	299
211-3715-403.45-03	Equip Consumable	1,000	2,000	116	707	19
211-3715-403.45-04	Equip Replace Parts	14,000	12,800	16,621	11,443	7,331
211-3715-403.45-05	Small Tools/Equip	1,000	1,000	1,020	242	1,317
211-3715-403.46-11	Other	1,000	2,500	602	704	453
	Subtotal	17,100	18,400	18,374	13,096	9,419
Capital Outlay						
211-3715-403.52-06	Vehicles	-	129,646	111,646	-	-
211-3715-403.52-08	Controllable	-	-	-	-	329
	Subtotal	-	129,646	111,646	-	329
Miscellaneous						
211-3715-403.61-04	Other	331	300	-	-	71
211-3715-403.61-08	Bad Debt Expense	-	-	-	1,137	3,986
	Totals	32,631	162,946	144,603	25,166	27,237

FUND 212 TOWN ROAD TAX FUND

SUMMARY

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
212-0000-312.10-00	Town Road District Levy	4,100	3,800	4,553	4,183	3,937
212-0000-331.01-01	Interest Income	1,500	500	2,142	1,405	572
	Totals	5,600	4,300	6,695	5,588	4,509
Expenses						
Contractual Services						
212-1899-403.35-06	R & M/Infrastructure	-	-	-	-	-
Capital Outlay						
212-1899-403.52-03	Improv other than Bldgs	-	-	-	-	-
212-1899-403.53-02	Streets-Replacement	83,900	83,900	-	-	-
	Subtotal	83,900	83,900	-	-	-
Miscellaneous						
212-1899-403.61-04	Other	-	-	-	-	-
	Totals	83,900	83,900	-	-	-

PURPOSE

The Economic Growth Fund was established on December 19, 2020 by City Council Ordinance 9398. The City shall impose a 1% Food and Beverage Tax effective May 1, 2020. All revenues derived from the tax shall be used to spur Economic Development and support the initiatives of the Quincy Next Strategic Plan.

BUDGET SUMMARY

Due to the impacts of the Covid-19 outbreak, the date for implementation of the food and beverage tax has been postponed to 60 days after the executive order is lifted, anticipating July 1, 2020.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Revenues						
213-0000-314.01-04	Food & Beverage Tax	1,000,000				
213-0000-331.01-01	Deposit Accounts	5,000				
	Total	1,005,000	-	-	-	-
Expenditure Detail						
213-6313-408.31-05	Other	50,000				
213-6313-408.39-04	Travel	10,000				
213-6313-408.39-08	Contracted Services	364,360	-	-	-	-
	Subtotal	424,360	-	-	-	-
213-6313-408.61-04	Other	225,640				
213-6313-408.62-88	Tax Rebate	125,000				
213-6313-408.62-89	Vacant Anchor Grant Disb	125,000				
213-6313-408.62-90	Event Underwriting Disb	100,000				
		575,640				
	Total	1,000,000				

Fund 224 Arts Commission Fund

The Arts Commission Fund is used to align public art priorities with the Quincy Next Strategic Plan and to increase support for the arts in Quincy through the promotion of arts and tourism assets for residents and visitors. The main source of revenue is public and private donations and grants. These funds are used to develop, maintain and promote public arts projects.

SUMMARY

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
224-0000-321.00-00	Donations Not Restricted	2,000	1,750	1,750	-	-
224-0000-331.01-01	Deposit Accounts	100	-	-	-	-
224-0000-391.01-00	Transfers from Bank "1"	-	-	11,570	-	-
	Totals	2,100	1,750	13,320	-	-
Expenses						
Boards & Commission						
224-1708-407.31-05	Professional-Other	2,000	3,750	2,350	-	-
224-1708-407.61-04	Misc Other	100				
	Totals	2,100	3,750	2,350	-	-

FUND 240 POLICE DEPT GRANT FUND

SUMMARY

The Police Department Grant Fund is for any revenue from grants awarded. They include, but are not limited to, Justice Authority Grant (JAG) which may be used for items specifically requested at application. The Tobacco and the alcohol grants may be used for expenses related to tobacco and alcohol stings.

In FYE 2020 a Local Law Enforcement Grant funding the \$7,500 expense for duty bag lockers at the new facility (leasehold improvements).

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
240-0000-331.01-01	Interest Income	100	100	74	89	86
240-0000-382.02-02	Attorney General	-	-	-	-	6,160
240-0000-382.03-03	Local Law Enforcement	17,000	48,109	23,801	-	15,776
240-0000-382.03-04	Bureau of Justice	-	-	-	-	-
240-0000-382.03-06	Dept of Transportation	-	-	-	-	-
	Totals	17,100	48,209	23,875	89	22,022
Expenses						
Contractual Services						
240-2110-402.39-08	Contracted Services	-	-	-	-	-
Commodities						
240-2110-402.46-11	Other	-	2,213	4,200	6,281	10,449
Capital Outlay						
240-2110-402.52-05	Machinery & Equip	-	-	-	-	-
240-2110-402.52-06	Vehicles	-	-	-	-	-
240-2110-402.52-08	Controllable	8,500	18,941	-	1,238	5,527
240-2110-402.52-09	Leashold Improvements	-	7,500	7,500	-	-
Miscellaneous						
240-2110-402.61-04	Other	-	-	-	-	-
Transfers						
240-1801-402.62-80	Adams County	-	24,055	7,899	-	-
240-1801-491.62-01	Transfers to Gen Fund	-	-	-	-	1,121
240-1801-491.62-80	Transfers to Adams Co	8,500	-	-	-	7,888
	Subtotal	8,500	24,055	7,899	-	9,009
	Totals	17,000	52,709	19,599	7,519	24,985

FUND 241 POLICE DONATIONS FUND

SUMMARY

The Police Donations Fund is for any monetary donations made to the police department. They include, but are not limited to: Citizen's Police Academy Alumni Association, which can be used for the specific purposes voted on by their membership.

In FY 2020, this fund purchased a new Canine Officer's dog and paid registration fees for Warrior's Rest Foundation, a peer support/mental health initiative.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
241-0000-321.00-00	Donation-Not Restricted	10,000	10,000	14,655	11,665	4,353
241-0000-331.01-01	Interest Income	400	-	598	425	159
241-0000-342.09-00	Misc Other	-	-	-	-	500
241-0000-382.01-10	Restricted Contributions	-	-	-	-	-
	Totals	10,400	10,000	15,253	12,090	5,012
Expenses						
Contractual Services						
241-2110-402.35-04	Vehicles	5,000	4,450	-	-	-
241-2110-402.39-07	Regist,Schools,Meetings	6,000	6,170	6,169	-	-
Commodities						
241-2110-402.46-11	Other	5,000	7,550	5,915	3,540	3,121
241-2110-402.47-02	Safety Equipment	5,000	3,830	-	-	-
Capital Outlay						
241-2110-402.52-05	Machinery & Equip	-	-	-	-	-
241-2110-402.52-06	Vehicles	-	-	-	-	-
241-2110-402.52-08	Controllable	8,000	8,000	8,000	-	-
Miscellaneous						
241-2110-402.61-04	Other	-	-	-	-	-
	Totals	29,000	30,000	20,084	3,540	3,121

FUND 242 STATE FORFEITURE FUND

SUMMARY

The State Forfeiture Fund come from asset forfeiture in regard to state criminal cases. The money comes mostly through the West Central Illinois Task Force. This fund may be used to purchase equipment related to criminal enforcement.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
242-0000-331.01-01	Interest Income	250	-	428	440	338
242-0000-342.09.00	Other	-	3,300	-	-	3,383
242-0000-362.05-02	Drug Fines	3,000	2,500	3,067	1,952	2,630
242-0000-382.02-01	State Grants	-	-	-	-	-
242-0000-382.02-04	State Forfeitures	13,000	15,000	17,052	14,343	22,330
	Totals	16,250	20,800	20,547	16,735	28,681
Expenses						
Commodities						
242-2110-402.39-04	Travel/Lodging	-	-	2,324	8,211	-
242-2110-402.39-07	Regist,Schools,Mtgs	10,000	13,500	4,479	17,221	-
242-2110-402.46-11	Other	-	-	-	-	67
Capital Outlay						
242-2110-402.52-05	Machinery & Equip	10,000	8,118	-	-	-
242-2110-402.52-06	Vehicles	10,000	-	-	-	6,916
242-2110-402.52-08	Controllables	-	8,632	-	7,799	2,108
Miscellaneous						
242-2110-402.61-04	Other	10,000	1,000	-	5,543	11,804
	Totals	40,000	31,250	6,803	38,774	20,895

FUND 243 FEDERAL FORFEITURE FUND

Federal Forfeiture Fund: These funds come from asset forfeiture in regard to federal criminal cases. The money comes mostly through the West Central Illinois Task Force. This fund may be used to purchase equipment related to criminal enforcement.

ACCOUNT NUMBER	Description	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
243-0000-331.01-01	Interest Income	46	-	72	110	84
243-0000-382.03-02	Federal Forfeiture	-	10,000	-	-	-
	Totals	46	10,000	72	110	84
Expenses						
Contractual Services						
243-2110-402.35-02	R&M - Mach & Equip	-	3,000	-	2,963	-
Capital Outlay						
243-2110-402.52-05	Machinery & Equip	-	5,000	-	-	1,734
243-2110-402.52-06	Vehicles	-	-	-	-	739
243-2110-402.52-08	Controllable	-	1,000	-	936	-
Miscellaneous						
243-2110-402.61-04	Other	1,000	4,000	2,982	4,789	1,363
	Totals	1,000	13,000	2,982	8,688	3,836

FUND 244 CRIME LAB FUND

SUMMARY

The Crime Lab Fund receives funding when an offender is ordered to pay certain court cost, fees and fines. Reimbursement fees for cannabis processing done by our Crime Scene Technician are considered a crime lab fee. This fund may be used to purchase items related to crime scene/evidence processing.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
244-0000-331.01-01	Interest Income	427	-	685	528	245
244-0000-362.01-08	Other Reimb	4,000	6,000	5,301	3,987	14,172
244-0000-361.01-16	Fingerprinting Fees	2,000	2,000	2,150	2,450	2,050
244-0000-362.01-17	Electronic Tickets	3,500	2,800	4,940	2,898	3,285
	Totals	9,927	10,800	13,076	9,863	19,752
Expenses						
Contractual Services						
244-2110-402.39-04	Travel	1,000	1,000	13	13	-
244-2110-402.39-05	Mileage Reimb	750	750	-	-	-
244-2110-402.39-07	Regist, Schools, Mtngs	4,000	4,000	-	495	-
244-2110-402.39-08	Contracted Services	2,000	2,000	120	1,050	330
		7,750	7,750	133	1,558	330
Commodities						
244-2110-402.41-02	Office Supplies	1,000	1,000	430	739	-
244-2110-402.46-11	Operational Supples	16,000	14,000	11,886	7,470	8,921
244-2110-402.47-02	Safety Equipment	1,000	1,000	-	-	-
244-2110-402.47-03	Training Supplies	1,000	1,000	-	-	-
		19,000	17,000	12,316	8,209	8,921
Capital Outlay						
244-2110-402.52-08	Controllable	3,000	3,000	1,737	2,343	2,658
Miscellaneous						
244-2110-402.61-04	Other	4,500	4,500	2,596	2,210	-
	Totals	34,250	32,250	16,782	14,320	11,909

FUND 245 FIRE DEPT EDUCATION & APPARATUS FUND

SUMMARY

The Fire Dept Education and Apparatus Fund has been in existence since before FY 2000.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
245-0000-321.00-00	Donations-Not Restricted	1,000	1,000	-	-	1,750
245-0000-331.01-01	Interest Income	-	-	201	147	53
	Totals	1,000	1,000	201	147	1,803
Expenses						
Contractual Services						
245-2210-402.35-02	R&M-Mach & Equip	1,000	1,000	-	-	-
Commodities						
245-2210-402.46-11	Other	1,000	1,000	-	-	-
	Totals	2,000	2,000	-	-	-

FUND 246 FIRE DONATIONS FUND

SUMMARY

The Fire Donations Fund is used for all monetary donations made for fire operations. Some of the past donations have been for thermal imaging cameras, water rescue boat, and fire rehab team.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
246-0000-321.00-00	Donation-Not Restricted	1,500	1,500	1,550	2,400	-
246-0000-331.01-01	Interest Income	-	-	164	132	69
	Totals	1,500	1,500	1,714	2,532	69
Expenses						
Contractual Services						
246-2210-402.35-04	Vehicles	500	500	-	500	-
Commodities						
246-2210-402.45-06	Vehicle	-	-	-	-	-
246-2210-402.46-11	Other	2,000	2,000	-	5,167	-
	Subtotal	2,500	2,500	-	5,667	-
Capital Outlay						
246-2210-402.52-05	Machinery & Equip	1,000	-	-	-	-
246-2210-402.52-08	Controllable	-	1,000	-	-	-
		1,000	1,000	-	-	-
Miscellaneous						
246-2210-402.61-04	Other	-	-	-	-	-
	Totals	3,500	3,500	-	5,667	-

The Fire Department Grant Fund is specifically for Fire Grant Funds.
 The Fire Department applies for Federal grant funding through the Assistance to Firefighter's grant program under the umbrella of FEMA.
 The funding requested is for a Bunker Gear Dryer (Cancer Prevention Measure)
 There is a 10% match required which would be made from the General Fund.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
247-0000-331.01-01	Interest Income	-	-	150	90	-
247-0000-342.09-00	Other	-	-	-	-	-
247-0000-382.02-01	State Grants	-	-	-	-	-
247-0000-382.03-05	FEMA Grants	25,000	269,000	253,459	128,854	-
247-0000-391.01-01	General Fund	-	-	-	-	-
	Totals	25,000	269,000	253,609	128,944	-
Expenses						
Commodities						
247-2210-402.46-11	Operational Supplies	-	-	-	-	-
Capital Outlay						
247-2210-402.52-05	Mach & Equip	269,000	269,000	-	-	-
247-2210-402.52-08	Controllable	-	-	253,459	128,855	-
Transfers						
247-2210-491.62-15	To Capital Projects	-	-	-	-	-
	Totals	269,000	269,000	253,459	128,855	-

FUND 248 POLICE CRIMINAL REGISTRATION FEE FUND

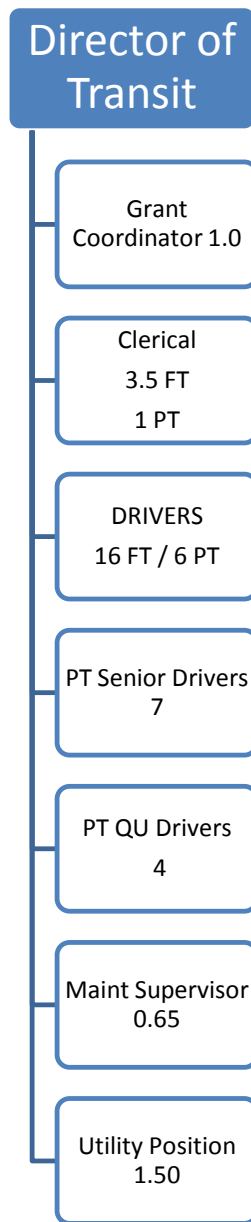
SUMMARY

This fund was created in FYE 2019 to account for the collection of registration fees from criminal sexual predators and violent offenders of youth. The collection of this fee follows the State Code/Public Act which enacts collection.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
248-0000-331.01-01	Interest Income	-	-	40	-	-
248-0000-342.09-00	Other	-	-	-	-	-
248-0000-362.06-01	Sex Offend Reg Fees	13,000	6,000	-	13,385	-
248-0000-362.06-02	Violent Offend-Youth	300	1,000	-	370	-
248-0000-391.01-90	Transfers from Bnk "1"	-	-	-	-	-
Totals		13,300	7,000	40	13,755	-
Salaries						
248-2110-402.11-02	Overtime	5,000	-	-	-	-
Expenses						
248-2110-402.39-08	Contracted Services	-	1,500	-	-	-
248-2110-402.41-02	Office Supplies	2,000	-	-	-	-
248-2110-402.46-11	Operation Supplies	5,000	1,500	220	-	-
Totals		17,000	7,000	1,344	-	-
Capital Outlay						
248-2110-402.52.08	Controllable	5,000	4,000	1,124	-	-
Totals		5,000	4,000	1,124	-	-

The Police DUI Fund receives funding from any person who is found or pleads guilty to Driving Under the Influence and has to pay a fee to the arresting agency. This fund may be used to purchase equipment related to the DUI/Traffic Safety.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
249-0000-331.01-01	Interest Income	2,000	-	2,820	1,980	954
249-0000-331.39-00	Other	-	-	21,000	-	-
249-0000-362.01-10	DUI Reimbursement	25,000	40,000	34,787	39,752	33,116
Totals		27,000	40,000	58,607	41,732	34,070
Expenses						
Contractual Services						
249-2110-402.35-02	Mach & Equip	25,000	22,008	28,604	6,598	-
249-2110-402.39-07	Regist, Schools, Mtngs	4,500	4,300	3,350	-	-
249-2110-402.39-08	Contracted Services	1,000	650	1,074	594	-
		30,500	26,958	33,028	7,192	-
Commodities						
249-2110-402.41.01	Postage	-	-	-	-	-
249-2110-402.41.02	Office Supplies	500	5,000	235	50	3,809
249-2110-402.46-11	Operational Supplies	6,000	6,000	2,259	3,106	4,344
		6,500	11,000	2,494	3,156	8,153
Capital Outlay						
249-2110-402.52-04	Office Equipment	-	-	-	-	-
249-2110-402.52-05	Machinery & Equip	30,000	38,868	-	-	-
242-2110-402.52-06	Vehicles	-	8,581	8,406	-	11,650
249-2110-402.52-08	Controllables	15,000	37,611	17,267	6,058	33,438
249-2110-402.52-09	Leashold Improvements	-	8,632	8,632	-	-
		45,000	93,692	34,305	6,058	45,088
Miscellaneous						
249-2110-402.61-04	Other	10,000	-	-	-	-
Totals		92,000	131,650	69,827	16,406	53,241



PURPOSE

Quincy Transit Lines (QTL) has 8 fixed route buses operating Monday through Friday which cover the entire City of Quincy. Fixed route service also operates on Saturday, Sunday and Holidays with 2 routes. QTL provides paratransit services 7 days per week and on holidays. Monday through Friday we operate 4 paratransit buses and on Saturday, Sunday and Holidays we operate 1 bus. In addition to these operations we also provide Senior Transportation using 4 vans Monday through Friday. QTL also has several contracts with local non-profits to assist them in their need for transportation.

GOALS

Quincy Transit Lines has for several years now been seeking grant funds to assist with a route study. IDOT has confirmed that a contract is being written to provide us with \$150,000 to pay for the Route Study. We have budgeted for this study and will seek RFP's as soon as we have an approved contract in hand. In 2015, QTL was forced to reduce our Disabled and Elderly service due to State -wide budget cuts. Our grant funds have been returned to us and we are now getting funding in a timely manner. QTL is proposing in this budget the return of one Disabled and Elderly driver to the fulltime pool in order to better service our citizens.

PAST FISCAL YEAR HIGHLIGHTS

QTL provided more than 360,000 rides in FY 2019.

- The advertising contract has been a success. As of March 1, 2020 we have \$73,766.73 available to Transit that can be used to purchase items for Transit that may not be covered by the grant.

Budget Summary

Again this year the proposed budget includes \$533,450 in Capital spending which reflects a Grant that IDOT has given to us to rehabilitate the old Transit Building into an automated car wash for the buses. We are waiting on final approval to go out with an RFP. Also included in Capital is an additional \$995,000 to account for the 2 additional grants.

A new line item has been added to the expense side of the Budget this year to reflect the income we received from Advertising. This is entitled Employee Awards and is found in 3413-403.61-03. The amount is \$42,800. This reflects the amount of revenue we anticipate receiving for 2021. This is an offset number to show we are balancing our budget.

REVENUE SUMMARY

ACCOUNT DESCRIPTION	2020/2021		2019/2020	2019/2020	2018/2019
	PROPOSED BUDGET	% Change	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Other Income	46,050	-12.70%	52,750	54,630	51,932
Charges for Services	80,000	0.00%	80,000	67,033	71,122
Grants	5,185,356	5.33%	4,922,933	2,792,388	2,565,710
Transfers from General Fund	285,143	0.00%	285,143	285,143	285,143
Total	5,596,549	4.79%	5,340,826	3,199,194	2,973,907

FUND 250 QUINCY TRANSIT LINES

SUMMARY

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2020/2021	% Change	2019/2020	2019/2020	2018/2019
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries & Benefits	2,095,631	-0.10%	2,097,813	2,145,791	2,111,792
Contractual Services	1,560,379	11.99%	1,393,324	859,983	627,976
Commodities	31,565	0.00%	31,565	23,663	24,626
Capital Outlay	1,491,911	6.97%	1,394,670	23,580	5,545
Miscellaneous	417,063	11.53%	373,954	300,184	274,656
Totals	5,596,549	5.77%	5,291,326	3,353,201	3,044,595
Totals by Division					
3410 Administration	185,864	18.99%	156,204	157,852	163,567
3412 Clerical	162,976	-20.81%	205,802	165,124	157,623
3413 Drivers	1,643,803	2.72%	1,600,347	1,690,977	1,657,468
3414 Operations	3,453,226	8.30%	3,188,621	1,207,042	928,412
3415 Maintenance Supervision	150,680	7.36%	140,352	132,206	137,525
Totals	5,596,549	5.77%	5,291,326	3,353,201	3,044,595

STAFFING

	FY 2021 PROPOSED	FY 2020 ACTUAL	FY 2019 ACTUAL	FY 2018 ACTUAL
Authorized Full Time Positions		23.25	21.25	20
Authorized Part Time Positions		17	20	20

The proposed budget includes the following Transit Department staff:

Position	Full Time Equivalents (FTE)
Director of Transit	1.00
Grant Coordinator	1.00
Clerical	2.50
Fixed Route / Para Drivers	17.00
Maintenance	2.15
Total Full-Time	23.65
Part Time	7.00
Senior Drivers	7.00
QU drivers	4.00
Part Time Clerical	
Total Part-Time	18.00

FUND 250 QUINCY TRANSIT LINES

REVENUE
DETAIL SUMMARY

		REVENUES				
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
250-0000-331.01-01	Interest Income	1,200	1,200	5,497	4,582	2,960
250-0000-342.09-00	Other	2,050	2,050	1,000	2,050	-
250-0000-343.01-00	Bus Wrap Advertising	42,800	49,500	48,133	45,300	4,067
250-0000-361.06-01	Passenger Fares	70,000	70,000	60,656	63,805	70,102
250-0000-361.06-02	Special Transit Fares	10,000	10,000	6,377	7,317	8,533
250-0000-361.06-03	Charter Service	-	-	-	-	-
250-0000-383.01-01	Local/Operating Grants	170,000	170,000	158,400	156,863	150,889
250-0000-383.02-01	State/Operating Grants	2,886,653	2,624,230	2,033,735	1,808,594	2,120,477
250-0000-383.02-02	Cap Exp/Infrastr Grant	1,528,450	1,528,450	-	-	-
250-0000-383.03-01	Fed/Operating Grants	600,253	600,253	600,253	600,253	725,679
250-0000-383.03-02	Cap Exp/Infrastr Grant	-	-	-	-	-
250-0000-383.03-06	Dept of Trnsprt Grant	-	-	-	-	-
250-0000-391.01-01	Trnfr from General Fund	285,143	285,143	285,143	285,143	286,974
Totals		5,596,549	5,340,826	3,199,194	2,973,907	3,369,681

FUND 250 QUINCY TRANSIT LINES

TRANSIT
Administration
Detail

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
250-3410-403.11-01	Regular Salary/Wages	117,376	91,047	96,707	94,419	93,675
250-3410-403.11-02	Overtime	422	-	-	-	-
250-3410-403.11-03	Sick Pay	-	-	188	3,567	1,016
250-3410-403.11-04	Holiday Pay	6,192	4,889	5,351	5,309	5,277
250-3410-403.11-15	Vacation Pay	7,145	4,524	5,602	7,103	9,699
250-3410-403.11-16	Major Medical Pay	-	-	-	-	-
250-3410-403.11-17	Sick Pay Buy Back	3,691	4,914	5,317	6,534	13,288
250-3410-403.11-18	Vac Pay Buy Back	-	4,814	3,839	-	-
250-3410-403.21-01	Group Insurance	27,680	21,514	22,124	22,210	21,040
250-3410-403.21-02	Retiree Insurance	-	-	-	-	-
250-3410-403.21-03	Board Paid Life Ins	148	113	104	109	109
250-3410-403.21-04	Workers' Comp	-	-	-	437	416
250-3410-403.22-01	Social Security	7,526	7,506	6,923	6,548	6,962
250-3410-403.22-02	Medicare	1,308	1,855	1,619	1,531	1,628
250-3410-403.22-03	Unemployment Comp	200	138	138	100	138
250-3410-403.23-01	IMRF	9,784	10,498	9,940	11,308	13,620
	Subtotal	181,472	151,812	157,852	159,175	166,868
Contractual Services						
250-3410-403.36-02	Rentals/Land & Blding	4,392	4,392	-	4,392	4,392
	Totals	185,864	156,204	157,852	163,567	171,260

TRANSIT
Clerical
Detail

Salaries & Benefits						
250-3412-403.11-01	Regular Salary/Wages	89,718	123,166	96,421	90,899	87,601
250-3412-403.11-02	Overtime	562	1,400	369	207	481
250-3412-403.11-03	Sick Pay	2,387	1,361	2,804	875	702
250-3412-403.11-04	Holiday Pay	4,518	6,460	4,933	4,919	4,677
250-3412-403.11-15	Vacation Pay	3,146	4,821	3,290	5,957	4,953
250-3412-403.11-16	Major Medical Pay	-	-	-	-	-
250-3412-403.11-17	Sick Pay Buy Back	988	2,002	3,061	6,211	7,449
250-3412-403.11-18	Vac Pay Buy Back	-	-	2,919	-	-
250-3412-403.12-01	Temp EE Salary Wages	6,600	6,600	3,492	3,165	3,128
250-3412-403.21-01	Group Insurance	34,988	36,800	29,126	25,826	24,463
250-3412-403.21-03	Board Paid Life Ins	187	261	186	170	170
250-3412-403.21-04	Workers' Comp	-	-	-	249	237
250-3412-403.22-01	Social Security	6,691	8,960	6,990	6,690	6,488
250-3412-403.22-02	Medicare	1,569	2,114	1,635	1,564	1,517
250-3412-403.22-03	Unemployment Comp	300	300	300	300	313
250-3412-403.23-01	IMRF	11,322	11,557	9,598	10,591	11,730
	Totals	162,976	205,802	165,124	157,623	153,909

FUND 250 QUINCY TRANSIT LINES

TRANSIT
DRIVERS
Detail

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021	2019/2020	2019/2020	2018/2019	2017/2018
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Salaries & Benefits						
250-3413-403.11-01	Regular Salary/Wages	631,741	664,270	591,582	517,085	431,504
250-3413-403.11-02	Overtime	80,510	62,603	74,506	43,535	67,817
250-3413-403.11-03	Sick Pay	16,663	22,475	27,530	27,755	22,596
250-3413-403.11-04	Holiday Pay	19,862	20,400	23,378	20,648	18,422
250-3413-403.11-15	Vacation Pay	30,206	33,010	38,867	39,131	37,016
250-3413-403.11-16	Major Medical Pay	30,000	10,000	34,551	4,494	41,911
250-3413-403.11-17	Sick Pay Buy Back	2,852	10,797	7,111	24,183	18,958
250-3413-403.11-18	Vac Pay Buy Back	5,000	5,658	4,272	3,099	2,684
250-3413-403.11-19	Personal Day Pay	11,741	11,458	19,977	15,441	20,189
250-3413-403.11-20	Personal Day Buy Back	7,459	26,039	15,030	13,191	15,183
250-3413-403.12-01	Temp Salaries	330,918	271,936	406,126	416,798	446,804
250-3413-403.12-02	Overtime	7,241	30,129	30,062	32,083	60,161
250-3413-403.21-01	Group Insurance	228,203	251,739	224,791	208,323	210,630
250-3413-403.21-03	Board Paid Life Ins	1,516	1,624	1,507	1,476	1,489
250-3413-403.21-04	Workers' Comp	-	-	-	101,953	97,098
250-3413-403.22-01	Social Security	67,719	72,607	75,638	68,698	69,978
250-3413-403.22-02	Medicare	15,838	15,589	17,689	16,066	16,365
250-3413-403.22-03	Unemployment Comp	3,500	3,500	3,500	3,500	4,375
250-3413-403.23-01	IMRF	109,124	85,713	94,260	99,269	120,797
250-3413-403.24-03	CDL Reimbursement	910	800	550	740	185
Totals		1,601,003	1,600,347	1,690,927	1,657,468	1,704,162

FUND 250 QUINCY TRANSIT LINES

TRANSIT
OPERATIONS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021	2019/2020	2019/2020	2018/2019	2017/2018
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Contractual Services						
250-3414-403.31-01	Audit	9,625	9,625	9,625	5,092	5,025
250-3414-403.31-05	Other	298,084	298,084	328	1,152	1,642
250-3414-403.32-01	Medical	2,150	2,150	83	-	-
250-3414-403.34-03	Custodial	5,000	231	1,124	1,137	3,669
250-3414-403.34-06	Linens mats, mops,uniform	4,769	7,769	5,313	-	-
250-3414-403.35-01	R&M-Buildings	17,336	9,586	2,096	6,220	2,526
250-3414-403.35-02	R&M-Mach & Equip	30,000	25,000	5,240	3,351	750
250-3414-403.35-04	R&M-Vehicles	12,745	-	-	9	1,246
250-3414-403.35-05	Rep & Maint -Other	18,000	13,000	694	347	2,947
250-3414-403.36-01	Fleet Maintenance	883,916	759,629	605,800	508,388	486,568
250-3414-403.36-03	Rental/Equip & Vehicle	1,200	1,200	867	544	686
250-3414-403.38-01	MICA	200,883	197,137	197,137	67,610	64,390
250-3414-403.39-01	Communications	21,716	19,958	15,467	17,350	15,874
250-3414-403.39-02	Advertising/Publishing	3,145	3,145	1,221	1,609	1,187
250-3414-403.39-03	Printing & Binding	9,518	9,518	2,954	1,108	3,831
250-3414-403.39-04	Travel	2,000	2,000	455	1,085	742
250-3414-403.39-05	Mileage Reimb	3,500	3,500	484	859	936
250-3414-403.39-07	Regist, Schools, Mtgs	600	600	2,095	550	420
250-3414-403.39-08	Contracted Services	31,300	26,300	8,682	7,174	2,765
	Subtotal	1,555,487	1,388,432	859,665	623,585	595,204
Commodities						
250-3414-403.41-01	Postage	350	350	172	276	172
250-3414-403.41-02	Office Supplies	1,500	1,500	1,901	1,483	1,450
250-3414-403.42-01	Natural Gas	7,000	7,000	4,282	5,164	4,241
250-3414-403.42-02	Electricity	11,000	11,000	12,874	10,894	11,579
250-3414-403.45-01	Building Supplies	-	-	579	87	50
250-3414-403.45-02	Custodial Supplies	1,400	1,400	1,989	969	1,691
250-3414-403.45-03	Equip Consumable	-	-	-	-	11
250-3414-403.45-04	Equip Replace Parts	1,000	1,000	-	-	221
250-3414-403.45-05	Small Tools	815	815	322	210	881
250-3414-403.46-08	Paint	2,000	2,000	-	77	-
250-3414-403.46-11	Other	1,000	1,000	746	2,192	1,327
250-3414-403.47-01	Clothing/Uniforms	5,000	5,000	-	3,200	3,200
250-3414-403.47-02	Safety Equipment	500	500	798	74	58
250-3414-403.47-03	Training Supplies	-	-	-	-	48
	Subtotal	31,565	31,565	23,663	24,626	24,929
Capital Outlay						
250-3414-403.52-02	Buildings	610,691	533,450	-	-	-
250-3414-403.52-03	Improv other than Bldgs	845,000	825,000	-	-	-
250-3414-403.52-04	Office Equipment	20,000	20,000	19,456	-	-
250-3414-403.52-05	Machinery & Equip	10,000	10,000	-	-	-
250-3414-403.52-08	Controllable	6,220	6,220	4,124	5,545	4,000
	Subtotal	1,491,911	1,394,670	23,580	5,545	4,000
Miscellaneous						
250-3414-403.61-01	Dues	5,280	5,280	4,400	4,400	-
250-3414-403.61-04	Other	400	150	-	212	76
250-3414-403.65-01	Cost Share/Admin	368,583	368,524	295,734	270,044	213,514
	Subtotal	374,263	373,954	300,134	274,656	213,590
	Total	3,453,226	3,188,621	1,207,042	928,412	837,723

FUND 250 QUINCY TRANSIT LINES

TRANSIT
SUPERVISION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
250-3415-403.11-01	Regular Salary/Wages	92,574	86,761	81,877	80,205	51,544
250-3415-403.11-02	Overtime	-	-	1,596	2,292	1,358
250-3415-403.11-03	Sick Pay	2,625	2,556	1,741	1,605	2,647
250-3415-403.11-04	Holiday Pay	5,352	4,784	5,225	4,055	2,574
250-3415-403.11-15	Vacation Pay	5,168	5,031	4,488	3,765	2,766
250-3415-403.11-16	Major Medical Pay	-	-	348	1,069	1,362
250-3415-403.11-17	Sick Pay Buy Back	1,088	706	618	759	-
250-3415-403.21-01	Group Insurance	24,009	24,089	20,537	20,667	14,766
250-3415-403.21-02	Retirees Insurance	-	-	-	-	-
250-3415-403.21-03	Board Paid Life Ins	149	149	143	142	102
250-3415-403.21-04	Workers' Comp	-	-	-	6,801	6,477
250-3415-403.22-01	Social Security	6,262	5,897	5,912	5,618	3,626
250-3415-403.22-02	Medicare	1,464	1,385	1,382	1,314	848
250-3415-403.22-03	Unemployment Comp	400	200	200	200	207
250-3415-403.23-01	IMRF	11,089	8,294	7,821	9,034	6,888
	Totals	150,180	139,852	131,888	137,526	95,165

FUND 252 DCCA GRANT FUND

SUMMARY

Funds from Department of Commerce and Economic Opportunity's (DCEO) Community Development Assistance Program (CDAP) are placed in fund 252 to be utilized for projects that receive grant awards. Projects include: Prince Agri Products, Kroc Center Streetscape and The District Wayfinding grants.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
252-0000-383.01-04	Local/Private-Matching	-	-	-	-	-
252-0000-383.02-03	State Econ Dev/Rehab G	-	-	-	-	-
252-0000-383.03-01	Fed Operating Grant	-	-	-	-	-
252-0000-383.03-03	Fed Rehab Grant	150,000	150,000	-	-	-
	Totals	150,000	150,000	-	-	-
Expenses						
Contractual Services						
252-6312-408.31-02	Professional Svc/Legal	20,000	20,000	-	-	-
252-6312-408.31-05	Professional Svc/Other	-	-	-	-	-
252-6312-408.35-01	R&M-Building	-	-	-	-	-
252-6312-408.39-08	Contracted Services	80,000	80,000	-	-	-
	Subtotal	100,000	100,000	-	-	-
Capital Outlay						
252-6312-408.53-02	Streets-Replacement	50,000	50,000	-	-	-
252-6312-408.53-09	Other	-	-	-	-	-
	Subtotal	50,000	50,000	-	-	-
Miscellaneous						
252-6312-408.65-01	Admin Cost Share	-	-	-	-	-
Transfers						
252-1804-408.62-83	Transfer to GREDF	-	-	-	-	-
252-1804-491.62-01	General Fund	-	-	-	-	-
	Totals	150,000	150,000	-	-	-

FUND 253 IHDA GRANT FUND

SUMMARY

Funds from Illinois Housing Development Authority (IHDA) are placed in Fund 253 to be utilized for projects that receive grant awards. Projects include: Single family Owner Occupied, Rental Rehab and Abandon Housing grants

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
253-0000-331.01-01	Interest Income	-		52	61	37
253-0000-383.01-04	Local/Private-Matching	-	-	-	-	-
253-0000-383.02-03	State Dev/Rehab Grant	-		42,937	136,983	41,842
253-0000-383.03-03	Fed- Dev/Rehab Grant	325,000	113,670	-	-	-
	Totals	325,000	113,670	42,989	137,044	41,879
Expenses						
Contractual Services						
253-6312-408.31-02	Contracted Legal	1,000	200	-	-	-
253-6312-408.31-04	Prof Svc/Engineer/Arch	4,000	-	1,552	3,052	2,581
253-6312-408.31-05	Other	200	150	-	-	-
253-6312-408.35-01	Buildings	-	-	-	-	-
253-6312-408.37-01	Demolitions	70,000	24,170	11,500	53,750	-
253-6312-408.39-02	Advertising/Publishing	300	-	(49)	146	-
253-6312-408.39-08	Contracted Services		-			
Miscellaneous						
253-6312-408.61-04	Other	240,000	79,650	6,825	76,445	39,405
253-6312-408.65-01	Admin Cost Share	9,500	9,500	-	-	-
	Totals	325,000	113,670	19,828	133,393	41,986

Fund 254 Other Grant Fund

SUMMARY

This Grant fund is used for the two Cenus grants awarded in FYE 2020.
 \$48,000 IDHS reimbursable grant to be disbursed in FY 2021
 \$74,000 Secretary of State grant awarded/d disbursed in FYE 2020

		REVENUES				
		2020/2021	2019/2020	2019/2020	2018/2019	2017/2018
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROPOSED	REVISED	PROJECTED	YTD	YTD
		BUDGET	BUDGET	ACTUAL	ACTUAL	ACTUAL
254-0000-331.01-01	Deposit Accounts		-	688	-	-
254-0000-381.02-01	State Grant	48,000	122,000	74,000	-	-
Totals		48,000	122,000	74,688	-	-

		EXPENSES				
254-6312-408.31-05	Prof Services-Other	-	12,000	12,000	-	-
254-6312-408.39-02	Advertising/Publishing	31,150	43,000	31,127	-	-
254-6312-408.39-08	Contracted Services	22,605	57,000	22,603	-	-
254-6312-408.61-04	Misc Other	5,000	5,000	658	-	-
254-6312-408.65-01	Administrative	5,000	5,000	-	-	-
Totals		63,755	122,000	66,388	-	-

FUND 255 HUD GRANT FUND

SUMMARY

Funds from DCEO for Ike federal disaster recovery program were used for the water treatment generator. Fund 255 also is used to receive funds from DCEO and HUD funds for the Riverfront Connector Trail project.

		REVENUES				
		2020/2021	2019/2020	2019/2020	2018/2019	2017/2018
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROPOSED	REVISED	PROJECTED	YTD	YTD
		BUDGET	BUDGET	ACTUAL	ACTUAL	ACTUAL
255-0000-383.03-01	Fed Oper Grants	-	-	-	-	-
255-0000-383.03-03	Fed Econ Dev Grant	-	-	-	-	95,000
Totals		-	-	-	-	95,000

EXPENSES

Commercial Development

Contractual Services

255-6312-408.31-02	Legal	-	-	-	-	-
255-6312-408.31-04	Engineer/Architectural	-	-	-	-	-
255-6312-408.31-05	Prof Services - Other	-	-	-	-	-
255-6312-408.35-01	R&M-Buildings	-	-	-	-	-
255-6312-408.39-02	Advertising/Publishing	-	-	-	-	-
255-6312-408.39-08	Other Contracted Serv	-	-	-	-	-
Subtotal		-	-	-	-	-

Commodities

255-6312-408.41-01	Postage	-	-	-	-	-
255-6312-408.46-11	Oper supplies-other	-	-	-	-	-
Subtotal		-	-	-	-	-

Capital Outlay

255-6312-408.52-01	Land	-	-	-	-	-
255-6312-408.52-02	Building	-	-	-	-	-
255-6312-408.52-03	Improv other than Bldg	-	-	-	-	-
Subtotal		-	-	-	-	-

Miscellaneous

255-6312-408.61-04	Misc Other	7,000	-	-	-	-
255-1801-491-62-39	Inter fund transfers	-	-	-	-	-
255-6312-408.65-01	Administrative	-	-	-	-	-
Subtotal		7,000	-	-	-	-

Totals		7,000	-	-	-	-
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PURPOSE

The Bridge Lighting Fund was created in FY 2013 to account for all the local donations for the Bridge Lighting project. IDOT granted the City a \$456,000 federal transportation enhancement grant, which requires a local match of \$124,000. The private sector to date has contributed \$174,500 towards the local match and operational costs. Klingner has done the engineering work and Brown Electric won the IDOT construction bid in 2014.

The fund was originally treated as a Trust and Agency Fund (Fund 723). However, we have converted the fund to a Special Revenue Fund as the City owns and maintains the Bridge Lighting.

BUDGET SUMMARY

The proposed FY21 budget includes an allowance of \$1,500 for emergency repairs and \$2,400 for electric expenses.

		REVENUES				
		2020/2021	2019/2020	2019/2020	2018/2019	2017/2018
		PROPOSED	REVISED	PROJECTED	YTD	YTD
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	BUDGET	BUDGET	ACTUAL	ACTUAL	ACTUAL
257-0000-331-01-01	Interest Income	-	-	1,346	913	417
257-0000-342.09-00	Other	-	-	-	-	-
257-0000-382-01-10	Restricted Contributions	2,400	2,400	7,920	7,920	-
	Totals	2,400	2,400	9,266	8,833	417

EXPENSES

Contractual Services

257-6313-407-35-06	R&M-Infrastructure	1,000	1,500	-	-	128
	Subtotal	1,000	1,500	-	-	128

Commodities

257-6313-407-42.02	Electricity	2,400	2,400	1,660	1,749	1,848
	Subtotal	2,400	2,400	1,660	1,749	1,848

Capital Outlay

257-6313-407-53.06	Infrastructure-Lighting	-	-	15,417	-	19,524
257-6313-407-53.09	Infrastructure-Other	-	-	-	-	-
	Subtotal	-	-	15,417	-	19,524

	Totals	3,400	3,900	17,077	1,749	21,500
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CITY OF QUINCY
CAPITAL PROJECTS FUNDS

Revenue/Expenditures & Change in Fund Balance

	Capital Projects 301	Special Capital 309	Special Tax Alloc TIF #2 312	Special Tax Alloc TIF #3 313	Water EPA 2019 Proj 314	Sewer EPA 2019 Proj 315
Beginning Balance, May 1	2,780,000	14,000	1,625,000	167,000	152,000	-
REVENUES						
Taxes	2,358,696		463,000	75,000		
Licenses & Permits						
Charges for Services						
Rent & Other Income		9,600				
Interest Income	40,000	100	15,000	1,500	-	-
Debt Proceeds					4,000,000	9,000,000
Grants			65,000			
Transfers In	-				500,000	250,000
Inter-Gov. Revenues		-	-	-		
TOTAL REVENUE	2,398,696	9,700	543,000	76,500	4,500,000	9,250,000
Total Funds Available	5,178,696	23,700	2,168,000	243,500	4,652,000	9,250,000
EXPENDITURES						
Salaries & Benefits						
Contracted Services	-	5,859	144,000	122,000		
Commodities		4,000				
Capital Outlay	4,241,273		1,752,739	110,000	4,500,000	9,250,000
Miscellaneous		-	271,200	5,500		
Debt Service	-					
Transfers	180,000				-	-
TOTAL EXPENDITURES	4,421,273	9,859	2,167,939	237,500	4,500,000	9,250,000
Ending Balance, April 30	\$ 757,423	\$ 13,841	\$ 61	\$ 6,000	\$ 152,000	\$ -

CITY OF QUINCY
CAPITAL PROJECTS FUNDS

Revenue/Expenditures & Change in Fund Balance
Summary

	CDAP Capital Grant 316	2019B Street Proj 323	QMEA Cap Res 395	Fire Equip/ Improv. 397	Total
Beginning Balance, May 1	1,260	18,888,000	139,000	7,600	23,773,860
REVENUES					
Taxes					2,896,696
Licenses & Permits				90,000	90,000
Charges for Services					-
Rent & Other Income				2,869	12,469
Interest Income		240,000	2,000	600	299,200
Debt Proceeds					13,000,000
Grants					65,000
Transfers In	-		20,000		770,000
Inter-Gov. Revenues	-		-	-	-
TOTAL REVENUE	-	240,000	22,000	93,469	17,133,365
Total Funds Available	1,260	19,128,000	161,000	101,069	40,907,225
EXPENDITURES					
Salaries & Benefits	-		-	-	-
Contracted Services		440,000	-		711,859
Commodities					4,000
Capital Outlay	-	18,561,995	138,000	-	38,554,007
Miscellaneous	-		-	-	276,700
Debt Service	-		-	-	-
Transfers	-		-	90,000	270,000
TOTAL EXPENDITURES	-	19,001,995	138,000	90,000	39,816,566
Ending Balance, April 30	\$ 1,260	\$ 126,005	\$ 23,000	\$ 11,069	\$ 1,090,659

PURPOSE

The Capital Projects Fund is the main fund for major city projects and infrastructure improvements. The revenue source for these projects is Home Rule Sales Tax. Each year a percentage of home rule sales tax is allocated to Capital.

GOALS/OBJECTIVES

The goal is for the Capital Projects Fund to maintain special capital projects and city infrastructure. The revenue source for Capital Projects is 20% of the City's Home Rule "Purchase Tax" of 1.5% which is declining for several reasons. The State's budget implemented a 2% administrative fee, later reduced to a 1.5% administrative fee which has had a significant impact on this already slowing revenue. In FY 2019, City Council adopted a Capital Project Fund policy which re-allocates recurring or non-capital expenses to department budgets.

PAST FISCAL YEAR HIGHLIGHTS

The FY 2020 Capital Projects fund spending included:

- \$2.6 million Street enhancements
- \$30,000 Network Storage Equipment, \$4,500 Website Design
- \$183,000 Transfer to Airport
- \$400,000 Ward spending
- \$123,450 Transfer to 2017 GO Bond Fund (jail)
- \$50,000 Disaster Recovery Site located at Jail, police facility
- \$106,000 Patrol Cars

Budget Summary

Planned expenditures for next year include \$1.3 million in new funding for Street enhancements, \$30K to each ward and a Transfer to Airport Fund (match) of \$ 180,000. The Capital Projects Fund will carry over approximately \$2.5 million of previous year capital budget allocations which include funds earmarked for a future fire station reserve, and 42nd street ROW acquisition and street construction.

REVENUE SUMMARY

ACCOUNT NUMBER	2020/2021	% Change	2019/2020	2019/2020	2018/2019
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Taxes	1,830,405	-22.40%	2,358,696	2,312,578	2,358,760
Interest Income	40,000	100.00%	20,000	56,272	30,721
Transfers from Purchase Tax Fund	0		0	0	0
Total Revenues	1,870,405	-21.37%	2,378,696	2,543,850	2,564,481

EXPENSE SUMMARY

Totals by Division	2020/2021	% Change	2019/2020	2019/2020	2018/2019
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Contractual Services	0	#DIV/0!	0	0	15,852
Capital Outlay	4,241,273	-7.66%	4,593,303	4,067,300	917,348
Debt Services	0	#DIV/0!	0	0	12,500
Transfers	180,000	-43.48%	318,475	467,925	273,450
Totals	4,421,273	-9.99%	4,911,778	4,535,225	1,219,150

FUND 301 CAPITAL PROJECTS FUND

DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
REVENUES						
301-0000-314.01-01	Home Rule (Purch) Tax	1,830,405	2,358,696	2,312,578	2,358,760	0
301-0000-331.01-01	Interest Income	40,000	20,000	56,272	30,721	15,000
301-0000-391.01-01	Trnsfr from General Fd	0	0	175,000	175,000	0
301-0000-391.01-51	Trnsfr from Purchase Tx	0	0	0	0	2,332,894
301-0000-391.01-59	Airport PFC Fund 512	0	0	0	0	0
301-0000-391.01-67	Trnsfr from Mun. Dock	0	0	0	0	0
301-0000-392.03-00	Loan Proceeds	0	0	0	0	0
	Totals	1,870,405	2,378,696	2,543,850	2,564,481	2,347,894
EXPENSES						
Interfund Transfers						
301-1801-491.62-01	Transfer to Gen Fund	0	1,950	1,950	0	450,000
301-1801-491.62-02	Planning & Development		6,525	6,525	0	0
301-1801-491.62-09	Trnsfr to 2017 GO Bond	0	124,000	123,450	123,450	95,000
301-1801-491.62-30	Quincy Regional Airport	180,000	183,000	333,000	150,000	190,000
301-1801-491.62-32	Central Services Fund	0	3,000	3,000	0	250,000
	Subtotal	180,000	318,475	467,925	273,450	985,000
IT Dept.						
301-1901-401.52-03	Improv other than Bldgs	0	0	0	0	0
301-1901-401.52-04	Office Equipment	0	30,000	29,836	0	27,705
301-1901-401.52-08	Controllable	0	4,500	25,536	45,118	16,869
	Subtotal	0	34,500	55,372	45,118	44,574
Police Dept.						
301-2110-402.52-04	Office Equipment	0	55,000	49,361	0	0
301-2110-402.52-05	Machinery & Equip	0	0	0	0	100,000
301-2110-402.52-06	Vehicles	0	114,969	110,276	5,031	129,175
301-2110-402.52-08	Controllable	0	0	0	65,000	1,958
301-2110-402.52-09	Leasehold Improve	0	0	0	0	0
	Subtotal	0	169,969	159,637	70,031	231,133
Fire Dept.						
301-2210-402.52-05	Mach & Equip	0	0	0	0	100,000
301-2210-402.52-08	Controllable	0	0	0	0	0
301-2210-402.54-10	Fire Station Reserve	136,970	151,845	14,875	14,863	8,155
301-2210-409.72-00	Loan/Lease Payments	0	0	0	12,500	12,500
	Subtotal	136,970	151,845	14,875	27,363	120,655
Forestry						
301-3112-403.39-08	Contracted Services	0	0	0	15,852	27,971
301-3112-403.52-05	Mach & Equip	0	0	0	0	0
	Subtotal	0	0	0	15,852	27,971
Fleet						
301-3115-403.52-02	Buildings	0	0	0	0	96,925
301-3115-403.52-06	Vehicles	0	0	0	0	51,157
	Subtotal	0	0	0	0	148,082

FUND 301 CAPITAL PROJECTS FUND

DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Concrete(Street Maintenance)						
301-3152-403.31-04	Eng/Architectural	0	214,135	214,135	0	0
301-3152-403.52-05	Mach & Equip	0	0	0	0	0
301-3152-403.52-06	Vehicles	0	0	0	0	0
301-3152-403.53-08	Neighborhood Enhance	2,741,867	2,674,248	2,653,097	347,344	886,329
301-3152-403.53-09	Other	0	0	0	0	0
301-3152-403.54-01	Ward 1	126,849	102,130	86,406	8,334	410,054
301-3152-403.54-02	Ward 2	212,416	195,693	144,421	20,517	303,512
301-3152-403.54-03	Ward 3	293,123	266,604	249,972	47,378	123,620
301-3152-403.54-04	Ward 4	112,853	101,248	86,793	11,438	270,488
301-3152-403.54-05	Ward 5	182,186	154,044	73,174	252,340	0
301-3152-403.54-06	Ward 6	166,125	152,045	123,834	15,478	159,165
301-3152-403.54-07	Ward 7	208,884	316,842	205,584	17,968	22,925
301-3152-403.54-17	Ward Clean Up	0	0	0	66,539	65,743
301-3152-403.54-30	Sidewalks	0	0	0		
301-3152-403.54-31	IDOT Matching	0	0	0		
	Subtotal	4,044,303	4,176,989	3,837,416	787,336	2,241,836
Landfill						
301-3716-405.54-44	Landfill #4 - Burton	0	0	0	0	0
	Subtotal	0	0	0	0	0
Commercial Development						
301-6310-403.52-01	Capital Outlay-Land	34,000	34,000	0	0	0
301-6310-403.53-01	Streets-New Construct	26,000	26,000	0	0	0
	Subtotal	60,000	60,000	0	0	0
	Totals	4,421,273	4,911,778	4,535,225	1,219,150	3,799,251

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FUND 309 SPECIAL CAPITAL PROJECTS FUND

SUMMARY

The Special Capital Projects Fund was created in FY 2000 to track special capital projects and is now essentially the operating fund for the Washington Theatre. All project costs related to the Washington Theatre are tracked separately within this fund to make sure revenues are sufficient to cover expenses.

In FY2020 both Theater commercial tenants vacated their lease space. One new tenant has leased the first floor office space. Due to limited revenues, the expenses are only utilities, insurance, and taxes. Any building maintenance will be funded from fund balance.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
309-0000-321.00-00	Donations	0	0	0	0	0
309-0000-331.01-01	Interest Income	100	200	482	376	163
309-0000-341.04-00	Rent-Wash Theatre	9,600	16,200	9,800	16,200	15,300
309-0000-342.09-00	Other	0	0	400	0	0
	Totals	9,700	16,400	10,682	16,576	15,463
Expenses						
Contractual Services						
309-1899-401.33-01	Utility Svcs-Water/Sewer	1,000	1,000	870	834	1,130
309-1899-401.35-01	R&M-Buildings	0	9,900	10,325	6,074	10,228
309-1899-401.39-08	Contracted Services	0	800	0	0	0
Insurance						
309-1899-401.38-01	MICA	4,859	2,927	2,927	0	0
	Subtotal	5,859	14,627	14,122	6,908	11,358
Commodities						
309-1899-401.42-02	Electricity	4,000	6,400	5,864	3,991	3,970
309-1899-401.45-01	Building Supplies	0	1,000	0	1,043	0
Miscellaneous						
309-1899-401.61-02	Taxes	1,200	1,700	1,580	1,580	1,464
309-1899-401.61-04	Other	0	0	0	75	0
	Totals	11,059	23,727	21,566	13,597	16,792

FUND 312 SPECIAL TAX ALLOCATION TIF #2

SUMMARY

The Tax Increment Financing (TIF) is a governmental financing tool that the City of Quincy uses to fund public infrastructure construction, promote development, and to expand the future tax base.

TIF #2, also known as TIF West, was established in 1998 and expires in 2021.

The goal is to direct TIF revenues when possible toward: 50% private investment, upper floor residential, economic development incentives to attract new business, 35% toward infrastructure needs, and 15% toward discretionary projects. These percentages were established in the TIF Investment Plan adopted by City Council 2/2/2015.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
312-0000-311.01-00	General Levy	463,000	448,000	463,425	477,577	427,239
312-0000-331.01-01	Interest Income	15,000	10,000	34,505	21,887	6,635
312-0000-331.01-02	Tax Payments	0	0	489	387	200
312-0000-331.04-00	Origination & Loan Fees	0	0	3,987	0	0
312-0000-342.09-00	Other	0	0	0	0	0
312-0000-382.02-03	Dept of Transportation	65,000	120,000	53,905	0	0
312-0000-383.01-03	Econ Dev/Rehab Grant	0	0	0	0	0
312-0000-383.02-03	Econ Dev/Rehab Grant	0	0	0	0	0
	Totals	543,000	578,000	556,311	499,851	434,074
Expenses						
Interfund Transfers						
312-1801-491.62-02	Planning & Develop	0	0	0	0	0
Contractual Services						
312-3712-408.31-04	Engineer/Architectural	75,000	75,000	44,242	6,500	0
312-3712-408.31-05	Prof Services/Other	50,000	136,529	109,916	0	0
312-3712-408.39-02	Advertising/Publishing	500	750	199	378	0
312-3712-408.39-04	Travel	2,000	2,000	722	1,832	1,789
312-3712-408.39-07	Regist, Schools, Mtgs	1,500	1,500	1,125	1,500	1,050
312-3712-408.39-08	Contracted-Other	15,000	15,000	12,850	12,850	0
312-3712-408.46-01	Concrete	0	0	0	0	768
312-3712-408.46-11	Other	0	0	0	0	911
	Subtotal	144,000	230,779	169,054	23,060	4,518
Capital Outlay						
312-3712-408.53-02	Streets-Replacement	1,572,739	1,080,000	1,080,000	0	0
312-3712-408.53-06	Infrastructure-Lighting	0	0	0	0	0
312-3712-408.53-07	Rental Rehab	0	0	0	0	0
312-3712-408.53-09	Infrastructure-Other	180,000	202,371	184,739	73,145	0
	Subtotal	1,752,739	1,282,371	1,264,739	73,145	0
Miscellaneous						
312-3712-408.61-01	Dues	1,200	1,900	850	850	0
312-3712-408.61-04	Other	0	0	520	487	206
312-3712-408.62-87	Rental Rehab Grants	270,000	306,100	293,638	111,518	120,745
		271,200	308,000	295,008	112,855	120,951
	Totals	2,167,939	1,821,150	1,728,801	209,060	125,469

FUND 313 SPECIAL TAX ALLOCATION TIF #3

SUMMARY

The Tax Increment Financing (TIF) is a governmental financing tool that the City of Quincy uses to fund public infrastructure construction, promote development, and to expand the future tax base.

TIF #3, also known as TIF East, was established in 2010 and expires in 2033.

The goal is to direct TIF revenues when possible toward: 50% private investment, upper floor residential, economic development incentives to attract new business, 35% toward infrastructure needs, and 15% toward discretionary projects.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
313-0000-311.01-00	General Levy	75,000	65,000	75,627	66,165	43,295
313-0000-321.00-00	Donations-Not restricted	0	2,500	2,700	0	0
313-0000-331.01-01	Interest Income	1,500	500	2,908	1,286	224
313-0000-331.01-02	Tax Payments	0	0	80	57	20
	Totals	76,500	68,000	81,315	67,508	43,539
Expenses						
Contractual Services						
313-3712-408.31-04	Engineer/Architectural	120,000	2,500	2,500	0	0
313-3712-408.31-05	Prof Services/Other	0	0	0	0	0
313-3712-408.33-02	Landfill Fees	0	0	0	0	0
313-3712-408.39-02	Advertisng-Publishing	2,000	0	0	0	0
313-3712-408.39-08	Contracted-Other	0	9,600	2,500	0	15,850
	Subtotal	122,000	12,100	5,000	0	15,850
Capital Outlay						
313-3712-408.52-02	Buildings	0	0	0	0	0
313-3712-408.53-01	Sreets-New Construct	0	15,200	0	0	0
313-3712-408.53-02	Streets-Replacement	110,000	0	0	0	0
313-3712-408.53-06	Infrastructure-Lighting	0	0	0	0	0
313-3712-408.53-09	Infrastructure-Other	0	15,000	0	0	0
		110,000	30,200	0	0	0
Miscellaneous						
313-3712-408.61-04	Other	5,500	5,400	4,568	6,103	5,001
	Totals	237,500	47,700	9,568	6,103	20,851

FUND 314 WATER EPA 2019 PROJECT FUND

SUMMARY

This fund was created in FY 2019 to account for Illinois EPA funded capital improvement projects for the city water supply. In FY21, the City expects to receive \$4 million in loan funds from the Illinois EPA for planned improvements at the water treatment plant.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
314-0000-331-01-01	Interest Income	0	0	0	0	0
314-0000-391.01-28	Trnsfrs from Water Fd	500,000	520,000	1,048,346	1,783,466	0
314-0000-392.03-00	Loan Proceeds	4,000,000	6,800,000	2,747,451	905,251	0
	Totals	4,500,000	7,320,000	3,795,797	1,083,597	0
Expenses						
Capital Outlay						
314-3313-411-53-09	Infrastructure-Other	0	235,000	342,506	550,721	0
314-3314-411-53-09	Infrastructure-Other	4,500,000	7,085,000	3,261,435	532,877	0
	Totals	4,500,000	7,320,000	3,603,941	1,083,598	0

This fund was created in FY 2019 to account for Illinois EPA funded capital improvement projects to the City's sewage collection and treatment system. In FY21, the City expects to receive \$5 million in loan funds from the Illinois EPA for planned improvements at the sewage treatment plant.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
315-0000-331-01-01	Interest Income	0	0	0	0	0
315-0000-391.01-29	Utilities Fund-Sewer	250,000	0	0	0	0
315-0000-392.03-00	Loan Proceeds	9,000,000	6,250,000		0	0
	Totals	9,250,000	6,250,000	0	0	0
Expenses						
Capital Outlay						
315-3321-412-53.09	Infrastructure-Other	0	0	0	0	0
315-3322-412-53-09	Infrastructure-Other	9,250,000	6,250,000	5,492,067	0	0
	Totals	9,250,000	6,250,000	5,492,067	0	0

FUND 316 CDAP CAPITAL GRANT

SUMMARY

This fund was created FY 2014 for the granting of CDAP funds for capital improvement projects. The first project was the South Quincy Sanitation Sewer Extension Project. The CDAP RLF Committee approved the disbursement to transfer CDAP loan funds to grant infrastructure improvements to promote economic development.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
316-0000-331.01-01	Deposit Accounts	0	0	28	19	1189
316-0000-391.01-39	Trnsfr from CDAP RLF	0	500,000	0	0	300,000
	Totals	0	500,000	28	19	301,189
Expenses						
Capital Outlay						
316-6310-408.53-09	Infrastructure-Other	0	500,000	0	0	300,000
	Totals	0	500,000	0	0	300,000

FUND 323 2019B GO STREET PROJECT FUND

SUMMARY

This fund was created in FY 2020 to account for bond funded capital improvements to city streets, sidewalks and other transportation related infrastructure. In FY21, the City expects to spend \$19 million in bond funds for planned transportation improvements.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
323-0000-331.01-01	Deposit Accounts	240,000	-	86,874	0	0
323-0000-342-09-00	Other					
323-0000-392-01-00	Bond Proceeds	0	19,001,995	19,001,995	0	0
	Totals	240,000	19,001,995	19,088,869	0	0
Expenses						
Contractual Services						
323-1899-401.31-04	Engineering/Architectural	440,000	440,000	329,823	0	0
323-1899-401-31-05	Prof Svcs/Engineering	0	0	0	0	0
Capital Outlay						
323-1899-401-53-02	Streets-Replacement	17,800,000	17,800,000	0	0	0
323-1899-401-53-09	Infrastructure-Other	761,995	761,995	761,995	0	0
	Totals	19,001,995	19,001,995	1,091,818	0	0

The QMEA Capital Reserve Fund was created in July 2009 as a result of the intergovernmental agreement with Quincy Metropolitan Exposition, Auditorium, and Office Building Authority (QMEA). The Hotel/Motel tax revenues are re-distributed based on the inter-governmental agreement with the QMEA (Quincy Metropolitan Exposition & Auditorium) / Oakley-Lindsay Center. This agreement was last amended February 17, 2015 as Ordinance 2015-07. This fund holds excess hotel/motel tax collections for capital needs at the Oakley-Lindsay Center (OLC). As the intergovernmental agreements change, the allowed excess cap for collections to be transferred to this fund for future capital needs has changed. The last agreement changed the maximum limit of disbursements that the OLC receives for operations from \$500,000 to \$750,000 and also changed the distribution method to allow for any net distribution in excess of \$750,000 to allocate the next \$20,000 to this Capital Reserve Fund. The maximum allowed to be held within this fund is \$200,000.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
395-0000-331.01-01	Interest Income	2,000	2,000	2,815	2,604	1,340
395-0000-391.01-50	From Tourism Tax Fd	20,000	20,000	20,000	20,000	5,405
	Totals	22,000	22,000	22,815	22,604	6,745
Expenses						
395-1899-401.35-05	R&M-Other	0	0	0	0	0
395-1899-401.52-02	Capital Outlay-Bldg	0	0	0	0	0
395-1899-401.52-03	Improv other than Bldgs	0	0	0	0	0
395-1899-401.62-01	General Fund Transfer	0	0	0	0	0
Capital Outlay						
395-1899-401.62-56	Oakley-Lindsay Center	138,000	138,000	0	112,800	0
	Totals	138,000	138,000	0	112,800	0

FUND 397 FIRE EQUIPMENT/IMPROVEMENT FUND

SUMMARY

This fund was created in FY 2012. The purpose of the Fire Equipment Improvement Fund is to utilize the revenue from the Illinois Veteran's Home fire protection for the specific purpose of fire equipment replacement.

In FY 2018 this fund purchased two pumper trucks with the assistance of loan from the General Fund. The loan will be repaid at \$90,000 per year for six years (FY 2019 - FY 2024) using the revenue generated from the fire protection revenues.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
397-0000-331.01-01	Interest Income	600	1,000	796	106	2,562
397-0000-362.02-01	Veteran's Home Prot	90,000	90,000	91,244	89,383	94,013
397-0000-362.02-09	Sale of Service	2,869	2,869	2,869	2,869	2,869
397-0000-391-01-01	General Fund	0	0	0	0	337,700
397-0000-391.01-15	from Capital Fund	0	0	0	0	0
	Totals	93,469	93,869	94,909	92,358	437,144
Expenses						
397-1801-491-62-01	Trnsfr to General Fund	90,000	90,000	90,000	90,000	0
397-1801-491.62-15	Trnsfr to Capital Fund	0	0	0	0	0
397-2210-402-52-02	Capital Outlay/Blgs	0	0	0	0	0
397-2210-402-52-05	Capital Outlay/Machinery	0	0	0	0	961,900
397-2210-402-52-06	Capital Outlay/Vehicles	0	0	0	0	0
	Totals	90,000	90,000	90,000	90,000	961,900

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**CITY OF QUINCY
DEBT SERVICE FUNDS**

**Revenue/Expenditures & Change in Fund Balance
Summary**

	2013B HVAC Proj 406	1999 G/O Bond 407	2005 G/O Bond 409	2009 OLC G/O Bond 411	2009 Library G/O Fund 412
Beginning Balance, May 1	12,000	77,000	115,000	56,000	160,000
REVENUES					
Taxes		-	-		410,206
Licenses & Permits					
Charges for Services					
Rent & Other Income					
Interest Income		-	-	1,000	2,000
Debt Proceeds					
Grants					-
Transfers In	-	-	-	222,960	
Inter-Gov. Revenues					
TOTAL REVENUE	-	-	-	223,960	412,206
Total Funds Available	12,000	77,000	115,000	279,960	572,206
EXPENDITURES					
Salaries & Benefits					
Contracted Services					
Commodities					
Capital Outlay					
Miscellaneous		-	-	500	600
Debt Service	-	-	-	244,203	410,206
Transfers	12,000	77,000	115,000		
TOTAL EXPENDITURES	12,000	77,000	115,000	244,703	410,806
Ending Balance, Apr 30	\$ -	\$ -	\$ -	\$ 35,257	\$ 161,400

**CITY OF QUINCY
DEBT SERVICE FUNDS**

Revenue/Expenditures & Change in Fund Balance Summary

	2014 G&R GO Bond 414	2017 GO Bond 415	2019B GO Bond 416	Total
Beginning Balance, May 1	100	208,000	362,000	990,100
REVENUES				
Taxes		663,600	685,000	1,758,806
Licenses & Permits				-
Charges for Services				-
Rent & Other Income				-
Interest Income	-	2,000	2,000	7,000
Debt Proceeds				-
Grants				-
Transfers In	149,520	-	204,000	576,480
Inter-Gov. Revenues				-
TOTAL REVENUE	149,520	665,600	891,000	2,342,286
Total Funds Available	149,620	873,600	1,253,000	3,332,386
EXPENDITURES				
Salaries & Benefits				-
Contracted Services	-			-
Commodities				-
Capital Outlay				-
Miscellaneous	-	600	1,000	2,700
Debt Service	149,514	663,450	704,028	2,171,401
Transfers		-		204,000
TOTAL EXPENDITURES	149,514	664,050	705,028	2,378,101
Ending Balance, Apr 30	\$ 106	\$ 209,550	\$ 547,972	\$ 954,285

PURPOSE

The City Hall HVAC upgrade expense was previously part of the General Fund - Building Maintenance division debt service (as it was originally a \$1.295M lease). After the loan was refinanced in April 2013 as a general obligation of the City (Ordinance 2013-13). The General Fund and the Green Energy Fund both transfer funds sufficient to make the payments on the HVAC upgrade. This \$907,000 note was refinanced in April 2013, with final payment April 2020.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenue						
406-0000-331.01-01	Interest Income	0	0	58	56	42
406-0000-391.01-01	From General Fund	0	116,493	116,493	116,493	116,493
406-0000-391.01-09	Franch Fee "Green" fd	0	23,000	23,000	23,000	23,000
	Totals	0	139,493	139,551	139,549	139,535
Debt Service						
406-1899-409.71-01	Bond Pymnts-Principal	0	137,908	149,025	135,033	138,387
406-1899-409.71-02	Bond Pymnts-Interest	0	1,585	2,092	4,459	1,105
	Subtotals	0	139,493	151,117	139,492	139,492
Transfers						
406-1899-491.62-27	Trnsfr to Special Debt	12,000	0	0	0	0
	Totals	12,000	139,493	151,117	139,492	139,492

FUND 407 2010/1999 G/O BOND FUND

SUMMARY

PURPOSE

The 1999 G/O Bonds were issued for a broad range of projects. These bonds were partially refunded in 2005, with another refund/reissue in 2010 (Ordinance 2010-12). This is levied by the City of Quincy and funded through property taxes. The final payment on this Series 2010 GO Refunding Bond will be in FY 2020, September 2019.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenue						
407-0000-311.01-00	General Levy	0	50,900	51,733	114,769	98,161
407-0000-331.01-01	Interest Income	0	400	773	856	550
Totals		0	51,300	52,506	115,625	98,711
Expenses						
Miscellaneous						
407-1899-409.61-04	Other	0	500	500	500	500
Subtotal		0	500	500	500	500
Debt Service						
407-1899-409.71-01	Principal	0	50,000	50,000	110,000	90,000
407-1899-409.71-02	Interest	0	900	900	3,780	7,380
Subtotal		0	50,900	50,900	113,780	97,380
Transfers						
407-1899-491.62-27	Trnsfr to Special Debt	77,000	0	0	0	0
Totals		77,000	51,400	51,400	114,280	97,880

FUND 409 2005 G/O BOND FUND

SUMMARY

PURPOSE

The 2015A G/O Refunding Bonds (Ordinance 2015-21) were issued to refund the 2005A Ref Bonds which were issued to refund all of Series 2000 and portions of Series 1998 and 1999. The 2015 refinance was set to put all savings of approximately \$200K in the 2016 levy collected in FY 2017. The Utilities department transfers about \$108,000 towards the debt which is abated during levy. The final payment on these bonds will be FY 2020, September 2019.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
409-0000-331.01-01	Interest Income	0	2,000	2,615	3,258	1,423
409-0000-391.01-28	From Utilities-Water	0	53,812	53,812	53,812	53,812
409-0000-391.01-29	From Utilities-Sewer	0	53,812	53,812	53,812	53,812
409-0000-391.04-15	2017 G/O Bond Fd415	0	0	0	156,588	0
Totals		0	1,345,300	1,366,148	1,470,627	1,292,892
Expenses						
Miscellaneous						
409-1899-409.61-04	Other	0	1,000	500	500	500
409-1899-409.71-01	Principal	0	1,330,000	1,330,000	1,415,000	1,215,000
409-1899-409.71-02	Interest	0	13,300	13,300	40,750	67,050
Subtotal		0	1,343,300	1,343,300	1,455,750	1,282,050
Transfers						
409-1899-491.62-27	Trnsfr to Special Debt	115,000	0	0	0	0
Totals		115,000	1,344,300	1,343,800	1,456,250	1,282,550

FUND 411 2009B OAKLEY-LINDSAY CENTER G/O FUND

SUMMARY

PURPOSE

The 2009B series Oakley-Lindsay Center Bonds (\$1,245,000) were issued to finance improvements to the Oakley-Lindsay Center. These bonds are also funded in full by the City's Hotel/Motel Tax. Final payment to be made FY 2023 which will be the tax levy of 2021.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenue						
411-0000-331.01-01	Interest Income	1,000	500	2,626	1,959	972
411-0000-391.01-50	From Tourism Tax Fd	222,960	241,553	222,960	222,960	222,960
	Totals	223,960	242,053	225,586	224,919	223,932
Expenses						
Debt Service						
411-1899-409.61-04	Misc-Other	500	500	500	500	500
411-1899-409.71-01	Principal	220,000	210,000	210,000	205,000	200,000
411-1899-409.71-02	Interest	24,203	31,553	31,553	38,215	44,215
	Totals	244,703	242,053	242,053	243,715	244,715

FUND 412 2019A/2009C LIBRARY G/O FUND

SUMMARY

The Series 2009C Library G/O Bonds (\$5,533,000) were issued to finance improvements to the Quincy Public Library (Ordinance 2009-27). The issue qualified as Build America Bonds and qualified for a stimulus rebate. The remaining is levied by the City of Quincy and funded through property taxes. The original debt schedule contained the 2027 final tax levy, with the final payment will be made FY 2029.

These bonds were refinanced last year and are now called the 2019A General Obligation Bonds. The bonds dated 11/21/2019 of \$3,425,000 maintain a debt schedule with a final levy in 2027 to be collected in FY 2029 with final payment June 1, 2029.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenue						
412-0000-311.01-00	General Levy	410,206	419,003	415,700	405,756	392,686
412-0000-331.01-01	Interest Income	2,000	1,000	1,950	2,434	1,336
412-0000-342.09-00	Misc-Other	0	0	0	0	0
412-0000-381.03-03	Stimulus Rebate	0	97,877	49,095	103,362	108,011
412-0000-392.01-00	Gen Obligation Bonds	0	0	4,139	0	0
	Totals	412,206	517,880	470,884	511,552	502,033
Expenses						
Debt Service						
412-1899-409.61-04	Misc-Other	600	600	0	600	600
412-1899-409.71-01	Principal	205,000	285,000	285,000	260,000	240,000
412-1899-409.71-02	Interest	205,206	231,880	179,707	245,400	257,400
	Totals	410,806	517,480	464,707	506,000	498,000

The Series 2014 G/O Note was issued December 2014 (Ordinance 2014-32) in the amount of \$973,518. The debt was issued to purchase three garbage trucks and two recycle trucks. Central Services fund 602 had previously transferred the funds to make debt payments. Now that Garbage and Recycle are their own enterprise funds; each fund will respectively make the transfer to meet the debt obligation. Final payment is scheduled to be made January 2022 (FYE 2022).

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenue						
414-0000-331.01-01	Interest Income	0	0	1	75	117
414-0000-391.01-32	Central Services Fund	149,520	149,523	149,520	149,520	149,520
414-0000-392.03-00	Loan Proceeds	0	0			
	Totals	149,520	149,523	149,521	149,595	149,637
Expenses						
Contractual Services						
414-1899-409.31-02	Legal	0	0	0	0	0
	Subtotal	0	0	0	0	0
Commodities						
414-1899-409.61-04	Misc-Other	0	0	0	0	0
414-1899-491.62-32	Central Services Fund	0	0	0	0	0
	Subtotal	0	0	0	0	0
Debt Service						
414-1899-409.71-01	Principal	145,826	142,850	154,352	139,924	138,306
414-1899-409.71-02	Interest	3,688	6,673	7,628	9,597	11,214
	Subtotal	149,514	149,523	161,980	149,521	149,520
	Totals	149,514	149,523	161,980	149,521	149,520

The Series 2017 G/O Note was issued February 2017 (Ord 2017- 07) in the amount of \$4,240,753. The debt was issued to fund the Adams County public safety building in exchange for a 20-year lease allowing the Quincy Police Department to relocate and occupy the new space for 20 years. The debt was structured as interest only payments for the first three years (FY 2018-FY 2020) followed by seven years of principal and interest with final payment due December, 2026 - FY 2027. The FY 2020budget includes a transfer from the Capital Projects Fund 301 fund in the amount of \$124,000 for interest payments which will be transferred from internal sources until FY 2021 when the debt service will be placed on the tax levy.

The additional bond proceeds of \$240,000 are being held to cover maintenance costs over the life of the lease.

The final payment will be levied during the 2025 levy and paid in FYE 2027.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenue						
415-0000-311.01-01	Tax Levy	663600	0	-	-	156,588
415-0000-331.01-01	Interest Income	2,000	2,000	1,607	1,384	2,033
415-0000-391.01-15	Trnsf from Cap Proj Fd	0	124,000	123,450	123,450	95,000
415-0000-392.03-00	Loan Proceeds	0	0	0	0	0
	Totals	665,600	126,000	125,057	124,834	253,621
Expenses						
Contractual Services						
415-1899-409.31-02	Legal	0	0	0	0	0
	Subtotal	0	0	0	0	0
Miscellaneous						
415-1899-409.61-04	Misc-Other	600	500	500	500	500
	Subtotal	600	500	500	500	500
Debt Service						
415-1899-409.71-01	Principal	540,000	0	0	0	0
415-1899-409.71-02	Interest	123,450	123,450	123,450	123,450	93,616
415-1899-409.72-00	Loan/Lease payments	0	0	0	0	0
	Subtotal	663,450	123,450	123,450	123,450	93,616
Interfund Transfers						
415-1899-491-62-27	Transfers to Spec Debt	0	0	0	156,588	0
	Totals	664,050	123,950	123,950	280,538	94,116

The Series 2019B G/O debt was approved Council on August 27, 2019 as Ordinance 2019-23. The bond proceeds of \$19 million were receipted into the 2019B Street Projects Capital Project Fund on November 21, 2019. The debt was issued to fund a City Wide Street Infrastructure program (resolution approved by Council on Dec 9, 2019). The City issued the bonds to replace expiring debt that was falling off the property tax levy. The debt was structured to maintain a flat infrastructure tax rate of .2589 or lower with a 20 year debt schedule.

The final payment is due December 1, 2039 and will be levied during the 2038 property tax levy and paid in FYE 2040.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenue						
416-0000-311.01-01	Tax Levy	685,000	0	0	0	0
416-0000-331-01-01	Interest Income	2,000	0	1,680	0	0
416-0000-391-04-00	Trnsfr from Bank 04	12,000				
416-0000-391-16-00	Trnsfr from Bank 16	192,000				
416-0000-392-01-01	Refunding Bonds	0	0	361,528	0	0
	Totals	891,000	0	363,208	0	0
Expenses						
Contractual Services						
416-1899-409.31-02	Legal	0	0	0	0	0
	Subtotal	0	0	0	0	0
Miscellaneous						
416-1899-409.61-04	Misc-Other	1,000	0	0	0	0
	Subtotal	1,000	0	0	0	0
Debt Service						
416-1899-409.71-01	Principal	0	0	0	0	0
416-1899-409.71-02	Interest	704,028	0	0	0	0
416-1899-409.72-00	Loan/Lease payments	0	0	0	0	0
	Subtotal	704,028	0	0	0	0
Interfund Transfers						
416-1899-491-62-27	Transfers to Spec Debt	0	0	0	0	0
	Totals	705,028	0	0	0	0

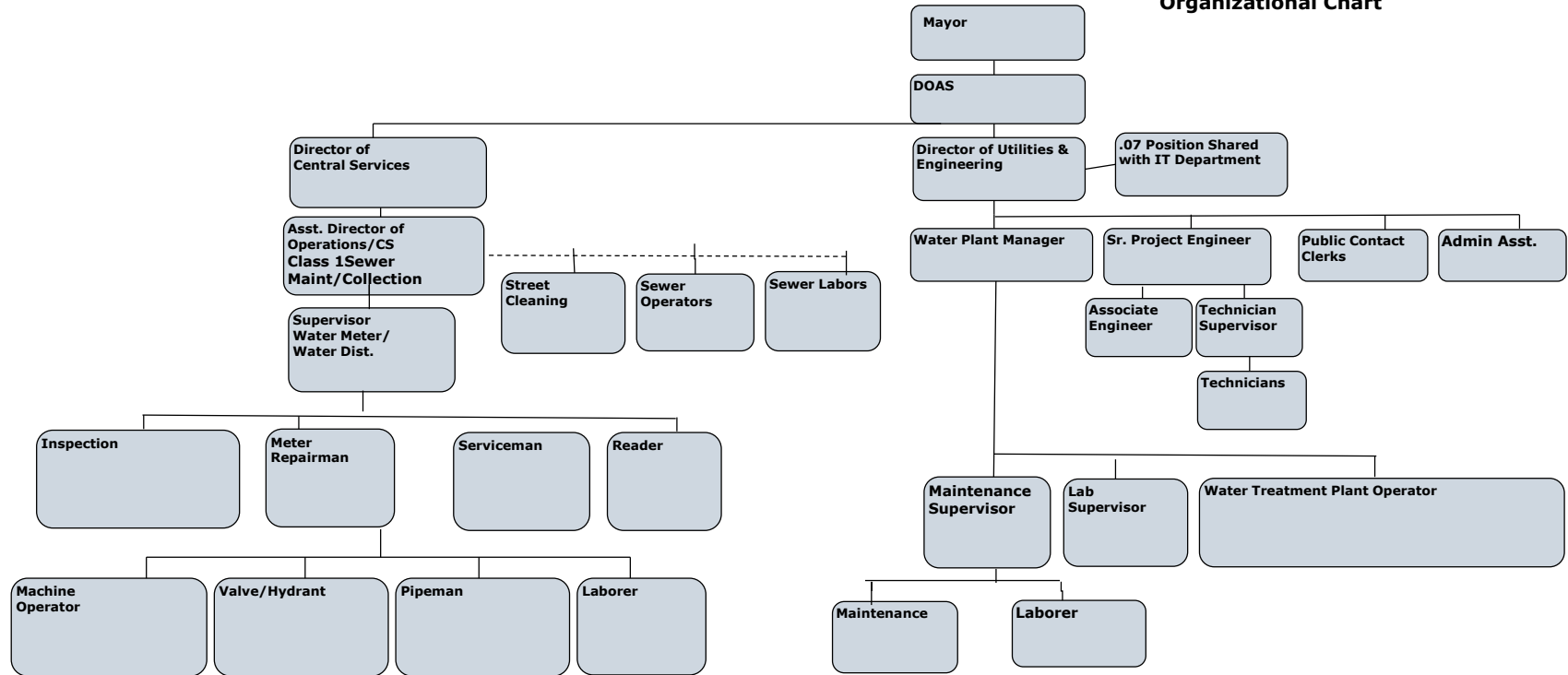
**CITY OF QUINCY
ENTERPRISE FUNDS**

**Revenue/Expenditures & Change in Fund Balance
Summary**

	Water Fund 501	Sewer Fund 502	Airport Fund 511	Airport PFC 512	Airport Hangar 513
Beginning Balance, May 1	6,000,000	2,500,000	100	286,000	656,000
REVENUES					
Taxes	-	-	12,000	45,000	-
Licenses & Permits	-	-	-	-	-
Charges for Services	8,624,000	6,470,000	-	-	100,501
Rent & Other Income	30,000	-	266,813	-	7,500
Interest Income	46,000	12,000	1,500	2,000	-
Debt Proceeds	-	-	-	-	-
Grants	-	-	1,726,593	-	-
Transfers In	-	-	994,894	-	-
Inter-Gov. Revenues	-	-	-	-	-
TOTAL REVENUE	8,700,000	6,482,000	3,001,800	47,000	108,001
Total Funds Available	14,700,000	8,982,000	3,001,900	333,000	764,001
EXPENDITURES					
Salaries & Benefits	2,664,037	849,587	517,124	-	-
Contracted Services	1,764,000	3,435,649	283,091	45,000	185,000
Commodities	1,803,350	731,200	182,300	-	-
Capital Outlay	920,000	2,167,000	1,921,940	60,000	-
Miscellaneous	900,279	306,230	97,345	-	6,500
Debt Service	182,000	-	-	-	-
Transfers	-	-	-	-	-
TOTAL EXPENDITURES	8,233,666	7,489,666	3,001,800	105,000	191,500
Ending Balance, April 30	\$ 6,466,334	\$ 1,492,334	\$ 100	\$ 228,000	\$ 572,501

	Municipal Barge Dock 514	Reg Trng Facility 531	Garbage Fund 533	Recycle Fund 534	Total
Beginning Balance, May 1	578,000	1,700	111,782	-	10,133,582
REVENUES					
Taxes	-	-	-	-	57,000
Licenses & Permits	-	-	-	-	-
Charges for Services	225,000	55,900	996,792	351,500	16,823,693
Rent & Other Income	-	2,600	-	-	306,913
Interest Income	8,000	-	500	500	70,500
Debt Proceeds	-	-	-	-	-
Grants	-	100	-	-	1,726,693
Transfers In	-	18,027	165,769	318,328	1,497,018
Inter-Gov. Revenues	-	-	-	-	-
TOTAL REVENUE	233,000	76,627	1,163,061	670,328	20,481,817
Total Funds Available	811,000	78,327	1,274,843	670,328	30,615,399
EXPENDITURES					
Salaries & Benefits	-	20,974	575,134	307,467	4,934,323
Contracted Services	111,145	39,166	471,810	262,476	6,597,337
Commodities	4,200	11,610	25,330	6,418	2,764,408
Capital Outlay	488,000	1,700	111,782	-	5,670,422
Miscellaneous	6,912	-	20,244	14,987	1,352,497
Debt Service	-	3,177	70,543	78,980	334,700
Transfers	200,000	-	-	-	200,000
TOTAL EXPENDITURES	810,257	76,627	1,274,843	670,328	21,853,687
Ending Balance, April 30	\$ 743	\$ 1,700	\$ -	\$ -	\$ 8,761,712

Department of Utilities & Engineering Organizational Chart



** Note: Left side of chart represents positions paid by the Utilities Department, but under the direction of the Director of Central Services

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PURPOSE

The Water Department is responsible for the treatment, storage and distribution of potable water to residential, commercial, industrial and other users, as well as the financial management of the water utility. The Water Department is funded by user charges for water service, which include fixed quarterly demand charges (based upon meter size) and metered consumption charges. As an enterprise fund, the fund is expected to be self-sufficient and revenues for services rendered should fund all expenses associated with the maintenance and administration of the water utility.

GOALS/OBJECTIVES

The Utilities Department has set the following goals for FY2021

- Continue major capital improvement program at the water treatment plant to improve reliability and reduce operating expenses.
- Invest in new water transmission mains to improve water pressure & water quality
- Invest in capital replacement of aged water distribution system components

PAST FISCAL YEAR HIGHLIGHTS

In the previous fiscal year, the Water Enterprise Fund:

- Produced a net operating income in excess of \$3 million
- Invested roughly \$4.3 million in capital improvements to the public water supply
- Reduced water losses from 28.8% down to 25.6%, a reduction of 82 million gallons per year

BUDGET SUMMARY

Revenue projections for FY21 are based upon water sales from the preceding year. Operating revenues for FY21 are projected to be \$9.230 million. Operating expenses, excluding debt service and capital improvements, are projected to be \$6.783 million, which will result in a net operating income of \$2.447 million in FY20. Budgeted operating expenses are roughly \$970,000 (19%) above projected FY20 levels. The major contributors to the increased operating expenses include \$175k increase for insurance & administrative cost sharing; a \$326k increase in wages & benefits; a \$300k increase in the allowance for emergency repairs; and a \$150k increase in design engineering services for Phase 3 Water Supply improvements.

A total capital expense budget of \$4.90 million is proposed. Proposed capital expenditures include:

• Water transmission main construction	\$3,450,000
• Water main replacement projects	550,000
• WTP filter upgrade project	300,000
• WTP pump station replacement project	200,000
• Purchase of dump truck & SS bed (to replace #35)	150,000
• Purchase of backhoe (to replace #5)	110,000
• Purchase of light duty trucks/meter shop van	75,000
• Miscellaneous	65,000

Fund 501 is projected to begin FY21 with a cash reserve balance of \$6.2 million and end the fiscal year with a cash reserve balance of \$3.7 million.

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

SUMMARY

REVENUE SUMMARY

ACCOUNT NUMBER	2020/2021	% Change	2019/2020	2019/2020	2018/2019
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Other Income	76,000	40.74%	54,000	165,885	156,265
Charges for Services	8,624,000	9.64%	7,866,000	9,198,023	8,131,312
Debt Proceeds	-		-	-	-
Grants	-		-	-	-
Transfers	-		-	-	-
Total	8,700,000	9.85%	7,920,000	9,363,908	8,287,577

EXPENSE SUMMARY

	2020/2021	% Change	2019/2020	2019/2020	2018/2019
	PROPOSED		REVISED	PROJECTED	YTD
Salaries & Benefits	2,664,037	-3.14%	2,750,288	2,425,573	2,630,706
Contractual Services	1,764,000	5.10%	1,678,373	1,397,373	1,098,331
Commodities	1,803,350	-4.14%	1,881,225	1,452,141	1,534,117
Capital Outlay	920,000	-69.00%	2,967,785	1,461,507	1,269,056
Miscellaneous	900,279	-27.41%	1,240,232	1,354,128	431,526
Debt Service	182,000	-13.33%	210,000	-	-
Totals	8,233,666	-23.25%	10,727,903	8,090,722	6,963,736

Totals by Division

3155 Utilities	2,607,791	-42.20%	4,511,873	2,761,972	2,551,692
3156 Water Meter	661,424	-8.61%	723,767	573,250	565,218
3310 Admin	1,380,585	-19.69%	1,719,144	1,620,595	756,235
3312 Commercial	343,509	6.21%	323,419	271,486	274,939
3313 Pump Stations	-	-100.00%	433,000	454,983	469,787
3314 Purification	3,240,357	7.41%	3,016,700	2,408,436	2,345,865
Totals	8,233,666	-23.25%	10,727,903	8,090,722	6,963,736

STAFFING

	FY 2021 PROPOSED	FY 2020 ACTUAL	FY 2019 ACTUAL	FY 2018 ACTUAL
Authorized Full Time Positions	32.60	36.85	33.25	34

The proposed budget includes the following Water Department staff:

Water Distribution	2.00	Supervisor		
	1.00	Clerical (non-union)		
	9.50	822 union laborers/operators	12.50	total
Water Metering	5.00	822 union laborers/operators	5.00	total
Utilities Admin	2.10	Director 0.75, Admin 0.75, Supv 0.6	2.10	total
Commercial	3.00	822 union laborers/operator	3.00	total
Purification	5.00	Non-union supervisors		
	5.00	822 union laborers/operators	10.00	total = 32.60 Total FTEs

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

**REVENUE
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenue						
501-0000-331.01-01	Interest Income	46,000	20,000	109,843	60,435	22,700
501-0000-341.04-00	Rent-Equip/Facilities	30,000	34,000	54,620	86,080	34,743
501-0000-342.03-00	Jury Duty Reimb	0	0	0	0	14
501-0000-342.09-00	Other	0	0	1,422	2,027	4,681
501-0000-350.00-00	Sale of Property	0	0	0	7,723	2,010
501-0000-371.01-00	Metered Water Sales	5,200,000	4,850,000	5,349,440	4,955,135	5,032,312
501-0000-371.01-01	Water Base Revenues	3,350,000	2,960,000	3,531,088	2,855,434	1,056,575
501-0000-371.02-00	Fire Protection Fees	0	0	2,647	243	25,665
501-0000-371.03-04	Misc Water Sales	0	0	1,149	928	908
501-0000-371.04-00	Service Connect Fees	50,000	50,000	117,261	87,690	5,025
501-0000-371.05-00	Miscellaneous	0	0	0	0	0
501-0000-371.05-01	Penalties - Past Due	100,000	100,000	216,883	204,475	97,199
501-0000-371.05-02	Consumer Service Chg	20,000	22,000	29,860	31,759	21,770
501-0000-371.05-03	Mdse Sales/Services	0	0	14,934	12,530	8,700
501-0000-371.05-04	Laboratory Fees	0	0	0	40	0
501-0000-371.05-06	Forfeited Deposits	0	0	0	60,129	87,932
501-0000-371.05-07	Water Services In Kind	-100,000	-125,000	-74,814	-91,997	-120,212
501-0000-371.05-08	Salvage Scrap Sales	2,000	7,000	7,115	13,146	16,347
501-0000-371.05-09	NSF Check Reimb	2,000	2,000	2,460	1,800	1,640
501-0000-371.09-00	Refunds	0	0	0	4,561	0
501-0000-392.03-00	Loan Proceeds	0	0	0	0	0
Totals		8,700,000	7,920,000	9,363,908	8,292,138	6,298,009

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

**WATER DISTRIBUTION
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
501-3155-411.11-01	Regular Salary/Wages	565,391	655,156	527,417	449,907	452,206
501-3155-411.11-02	Overtime	65,441	55,045	61,176	50,903	79,783
501-3155-411.11-03	Sick Pay	20,840	30,483	18,762	18,000	20,155
501-3155-411.11-04	Holiday Pay	35,942	37,249	32,106	27,622	25,021
501-3155-411.11-15	Vacation	32,932	37,369	30,065	24,575	28,857
501-3155-411.11-16	Major Medical	0	0	0	0	15,552
501-3155-411.11-17	Sick Pay buyback	6,474	1,540	2,441	6,957	11,994
501-3155-411.11-18	Vacation Pay buyback	0	0	0	2,193	0
501-3155-411-12-01	Temp Salaries	0	0	0	0	2,916
501-3155-411.21-01	Group Insurance	109,334	173,717	119,416	104,907	115,224
501-3155-411.21-02	Retirees Insurance	0	0	0	0	0
501-3155-411.21-03	Board Paid Life Ins	923	1,162	852	762	842
501-3155-411.21-04	Worker's Comp	0	0	0	73,097	53,979
501-3155-411.22-01	Social Security	45,075	49,716	40,331	34,413	37,692
501-3155-411.22-02	Medicare	10,542	11,641	9,432	8,048	8,815
501-3155-411.22-03	Unemployment Comp	1,300	1,600	1,600	1,300	1,234
501-3155-411.23-01	IMRF	79,827	67,360	55,219	55,689	70,162
501-3155-411.23-02	IMRF ERI - Emp Cont	0	0	0	0	0
501-3155-411.24-03	CDL Reimbursements	90	150	90	60	0
	Subtotal	974,111	1,122,188	898,907	858,433	924,432
Contractual Services						
501-3155-411.31-04	Eng/Architectural	50,000	50,000	2,200	28,746	20,700
501-3155-411.31-05	Other	0	0	5,200	0	0
501-3155-411.35-01	Buildings	5,000	4,880	3,607	68,427	0
501-3155-411.35-02	R&M-Mach & Equip	5,000	5,000	344	864	2,350
501-3155-411.35-03	R&M-Office Furniture	0	0	0	0	0
501-3155-411.35-05	R&M - Other	0	0	0	0	0
501-3155-411.35-06	R&M-Infrastructure	100,000	100,000	31,267	63,246	50,109
501-3155-411.36-01	Fleet Maintenance	110,000	110,000	94,064	103,525	106,582
501-3155-411.36-02	Land	1,500	2,000	1,184	1,150	0
501-3155-411.36-03	Equipment & Vehicle	2,500	5,000	1,715	2,143	4,736
501-3155-411.36-05	Vehicle Replacement	85,000	60,000	54,724	54,911	52,334
501-3155-411-38-01	Insurance/MICA	69,730	40,345	40,345	0	0
501-3155-411.38-05	Boiler & Machinery Ins.	0	0	0	0	5,000
501-3155-411.39-01	Communications	5,000	5,000	4,573	1,340	5,090
501-3155-411.39-02	Advertising/Publishing	1,200	1,300	1,633	1,020	1,124
501-3155-411.39-03	Printing & Binding	1,000	1,000	573	483	668
501-3155-411.39-05	Mileage Reimb	0	0	0	0	0
501-3155-411.39-06	JULIE Location Req	5,000	5,000	4,477	5,245	4,548
501-3155-411.39-07	Regist,Schools,Mtgs	1,000	1,000	0	506	506
501-3155-411.39-08	Contracted Services	10,000	15,000	4462	2635	8652
	Subtotal	451,930	405,525	250,368	334,241	262,399
Commodities						
501-3155-411.41-02	Office Supplies	1,000	1,000	985	1,090	741
501-3155-411.42-02	Electricity	0	0	0	37	1,958
501-3155-411.45-02	Custodial Supplies	2,000	3,000	1,301	498	1,866
501-3155-411.45-03	Equip Consumable	3,250	3,250	2,749	1,995	3,246
501-3155-411.45-04	Equip Replacemt Pts	4,000	3,000	4,727	1,199	4,166
501-3155-411.45-05	Small Tool/Small Equip.	10,000	10,000	10,341	5,386	9,192
501-3155-411.46-01	Concrete	60,000	60,000	47,708	37,772	57,171

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

**WATER DISTRIBUTION
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
501-3155-411.46-02	Asphalt	0	500	0	0	0
501-3155-411.46-03	Sand, Stone & Gravel	20,000	20,000	6,778	11,453	21,283
501-3155-411.46-07	Barricades	6,000	4,000	4,954	1,115	0
501-3155-411.46-08	Paint	2,000	1,500	1,910	1,093	1,298
501-3155-411.46-09	Pipe	2,500	2,500	178	308	1,006
501-3155-411.46-10	Lumber	2,000	2,500	1,043	1,530	1,412
501-3155-411.46-11	Oper Supplies-Other	200,000	200,000	120,036	109,080	195,638
501-3155-411.46-12	Gasoline/Diesel	500	500	180	144	204
501-3155-411.47-01	Clothing/Uniforms	1,000	1,000	632	572	1,026
501-3155-411.47-02	Safety Equipment	2,500	2,500	633	1,010	1,821
501-3155-411.47-03	Training Supplies	0	0	0	0	0
	Subtotal	316,750	315,250	204,155	174,282	302,028
Capital Outlay						
501-3155-411.52-05	Mach & Equipment	260,000	342,500	178,257	0	0
501-3155-411.52-06	Vehicles	50,000	45,000	203,677	43,821	-
501-3155-411.52-08	Controllable	15,000	20,000	4,626	8,743	11,770
501-3155-411.53-03	Utility Piping, meters, etc	540,000	2,261,410	1,021,982	1,132,172	-
501-3155-411.53-09	Other	-	-	-	-	-
	Subtotal	865,000	2,668,910	1,408,542	1,184,736	11,770
	Totals	2,607,791	4,511,873	2,761,972	2,551,692	1,500,629

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

**WATER METERING
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
501-3156-411.11-01	Regular Salary/Wages	215,366	212,066	185,472	189,834	164,115
501-3156-411.11-02	Overtime	20,055	20,211	14,856	16,252	18,241
501-3156-411.11-03	Sick Pay	4,451	4,332	12,118	8,613	7,858
501-3156-411.11-04	Holiday Pay	13,154	11,887	12,200	12,076	10,828
501-3156-411.11-15	Vacation	20,707	20,152	21,004	19,182	20,208
501-3156-411.11-16	Major Medical	0	0	5,474	0	0
501-3156-411.11-17	Sick Pay buyback	4,451	4,427	3,091	10,885	15,458
501-3156-411.11-18	Vacation Pay buyback	0	0	3,234	0	0
501-3156-411.21-01	Group Insurance	66,954	65,642	68,650	64,080	54,697
501-3156-411.21-03	Board Pd Life Ins	369	369	355	342	304
501-3156-411.21-04	Workers' Comp	0	0	0	40,065	38,157
501-3156-411.22-01	Social Security	16,004	16,372	15,129	14,618	13,294
501-3156-411.22-02	Medicare	3,743	3,868	3,538	3,418	3,109
501-3156-411.22-03	Unemployment Comp.	500	500	500	500	522
501-3156-411.23-01	IMRF	28,342	23,302	21,693	24,751	26,154
501-3156-411.24-03	CDL Reimbursements	60	90	90	30	0
	Subtotal	394,156	383,218	367,404	404,646	372,945
Contractual Services						
501-3156-411.34-03	Custodial Services	0	750	383	1,466	0
501-3156-411.34-06	Linens mats,uniforms	2,000	1,800	1,787	0	0
501-3156-411.35-01	R&M-Buildings	500	0	1,497	486	0
501-3156-411.35-02	R&M-Mach & Equip	4,000	4,000	3,655	2,644	334
501-3156-411.35-05	Rep & Maint-Other	7,000	7,500	4,348	6,917	2,774
501-3156-411.36-01	Fleet Maintenance	15,500	15,000	16,040	14,727	13,673
501-3156-411.36-05	Vehicle Replacement	15,000	12,000	16,256	11,196	11,196
501-3156-411.38-01	Insurance/MICA	48,568	17,299	17,299	0	0
501-3156-411.38-05	Boiler & Machinery Ins.	0	0	0	0	10,000
501-3156-411.39-01	Communications	1,200	1,100	1,353	0	96
501-3156-411.39-02	Advertisng/Publishing	0	0	276	276	0
501-3156-411.39-03	Printing & Binding	100	0	70	70	0
501-3156-411.39-07	Reist,Schools,Meetings	0	0	0	0	400
501-3156-411.39-08	Contracted Services	1,000	1,500	0	176	1,337
	Subtotal	94,868	60,949	62,964	37,958	39,810
Commodities						
501-3156-411.41-01	Postage	0	0	0	0	0
501-3156-411.41-02	Office Supplies	800	800	793	911	745
501-3156-411.45-01	Building Supplies	200	200	0	0	124
501-3156-411.45-02	Custodial Supplies	2,000	2,000	181	1,878	1,075
501-3156-411.45-03	Equip Consumable	900	900	778	496	887
501-3156-411.45-04	Equip Replace Parts	500	500	229	457	406
501-3156-411.45-05	Small Tools/ Equip	2,000	2,000	1,573	1,086	1,473
501-3156-411.46-08	Paint	0	0	10	34	484
501-3156-411.46-09	Pipe	1,000	1,000	93	0	859
501-3156-411.46-11	Other	125,000	211,325	89,850	97,016	271,781
	Subtotal	132,400	218,725	93,507	101,878	277,834

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

**WATER METERING
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Capital Outlay						
501-3156-411-52-05	Mach & Equip	-	35,875	35,875	-	-
501-3156-411.52-06	Vehicles	25,000	25,000	-	16,967	-
501-3156-411.52-08	Controllable	15,000	-	13,500	3,769	-
501-3156-411.53-03	Infrastructure-Meters	0	0	0	0	0
	Subtotal	40,000	60,875	49,375	20,736	0
	Totals	661,424	723,767	573,250	565,218	690,589

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

**UTILITIES-ADMINISTRATION
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Wages						
501-3310-411.11-01	Regular Salary/Wages	150,474	134,634	138,188	129,352	98,842
501-3310-411.11-02	Overtime	-	-	3,791	-	-
501-3310-411.11-04	Holiday Pay	7,907	7,375	7,656	6,855	5,238
501-3310-411.11-15	Vacation	8,469	8,238	8,197	6,380	4,768
501-3310-411.11-17	Sick Pay buyback	3,298	2,136	3,136	9,427	4,316
501-3310-411.21-01	Group Insurance	30,211	32,290	31,669	30,634	22,134
501-3310-411.21-03	Board Pd Life Ins	15	155	143	142	107
501-3310-411.21-04	Workers' Comp	-	-	-	8,516	8,110
501-3310-411.22-01	Social Security	12,913	11,322	9,410	8,495	6,271
501-3310-411.22-02	Medicare	3,020	2,667	2,201	1,987	1,467
501-3310-411.22-03	Unemployment Comp	150	150	150	150	188
501-3310-411.23-01	IMRF	28,868	15,552	13,526	14,738	12,551
	Subtotal	245,325	214,519	218,067	216,676	163,992
Contractual Services						
501-3310-411.31-01	Audit	8,000	7,700	7,700	7,125	7,031
501-3310-411.31-02	Contracted Legal	-	-	-	476	-
501-3310-411.31-05	Prof Svc-Other	-	-	-	-	1,116
501-3310-411.32-02	Technical Svc-Comp	25,000	20,000	20,275	16,501	12,671
501-3310-411.38-01	MICA	1,731	6,218	6,218	66,350	63,190
501-3310-411.39-01	Communications	10,000	10,500	8,923	10,079	3,706
501-3310-411.39-02	Advertising/Publishing	-	-	71	-	315
501-3310-411.39-03	Printing & Binding	1,000	2,425	790	2,985	2,883
501-3310-411.39-05	Mileage Reimb	250	250	-	-	-
501-3310-411.39-07	Regist,Schools, Mtgs	1,000	1,000	100	-	596
501-3310-411.39-08	Contracted Services	4,000	5,000	3,000	3,230	148
	Subtotal	50,981	53,093	47,077	106,746	91,656
Commodities						
501-3310-411.41-01	Postage	1,500	700	1,323	402	502
501-3310-411.41-02	Office Supplies	500	600	-	128	465
	Subtotal	2,000	1,300	1,323	530	967
Capital Outlay						
501-3310-411.52-04	Office Equipment	-	-	-	-	4,316
501-3310-411.52-08	Controllable	-	-	-	757	395
	Subtotal	-	-	-	757	4,711
Miscellaneous						
501-3310-411.61-01	Dues	500	500	218	211	-
501-3310-411.61-04	Other	1,000	500	720	1,671	833
501-3310-411.61-06	Refunds	1,000	-	1,867	3,001	-
501-3310-411.61-08	Bad Debt Expense	50,000	50,000	26,039	24,101	48,679
501-3310-411.61-89	Over & Short	20,000	20,000	(12,401)	(17,098)	(116)
501-3310-411.65-01	Admin Cost Share	327,779	224,094	215,915	176,442	169,620
501-3310-411.65-02	Space Cost Share	-	21,326	19,612	11,040	10,608
501-3310-491.62-26	1998 G/O Bond Fund	-	53,812	53,812	53,812	53,812
501-3310-491.62-62	Water EPA 2019ProjFund	500,000	870,000	1,048,346	178,346	-
	Subtotal	900,279	1,240,232	1,354,128	431,526	283,436
Debt Service						
501-3310-411-72-00	Loan/Lease Payment	182,000	210,000	-	-	-
	Subtotal	182,000	210,000	-	-	-
	Totals	1,380,585	1,719,144	1,620,595	756,235	544,762

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

**COMMERCIAL
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
501-3312-411.11-01	Regular Salary/Wages	127,890	119,994	120,736	114,325	139,209
501-3312-411.11-02	Overtime	2,433	2,463	2,007	589	101
501-3312-411.11-03	Sick Pay	3,220	3,131	2,981	2,948	2,552
501-3312-411.11-04	Holiday Pay	7,512	6,785	7,285	8,323	6,669
501-3312-411.11-15	Vacation	6,260	6,089	5,681	6,253	6,763
501-3312-411.11-16	Major Medical	-	-	509	509	832
501-3312-411.11-17	Sick Pay buyback	2,146	1,392	1,371	4,217	5,299
501-3312-411.11-18	Vacation Pay buyback	-	-	0	0	0
501-3312-411.21-01	Group Insurance	30,140	29,550	29,884	28,237	34,266
501-3312-411.21-03	Board Pd Life Ins	221	221	208	203	240
501-3312-411.21-04	Workers' Comp	0	0	0	1,033	984
501-3312-411.22-01	Social Security	9,116	8,642	8,418	8,081	9,365
501-3312-411.22-02	Medicare	2,132	2,034	1,969	1,890	2,190
501-3312-411.22-03	Unemployment Comp	300	300	300	300	478
501-3312-411.23-01	IMRF	16,144	12,136	11,698	13,256	17,933
	Subtotal	207,514	192,737	193,047	190,164	226,881
Contractual Services						
501-3312-411.35-02	R&M-Mach & Equip	1000	3000	3369	2429	377
501-3312-411.35-03	R&M-Office Furniture	0	0	0	0	0
501-3312-411.35-05	Other	0	0	551	685	0
501-3312-411.36-03	Equipment & Vehicle	2,700	3,000	3,287	2,605	1,222
501-3312-411.38-01	Insurance/MICA	2,095	7,482	7,482	0	0
501-3312-411.38-05	Boiler & Machinery Ins	0	0	0	0	5,000
501-3312-411.39-02	Advertising/Publishing	200	0	0	346	0
501-3312-411.39-03	Printing & Binding	500	1,700	765	1,390	750
501-3312-411.39-04	Travel	0	0	0	0	0
501-3312-411.39-05	Mileage Reimb	0	0	0	0	0
501-3312-411.39-07	Regist, Schools,Mtgs	0	0	0	0	0
501-3312-411.39-08	Contracted Services	110,000	50,000	45,812	50,183	36,833
	Subtotal	116,495	65,182	61,266	57,638	44,182
Commodities						
501-3312-411.41-01	Postage	500	30,000	14,457	18,134	23,060
501-3312-411.41-02	Office Supplies	4,000	5,500	1,509	4,570	3,468
501-3312-411.45-01	Building Supplies	0	0	227	227	0
	Subtotal	4,500	35,500	16,193	22,931	26,528
Capital Outlay						
501-3312-411.52-04	Office Equipment	10,000	25,000	0	0	0
501-3312-411.52-05	Mach & Equip	0	0	0	0	0
501-3312-411.52-08	Conrollable	5,000	5,000	980	4,206	0
		15,000	30,000	980	4,206	0
Miscellaneous						
501-3312-411.61-04	Other	0	0	0	0	0
	Totals	343,509	323,419	271,486	274,939	297,591

FUND 501 WATER FUND
 UTILITIES DEPARTMENT

PUMP STATIONS
 DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
501-3313-411.12-01	Regular Salary/Wages	0	0	0	0	
501-3313-411.12-02	Overtime	0	0	0	0	
501-3313-411.22-01	Social Security	0	0	0	0	
501-3313-411.22-02	Medicare	0	0	0	0	
	Subtotal	0	0	0	0	
Contractual Services						
501-3313-411.35-01	R&M-Buildings	-	-	-		297
501-3313-411.35-02	R&M-Mach & Equip	-	15,000	1,111	13,341	2,889
501-3313-411.35-05	R&M-Other	-	-	-		-
501-3313-411.38-05	Boiler & Machinery Ins.	-	11,000	-	11,000	20,000
501-3313-411.39-01	Communications	-	-	-	-	-
	Subtotal	0	26,000	1,111	24,341	23,186
Commodities						
501-3313-411.42-01	Natural Gas	0	7,000	4,143	4,302	6,266
501-3313-411.42-02	Electricity	0	400,000	449,729	382,523	374,488
	Subtotal	0	407,000	453,872	386,825	380,754
Capital Outlay						
501-3313-411.52-05	Mach & Equipment	0	0	0	0	27,500
501-3313-411.53-09	Other	0	0	0	58,621	0
	Subtotal	0	0	0	58,621	27,500
	Totals	0	433,000	454,983	469,787	431,440

**FUND 501 WATER FUND
UTILITIES DEPARTMENT**

**PURIFICATION
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021	2019/2020	2019/2020	2018/2019	2017/2018
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Salaries & Benefits						
501-3314-411.11-01	Regular Salary/Wages	493,125	511,945	450,463	504,103	513,172
501-3314-411.11-02	Overtime	20,193	15,491	22,433	16,881	11,647
501-3314-411.11-03	Sick Pay	0	0	6,186	5,680	9,806
501-3314-411.11-04	Holiday Pay	27,536	28,741	28,196	30,417	27,805
501-3314-411.11-15	Vacation	28,883	37,886	30,438	32,334	27,374
501-3314-411.11-16	Major Medical	0	0	4,332	0	0
501-3314-411.11-17	Sick Pay buyback	25,651	12,392	10,229	39,299	45,009
501-3314-411.11-18	Vacation buyback	7,062	0	0	0	1,671
501-3314-411.12-01	Temp Salaries	0	0	0	0	0
501-3314-411.21-01	Group Insurance	122,002	128,547	105,085	115,408	107,387
501-3314-411.21-03	Board Pd Life Ins	738	812	685	745	772
501-3314-411.21-04	Workers' Comp	0	0	0	108,021	102,877
501-3314-411.22-01	Social Security	38,808	38,311	34,351	37,322	37,939
501-3314-411.22-02	Medicare	9,076	8,980	8,034	8,729	8,873
501-3314-411.22-03	Unemployment Comp	1,100	1,100	1,100	1,200	1,750
501-3314-411.23-01	IMRF	68,727	53,391	46,586	60,648	70,463
501-3314-411.24-03	CDL Reimbursements	30	30	30	0	90
	Subtotal	842,931	837,626	748,148	960,787	966,635
Contractual Services						
501-3314-411.31-04	Eng/Architectural	425,000	215,000	208,753	22,955	36,125
501-3314-411.31-05	Prof Svc-Other	0	62,000	0	68,264	0
501-3314-411.34-01	Cleaning Svc-Disposal	1,000	7,500	3,714	6,330	6,172
501-3314-411.34-03	Custodial	0	2,500	480	2,466	1,923
501-3314-411.34-06	Linens mats,mop,uniform	3,000	0	3,013	0	0
501-3314-411.35-01	R&M-Buildings	20,000	20,000	2,096	99	26,678
501-3314-411.35-02	R&M-Mach & Equip	50,000	50,000	24,278	33,551	94,862
501-3314-411.35-03	Office Furniture & Equip	0	0	0	0	0
501-3314-411.35-05	R&M-Other	0	0	0	0	0
501-3314-411.36-01	Fleet Maintenance	5,000	5,000	7,214	1,291	4,534
501-3314-411.36-03	Equipment & Vehicle	5,000	6,000	5,201	2,395	1,380
501-3314-411.36-05	Vehicle Replacement	2,500	2,500	3,150	2,400	2,400
501-3314-411.38-01	Insurance/MICA	104,726	98,624	98,624	0	0
501-3314-411.38-05	Boiler & Machinery Ins.	130,000	120,000	90,961	99,700	76,400
501-3314-411.39-01	Communications	2,000	2,000	1,693	1,089	4,791
501-3314-411.39-02	Advertising/Publishing	1,000	1,000	717	746	633
501-3314-411.39-03	Printing & Binding	0	0	89	740	60
501-3314-411.39-05	Mileage Reimb	0	0	0	0	0
501-3314-411.39-07	Regist, Schools, Mtgs	500	500	0	260	650
501-3314-411.39-05	Mileage Reimb	0	0	0	0	0
501-3314-411.39-08	Contracted Services	300,000	475,000	524,604	295,121	134,446
	Subtotal	1,049,726	1,067,624	974,587	537,407	391,054

FUND 501 WATER FUND
UTILITIES DEPARTMENT

PURIFICATION
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Commodities						
501-3314-411.41-01	Postage	500	700	103	366	682
501-3314-411.41-02	Office Supplies	700	500	522	212	591
501-3314-411.42-01	Natural Gas	25,000	12,500	18,869	14,339	10,579
501-3314-411.42-02	Electricity	532,000	132,000	38,525	127,014	100,331
501-3314-411.45-01	Building Supplies	5,000	6,000	223	4,754	4,835
501-3314-411.45-02	Custodial Supplies	5,000	5,000	3,200	1,963	5,851
501-3314-411.45-03	Equip Consumable	1,000	1,250	726	730	893
501-3314-411.45-04	Equip Replace Parts	15,000	12,000	12,962	7,446	10,659
501-3314-411.45-05	Small Tools/ Equip	7,500	10,000	3,452	4,544	11,304
501-3314-411.46-05	Chemicals	670,000	635,000	538,811	620,982	697,207
501-3314-411.46-10	Lumber	500	0	0	479	436
501-3314-411.46-11	Operation Supply-Other	20,000	25,000	17,971	7,585	7,069
501-3314-411.46-12	Gasoline/Diesel	2,500	500	4,555	2,431	50
501-3314-411.46-14	Laboratory	60,000	60,000	41,360	53,709	52,349
501-3314-411.47-02	Safety Equipment	3,000	3,000	1,812	1,117	2,712
	Subtotal	1,347,700	903,450	683,091	847,671	905,548
Capital Outlay						
501-3314-411.52-02	Buildings		45,000	0	0	0
501-3314-411.52-04	Office Equipment	0	0	0	0	0
501-3314-411.52-05	Mach & Equip	0	0	0	0	0
501-3314-411.52-06	Vehicles	0	0	0	0	0
501-3314-411.52-08	Controllable	0	0	2,610	0	0
501-3314-411.53-09	Other	0	163,000	0	0	0
	Subtotal	0	208,000	2,610	0	0
Miscellaneous						
501-3314-411.61-04	Other	0	0	0	0	9
	Totals	3,240,357	3,016,700	2,408,436	2,345,865	2,263,246

PURPOSE

The Sewer Department is responsible for the collection, treatment and disposal of sanitary and combined sewage (sanitary sewage + storm water) generated in areas served by public sewers, as well as the financial management of the sewer utility. The Sewer Department is funded by user charges for sewer service, which include fixed quarterly demand charges (based upon meter size) and usage charges based upon metered water consumption. As an enterprise fund, the fund is expected to be self-sufficient and revenues for services rendered should fund all expenses associated with the maintenance and administration of the sewer utility.

GOALS/OBJECTIVES

The Utilities Department has set the following goals for FY2021:

- Replace major equipment systems at the Wastewater Treatment Plant to improve performance and reduce operating costs
- Rehabilitate the South Quincy Lift Station, which serves major industrial customer in the south Quincy bottomland
- Improve sewer cleaning frequency to minimize basement backup and other sewer overflows

PAST FISCAL YEAR HIGHLIGHTS

In the previous fiscal year, the Sewer Enterprise Fund:

- Produced a net operating income in excess of \$1.4 million
- Invested roughly \$1.3 million in capital improvements to the sewage collection system
- Awarded a \$5.0 million contract for replacement of the WWTP aeration system.

BUDGET SUMMARY

Revenue projections for FY21 are based upon FY20 metered water sales. Operating revenues for FY21 are projected to be \$6.47 million. Operating expenses, excluding debt service and capital improvements, are projected to be \$5.1 million, which will result in a net operating income of \$1.37 million in FY21. Budgeted operating expenses are roughly \$539,000 above projected FY20 levels. The major contributors to the increased operating expenses are a \$422K increase for Professional Engineering Services (for the CSO and WWTP improvement projects) ; a \$274K increase for insurance, administrative cost share; and a \$74K additional allowance for emergency sewer repairs. These increases are partially offset by decreases in wages & benefits and contracted services.

Capital investment of nearly \$6 million is proposed for FY21, which includes:

• Sewer line repair/replacement program	\$4,200,000
• South Quincy Lift Station rehabilitation	\$1,500,000
• WWTP aeration system replacement	\$ 250,000
• Light duty truck replacement	\$ 30,000
• Miscellaneous	\$ 5,000

Fund 502 is projected to begin with cash reserves of \$2.6 million and end the fiscal year with cash reserves of \$2.5 million.

**FUND 502 SEWER FUND
UTILITIES DEPARTMENT**

SUMMARY

REVENUE SUMMARY					
ACCOUNT NUMBER	2020/2021		2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL
	PROPOSED BUDGET	% Change			
Other Income	12,000	0.00%	12,000	39,918	60,297
Charges for Services	6,470,000	4.56%	6,188,000	6,269,782	5,991,178
Debt Proceeds	-		-	-	-
Grants	-	0.00%	-	-	-
Transfers	-	0.00%	-	-	-
Total	6,482,000	4.55%	6,200,000	6,309,700	6,051,475

EXPENSE SUMMARY					
ACCOUNT DESCRIPTION	2020/2021		2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL
	PROPOSED BUDGET	% Change			
Salaries & Benefits	849,587	7.80%	788,114	890,770	1,051,137
Contractual Services	3,435,649	3.82%	3,309,200	2,965,028	2,065,489
Commodities	731,200	3.01%	709,854	655,442	536,742
Capital Outlay	2,167,000	19.09%	1,819,569	1,601,789	884,764
Miscellaneous	558,230	66.79%	334,684	321,675	304,559
Debt Service	-		-	-	-
Totals	7,741,666	11.21%	6,961,421	6,434,704	4,842,691

Totals by Division

3150 Administration	564,130	77.80%	317,282	291,936	274,064
3153 Street Cleaning	170,507	-3.08%	175,931	142,829	154,425
3157 Sewer Maintenance	4,064,826	24.24%	3,271,726	3,144,873	2,148,576
3321 Pretreatment	149,222	119.19%	68,078	59,906	26,711
3322 Waste Water	2,792,981	-10.72%	3,128,404	2,795,160	2,238,915
Totals	7,741,666	11.21%	6,961,421	6,434,704	4,842,691

STAFFING

	FY 2021 PROPOSED	FY 2020 ACTUAL	FY 2019 ACTUAL	FY 2018 ACTUAL
Authorized Full Time Positions	10.75	9.65	12.9	12

The proposed budget includes the following Sewer Department staff: Sewer Maintenance 3157

.50 Asst. Director

1.00 Project Engineer

7.75 822 union laborers/operators

1.25 822 Street Cleaner Operator

Pretreatment 3321 0.25 Environmental Coordinator

10.75 TOTAL FTES

**FUND 502 SEWER FUND
UTILITIES DEPARTMENT**

**REVENUE
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
502-0000-331.01-01	Interest Income	12,000	12,000	39,468	23,631	10,893
502-0000-342.09-00	Other	0	0	450	356	0
502-0000-350.00-00	Sale of Property	0	0	0	36,310	238
502-0000-372.01-00	User Charges	6,025,000	5,890,000	5,971,570	5,794,804	4,504,509
502-0000-372.01-01	User/Improv surcharge	295,000	295,000	0	0	0
502-0000-372.02-00	Surcharges	300,000	203,000	400,088	327,372	205,285
502-0000-372.03-00	Miscellaneous	0	0	1,550	0	0
502-0000-372.03-01	Sewer Servics In Kind	(150,000)	(200,000)	(103,426)	(130,998)	(159,846)
502-0000-372.03-02	Penalties past due	0	0	22,014	0	0
502-0000-372.04-00	Connection Charges	0	0	250	0	0
502-0000-372.05-00	Flat Rate Charges	0	0	41	41	0
502-0000-381.03-01	FEMA Reimb	0	0	0	0	0
502-0000-391.01-01	General Fund	0	0	461,757	0	0
502-0000-392.03-00	Loan Proceeds	0	0	0	0	0
	Totals	6,482,000	6,200,000	6,793,762	6,051,516	4,561,079

**FUND 502 SEWER FUND
UTILITIES DEPARTMENT**

**ADMINISTRATION/FIELD OPERATIONS
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Contractual Services						
502-3150-412.31-01	Audit	6,000	5,775	5,775	4,598	4,538
502-3150-412.31-02	Contracted Legal	0	0	0	0	0
502-3150-412.31-04	Eng/Architectural	0	0	0	0	0
502-3150-412.31-05	Professional/Other	0	0	0	0	0
502-3150-412.32-02	Computer	15,000	15,000	11,100	10,806	9,671
502-3150-412.35-02	Mach & Equipment	0	0	0	0	0
502-3150-412.39-01	Communications	8,500	7,600	8,356	4,167	3,618
502-3150-412.39-02	Advertising/Publishing	200	200	0	0	0
502-3150-412.39-04	Travel	0	0	0	0	0
502-3150-412.39-06	JULIE Location Request	0	0	0	0	0
502-3150-412.39-08	Contracted Services	0	0	0	0	0
	Subtotal	29,700	28,575	25,231	19,571	17,827
Commodities						
502-3150-412.41-01	Postage	100	100	59	5,198	44
502-3150-412.41-02	Office Supplies	100	100	280	249	46
502-3150-412.41-03	Shared Billing Expense	51,000	28,823	17,230	17,502	16,695
	Subtotal	51,200	29,023	17,569	22,949	16,785
Capital Outlay						
502-3150-412.52-04	Office Equipment	0	0	0	0	0
502-3150-412.52-05	Mach & Equipment	0	0	0	0	0
	Subtotal	0	0	0	0	0
Miscellaneous						
502-3150-412.61-04	Other	0	0	0	753	103
502-3150-412.61-06	Refunds	2,000	0	0	1,400	0
502-3150-412.61-08	Bad Debt Expense	20,000	20,000	13,651	14,899	18,189
502-3150-412.65-01	Admin cost share	198,350	172,992	169,860	154,200	151,128
502-3150-412.65-02	Space cost share	12,880	12,880	11,813	6,480	6,360
502-3150-491.62-26	2005 G/O Bond Fund	0	53,812	53,812	53,812	53,812
502-3150-491.62-32	Central Services Fund	0	0	0	0	0
502-3150-491.62-67	Sewer EPA 2019 Proj Fur	250,000				
	Subtotal	483,230	259,684	249,136	231,544	229,592
Debt Service						
502-3150-409.72-00	Loan/Lease Payments	0	0	0	0	0
	Totals	564,130	317,282	291,936	274,064	264,204

FUND 502 SEWER FUND

STREET CLEANING
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
502-3153-412.11-01	Regular Salary/Wages	55,035	62,165	33,026	32,000	39,080
502-3153-412.11-02	Overtime	1,351	1,368	1,767	2,105	865
502-3153-412.11-03	Sick Pay	-	-	-	-	159
502-3153-412.11-04	Holiday Pay	2,539	2,294	2,462	2,383	2,110
502-3153-412.11-15	Vacation Pay	3,627	3,530	3,221	3,391	3,324
502-3153-412.11-16	Major Medical Pay	-	-	-	-	-
502-3153-412.11-17	Sick Pay Buy Back	2,176	1,412	1,412	4,436	5,402
502-3153-412.21-01	Group Insurance	21,770	23,107	17,140	17,065	19,278
502-3153-412.21-03	Board Paid Life Ins	92	111	59	58	65
502-3153-412.21-04	Workers' Comp	-	-	-	15,248	14,522
502-3153-412.22-01	Social Security	3,929	3,695	2,559	2,533	2,887
502-3153-412.22-02	Medicare	919	870	598	592	675
502-3153-412.22-03	Unemployment Comp	100	100	100	100	344
502-3153-412.23-01	IMRF	6,959	5,350	3,519	4,218	5,640
502-3153-412.24-03	CDL Reimbursements	30	30	-	-	35
	Subtotal	98,527	104,032	65,863	84,129	94,386
Contractual Services						
502-3153-412.36-01	Fleet Maintenance	25,000	20,000	29,571	20,057	17,677
502-3153-412.36-05	Vehicle Replacement	40,000	40,000	39,996	39,996	39,996
502-3153-412.38-01	MICA	2,980	7,399	7,399	10,243	10,243
502-3153-412.38-02	Deductible	-	-	-	-	-
502-3153-412.39-04	Travel	-	-	-	-	813
	Subtotal	67,980	67,399	76,966	70,296	68,729
Commodities						
502-3153-412.45-03	Equip Consumable	-	-	-	-	-
502-3153-412.45-04	Equip Replace Parts	2,000	2,500	-	-	1,428
502-3153-412.45-05	Small Tools/ Equip	2,000	2,000	-	-	-
502-3153-412.47-02	Safety Equipment	-	-	-	-	-
	Subtotals	4,000	4,500	-	-	1,428
	Totals	170,507	175,931	142,829	154,425	164,543

**FUND 502 SEWER FUND
UTILITIES DEPARTMENT**

**SEWER MAINTENANCE & COLLECTION
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
502-3157-412.11-01	Regular Salary/Wages	400,752	347,999	445,942	415,531	350,815
502-3157-412.11-02	Overtime	48,793	41,258	57,851	48,908	41,081
502-3157-412.11-03	Sick Pay	13,030	16,542	12,094	13,097	17,422
502-3157-412.11-04	Holiday Pay	26,267	23,377	29,455	27,932	20,214
502-3157-412.11-15	Vacation	27,588	28,685	32,133	30,028	21,071
502-3157-412.11-16	Major Medical	-	-	1,564	2,034	1,470
502-3157-412.11-17	Sick Pay Buyback	9,481	5,597	5,280	19,310	8,088
502-3157-412.11-18	Vacation Pay Buyback	-	-	2,902	1,687	2,146
502-3157-412.21-01	Group Insurance	113,460	120,719	131,889	118,727	92,760
502-3157-412.21-03	Board Paid Life Ins.	683	638	717	721	642
502-3157-412.21-04	Workers' Comp	-	-	-	183,069	159,080
502-3157-412.22-01	Social Security	29,989	30,205	35,049	32,587	27,010
502-3157-412.22-02	Medicare	7,014	7,822	8,197	7,622	6,317
502-3157-412.22-03	Unemployment Comp.	900	900	900	1,200	1,288
502-3157-412.23-01	IMRF	53,109	41,560	49,356	53,291	51,289
502-3157-412.24-03	CDL Reimbursements	90	90	60	90	-
	Subtotal	731,156	665,392	813,389	955,834	800,693
Contractual Services						
502-3157-412.31-04	Engineer/Architectural	350,000	450,000	427,807	30,321	226,946
502-3157-412.31-05	Other	-	-	-	-	994
502-3157-412.35-02	R&M-Mach & Equip	15,000	15,000	9,468	8,723	11,484
502-3157-412.35-05	R&M - Other	-	-	-	400	1,362
502-3157-412.35-06	R&M-Infrastructure	150,000	150,000	94,007	26,296	62,076
502-3157-412.36-01	Fleet Maintenance	175,000	145,000	217,468	150,822	113,408
502-3157-412.36-03	Equipment & Vehicle	5,000	7,500	573	1,522	891
502-3157-412.36-05	Vehicle Replacement	140,000	85,000	117,795	104,479	39,379
502-3157-412.38-01	MICA	177,470	105,684	105,684	22,197	21,140
502-3157-412.39-01	Communications	500	500	322	108	713
502-3157-412.39-02	Advertising/Publishing	1,500	1,500	1,045	1,798	1,189
502-3157-412.39-03	Printing & Binding	-	500	-	-	-
502-3157-412.39-04	Travel	100	100	22	-	659
502-3157-412.39-05	Mileage Reimb	100	100	161	-	-
502-3157-412.39-06	JULIE Location request	5,000	5,000	4,478	5,245	4,548
502-3157-412.39-07	Regist,Schools,Mtgs	500	550	-	506	506
502-3157-412.39-08	Contracted Services	-	-	1,433	941	-
	Subtotal	1,020,170	966,434	980,263	353,358	485,295
Commodities						
502-3157-412.41-01	Postage	-	-	86	-	-
502-3157-412.41-02	Office Supplies	100	100	12	13	-
502-3157-412.42-02	Electricity	40,000	60,000	28,061	33,019	56,948
502-3157-412.45-01	Building Supplies	-	-	198	-	94
502-3157-412.45-02	Custodial Supplies	300	500	265	219	536
502-3157-412.45-03	Equip Consumable	1,000	1,000	807	369	300
502-3157-412.45-04	Equip Replace Parts	4,500	4,500	4,675	3,601	3,722
502-3157-412.45-05	Small Tools/ Equip.	3,500	3,200	3,567	3,232	1,432
502-3157-412.46-01	Concrete	50,000	50,000	36,492	27,809	48,303
502-3157-412.46-02	Asphalt	1,000	1,000	223	-	-
502-3157-412.46-03	Sand, Stone & Gravel	15,000	15,000	12,437	12,946	14,862
502-3157-412.46-07	Barricades	6,000	500	5,116	1,115	-
502-3157-412.46-08	Paint	100	100	7	31	10

**FUND 502 SEWER FUND
UTILITIES DEPARTMENT**

**SEWER MAINTENANCE & COLLECTION
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
502-3157-412.46-09	Pipe	1,000	1,000	1,475	16	122
502-3157-412.46-10	Lumber	1,500	1,500	998	1,235	969
502-3157-412.46-11	Other	20,000	15,000	13,996	9,179	18,408
502-3157-412.46-12	Gasoline/Diesel	-	-	-	144	2,514
502-3157-412.47-01	Clothing/Uniforms	500	500	25	104	427
502-3157-412.47-02	Safety Equipment	2,000	3,000	460	(23)	4,886
502-3157-412.47-03	Training Supplies	-	-	-	-	-
	Subtotal	146,500	156,900	108,814	93,009	153,533
	Capital Outlay					
502-3157-412.52-03	Improv other than Bldgs	1,982,000	1,230,000	1,050,971	742,417	-
502-3157-412.52-04	Office Equipment	-	-	-	-	-
502-3157-412.52-05	Mach & Equip	150,000	209,000	55,000	-	-
502-3157-412.52-06	Vehicles	30,000	39,000	123,000	-	-
502-3157-412.52-08	Controllable	5,000	5,000	13,401	3,923	3,933
502-3157-412.53-03	Infrastructure	-	-	-	-	-
	Subtotal	2,167,000	1,483,000	1,242,372	746,340	3,933
	Miscellaneous					
502-3157-412.61-01	Dues	-	-	-	-	-
502-3157-412.61-04	Other	-	-	35	35	35
		-	-	35	35	35
	Totals	4,064,826	3,271,726	3,144,873	2,148,576	1,443,489

**FUND 502 SEWER FUND
UTILITIES DEPARTMENT**

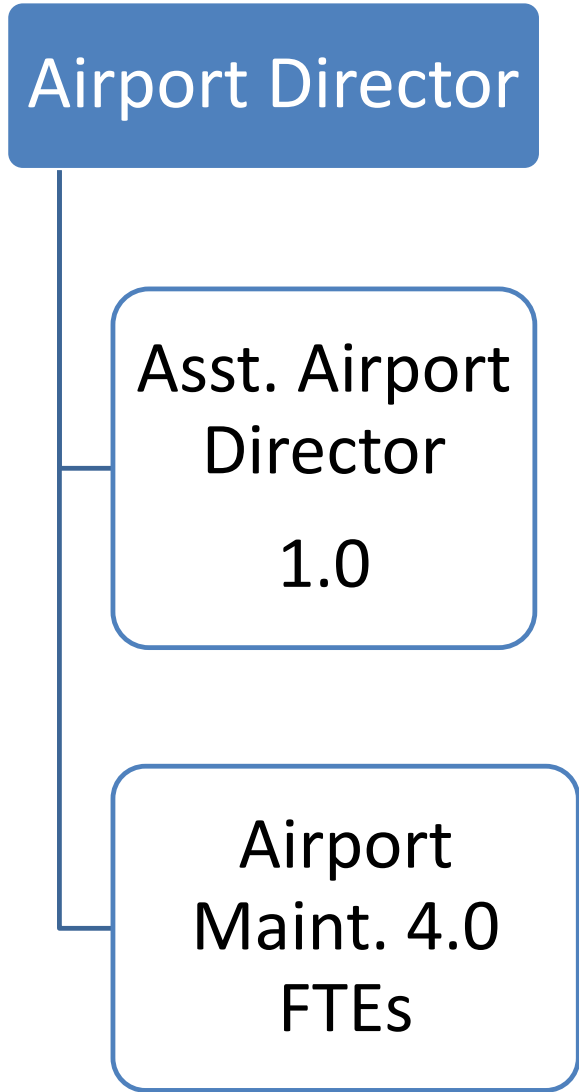
**PRETREATMENT
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
502-3321-412.11-01	Regular Salary/Wages	11,507	10,986	7,681	7,011	0
502-3321-412.11-02	Overtime	0	0	0	27	0
502-3321-412.11-03	Sick Pay	435	378	0	10	0
502-3321-412.11-04	Holiday Pay	629	601	0	82	0
502-3321-412.11-15	Vacation	483	481	0	113	0
502-3321-412.21-01	Group Insurance	4,401	4,315	2,714	2,750	0
502-3321-412.21-03	Board Paid Life Ins.	18	19	11	11	0
502-3321-412.21-04	Workers' Comp	0	0	0	0	0
502-3321-412.22-01	Social Security	809	775	398	367	0
502-3321-412.22-02	Medicare	189	181	93	86	0
502-3321-412.22-03	Unemployment Comp.	0	0	0	0	0
502-3321-412.23-01	IMRF	1,433	954	621	717	0
502-3321-412.24-03	CDL Reimbursements	0	0	0	0	0
	Subtotal	19,904	18,690	11,518	11,174	0
Contractual Services						
502-3321-412.31-05	Other	55,000	0	0	0	0
502-3321-412.38-01	MICA	73,068	48,388	48,388	14,737	8,716
502-3321-412.38-02	Deductible	0	0	0	0	0
502-3321-412.39-04	Travel	500	500	0	451	0
502-3321-412.39-05	Mileage Reimb	500	500	0	349	0
502-3321-412.39-07	Regist,Schools,Meetings	250	0	-	-	-
	Subtotal	129,318	49,388	48,388	15,537	8,716
	Totals	149,222	68,078	59,906	26,711	8,716

**FUND 502 SEWER FUND
UTILITIES DEPARTMENT**

**WASTE WATER TREATMENT
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Contractual Services						
502-3322-412.31-04	Eng/Architectural	500,000	500,000	338,634	117,500	63,115
502-3322-412.31-05	Other	850,000	850,000	814,172	793,406	796,842
502-3322-412.34-01	Disposal	10,000	10,000	5,012	8,676	8,064
502-3322-412.35-01	Buildings	25,000	25,000	15,866	7,912	17,049
502-3322-412.35-02	R&M-Mach & Equip	75,000	75,022	55,320	84,835	67,833
502-3322-412.35-05	Other	1,200	0	0	0	0
502-3322-412.36-01	Fleet Maintenance	1,000	1,000	1,174	583	0
502-3322-412.36-03	Equipment & Vehicle	15,000	15,000	14,881	8,904	1,251
502-3322-412.36-05	Vehicle Replacement	0	0	0	0	0
502-3322-412.38-01	MICA	97,281	62,782	62,782	38,850	37,000
502-3322-412.38-05	Boiler & Machinery Ins	100,000	160,000	93,185	149,566	137,299
502-3322-412.39-01	Communications	3,000	3,000	2,873	2,507	2,119
502-3322-412.39-02	Advertising/Publishing	1,000	600	2,019	825	436
502-3322-412.39-08	Contracted Services	510,000	495,000	428,262	393,163	179,679
	Subtotal	2,188,481	2,197,404	1,834,180	1,606,727	1,310,687
Commodities						
502-3322-412.42-01	Natural Gas	10,000	10,000	7,208	8,429	12,391
502-3322-412.42-02	Electricity	405,000	385,000	403,595	350,633	410,827
502-3322-412.45-01	Building Supplies	1,500	1,000	1,757	550	0
502-3322-412.45-02	Custodial Supplies	4,000	5,000	2,118	3,689	383
502-3322-412.45-04	Equip Replace Parts	7,500	7,000	6,940	8,024	0
502-3322-412.46-05	Chemicals	20,000	21,000	21,556	2,546	5,712
502-3322-412.46-11	Other	40,000	43,431	37,422	26,055	32,015
502-3322-412.46-12	Gasoline/Diesel	40,000	45,000	48,463	20,858	44,991
502-3322-412.46-14	Laboratory	1,000	1,500	0	0	0
502-3322-412.47-02	Safety Equipment	500	500	0	0	0
	Subtotal	529,500	519,431	529,059	420,784	506,319
Capital Outlay						
502-3322-412.52-02	Buildings	0	0	0	0	0
502-3322-412.52-03	Improv other than bldg	0	336,569	350,332	129,938	-97,255
502-3322-412.52-05	Mach & Equip	0	0	9,085	8,486	0
	Subtotal	0	336,569	359,417	138,424	-97,255
Miscellaneous						
502-3322-412.61-01	Dues	72,500	72,500	72,500	72,500	72,500
502-3322-412.61-04	Other	2,500	2,500	4	480	104
	Subtotal	75,000	75,000	72,504	72,980	72,604
	Totals	2,792,981	3,128,404	2,795,160	2,238,915	1,792,355



PURPOSE

The Quincy Regional Airport-Baldwin Field is owned and operated by the City of Quincy. The airport provides a safe and secure environment for aircraft operators who serve private, corporate, and commercial travelers. The airfield is a public asset ready to serve airport users at any time.

The purpose of this fund is to develop and maintain airport facilities and infrastructure in accordance with federal standards. The airport has a 14 million dollar economic impact on the community by serving the public and private sector of air travel. Quincy is an Essential Air Service Community served by Cape Air. Federal subsidies allow daily air service to and from Chicago O'Hare International Airport and St. Louis-Lambert International Airport. The airport sits on a 1,100 acre parcel of land and includes over 20 structures, an airfield comprised of three runway surfaces and an interconnecting taxiway and ramp system, and a landside system of roads and parking lots for access to the public facilities.

Goals/Objectives

- Provide a safe and secure environment for aircraft operations
- Meet and exceed FAA 14 CFR Part 139 requirements and TSA 49 CFR 1542 regulations
- Support the commercial airline in an effort to ensure safe and timely air service to the community.
- Provide a comfortable travel experience for airport users flying to and from Quincy.
- Promote continued development by supporting the variety of tenants who do business at the airport.
- Explore additional revenue channels to decrease the general fund subsidy.

Projects for FY 2021:

- Purchase and receive brand new Aircraft Rescue Fire Fighting Vehicle
- Design rehab and reconstruction of Runway 04/22
- Purchase and replace aged batwing mowers for ground maintenance

PAST FISCAL YEAR HIGHLIGHTS

- Reconstruction of Runway 13/31 completed.
- Served highest number of airline passengers since 2014
- Completed annual Part 139 safety inspection with no discrepancies
- Recieved IDOTs Primary Airport of Year Award
- Received over ten million dollars in federal grant awards

BUDGET SUMMARY

The airport team has been able to meet every objective set last year while coming in under budget in several areas.

Airport revenues remain relatively flat. Airport personnel and operational costs have decreased due to consistent management of resources and funding. Major capital purchases have been delayed. Rigorous federal standards require continuous monitoring and maintenance for all airfield payements and systems. Some items are costly but required.

The budget reflects the continued commitment of the City of Quincy to providing a safe and secure environment for air travel, while simultaneously investing in an essential economic asset of the community.

<u>Federal Projects</u>	<u>FY 21 Rev</u>	<u>FY 21 Exp</u>	
UN4852 ARFF Vehicle Acquisition	729,000	810,000	Bid awarded. Apparatus Ordered
UIN4754 Runway 4/22, Design	367,593	386,940	Grant awarded, contract executed
UINXXXX Enhancement Funding	1,000,050		Grant to be awarded
	<u>2,096,643</u>	<u>1,196,940</u>	

REVENUE SUMMARY

ACCOUNT NUMBER	2020/2021	% Change	2019/2020	2019/2020	2018/2019
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Taxes	12,000	#DIV/0!	-	25,204	-
Other Income	160,250	-20.37%	201,250	191,734	191,571
Charges for Services	-	#DIV/0!	-	-	-
Rent & Other Income	108,063	1.77%	106,186	105,116	106,720
Grants	1,726,593	-59.71%	4,284,979	2,852,742	2,457,783
Transfers In	994,894	-13.28%	1,147,194	874,897	737,797
Total	3,001,800	-47.70%	5,739,609	4,049,693	3,493,871

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2020/2021	% Change	2019/2020	2019/2020	2018/2019
	PROPOSED BUDGET		REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL
Salaries & Benefits	517,124	-19.15%	639,621	599,870	580,727
Contractual Services	283,091	0.22%	282,470	189,490	232,306
Commodities	182,300	-2.17%	186,350	141,561	161,943
Capital Outlay	1,921,940	-57.85%	4,560,103	3,405,934	2,523,670
Miscellaneous	97,345	36.98%	71,065	60,980	12,193
Totals	3,001,800	-47.70%	5,739,609	4,397,835	3,510,839

Totals by Division

4310 Administration	259,223	51.17%	171,478	165,359	115,725
4313 Maintenance	342,996	-6.73%	367,743	347,042	327,150
4314 Operations	2,381,381	-52.58%	5,022,173	3,730,502	2,911,912
4315 Fire Protection	18,200	-89.79%	178,215	154,931	156,052
Totals	3,001,800	-47.70%	5,739,609	4,397,835	3,510,839

STAFFING

	FY 2021 PROPOSED	FY 2020 ACTUAL	FY 2019 ACTUAL	FY 2018 ACTUAL
Authorized Full Time Positions	6	6.4	5.65	5

The proposed budget includes the following staff:

Position	Full Time Equivalents (FTE)
Airport Manager	1.00
Airport Asst. Manager	1.00
Airport Maintenance Technician	4.00
Total	6.00

FUND 511 AIRPORT FUND

REVENUE
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
511-0000-314.02-11	Aviation Fuel Tax	12,000	-	25,204	-	-
511-0000-331.01-01	Deposit Accounts	1,500	500	3,161	1,010	205
511-0000-350.00-00	Sale of Property	0	0	0	0	0
511-0000-373.01-00	Farm Income	113,750	113,750	129,538	119,383	119,451
511-0000-373.02-00	Fuel Flowage Fees	25,000	55,000	40,611	44,593	14,741
511-0000-373.03-00	Landing Fees	20,000	32,000	18,424	26,485	14,442
511-0000-373.04-00	Use of Equip/Facilities	0	0	0	100	0
511-0000-373.05-01	Rents/Leases-Business f	0	0	0	0	0
511-0000-373.05-02	Rents/Lease-Airline	22,248	18,649	20,053	18,323	15,008
511-0000-373.05-03	Rents/Lease-FBO	19,541	19,177	19,128	18,830	18,837
511-0000-373.05-04	Rnts/Lease-Tiedowns	0	0	0	0	0
511-0000-373.05-05	Rnts/Lease-Cargo & Hang	19,801	19,432	19,382	17,124	16,115
511-0000-373.05-06	Rnts/Lease-Terminal	29,763	30,868	30,772	32,022	32,581
511-0000-373.05-07	Rnts/Lease-Frm House	0	0	0	0	0
511-0000-373.05-08	Rnts/Lease-Rest	8,400	8,400	8,400	8,400	2,800
511-0000-373.05-09	Rnts/Lease-Parking	0	0	0	0	66
511-0000-373.05-10	Rnts/Lease-AARF Bldg	0	0	0	0	1,705
511-0000-373.06-00	Trash Disposal Fees	900	900	900	900	920
511-0000-373.07-00	Other	2,500	2,850	1,422	3,323	0
511-0000-373.08-00	Concessions	0	1,000	0	104	23
511-0000-373.09-00	Utility Fees	4,660	4,660	4,694	4,680	10,022
511-0000-373.10-00	Vending	250	250	365	264	582
511-0000-373.11-00	Sale of Property	0	0	0	0	0
511-0000-373.12-00	Special Permit Fees	0	0	0	2,750	0
511-0000-382.01-10	Restricted Contributions	0	0	0	0	0
511-0000-381.03-01	FEMA Reimb	0	0	0	0	0
511-0000-382.02-03	State Gov-Dept.of Trans	1,726,593	4,284,979	2,852,742	2,457,783	162,575
511-0000-391.01-01	From General Fund	814,894	802,194	441,897	587,797	558,424
511-0000-391.01-15	From Capital Proj Fund	180,000	245,000	333,000	150,000	190,000
511-0000-391.01-31	From Airprt HangrFund	0	100,000	100,000	0	52,319
Totals		3,001,800	5,739,609	4,049,693	3,493,871	1,210,816

FUND 511 AIRPORT FUND

**AIRPORT-ADMINISTRATION
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Wages						
511-4310-413.11-01	Regular Salary/Wages	121,112	76,992	77,643	75,426	98,498
511-4310-413.11-03	Sick Pay	0	2319	2154	560	243
511-4310-413.11-04	Holiday Pay	4,518	4,195	4,416	3,815	5,125
511-4310-413.11-15	Vacation Pay	3,873	3,745	4,032	3,539	2,125
511-4310-413.11-17	Sick Pay Buy Back	0	623	187	4,185	2,227
511-4310-413.11-18	Vac Pay Buy Back	0	0	0	5,571	0
511-4310-413.12-01	Regular Salary/Wages	0	0	3,239	0	0
511-4310-413.21-01	Group Insurance	20,151	9,878	9,817	6,023	8,980
511-4310-413.21-03	Board Paid Life Ins.	148	98	95	87	95
511-4310-413.21-04	Workers' Comp	0	0	0	240	229
511-4310-413.22-01	Social Security	8,029	5,803	5,699	5,736	6,660
511-4310-413.22-02	Medicare	1,878	1,363	1,331	1,341	1,557
511-4310-413.22-03	Unemployment Comp	200	200	200	100	125
511-4310-413.23-01	IMRF	14,219	7,147	7,283	9,102	12,005
	Subtotals	174,128	112,363	116,096	115,725	137,869
Miscellaneous						
511-4310-413.65-01	Admin Cost Share	85,095	59,115	49,263	0	0
	Subtotals	85,095	59,115	49,263	0	0
	Totals	259,223	171,478	165,359	115,725	137,869

FUND 511 AIRPORT FUND

**MAINTENANCE/OPERATIONS
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
511-4313-413.11-01	Regular Salary/Wages	179,825	203,686	182,356	162,234	164,630
511-4313-413.11-02	Overtime	29,460	22,101	30,670	27,602	27,410
511-4313-413.11-03	Sick Pay	3,832	5,861	4,831	4,477	4,174
511-4313-413.11-04	Holiday Pay	10,219	11,545	11,325	10,994	9,445
511-4313-413.11-15	Vacation Pay	12,774	15,097	11,509	11,541	9,875
511-4313-413.11-16	Major Medical Pay	0	0	0	0	0
511-4313-413.11-17	Sick Pay Buy Back	4,380	2,842	3,527	7,911	10,959
511-4313-413.11-18	Vac Pay Buy Back	0	0	1,876	0	1,871
511-4313-413.11-08	Vac Pay Buy Back	0	0	0	0	0
511-4313-413.11-23	Firearms Allow/Wildlf	0	600	300	300	600
511-4313-413.12-01	Temporary Employees	0	0	0	0	2,038
511-4313-413.21-01	Group Insurance	56,907	65,642	61,556	54,881	49,104
511-4313-413.21-03	Board Paid Life Ins	296	370	315	282	290
511-4313-413.21-04	Workers' Comp	0	0	0	9,200	8,762
511-4313-413.22-01	Social Security	14,910	15,963	14,394	12,793	13,223
511-4313-413.22-02	Medicare	3,487	3,752	3,366	2,992	3,092
511-4313-413.22-03	Unemployment Comp	500	500	500	400	532
511-4313-413.23-01	IMRF	26,406	19,664	20,487	21,543	25,384
511-4313-413.24-03	CDL Reimbursements	0	120	30	0	30
	Totals	342,996	367,743	347,042	327,150	331,419

FUND 511 AIRPORT FUND

OPERATIONS
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021	2019/2020	2019/2020	2018/2019	2017/2018
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Contractual Services						
511-4314-413.31-01	Audit	1,925	1,925	1,450	1,250	1,219
511-4314-413.31-04	Eng/Architectural	10,000	0	0	0	0
511-4314-413.31-05	Other	0	0	0	500	0
511-4314-413.33-01	Water/Sewerage	1,250	1,250	1,312	1,254	1,260
511-4314-413.34-01	Disposal	1,440	1,353	1,636	1,655	1,509
511-4314-413.34-03	Custodial	0	1,033	202	981	850
511-4314-413.34-05	Uniforms	0	370	61	370	571
511-4314-413.34-06	Linens mats,uniforms	2,473	0	1,270	0	0
511-4314-413.35-01	R&M-Building	25,000	25,000	10,289	28,128	22,245
511-4314-413.35-02	R&M-Mach & Equip	10,000	10,000	6,953	5,769	11,391
511-4314-413.35-03	R&M-Office Furn,Equip	0	0	0	0	318
511-4314-413.35-05	Repair & Maint -Other	5,000	5,000	1,637	5,080	0
511-4314-413.35-06	R&M-Other	35,000	75,500	6,585	6,083	31,445
511-4314-413.35-08	R&M-Restaurant	2,500	750	1,609	600	522
511-4314-413.36-01	Fleet Maintenance	38,000	35,000	36,193	28,132	30,398
511-4314-413.36-03	Vehicle Rental	1,500	1,000	645	1,872	2,981
511-4314-413.36-05	Vehicle Replacement	11,428	11,428	11,428	11,428	10,000
511-4314-413.38-01	MICA	75,375	51,311	51,311	47,914	45,632
511-4314-413.38-06	Airport Liability	16,000	16,000	15,960	15,960	15,355
511-4314-413.39-01	Communications	3,500	3,500	2,755	1,310	4,406
511-4314-413.39-02	Advertising/Publishing	5,000	5,000	1,733	5,300	695
511-4314-413.39-04	Travel	5,000	4,000	4,554	1,389	557
511-4314-413.39-05	Mileage Reimb	1,000	1,000	66	190	877
511-4314-413.39-07	Regist, Schools, Mtgs	5,000	4,000	4,560	5,005	2,730
511-4314-413.39-08	Contracted Services	8,500	9,850	9,081	43,936	2,980
	Subtotals	264,891	264,270	171,290	214,106	187,941
Supplies						
511-4314-413.41-01	Postage	150	50	79	45	84
511-4314-413.41-02	Office Supplies	500	500	492	346	372
511-4314-413.42-01	Natural Gas	8,500	8,500	7,895	10,800	5,238
511-4314-413.42-02	Electricity	100,000	100,000	98,513	105,169	105,637
511-4314-413.45-01	Building Supplies	2,500	2,500	1,535	1,685	6,061
511-4314-413.45-02	Custodial Supplies	2,000	1,500	2,241	1,586	2,792
511-4314-413.45-03	EquipConsumable	5,000	10,000	1,075	4,214	383
511-4314-413.45-04	Equip Replace Parts	5,000	5,000	5,305	1,979	7,015
511-4314-413.45-05	Small Tools/ Equip	3,000	3,000	644	1,102	938
511-4314-413.46-01	Concrete	500	-450	178	428	134
511-4314-413.46-02	Asphalt	0	0	0	0	25
511-4314-413.46-03	Sand, Stone & Gravel	3,000	3,500	1,024	1,310	2,431
511-4314-413.46-05	Chemicals	12,000	15,000	1,185	3,795	8,748
511-4314-413.46-06	Signs & Posts	3,000	1,500	168	965	2,335
511-4314-413.46-08	Paint	8,400	10,000	108	7,274	6,547
511-4314-413.46-11	Other	8,500	5,000	2,319	4,983	4,981
511-4314-413.46-12	Gasoline/Diesel	20,000	20,000	18,710	16,226	19,741
511-4314-413.47-01	Clothing/Uniforms	100	100	90	0	41
511-4314-413.47-02	Safety Equipment	150	150	0	36	9
	Subtotals	182,300	185,850	141,561	161,943	173,512

FUND 511 AIRPORT FUND

OPERATIONS
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Capital Outlay						
511-4314-413.52-03	Improv other than Bldg	0	0	0	11,729	-12,375
511-4314-413.52-05	Mach & Equip	143,202	759,798	5,694	0	0
511-4314-413.52-06	Vehicles	721,798	16,000	0	0	0
511-4314-413.52-08	Controllable	10,000	7,500	4,796	665	5,150
511-4314-413.53-09	Infrastructure-Other	1,046,940	3,776,805	3,395,444	2,511,276	112,965
	Subtotals	1,921,940	4,560,103	3,405,934	2,523,670	105,740
Miscellaneous						
511-4314-413.61-01	Dues	1,250	1,250	958	958	725
511-4314-413.61-02	Taxes	10,000	9,700	9,709	8,964	8,417
511-4314-413.61-04	Other	1,000	1,000	1,050	2,271	1,328
511-4314-413.61-08	Bad Debt Expense	0	0	0	0	8,078
	Subtotals	12,250	11,950	11,717	12,193	18,548
Transfers						
511-1801-491.62-42	Trnsfr to Hangar Fund	0	0	0	0	0
	Totals	2,381,381	5,022,173	3,730,502	2,911,912	485,741

FUND 511 AIRPORT FUND

FIRE PROTECTION SERVICES
SUMMARY

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
511-4315-413.11-01	Regular Salary/Wages	0	0	2,252	2,665	709
511-4315-413.11-02	Overtime	0	159,515	134,479	135,187	47,702
	Subtotal	0	159,515	136,731	137,852	48,411
Contractual Services						
511-4315-413.39-04	Travel	0	0	0	0	0
511-4315-413.39-07	Regist, Schools, Mtgs	0	0	0	0	0
511-4315-413.39-08	Other Contracted Svcs	18,200	18,200	18,200	18,200	18,200
	Subtotal	18,200	18,200	18,200	18,200	18,200
Commodities						
511-4315-413.47-01	Clothing/Uniforms	0	0	0	0	0
511-4315-413.47-02	Safety Equipment	0	0	0	0	0
511-4315-413.47-03	Training Supplies	0	500	0	0	0
	Subtotal	0	500	0	0	0
	Totals	18,200	178,215	154,931	156,052	66,611

PURPOSE

The PFC Fund collects a passenger facility charge of \$4.50 on each airline ticket originating from Quincy Regional Airport. The charge is federally regulated and all projects using PFC funds must be approved and audited by the FAA.

Goals/Objectives

- Provide a safe, secure and comfortable experience for airport tenants, users and customers.
- Maintain and upgrade aging passenger facilities
Projects for FY2021
- Study and overhaul of airport's HVAC system
Past Fiscal Year Hlghlights
- Executed contract for consulting services for PFC program

Budget Summary

Revenues remain consistent. Expenditures include the replacement of the terminal HVAC system and the cost of consulting services associated with the audit, updating and maintenance of UIN's cumbersome PFC program

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
512-0000-314.03-01	Airport PFC Charge	45,000	45,000	50,381	43,701	30,397
512-0000-331.01-01	Deposit Accounts	2,000	2,000	5,559	3,271	1,198
512-0000-342.09-00	Other	-	-	-	-	-
512-0000-382.02-03	Dept. of Transport	-	-	-	-	-
512-0000-382.03-06	Federal Dept of Trans	-	-	-	-	-
	Totals	47,000	47,000	55,940	46,972	31,595
Expenses						
Contractual Services						
512-4310-413.31-04	Engineer/Architectural	45,000	30,000	-	-	-
512-4310-413.31-05	Other	-	-	-	-	-
	Subtotal	45,000	30,000	-	-	-
Capital Outlay						
512-4310-413.52-02	Buildings	60,000	60,000	-	-	-
512-4310-413.52-03	Improv other than Bldg	-	-	-	-	-
512-4310-413.53-09	Other	-	-	-	-	-
	Subtotal	60,000	60,000	-	-	-
Transfers						
512-1801-491.62-15	Interfund Transfers	-	-	-	-	-
512-1801-491.62-30	QCY Regional Airport	-	-	-	-	-
	Totals	105,000	90,000	-	-	-

PURPOSE

The purpose of the Airport Hangar Fund is to ensure the ability to develop and support general aviation at the Quincy Regional Airport. Revenues are made up of current hangar lease payments and interest. The fund provides the ongoing maintenance of existing hangar facilities and an investment in the development of future hangar facilities.

Goals and Objectives

- Maintain general aviation facilities
- Retain the capital to ensure the development of future t-hangar buildings.
- Build infrastructure for proposed corporate facility located in the Enterprise Zone.
- Secure state funding for building and repair of new and existing infrastructure.

Projects for FY 2021:

- Repainting of the fixed-base operator hangar.
- T-hangar apron repair. (State/Local funded)
- Corporate Hangar Infrastructure (State/Local funded)

Budget Summary

Revenues increase annually based on the consumer price index.
Expenditures include the repainting of the FBO hangar building, repair to existing hangar aprons, building of new infrastructure for corporate hangar development, and county taxes.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
513-0000-331.01-01	Deposit Accounts	7,500	5,000	15,098	9,303	3,523
513-0000-341.02-00	Airport Hangar Rent	100,501	98,118	100,573	100,499	110,411
513-0000-342.09-00	Other	0	0	0	0	0
513-0000-382.02-03	Dept of Transportation	1250000	0	0	0	0
	Totals	1,358,001	103,118	115,671	109,802	113,934
Expenses						
Contractual Services						
513-4310-413.35-01	Buildings	85,000	85,000	1,496	762	7,489
513-4310-413.35-05	Other	100,000	0	0	0	0
513-4310-413.35-06	Infrastructure	0	24,908	0	0	0
513-4310-413.39-02	Advertising/Publishing	0	0	0	0	0
	Subtotal	185,000	109,908	1,496	762	7,489
Commodities						
513-4310-413.45-01	Building Supplies	0	0	86	0	14
Capital Outlay						
513-4310-413.52-03	Improv other than Bldgs	130000	0	0	0	0
513-4310-413.53-09	Other	1375000	0	0	0	0
	Subtotal	1505000	0	0	0	0
Miscellaneous						
513-4310-413.61-02	Taxes	6,500	6,592	6,591	6,387	6,261
513-4310-413.61-08	Bad Debt Expense	0	0	0	0	1,916
	Subtotal	6,500	6,592	6,591	6,387	8,177
Transfers						
513-1801-491-62-30	Transfer to Qcy Airport	0	100,000	100,000	0	0
	Totals	1,696,500	216,500	108,173	7,149	15,680

PURPOSE

The Quincy Regional Barge Dock is owned by the City of Quincy and has been operated by the City since May of 2000. The fund generates revenue based on charges per ton for all barges unloaded at our dock. On May 1, 2020, the revenue is equal to \$0.70 per ton handled at the Premises. Engineering Staff oversees Barge Dock operations.

GOALS/OBJECTIVES

- Achieve more income through increased barge traffic
- Raise dock operating platform and access road to permit operations during minor flood stage

PAST FISCAL YEAR HIGHLIGHTS

Revenues negatively impacted by prolonged flooding. New contract for loading/unloading operations.

BUDGET SUMMARY

Capital Outlay of \$669,000 is planned to raise dock and access road.

REVENUE SUMMARY

ACCOUNT NUMBER	2020/2021		2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL
	PROPOSED BUDGET	% Change			
Other Income	8,000	33.33%	6,000	12,646	8,125
Charges for Services	225,000	-10.00%	250,000	176,461	219,013
Grants	-	0.00%	-	-	-
Total	233,000	-8.98%	256,000	189,107	227,138

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2020/2021		2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL
	PROPOSED BUDGET	% Change			
Contractual Services	111,145	156.48%	43,335	2,072	3,867
Commodities	4,200	-10.64%	4,700	1,489	1,113
Capital Outlay	488,000	1034.88%	43,000	0	0
Miscellaneous	6,912	254.10%	1,952	1,210	0
Transfers	200,000	25.00%	160,000	160,000	150,000
Totals	810,257	220.28%	252,987	164,771	154,980

STAFFING

	FY 2021 PROPOSED	FY 2020 ACTUAL	FY 2019 ACTUAL	FY 2018 ACTUAL
Authorized Full Time Positions	0	0	0	0

FUND 514 MUNICIPAL BARGE DOCK FUND

SUMMARY

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
514-0000-331.01-01	Deposit Accounts	8,000	6,000	12,646	8,125	3,512
514-0000-374.01-00	Dock Fees	225,000	250,000	176,461	219,013	189,728
514-0000-381.03-01	FEMA Reimb	-	-	-	-	-
	Totals	233,000	256,000	189,107	227,138	193,240
514-4410-414.31-01	Audit	500	500	475	475	469
514-4410-414.31-04	Engineer/Architectural	67,000	-	-	-	-
514-4410-414.33-01	Water/Sewerage	400	300	262	372	172
514-4410-414.35-02	R&M - Mach & Equip	1,000	-	-	600	-
514-4410-414.35-06	Infrastructure	1,000	1,000	-	1,075	-
514-4410-414.38-01	MICA	1,245	1,335	1,335	1,199	1,142
514-4410-414.39-01	Communications	-	-	-	-	-
514-4410-414.39-02	Advertising/Publishing	40,000	40,200	-	146	-
514-4410-414.39-05	Mileage Reimb	-	-	-	-	-
514-4410-414.39-08	Contracted Services	-	-	-	-	-
	Subtotal	111,145	43,335	2,072	3,867	1,783
Commodities						
514-4410-414.42-02	Electricity	1,200	1,200	961	1,113	1,147
514-4410-414.46-03	Sand, Stone & Gravel	2,000	2,500	-	-	-
514-4410-414.46-11	Other	1,000	1,000	528	-	352
	Subtotal	4,200	4,700	1,489	1,113	1,499
Capital Outlay						
514-4410-414.52-03	Improv other than Bldgs	488,000	43,000	-	-	-
514-4410-414.52-08	Controllable	-	-	-	-	-
	Subtotal	488,000	43,000	-	-	-
Miscellaneous						
514-4410-414.61-02	Taxes	500	500	-	-	-
514-4410-414.65-01	Cost Share Admin	6,412	1,452	1,210	-	-
	Subtotal	6,912	1,952	1,210	-	-
Transfers						
514-4410-491.62-01	Trnsfr to General Fund	200,000	160,000	160,000	150,000	150,000
	Totals	810,257	252,987	164,771	154,980	153,282

PURPOSE

The Quincy Regional Training Facility will begin its 16th year of operation in May of 2020. The facility continues to be used by emergency services organizations in, and around, the Quincy Area. Additionally, the facility was used by the Adams County Ambulance Service, Tri-Township Fire Department, John Wood Community College, Adams County Sheriff and the Illinois State Police. The drill grounds are used on a constant basis and provide excellent access to hands-on training that is not otherwise easily secured.

PAST FISCAL YEAR HIGHLIGHTS

- This past fiscal year we saw the implementation of the first Western Illinois University Skills Academy. This six week educational experience was conducted for 8 students in the WIU Fire Science Program. Students were housed at, and fed by Quincy University. Classroom sessions and skill sessions took place at QRTF. This first year generated some monies that will be reinvested into the facility to make improvements to further better the facility for the next class to take place in the spring of 2021.
- The facility continues to see large law enforcement utilization, both in the classrooms and the drill ground. The drill ground provides an excellent location to allow special response teams to practice their craft.

BUDGET SUMMARY

This budget contains dollars to implement the new WIU Skills Academy. Additionally, there are dollars contained within the budget to facilitate the replacement of additional fire brick in the primary burn room.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
531-0000-321.00-00	Donations-Not Restrict	100	100	0	0	16,167
531-0000-331.01-01	Interest Income		0	19	19	46
531-0000-341.07-02	Rent/Fire Services	2,000	500	1,550	100	1,000
531-0000-342.05-00	Refunds/Reimb	600	1,200	3,617	3,028	0
531-0000-342.09-00	Other	0	0	0	330	261
531-0000-375.01-02	Tuition/Fire Services	55,900	52,420	28,850	6,350	11,827
531-0000-375.02-02	Room & Board/Fire Svcs	0	0	0	0	0
531-0000-382.01-10	Restricted Contributions	0	0	0	0	0
531-0000-382.02-01	State Grants	0	0	0	0	9,375
531-0000-391.01-01	Trnsfr from Gen Fund	18,027	21,416	11,200	5,400	51,725
	Totals	76,627	75,636	45,236	15,227	90,401
Expenses						
	Salaries & Benefits	20,974	23,474	780		2,409
	Contractual Services	39,166	35,093	7,281		18,301
	Commodities	11,610	16,250	9,280		5,202
	Capital Outlay	1,700	0	0		3,435
	Miscellaneous	3,177	2,519	0		0
	Debt Service	0	0	0		50,000
	Totals	76,627	77,336	17,341	0	79,347

FUND 531 REGIONAL TRAINING FACILITY

POLICE
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021	2019/2020	2019/2020	2018/2019	2017/2018
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Debt Service						
531-2110-409.72-00	Loan/Lease Payments	0	0	0		25,000
	Totals	0	0	0	0	25,000

FIRE
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021	2019/2020	2019/2020	2018/2019	2017/2018
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Salaries & Benefits						
531-2210-402.11-01	Regular Salary/Wages	20,500	23,000	400	0	2,144
531-2210-402.11-02	Overtime	0	0	249	249	0
531-2210-402.21-01	Group Insurance	406	406	121	55	238
531-2210-402.21-03	Board Paid Life Ins	20	20	1	0	2
531-2210-402.22-02	Medicare	48	48	9	3	25
	Subtotal	20,974	23,474	780	307	2,409
Contractual Services						
531-2210-402.31-02	Contracted Legal	0	0	0	0	0
531-2210-402.31-03	Instructional	600	1,200	985	739	0
531-2210-402.31-04	Engineer/Architectural	1,000	1,000	0	1,372	0
531-2210-402.31-05	Other	0	0	75	0	0
531-2210-402.34-03	Custodial	1,000	1,000	412	1,110	1,415
531-2210-402.35-01	R&M/Buildings	1,300	1,300	800	685	0
531-2210-402.35-02	R&M/Mach & Equip	1,000	1,000	0	0	355
531-2210-402.35-03	Office Furniture & Equip	0	0	0	0	9,375
531-2210-402.38-01	MICA	3,916	2,355	2,335	3,017	2,873
531-2210-403.39-02	Advertising/Publishing	250	250	0	0	0
531-2210-402.39-04	Travel/Lodging	24,100	19,488	0	0	101
531-2210-402.39-08	Contracted Services	6,000	7,500	2,674	848	4,182
	Subtotal	39,166	35,093	7,281	7,771	18,301
Commodities						
531-2210-402.42-01	Natural Gas	1,600	1,000	1,496	1,052	927
531-2210-402.42-02	Electricity	3,000	3,000	2,674	2,603	3,212
531-2210-402.43-00	Food	500	500	0	0	180
531-2210-402.45-01	Building Supplies	5,210	5,210	2,098	0	0
531-2210-402.45-02	Custodial Supplies	250	250	0	0	0
531-2210-402.45-03	Equip Consumable	100	100	0	59	290
531-2210-402.45-04	Equip Replacemnt Parts	200	200	0	0	10
531-2210-402.45-05	Small Tools/ Equip	150	150	0	0	0
531-2210-402.46-11	Other	600	5,840	3,012	319	583
	Subtotal	11,610	16,250	9,280	4,033	5,202
Capital Outlay						
531-2210-402.52-04	Office Equipment	1,700	0	0	0	0
531-2210-402.52-08	Controllable	0	0	0	0	3,435
	Subtotal	1,700	0	0	0	3,435
Miscellaneous						
5312210-402.65-01	Cost Share Admin	3,177	2,519	2,099	0	0
Debt Service						
531-2210-402.72-00	Loan/Lease Payments	0	0	0		25,000
	Totals	76,627	77,336	19,440	12,111	54,347

PURPOSE

The Garbage Fund was created as an Enterprise Fund by resolution that passed City Council on Jan 21,2020. The Garbage Fund is a "fee based" operation that generates revenue to offset the costs of the service. Consolidating all the costs related to the service of garbage collection into one fund will increase the transparency of total cost (subsidy) needed for the operation.

GOALS/OBJECTIVES

Our objective is to continue to provide curb-side garbage collection service to the residents of the City. The plan to purchase two new garbage trucks in FYE 2020 to replace the 18 year old trucks was delayed and the trucks were not ordered until late January 2020. The proposed budget expects to generate revenues based on the following:

	<u>cost</u>	<u>qty</u>	<u>Revenue</u>
Garbage Stickers-ea	\$1.50	300,000	\$ 450,000
Tote Service-Monthly	\$12.99	3400	\$ 529,992
Tote Sales each	\$60	250	\$ 15,000

PAST FISCAL YEAR HIGHLIGHTS

In FY 2020, the City collected and disposed approx 5,400 tons of garbage which was a decrease of 16% to the FY2019 collection of 6,325 tons of garbage. A five -year Solid Waste Contract with Republic Services went into effect 5/1/2019 and expires 4/30/2024.

The City increased the number of stickers required per bag on May 1, 2019, essentially doubling the cost per bag. Many sticker customers opted for a City Tote or a private hauler. The sticker revenue decreased by 25% in FY 2020, selling approximately 600K-700K stickers. The current number of households using city garbage tote service is around 3,400. With FY 2020 being the initial year of the program, we sold approx 2,500 carts for \$60 each.

The Garbage Collection run three truck routes per day with two laborers per truck/route. The current garbage fleet consists of three 2016 Mack GU713 garbage trucks and two 2002 Mack garbage trucks. The 2002 trucks are only used if needed and will be retired/sold when new trucks arrive in October 2020. The portion of the funding for the new truck is available in fund balance and budgeted in capital outlay. Annual fleet expense is expected be \$115,000 which includes \$50,000 fuel, \$30,000 parts, \$15,000 labor and \$20,000 commerical repairs.

BUDGET SUMMARY

Due to large number of tote customers, the garbage fund will need to increase staffing slightly for FY 2021. *While Tote service is a safer, more cost-effective option long term, pick-up does require some additional labor hours.* The staffing increase is not a "head count" increase, but will be filled with transfers from other departments in the labor pool. The FY 2021 landfill fees will be at \$33.52/ton (3% increase over FY 2020). Garbage Service is expected to generate revenues of \$997,000 which is slightly short of the expected operational costs of \$1,163,000. The Garbage Fund will utilize a subsidy transfer from the General Fund in the amount of \$166,000. The past year projections are from the Garbage division as it existed within the Central Services fund. Any general fund subsidies are estimates to show a break-even operation.

STAFFING				
	FY 2021 PROPOSED	FY 2020 ACTUAL	FY 2019 ACTUAL	FY 2018 ACTUAL
Authorized Full Time Positions	7.75	6.75	6.75	6.7

Garbage staffing consists of 7.50 union laborers and 0.25 Assistant Director who supervises the garbage crews. The additional laborer will be filled from internal transfers.

FUND 533 GARBAGE FUND

REVENUE DETAIL
EXPENSE SUMMARY

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
533-0000-331.01-01	Interest Earnings	500	50	-	-	271
533-0000-376-01-00	Garbage Services	1,800	1,800	1,800	1,800	1,800
533-0000-376.01-01	Garbage sticker sales	450,000	590,000	607,650	742,793	787,575
533-0000-376.01-02	Garbage Tote Service	529,992	477,000	392,483	159,438	145,190
533-0000-376.01-03	Garbage Tote Sales	15,000	139,060	158,700	16,680	10,858
533-0000-391.01-01	General Fund Subsidy*	165,769	76,527	132,104	90,420	47,453
533-0000-392.03-00	Loan Proceeds	-	-	-	-	-
	Totals	1,163,061	1,284,437	1,292,737	1,011,131	993,147

*Note: Since this is a newly created fund, the General Fund subsidy has been estimated to show past subsidies.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries &Benefit	575,134	518,630	530,354	482,300	454,201
Contractual Services	471,810	491,615	468,567	426,372	428,219
Commodities	25,330	116,952	116,419	278	18,981
Capital Outlay	111,782	111,825	111,782	-	-
Miscellaneous	20,244	1,575	(4,928)	31,638	20,932
Debt Service/Transfers	70,543	70,543	70,543	70,543	70,543
Totals	1,274,843	1,311,140	1,292,737	1,011,131	992,876

FUND 533 GARBAGE FUND

GARBAGE
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
533-3113-403.11-01	Regular Salary/Wages	333,922	304,472	310,512	276,515	259,492
533-3113-403.11-02	Overtime	25,000	25,000	24,734	18,493	11,364
533-3113-403.11-03	Sick Pay	6,841	8,080	9,014	7,547	8,683
533-3113-403.11-04	Holiday Pay	15,440	15,767	17,229	15,099	15,288
533-3113-403.11-14	Extra Pick-up	1,170	1,550	1,798	1,273	510
533-3113-403.11-15	Vacation Pay	16,330	16,163	12,772	14,460	15,809
533-3113-403.11-16	Major Medical Pay	-	-	-	678	-
533-3113-403.11-17	Sick Pay Buy Back	5,262	2,731	6,943	7,635	9,307
533-3113-403.11-18	Vac Pay Buy Back	-	-	-	-	-
533-3113-403.21-01	Group Insurance	94,796	83,565	87,399	82,009	73,784
533-3113-403.21-03	Board Paid Life Ins	572	498	527	491	470
533-3113-403.22-01	Social Security	25,007	21,745	22,275	19,953	18,707
533-3113-403.22-02	Medicare	5,848	5,086	5,209	4,666	4,375
533-3113-403.22-03	Unemployment Comp.	600	600	600	600	838
533-3113-403.23-01	IMRF	44,286	33,313	31,312	32,851	35,484
533-3113-403.24-03	CDL Reimbursements	60	60	30	30	90
	Subtotal	575,134	518,630	530,354	482,300	454,201
Contractual Services						
533-3113-403.33-02	Landfill Fees	250,000	275,000	261,314	204,472	198,545
533-3113-403.33-03	Landfill Taxes	25,000	25,000	23,042	22,736	22,801
533-3113-403.36-01	Fleet Maintenance	115,000	80,000	94,189	91,134	86,901
533-3113-403.36-05	Vehicle Replacement	50,000	70,000	50,000	50,000	50,000
533-3113-403.38-01	MICA	26,923	33,491	33,491	57,312	54,582
533-3113-403.39-01	Communications	1,357	400	76	56	232
533-3113-403.39-02	Advertising-Publishing	330	330	296	342	269
533-3113-403.39-03	Printing & Binding	2,000	6,194	6,037	320	14,780
533-3113-403.39-08	Contracted Services	1,200	1,200	122	-	109
	Subtotal	471,810	491,615	468,567	426,372	428,219
Commodities						
533-3113-403.46-11	Oper Supplies-Other	25,000	116,622	116,419	-	18,961
533-3113-403.47-01	Clothing/Uniforms	330	210	-	278	-
533-3113-403.47-02	Safety Equipment	-	120	-	-	20
	Subtotal	25,330	116,952	116,419	278	18,981
Debt Service						
533-3113-409.72-00	Loan/Lease Payments	-	-	-	-	-
Capital Outlay						
533-3113-403.52-06	Vehicles	111,782	111,825	111,782	-	-
	Subtotal	111,782	111,825	111,782	0	0
Miscellaneous						
533-3113-403.61-08	Bad Debt Expense	1,500	1,575	(4,928)	31,638	20,932
533-3113-403.65-01	Cost Share	18,744	-	-	-	-
	Subtotal	20,244	1,575	-4,928	31,638	20,932
Transfers						
533-3113-491.62-22	2014 GO Note Fund	70,543	70,543	70,543	70,543	70,543
	Totals	1,274,843	1,311,140	1,292,737	1,011,131	992,876

PURPOSE

The Recycling Fund was created as an Enterprise Fund by resolution that passed City Council on Jan 21,2020. The Recycling Fund is a "fee based" operation that generates revenue to offset the costs of the service. Consolidating the the costs related to the service of curbside recycle collection into one fund will increase the transparency of the next cost (subsidy) needed for the operation.

GOALS/OBJECTIVES

Our objective is to continue to provide curbside recycle collection service to the residents of the City. Recycling operations are expected to remain the same in FY 2021 with about 5,700 customers choosing to pay for the "opt-in" service for a fee of \$5/month.

PAST FISCAL YEAR HIGHLIGHTS

The "Opt-In" recycling program began on May 1, 2019 based on a \$5 monthly fee which was placed on the utility bills. Thre previous free curbside recycling service was estimated to serve approximately 7,500 households. We currently have approximately 5,700 customers; about a 25% decline. Recycling will collect about 1,040 ton of material in FY 2020. This is a decrease in tonnage of 27% compared to the FY 2019 collection of 1,422 tons. The current contract with Quincy Recycle for the disposal of recycled material is effective through April 30, 2024. In FY 2020 the recycled material collected is approximately:

17%	Plastic	revenue \$80/ton	\$14,000 revenue
41%	Paper	expense \$40/ton	\$17,000 expense
42%	Single Stream	expense \$95/ton	<u>\$42,000 expense</u>
			\$45,000 net cost

The City purchased a used 2012 recycle truck in December 2019 to help offset the costs of single stream. The current fleet consists of four trucks: one 2012 7400 International, Two - 2014 Mack LEU613 trucks and one 2002 Mack w/ Rear Load Garbage truck (used only on double days). Annual fleet expense is expected be \$92,0000 which includes \$47,000 fuel, \$15,000 parts, \$15,000 labor and \$15,000 commerical repairs.

BUDGET SUMMARY

With the customer counts down, Recycling can operate with slightly fewer FTEs. Since there is no market for recycled paper and cardboard, we expect to continue to pay \$40/ton for nearly half of the material we are collecting. The addition of the used truck should minimize the amount of single stream loads which carry a cost of \$95/ton. The Recycle Service expects to generate revenues of \$352,000 which is slightly short of the expected operational costs of \$670,000. The Recycle Fund will utilize a subsidy transfer from the General Fund in the amount of \$318,000 . The past year projections are from the Garbage division as it existed within the Central Services fund. Any general fund subsidies are estimates to show a break-even operation.

STAFFING				
	PROPOSED	ACTUAL	ACTUAL	ACTUAL
Authorized Full Time Positions	4.25	4.75	4.75	4.63

Recycle staffing consists of 4 union laborers and 0.25 Assistant Director who supervises the recycling crews.

FUND 534 RECYCLE FUND

**REVENUE
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021	2019/2020	2019/2020	2018/2019	2017/2018
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Revenues						
534-0000-331.01-01	Interest Earnings	500	-	-	-	-
534-0000-376.02-01	Recycle Service Fee	340,000	340,000	248,579	12,451	-
534-0000-376.02-02	Recycle Decal Sales	11,000	11,000	13,218	1,526	-
534-0000-376.02-04	Sale of Recycled Material	500	-	4,932	46,128	48,171
534-0000-391.01-01	General Fund Subsidy*	318,328	289,371	309,659	498,455	560,087
534-0000-392.03-00	Loan Proceeds	-	-	-	-	-
Totals		670,328	640,371	576,388	558,560	608,258

*Note: Since this is a newly created fund, the General Fund subsidy has been estimated to show past subsidies.

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2020/2021	2019/2020	2019/2020	2018/2019	2017/2018
	PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Salaries &Benefit	307,467	276,401	271,449	252,294	304,745
Contractual Services	262,476	237,149	219,596	216,498	214,627
Commodities	6,418	10,783	8,726	10,451	9,909
Capital Outlay	-	-	-	-	-
Miscellaneous	14,987	-	418	340	-
Debt Service/Transfers	78,980	78,980	78,977	78,977	78,977
Totals	670,328	603,313	579,166	558,560	608,258

FUND 534 RECYCLE FUND

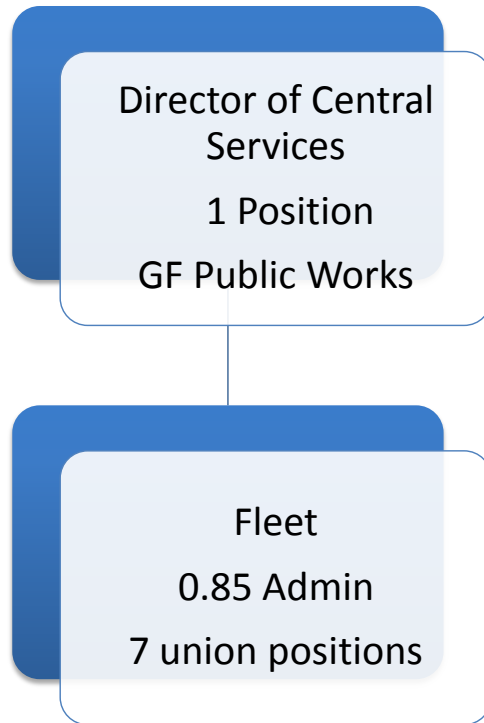
RECYCLE
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
534-3114-403.11-01	Regular Salary/Wages	184,664	167,860	176,412	179,199	194,236
534-3114-403.11-02	Overtime	5,905	8,916	5,163	6,595	10,315
534-3114-403.11-03	Sick Pay	5,720	5,720	4,061	3,089	5,119
534-3114-403.11-04	Holiday Pay	9,603	8,262	6,983	3,139	6,756
534-3114-403.11-14	Extra Pick-up	1,170	520	910	640	290
534-3114-403.11-15	Vacation Pay	6,898	6,355	726	1,796	4,184
534-3114-403.21-01	Group Insurance	52,948	46,820	46,496	23,578	42,016
534-3114-403.21-03	Board Paid Life Ins	314	349	290	303	352
534-3114-403.22-01	Social Security	13,240	11,609	11,378	11,938	13,311
534-3114-403.22-02	Medicare	3,097	3,228	2,661	2,792	3,113
534-3114-403.22-03	Unemployment Comp.	400	400	400	400	579
534-3114-403.23-01	IMRF	23,448	16,302	15,939	18,795	24,474
534-3114-403.24-03	CDL Reimbursements	60	60	30	30	-
	Subtotal	307,467	276,401	271,449	252,294	304,745
Contractual Services						
534-3114-403.36-01	Fleet Maintenance	92,680	95,000	93,962	95,375	96,866
534-3114-403.36-05	Vehicle Replacement	50,000	50,000	50,000	50,000	50,000
534-3114-403.38-01	MICA	85,639	39,717	39,717	70,841	67,468
534-3114-403.39-01	Communications	957	-	-	-	-
534-3114-403.39-02	Advertising/Publishing	200	150	145	282	111
534-3114-403.39-03	Printing & Binding	3,000	2,282	2,213	-	182
534-3114-403.39-08	Contractual Services	30,000	50,000	33,559	-	-
	Subtotal	262,476	237,149	219,596	216,498	214,627
Commodities						
534-3114-403.41-01	Postage	-	-	-	-	-
534-3114-403.46-11	Other	6,000	10,265	8,589	9,891	9,825
534-3114-403.47-01	Clothing/Uniforms	368	468	137	560	84
534-3114-403.47-02	Safety Equipment	50	50	-	-	-
	Subtotal	6,418	10,783	8,726	10,451	9,909
Debt Service						
534-3114-409.72-00	Loan/Lease Payments	-	-	-	-	-
	Subtotal	-	-	-	-	-
Other						
534-3114-403.61-08	Bad Debt Expense	1,500	-	418	340	-
534-3114-403.65-01	Admin Cost Share	13,487	-	-	-	-
	Subtotal	14,987	-	418	340	-
Transfers						
534-3114-491.62.22	Trnsfr 2014 GO Note Fd	78,980	78,980	78,977	78,977	78,977
	Totals	670,328	603,313	579,166	558,560	608,258

CITY OF QUINCY
INTERNAL SERVICE FUNDS

Revenue/Expenditures & Change in Fund Balance
Summary

	Central Garage 601	Vehicle Replcmnt 603	Self Insurance 611	Health Insurance 612	Unemp. Comp 613	Total
Beginning Balance, May 1	100	2,000,000	2,100,000	100	205,000	4,305,200
REVENUES						
Taxes	-	-	-	-	-	-
Licenses & Permits	-	-	-	-	-	-
Charges for Services	-	-	2,185,876	5,508,302	35,000	7,729,178
Rent & Other Income	37,600	-	-	-	-	37,600
Interest Income	200	30,000	30,000	9,000	-	69,200
Debt Proceeds	-	-	-	-	-	-
Grants	-	-	-	-	-	-
Transfers In	246,000	-	-	-	-	246,000
Inter-Gov. Revenues	1,599,200	374,896	-	-	-	1,974,096
TOTAL REVENUE	1,883,000	404,896	2,215,876	5,517,302	35,000	10,056,074
Total Funds Available	1,883,100	2,404,896	4,315,876	5,517,402	240,000	14,361,274
EXPENDITURES						
Salaries & Benefits	630,820	-	333,402	5,283,091	-	6,247,313
Contracted Services	316,881	-	1,965,805	-	-	2,282,686
Commodities	924,300	-	1,000	-	-	925,300
Capital Outlay	10,999	800,000	-	-	-	810,999
Miscellaneous	-	-	78,700	750	50,000	129,450
Debt Service	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
TOTAL EXPENDITURES	1,883,000	800,000	2,378,907	5,283,841	50,000	10,395,748
Ending Balance, April 30	\$ 100	\$ 1,604,896	\$ 1,936,969	\$ 233,561	\$ 190,000	\$ 3,965,526



PURPOSE

The Central Garage provides all maintenance and repairs to the entire city fleet which includes the airport. This fleet consists of over three hundred (300) vehicles and pieces of equipment that are maintained by a staff of six (6) mechanics and two (2) utility personnel. We operate on a schedule of two (2) shifts: 6:00 a.m.-2:00 p.m. and 2:00 p.m.-10:00 p.m. The mechanics work under one (1) supervisor assigned to the garage. The Garage generates revenue by charging for fuel , parts, commercial repairs, and labor provided to other city departments.

GOALS/OBJECTIVES

- To continue providing preventative maintenance to the city's fleet, the supervisor keeps an adequate number of parts in inventory. The day and night shift work together to provide good quality service to keep vehicles and equipment operating.
- Maintain the internal billed labor rate at \$75 per hour, still below Quincy market rate of \$100 per hour

PAST FISCAL YEAR HIGHLIGHTS

- Central Garage processed approx 4,300 job orders with 6 mechanic hours in FY 19/20
- Purchased approx 116,000 gallons of diesel at a cost of \$2.273 average per gal & 105,000 gallons unleaded at a cost of \$2.134 average per gal
The current fuel contract (delivery price plus \$0.06 per gallon) with Hutter initiated on 4/1/2017 expires on 3/31/2022.
- The Garage purchased a new shop equipment including a mig welder, new software updates for computer testing, new air floor jacks, and a smoke machine for testing exhaust leaks.
- A 15-year old air compressor was replaced on the Garage Service truck
- A new building mounted power washer system was installed to more efficiently wash vehicles.
- All of these improvements will help us provide better service and safer working conditions.

BUDGET SUMMARY

The Central Garage MICA increase is \$35,000 and General Fund subsidy is up \$42,000. Central Garage is going to add these updates this fiscal year, battery tester, 2-20 ton bottle jacks, wheel dolly for installing truck wheels. Capital Outlay includes master pulley puller set, 3/4" torque wrench, new air hose reel, master ball joint set. New mig welder to replace the 16 year old welder. These new updates will continue to provide safe and adequate service.

REVENUE SUMMARY					
ACCOUNT NUMBER	2020/2021		2019/2020	2019/2020	2018/2019
	PROPOSED	% Change	REVISED	PROJECTED	YTD
	BUDGET		BUDGET	ACTUAL	ACTUAL
Other Income	37,800	0.00%	37,800	22,460	24,898
Charges for Services	1,599,200	-9.63%	1,769,676	1,673,762	1,686,077
Transfers from General Fund	246,000	20.60%	203,976	176,100	323,000
Total	1,883,000	4.18%	1,807,476	1,696,222	1,710,975

EXPENSE SUMMARY					
ACCOUNT DESCRIPTION	2020/2021		2019/2020	2019/2020	2018/2019
	PROPOSED	% Change	REVISED	PROJECTED	YTD
	BUDGET		BUDGET	ACTUAL	ACTUAL
Salaries & Benefits	630,820	7.45%	587,056	585,107	617,212
Contractual Services	316,881	11.78%	283,488	257,718	245,075
Commodities	924,300	0.49%	919,752	860,074	849,770
Capital Outlay	10,999	32.52%	8,300	7,035	2,989
Miscellaneous	-	#DIV/0!	-	-	-
Totals	1,883,000	4.69%	1,798,596	1,709,934	1,715,046

STAFFING				
	FY 2021 PROPOSED	FY 2020 ACTUAL	FY 2019 ACTUAL	FY 2018 ACTUAL
Authorized Full Time Positions	7.85	7.85	7.85	8

- Staffing:
- 0.35 Supervisor (split with Transit)
 - 0.50 Administration
 - 6.00 822 union Mechanics
 - 1.00 822 union Utility laborer
 - 7.85 TOTAL

FUND 601 CENTRAL GARAGE FUND

REVENUE
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
601-0000-331.01-01	Deposit Accounts	200	200	523	303	152
601-0000-342.08-00	Postage	37,500	37,500	21,900	24,244	25,303
601-0000-342.09-00	Other	100	100	37	351	-
601-0000-350.00-00	Sale of Property	-	-	-	-	(1,500)
601-0000-350.00-00	Sale of Property	-	-	-	-	-
601-0000-363.02-01	City Hall	-	-	-	-	-
601-0000-363.02-02	Engineering Dept.	700	700	649	748	570
601-0000-363.02-03	Fire Dept.	5,000	4,000	5,247	4,486	4,742
601-0000-363.02-04	Police Dept.	5,500	6,000	5,225	5,822	6,751
601-0000-363.02-05	Transit Fund	310,000	310,000	330,827	213,592	226,308
601-0000-363.02-06	Water Fund	55,000	65,000	47,181	44,596	52,289
601-0000-363.02-07	Sewer Fund	75,000	75,000	118,075	62,430	54,314
601-0000-363.02-08	Airport Fund	3,000	8,000	2,864	2,154	3,129
601-0000-363.02-09	Central Services Fund	24,000	24,000	22,291	25,226	20,250
601-0000-363.02-10	Garbage Fund	20,000	-	-	-	-
601-0000-363.02-11	Recycle Fund	20,000	-	-	-	-
601-0000-363.02-90	Summary Total Chrgs	1,068,000	1,060,000	954,086	991,200	874,047
601-0000-363.02-99	Outside Entities	13,000	13,000	11,217	12,575	9,825
601-0000-365.07-00	Sale recycle materials	-	-	-	248	-
601-0000-382.02-01	State Grants	-	-	-	-	-
601-0000-391.01-01	General Fund	246,000	203,976	176,100	323,000	294,500
				-		
	Totals	1,883,000	1,807,476	1,696,222	1,710,975	1,570,680

FUND 601 CENTRAL GARAGE

FLEET MAINTENANCE
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
601-3115-403.11-01	Regular Salary/Wages	356,164	339,078	333,320	316,337	314,583
601-3115-403.11-02	Overtime	26,176	27,000	23,595	27,149	25,342
601-3115-403.11-03	Sick Pay	15,754	15,389	14,267	20,331	12,231
601-3115-403.11-04	Holiday Pay	21,371	19,442	20,389	19,153	16,129
601-3115-403.11-15	Vacation Pay	22,222	21,425	21,438	19,624	20,023
601-3115-403.11-16	Major Medical Pay	-	-	6,394	4,965	884
601-3115-403.11-17	Sick Pay Buy Back	2,702	2,324	646	2,058	7,449
601-3115-403.11-18	Vac Pay Buy Back	-	-	-	2,331	-
601-3115-403.21-01	Group Insurance	100,410	97,658	98,334	91,206	85,875
601-3115-403.21-02	Retirees Insurance	-	-	-	-	-
601-3115-403.21-03	Board Paid Life Ins	559	559	539	517	527
601-3115-403.21-04	Workers' Comp	-	-	-	42,823	40,784
601-3115-403.22-01	Social Security	28,123	25,648	24,957	24,321	23,287
601-3115-403.22-02	Medicare	7,043	6,004	5,837	5,688	5,446
601-3115-403.22-03	Unemployment Comp	900	900	900	900	982
601-3115-403.23-01	IMRF	49,336	31,569	34,461	39,749	43,956
601-3115-403.24-03	CDL Reimbursements	60	60	30	60	-
	Subtotal	630,820	587,056	585,107	617,212	597,498
Contractual Services						
601-3115-403.34-06	Linens Mats,uniform	2,288	2,080	2,080	-	-
601-3115-403.35-02	R & M - Mach & Equip	10,000	12,168	9,963	734	4,072
601-3115-403.35-04	R&M-Vehicle	203,000	200,000	181,549	203,701	210,946
601-3115-403.35-05	R&M-Other	200	200	-	-	-
601-3115-403.35-07	Outside Entities	-	-	-	-	693
601-3115-403.36-01	Fleet Maintenance	4,000	4,000	5,175	4,068	5,636
601-3115-403.36-05	Vehicle Replacement	8,400	8,400	8,400	8,400	-
601-3115-403.36-89	Short/Over	2,000	2,000	4,987	4,216	1,246
601-3115-403.36-90	Garage Default Exp	15,000	15,000	9,800	2,557	1,151
601-3115-403.38-01	MICA	66,693	32,492	32,492	17,930	17,076
601-3115-403.39-01	Communications	1,000	1,828	868	665	1,783
601-3115-403.39-02	Advertising/Publishing	200	200	131	693	122
601-3115-403.39-04	Travel	1,000	2,000	986	14	773
601-3115-403.39-05	Mileage Reimb	500	500	-	-	-
601-3115-403.39-07	Regist, Schools, Mtgs	1,000	1,000	658	117	784
601-3115-403.39-08	Contracted Services	1,600	1,620	629	1,980	2,286
	Subtotal	316,881	283,488	257,718	245,075	246,568
Commodities						
601-3115-403.41-01	Postage	37,500	37,500	42,500	22,500	25,556
601-3115-403.41-02	Office Supplies	300	300	583	456	472
601-3115-403.45-03	Equip Consumable	-	-	-	-	55
601-3115-403.45-04	Equip Replace Parts	290,000	260,000	297,909	284,208	224,997
601-3115-403.45-05	Small Tools/Equip	1,500	9,500	9,934	6,776	8,264
601-3115-403.46-11	Other	20,000	16,400	20,715	22,478	18,878
601-3115-403.46-12	Gasoline/Diesel	575,000	596,052	488,433	513,352	440,761
	Subtotal	924,300	919,752	860,074	849,770	718,983

FUND 601 CENTRAL GARAGE

FLEET MAINTENANCE
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021	2019/2020	2019/2020	2018/2019	2017/2018
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
Capital Outlay						
601-3115-403.52-04	Office Equipment	-	-	-	-	-
601-3115-403.52-05	Machinery & Equip	-	2,548	2,548	-	-
601-3115-403.52-06	Vehicles	-	6,332	6,332	-	-
601-3115-403.52-08	Controllable	10,999	8,300	7,035	2,989	5,865
	Subtotal	10,999	17,180	15,915	2,989	5,865
Miscellaneous						
601-3115-403.61-04	Other	-	-	-	-	-
601-3115-403.61-08	Bad Debt Expense	-	-	-	-	577
	Subtotal	-	-	-	-	-
	Totals	1,883,000	1,807,476	1,718,814	1,715,046	1,568,914

PURPOSE

The Vehicle Replacement Fund was established during FY 2003. The purpose of the vehicle replacement program is for each department to set aside funds from their budget from the time a vehicle is put into service so that there is adequate funds to replace that vehicle at the end of its useful life. Nearly all city departments participated from FY 2003-2009. In FY 2010, many departments stopped participating due to budget constraints. We are attempting to build the vehicle replacement costs back into the budget.

In FY 2020 the following replacements were funded :

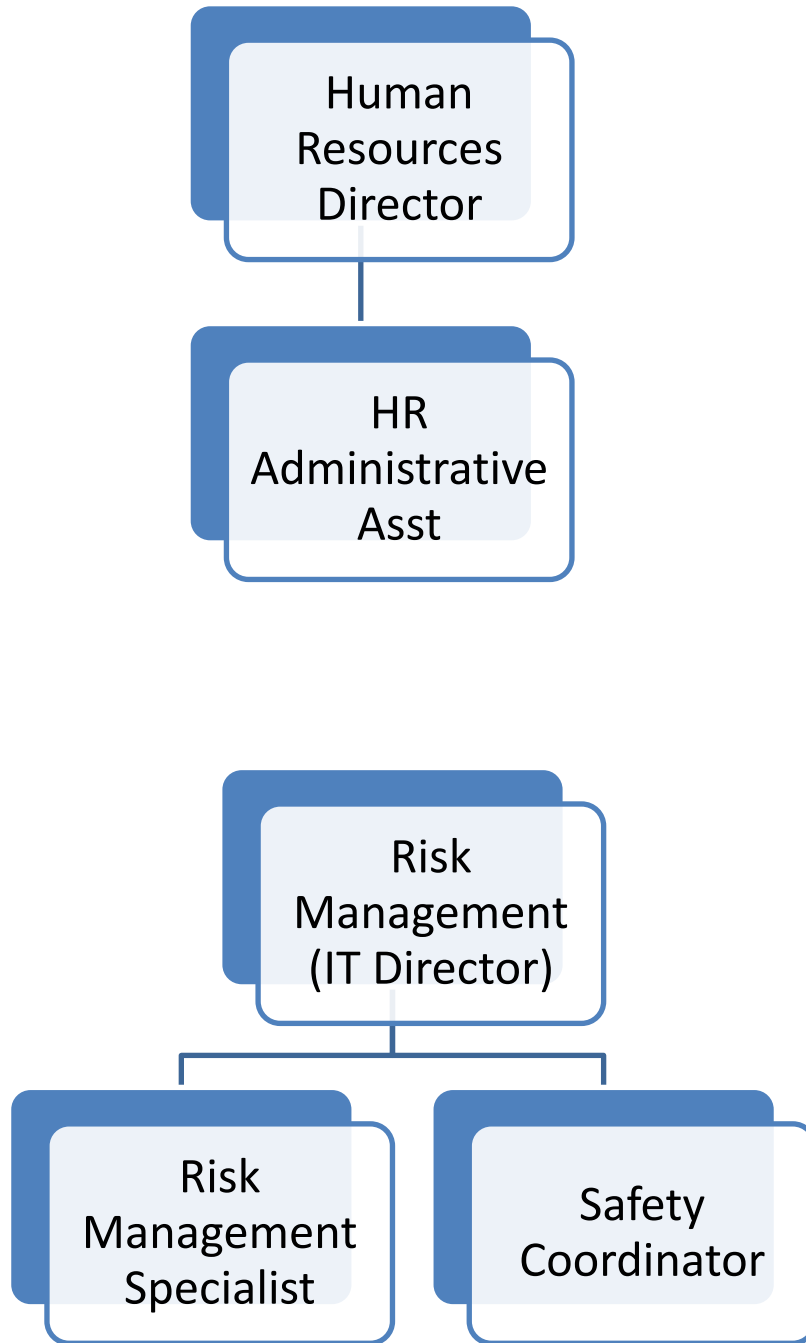
- Garbage - \$300,000 to partially fund replacement of 2-2002 garbage trucks (total cost \$412,000)
- Recycle - \$79,000 to purchase a 2012 recycle truck to replace a 2002 recycle truck
- Landfill - \$29,235 for truck replacement
- Water Dist - \$69,444 to partially fund replacement of 2005 International (burned Nov 2018)
- \$45,840 to partially fund replacement of 2001 Mack (total cost \$144,000)
- Water/Sewer - \$73,068 for two truck replacements

The FY 2021 budget plans for the following replacements:

- Forestry \$120,000 to replace 1996 International truck #34
- Fire \$47,000 to partially fund replacement of 2002 Ford Excursion that burned in May 2019
- Water \$100,000 contingency
- Other machinery and equipment - \$100,000

Additionally, some of the FY 2020 encumbrances are still outstanding and will roll into the FYE 2021 budget: \$300,000 Garbage, \$73,000 for water/sewer trucks,

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
603-0000-331.01-01	Deposit Accounts	30,000	20,000	42,873	26,990	11,614
603-0000-363.03-03	Fire Department	6,936	6,936	6,936	6,936	6,936
603-0000-363.03-06	Water Fund	102,500	74,500	74,130	68,507	65,930
603-0000-363.03-07	Sewer Fund	180,000	125,000	157,791	144,475	79,375
603-0000-363.03-08	Airport Fund	11,428	11,428	11,428	11,428	10,000
603-0000-363.03-09	Central Services Fund	65,632	187,356	161,416	161,416	153,492
603-0000-363.03-10	Central Garage	8,400	8,400	-	-	-
603-0000-363.03-11	Garbage Fund	50,000	-	-	-	-
603-0000-363.03-12	Recycle Fund	50,000	-	-	-	-
	Totals	504,896	433,620	454,574	419,752	327,347
Expenses						
Capital Outlay						
603-3115-403.52-05	Machinery & Equip	100,000	400,000	-	-	-
603-3115-403.52-06	Vehicles	700,000	750,000	655,274	198,829	-
	Subtotal	800,000	1,150,000	655,274	198,829	-
	Totals	800,000	1,150,000	655,274	198,829	-



PURPOSE

The Self Insurance Fund provides liability coverage for the City's workforce and all City-owned properties having an insured value in excess of \$85,000,000. The fund consists of three divisions: Administration, Risk Management, and Premiums & Benefits. The Administration provides support and function for all City departments through recruiting and employee selection, the development of employee policies and procedures, compensation and benefit administration, including the administration of six Collective Bargaining Units. The Risk Management division handles all worker's compensation claims and liability coverage claims investigate claims and inspect all City property for safety concerns. The Premiums and Benefits division is for the liability insurance coverage premiums and deductibles. This fund generates revenue from charges to other city departments with a labor force, significant property, and liability exposure. The Self Insurance Fund revenues are the MICA (38-01) charges in the other city budgets. The City also covers the Woodland Cemetery and Quincy Township.

Goals and Objectives

- Effectively manage Liability and Workers compensation claims in order to reduce the financial obligation of the City.
- Move the City's Risk Management initiative towards an Enterprise Risk Management program.
- Update job descriptions for all departments.
- Prepare for impending retirements in key positions and prepare/advise on succession plans.
- Sustain effective recruitment practices in a tightening job market

BUDGET SUMMARY

The City's MICA premium is the major component of the Self Insurance Fund. The FY 2021 premium will decrease by 7% over FY2020.

REVENUE SUMMARY

ACCOUNT DESCRIPTION	2020/2021		2019/2020	2019/2020	2018/2019
	PROPOSED	% Change	REVISED	PROJECTED	YTD
	BUDGET		BUDGET	ACTUAL	ACTUAL
Other Income	30,000	100.00%	15,000	55,752	41,463
Charges for Services	2,185,876	8.56%	2,013,506	2,008,820	2,142,243
Total	2,215,876	9.24%	2,028,506	2,064,572	2,183,706

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2020/2021		2019/2020	2019/2020	2018/2019
	PROPOSED	% Change	REVISED	PROJECTED	YTD
	BUDGET		BUDGET	ACTUAL	ACTUAL
Salaries & Benefits	333,402	37.17%	243,056	221,838	239,430
Contractual Services	1,965,805	-8.53%	2,149,021	2,138,671	2,171,777
Commodities	1,000	-20.95%	1,265	1,509	1,277
Miscellaneous	5,500	168.42%	2,049	8,783	42,113
Transfers	-	-100.00%	75,000	75,000	-
Insurance Claims	73,200	-27.15%	100,475	71,906	52,073
Totals	2,378,907	-7.47%	2,570,866	2,517,707	2,506,670

STAFFING

	FY 2021 PROPOSED	FY 2020 ACTUAL	FY 2019 ACTUAL	FY 2018 ACTUAL
Authorized Full Time Positions	4.00	2.5	3.1	2

FUND 611 SELF INSURANCE FUND

REVENUE
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
611-0000-331.01-01	Interest Income	30,000	15,000	53,153	39,063	17,254
611-0000-342.06-00	Restitution	-	-	-	-	-
611-0000-342.09-00	Other	-	-	2,599	2,400	-
611-0000-361.04-01	Freedom of Info copies	-	-	-	-	-
611-0000-361.05-04	Premiums	2,138,176	1,913,472	1,913,452	2,055,792	1,953,760
611-0000-361.05-05	Premium Rebates	-	-	-	-	-
611-0000-361.05-08	Premium-Outside Entities	19,700	70,000	69,596	59,726	56,883
611-0000-361.05-10	Premiums - Life Ins	28,000	30,034	25,772	26,725	27,098
	Totals	2,215,876	2,028,506	2,064,572	2,183,706	2,054,995

**FUND 611 SELF INSURANCE FUND
HUMAN RESOURCES**

**ADMINISTRATION
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
611-3810-401.11-01	Regular Salary/Wages	97,747	66,800	65,300	69,665	51,135
611-3810-401.11-03	Sick Pay	-	1,765	135	841	365
611-3810-401.11-04	Holiday Pay	5,253	2,452	4,111	3,836	1,826
611-3810-401.11-15	Vacation Pay	4,041	1,962	3,024	3,463	1,993
611-3810-401.11-17	Sick Pay Buy Back	1,601	883	785	2,077	3,341
611-3810-401.11-18	Vacation Pay Buy Back	-	-	-	-	-
611-3810-401.12-01	Temp. Emp. Regular Wage	-	3,200	2,867	-	-
611-3810-401.11-18	Vacation Pay Buy Back	-	-	-	-	-
611-3810-401.21-01	Group Insurance	10,076	9,878	9,817	9,116	11,391
611-3810-401.21-03	Board Paid Life Ins.	148	68	92	106	91
611-3810-401.21-04	Workers' Comp	-	-	-	843	803
611-3810-401.22-01	Social Security	6,736	5,340	4,788	4,899	3,257
611-3810-401.22-02	Medicare	1,575	740	1,120	1,146	762
611-3810-401.22-03	Unemployment Comp	200	100	100	200	125
611-3810-401.23-01	IMRF	11,929	7,458	6,252	7,738	6,526
	Subtotal	139,306	100,646	98,391	103,930	81,615
Contractual Services						
611-3810-401.31-01	Audit	-	1,878	-	4,085	4,031
611-3810-401.31-02	Contracted Legal	40,000	34,935	28,632	13,636	9,761
611-3810-401.31-05	Prof Svc - Other	400	2,900	450	492	403
611-3810-401.32-01	Medical	4,000	4,000	4,230	3,905	3,905
611-3810-401.35-03	R&M-Furniture & Equip	3,000	1,700	1,593	1,593	-
611-3810-401.36-03	Equipment and Vehicle	1,000	1,300	1,053	1,036	-
611-3810-401.38-01	MICA	1,855	877	877	2,975	2,833
611-3810-401.39-01	Communications	1,000	1,070	833	681	1,262
611-3810-401.39-02	Advertising/Publishing	400	241	100	185	599
611-3810-401.39-03	Printing & Binding	-	-	-	36	-
611-3810-401.39-04	Travel	1,650	650	584	797	193
611-3810-401.39-05	Mileage Reimb	1,000	250	567	471	241
611-3810-401.39-07	Regist, Schools, Mtgs	1,800	500	1,035	1,309	4,825
611-3810-401.39-08	Contracted Services	-	670	795	-	-
	Subtotal	56,105	50,971	40,749	31,201	28,053
611-3810-401.41-01	Postage	400	400	118	182	236
611-3810-401.41-02	Office Supplies	600	800	1,327	1,095	489
611-3810-401.44-00	Books & Periodicals	-	65	64	-	-
	Subtotal	1,000	1,265	1,509	1,277	725
Miscellaneous						
611-3810-401.61-01	Dues	5,500	2,049	1,999	1,709	-
611-3810-401.61-04	Other	-	-	50	-	-
611-3810-401.65-01	Admin Cost Share	-	-	6,000	36,000	36,000
611-3810-401.65-02	Space Cost Share	-	-	734	4,404	4,404
	Subtotal	5,500	2,049	8,783	42,113	40,404
Transfers						
611-1801-491.62-00	Transfer to GF	-	75,000	75,000	-	-
611-1802-401.62-86	Retiree Ins Subsidy	-	-	-	-	1,364
611-1802-402.62-85	Qcy area safety council	-	-	-	-	-
	Subtotal	-	75,000	75,000	-	1,364
	Totals	201,911	229,931	224,432	178,521	152,161

**FUND 611 SELF INSURANCE FUND
HUMAN RESOURCES**

**RISK MANAGEMENT
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
611-3811-401.11-01	Regular Salary/Wages	82,665	51,077	51,872	57,369	50,216
611-3811-401.11-03	Sick Pay	-	-	104	102	100
611-3811-401.11-04	Holiday Pay	4,312	3,280	1,945	3,185	2,522
611-3811-401.11-15	Vacation Pay	5,432	2,074	4,138	5,528	3,788
611-3811-401.11-16	Major Medical Pay	-	-	-	-	8,255
611-3811-401.11-17	Sick Pay Buy Back	2,538	3,796	2,967	6,267	7,992
611-3811-401.11-18	Vac Pay Buy Back	-	5,986	2,250	-	-
611-3811-401.21-01	Group Insurance	17,601	18,508	12,239	17,742	16,806
611-3811-401.21-03	Board Paid Life Ins	148	130	97	102	102
611-3811-401.21-04	Workers' Comp	-	-	-	-	-
611-3811-401.22-01	Social Security	5,887	5,224	3,897	4,101	4,127
611-3811-401.22-02	Medicare	1,377	1,251	911	959	965
611-3811-401.22-03	Unemployment Comp	150	100	100	100	188
611-3811-401.23-01	IMRF	10,425	6,459	5,287	7,012	8,073
	Subtotal	130,535	97,885	85,807	102,467	103,134
Contractual Services						
611-3811-401.31-02	Contracted Legal	5,000	-	-	-	-
611-3811-401.39-01	Communications	900	-	(113)	(15)	-
611-3811-401.39-04	Travel	900	700	390	364	180
611-3811-401.39-05	Mileage Reimb	900	150	916	347	-
611-3811-401.39-07	Regist, Schools, Mtgs	1,000	200	220	50	-
611-3811-401.39-08	Contracted Services	1,000	-	-	-	-
	Subtotal	9,700	1,050	1,413	746	180
Commodities						
611-3811-401.41-02	Postage	100	-	-	-	-
611-3811-401.47-01	Clothing/Uniforms	12,000	12,000	15,576	15,596	12,500
611-3811-401.47-02	Safety Equipment	5,000	-	320	-	-
611-3811-401.47-03	Training Supplies	250	100	180	-	100
	Subtotal	17,350	12,100	16,076	15,596	12,600
Capital						
611-3811-401.52-08	Controllable	5,000	15,000	6,901	-	-
Miscellaneous						
611-3811-401-.61-01	Dues	250	-	-	-	-
	Totals	162,835	126,035	110,197	118,809	115,914

FUND 611 SELF INSURANCE FUND

PREMIUMS & BENEFITS
DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Salaries & Benefits						
611-3812-401.11-01	Regular Salary/Wages	20,851	6,950	742	-	-
611-3812-401.21-01	Group Insurance	4,546	1,945	1,164	-	-
611-3812-401.21-03	Board Paid Life Ins	35,000	35,000	35,596	33,033	32,873
611-3812-401.22-01	Social Security	1,275	-	46	-	-
611-3812-401.22-02	Medicare	298	100	11	-	-
611-3812-401.23-01	IMRF	1,591	530	81	-	-
	Subtotal	63,561	44,525	37,640	33,033	32,873
Insurance Premiums/Claims						
611-3812-401.25-01	Claims-Vehicles	50,000	70,475	54,305	32,305	43,375
611-3812-401.25-02	Claims-Prop Liability	10,000	16,800	7,495	9,761	19,294
611-3812-401.25-03	Claims-Equipment	5,000	5,000	213	3,997	3,299
611-3812-401.25-04	Claims-Casualty	5,000	5,000	8,733	10	5,774
611-3812-401.25-05	Claims-Other	3,200	3,200	1,160	6,000	9,000
	Subtotal	73,200	100,475	71,906	52,073	80,742
Contractual Services						
611-3812-401.38-01	Insurance-MICA	1,900,000	2,097,000	2,096,509	2,139,830	1,722,231
	Total	2,036,761	2,242,000	2,206,055	2,224,936	1,835,846

PURPOSE

The City's health insurance coverage is a self-funded plan administered by a Third Party Administrator and utilizes a national network for accessing discounts for health care. The health Insurance plan participants include City, 911 employees and retirees.

In addition, the fund revenues are defined as contributions paid by employees, employer and retirees; the fund expenses are the health insurance claims and fixed costs of the health plan.

GOALS/OBJECTIVES

- Educate employees regarding best use of benefits and health clinic options
- Increase participation in Biometric testing under the Health Clinic contract
- Research prescription management cost saving programs
- Research and implement programs that may help control the rising cost of medical health care.
- Review and implement health insurance plan document cost saving measures

PAST FISCAL YEAR HIGHLIGHTS

- Monitored the health clinic model and cost savings
- Provided health care educational material
- Monitored HIPPA and ACA controls

BUDGET SUMMARY

The City was able to negotiate a lower overall fixed cost for fiscal year 2020-2021. The City is projecting a 3.6% overall increase in health insurance costs. Due to the city's health clinic, the City is experiencing lower annual health care increases than the national average of 7%.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
612-0000-331.01-01	Interest Income	9,000	10,000	10,553	9,795	10,550
612-0000-342.09-00	Other	-	-	-	940	936
612-0000-361.05-04	Premiums	-	-	-	1,189	13,745
612-0000-361.05-06	Premiums-City	4,238,591	3,977,472	3,836,211	3,596,386	3,481,265
612-0000-361.05-07	Premiums-Employee	977,386	989,610	970,706	933,995	975,197
612-0000-361.05-08	Prem-Outside Entities	-	-	49,051	609,359	706,135
612-0000-361.05-09	Premiums-Retirees	292,325	480,700	358,598	454,797	473,622
	Totals	5,517,302	5,457,782	5,225,119	5,606,461	5,661,450
Expenses						
Salaries & Benefits						
612-3812-401.21-01	Group Insurance	-	-	-	(853)	(178)
612-3812-401.21-05	Health Clinic	248,000	248,000	289,333	248,000	152,000
612-3812-401.21-06	Group Health-Claims	4,372,860	4,043,962	4,667,323	5,145,417	5,106,210
612-3812-401.21-07	Group Hlth-Fixed Cost	660,831	797,000	735,374	829,177	767,007
612-3812-401.21-09	ACA Costs	1,400	1,400	1,279	1,387	4,650
Miscellaneous						
612-3812-401.61-01	Dues	750	750	750	750	750
612-3812-401.61-04	Other	-	-	-	-	80
	Totals	5,283,841	5,091,112	5,694,059	6,223,878	6,030,519

PURPOSE

The City has established a self-funded account to pay potential unemployment claims. The funding of the plan comes from each department based on a fixed cost per employee.

GOALS/OBJECTIVES

- Maintain a fund balance that will cover future potential unemployment claims

BUDGET SUMMARY

Each department with employees recognized a \$100 per head fee that is charged to Unemp Comp (22-03) These amounts are transferred into this fund for potential unemployment claims.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
613-0000-331.01-01	Interest Income	-	1,000	4,170	2,538	828
613-0000-361.05-04	Premiums	35,000	34,113	34,313	34,675	42,419
	Totals	35,000	35,113	38,483	37,213	43,247
Expenses						
Salaries & Benefits						
613-3812-401.25-06	Claims-Unemply Comp	50,000	60,000	7,452	5,082	7,007
Transfers						
613-1801-491.62-01	General Fund	75,000	-	-	-	-
613-1801-491.62-02	Planning & Dev	-	75,000	-	-	-
	Totals	125,000	135,000	7,452	5,082	7,007

**CITY OF QUINCY
TRUST & AGENCY FUNDS**

Revenue/Expenditures & Change in Fund Balance

	Economic Dev RLF 701	CDAP RLF 702	CBD RLF 703	Nghbrhd Hsg Rehab 704	SBE Loan Fund 706	Sister City 712
Beginning Balance, May 1	938,000	890,000	1,030,000	204,000	-	53,000
REVENUES						
Taxes						
Licenses & Permits						
Charges for Services						
Rent & Other Income	20,000	68,500	45,000	1,400		20,000
Interest Income	5,000	7,700	16,700	100	501,500	50
Debt Proceeds						
Grants						
Transfers In			-	-		-
Inter-Gov. Revenues						
TOTAL REVENUE	25,000	76,200	61,700	1,500	501,500	20,050
Total Funds Available	963,000	966,200	1,091,700	205,500	501,500	73,050
EXPENDITURES						
Salaries & Benefits						
Contracted Services	2,800		2,000	1,500		7,000
Commodities						100
Capital Outlay						
Miscellaneous	291,000	101,000	200,000	179,000	500,000	24,800
Debt Service						
Transfers	80,000	525,000	25,000			
TOTAL EXPENDITURES	373,800	626,000	227,000	180,500	500,000	31,900
Ending Balance, April 30	\$ 589,200	\$ 340,200	\$ 864,700	\$ 25,000	\$ 1,500	\$ 41,150

**CITY OF QUINCY
TRUST & AGENCY FUNDS**

Revenue/Expenditures & Change in Fund Balance

	Lincoln Bicentennial 719	Human Rights 720	Landfill L/C 721	Animal Rescue 724	Tourism Tax 743	Total
Beginning Balance, May 1	4,400	370	300	40,600	101,000	3,261,670
REVENUES						
Taxes					1,050,000	1,050,000
Licenses & Permits						-
Charges for Services						-
Rent & Other Income	2,900	-				157,800
Interest Income	100	10		400	2,000	533,560
Debt Proceeds						-
Grants	2,750					2,750
Transfers In	-					-
Inter-Gov. Revenues			152,000		-	152,000
TOTAL REVENUE	5,750	10	152,000	400	1,052,000	1,896,110
Total Funds Available	10,150	380	152,300	41,000	1,153,000	5,157,780
EXPENDITURES						
Salaries & Benefits					-	-
Contracted Services	8,000	370	152,000	18,000	-	191,670
Commodities				-	-	100
Capital Outlay					-	-
Miscellaneous	100				-	1,295,900
Debt Service					-	-
Transfers					1,098,000	1,728,000
TOTAL EXPENDITURES	8,100	370	152,000	18,000	1,098,000	3,215,670
Ending Cash Balance	\$ 2,050	\$ 10	\$ 300	\$ 23,000	\$ 55,000	\$ 1,942,110

PURPOSE

Funds are used to offer a low interest loan to new or expanding manufacturing, distribution, warehouse, and packaging or professional that create or retain permanent jobs.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
701-0000-331.01-01	Interest Income	5,000	-	21,353	14,066	5,108
701-0000-331.01-04	Interest/Income Loans	-	8,640	-	2,744	5,935
701-0000-331.09-00	Revolving Loan Principal	20,000	46,118	20,000	213,727	85,665
701-0000-342.09-00	Other	-	-	-	-	-
701-0000-363.09-01	Cost Share Rev/Admin	-	-	-	-	-
	Totals	25,000	54,758	41,353	230,537	96,708
Expenses						
Contractual Services						
701-6319-408.31-02	Contracted Legal	-	-	-	-	96
701-6319-408.31-05	Other	-	12,000	10,000	-	-
701-6319-408.39-08	Contracted Services	2,800	2,800	-	-	-
	Subtotal	2,800	14,800	10,000	-	96
Miscellaneous						
701-6319-408.61-04	Miscellaneous Other	3,000	3,000	3,000	-	-
701-6319-408.63-01	Loan Disb.-Econ. Dev.	288,000	288,000	-	-	-
701-6319-408.63-02	Uncollectible Loans	-	-	-	-	-
	Subtotal	291,000	291,000	3,000	-	-
Transfers						
701-1801-491.62-02	Planning & Development	10,000	10,000	10,000	10,000	12,880
701-1801-491.62-15	Capital Projects Fund	-	-	-	-	-
701-1801-491.62-38	CBD Revolving Loan Fd	-	-	-	-	-
701-1802-408.62-83	GREDF	70,000	50,000	68,750	65,000	65,000
701-1802-408.62-84	Hist. Business District	-	-	-	-	15,000
701-1802-408.62-85	GREDF Economic Incent	-	15,000	-	-	-
	Subtotal	80,000	75,000	78,750	75,000	92,880
	Totals	373,800	380,800	91,750	75,000	92,976

FUND 702 CDAP REVOLVING LOAN FUND

SUMMARY

Funds are used to offer low interest loan to new or expanding manufacturing, distribution, warehouse, and packaging or professional that creates or retains permanent jobs.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenue						
702-0000-331.01-01	Interest Income	1,000	1,000	8,183	7,523	4,746
702-0000-331.01-04	Interest Income/Loans	6,700	10,300	8,938	10,430	12,245
702-0000-331.09-00	Revolving Loan Principal	68,500	81,340	91,174	89,682	87,867
	Totals	76,200	92,640	108,295	107,635	104,858
Expenses						
Miscellaneous						
702-6319-408.61-04	Misc Other	1,000	1,000	-	-	-
702-6319-408.63-01	Misc Other	100,000	100,000	-	-	-
702-6319-408.63-01	Loan Disb.-Econ. Dev.	-	-	-	-	-
702-6319-408.63-02	Uncollectible Loans	-	-	-	-	-
Transfers						
702-1801-491.62-02	Planning & Development	25,000	25,000	25,000	25,000	25,000
702-1801-491.62-20	CDAP Capital Grant Fund	500,000	500,000	-	-	300,000
	Totals	626,000	626,000	25,000	25,000	325,000

FUND 703 CBD REVOLVING LOAN FUND

SUMMARY

Funds are used to offer low interest loans for purchase of buildings within Quincy's downtown.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
703-0000-331.01-01	Interest Income	2,500	2,500	22,085	13,717	5,392
703-0000-331.01-04	Interest Income/Loans	14,200	14,200	8,002	11,288	12,726
703-0000-331.09-00	Revolving Loan Principal	45,000	45,000	91,114	170,949	102,724
703-0000-342.09-00	Other	-	-	-	-	23,940
703-0000-391.01-36	Econ Dev Rev Loan Fund	-	-	-	-	-
	Totals	61,700	61,700	121,201	195,954	144,782
Expenses						
Contractual Services						
703-6319-408.31-02	Contracted Legal	2,000	2,000	-	-	-
703-6319-408.31-05	Professional Svc - Other	-	-	-	-	-
Miscellaneous						
703-6319-408.63-01	Loan Disb.-Econ. Dev.	200,000	200,000	30,000	-	135,000
703-6319-408.63-02	Uncollectible Loans	-	-	-	-	-
Transfers						
703-1801-491.62-02	Planning & Development	25,000	25,000	25,000	25,000	25,000
	Totals	227,000	227,000	55,000	25,000	160,000

FUND 704 NEIGHBORHOOD HOUSING REV LOAN FUND

SUMMARY

Funds are used to support housing developments that meet low income guidelines.
 Fund 704 may receive an \$89,000 transfer from the HUD grant fund for additional housing grants.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
704-0000-331.01-01	Interest Income	100	100	4,147	1,269	377
704-0000-331.01-04	Interest Income/Loans		-	735	660	867
704-0000-331.09-00	Revolving Loan Principal	1,400	1,400	2,915	1,756	1,687
704-0000-341.08-00	Housing	-	-	-	-	-
704-0000-342.09-00	Other	-	-	-	-	-
704-0000-391-18-00	Transfer from Bank 18	-	-	-	-	-
	Totals	1,500	1,500	7,797	3,685	2,931
Expenses						
Contractual Services						
704-6319-408.31-02	Contracted Legal	500	500	-	-	-
704-6319-408.31-05	Professional Svc - Other	500	500	-	5,320	-
704-6319-408.35-01	Repair & Maint - Building	500	500	-	-	-
704-6319-408.38-09	Insurance-Liability	-	-	-	-	-
		1,500	1,500	-	5,320	-
Miscellaneous						
704-6319-408.61-02	Taxes	-	-	-	-	-
704-6319-408.63-01	Loan Disb.-Econ. Dev.	179,000	179,000	-	-	-
	Totals	180,500	180,500	-	5,320	-

This fund was created from seed money from the Economic Development RLF #701 and the CDAP RLF #702 to create a loan fund for small business loans following the economic impact of Covid-19.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
706-0000-331.01-01	Interest Income					
706-0000-331.01-04	Interest Income/Loans	1,500				
704-0000-331.09-00	Revolving Loan Principal	500,000				
	Totals	501,500	-	-	-	-
Expenses						
Miscellaneous						
704-6319-408.61-02	Taxes	-	-	-	-	-
704-6319-408.63-01	Loan Disb.-Econ. Dev.	500,000				
	Totals	500,000	-	-	-	-

The Sister City Commission Fund was established to hold the funds for the commission. The Sister City Commission receives a \$5,000 subsidy from the General Fund each year. The expenses are related to student exchanges and travel costs to and from Hereford, Germany by Quincy Notre Dame, the Quincy University Men's Soccer team and Quincy University Choir. Quincy Senior High school German students also receive financial support with their educational needs and travel expenses.

Due to budget constraints the Sister City Commission did not receive any General Fund subsidy for the fiscal year ending 4/30/2019. This subsidy was restored in FY 2020.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenue						
712-0000-321.00-00	Donations-Not Restricted	10,000	10,000	30,015	19,225	30,965
712-0000-331.01-01	Interest Income	50	50	1,071	584	197
712-0000-342.09-00	Other	10,000	10,000	6,115	7,514	13,080
712-0000-361.05-03	Public Reimbursements	-	-	-	-	-
712-0000-391.01-01	General Fund	-	5,000	2,000	2,000	5,000
	Totals	20,050	25,050	39,201	29,323	49,242
Expenses						
Contractual Services						
712-1705-407.39-04	Travel	7,000	6,000	3,598	5,750	4,017
Commodities						
712-1705-407.41-01	Postage	100	100	-	123	-
Miscellaneous						
712-1705-407.61-01	Dues	800	800	710	695	690
712-1705-407.61-04	Other	24,000	21,000	20,224	16,297	13,309
	Subtotal	24,800	21,800	20,934	16,992	13,999
	Totals	31,900	27,900	24,532	22,865	18,016

FUND 719 LINCOLN BICENTENNIAL COMMISSION

SUMMARY

This fund was established in FY 2006 and started with local contributions for the Lincoln Bicentennial celebration and Looking for Lincoln projects.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
719-0000-321.00-00	Donations-Not Restricted	2,750	4,500	4,100	7,425	-
719-0000-331.01-01	Interest Income	100	-	141	60	15
719-0000-342.09-00	Miscellaneous Other	150	-	330	-	-
719-0000-361-05-03	Public Reimbursements	-	-	-	4,975	-
719-0000-382.01-10	Local Source Restricted Cont	2,750	-	2,875	2,015	4,013
719-0000-382.02-01	State Grant	-	2,750	-	-	-
719-0000-391.01-01	Trnsfr from General Fund	-	-	-	-	-
	Totals	5,750	7,250	7,446	14,475	4,028
Expenses						
Contractual Services						
719-1707-407.31-03	Instructional	-	9,650	-	5,688	-
719-1707-407.31-05	Prof Svc - Other	1,500	-	-	-	-
719-1707-407.35-01	Repair & Maint - Building	1,000	-	-	-	-
719-1707-407.39-02	Advertising/Publishing	-	-	-	-	-
719-1707-407.39-08	Contracted Services	5,500	-	8,925	-	5,063
	Subtotal	8,000	9,650	8,925	5,688	5,063
Commodities						
719-1707-407.41-01	Postage	-	-	-	-	-
719-1707-407.41-02	Office Supplies	-	-	-	-	-
	Subtotal	-	-	-	-	-
Miscellaneous						
719-1707-407.61-01	Dues	100	100	100	100	-
719-1707-407.61-04	Other	-	-	-	-	-
719-1707-407.62-90	Non-Dept. Disbursements	-	-	-	-	-
	Totals	8,100	9,750	9,025	5,788	5,063

FUND 720 HUMAN RIGHTS COMMISSION

SUMMARY

This fund was created in FY 2008 to collect/disburse the Human Rights Commission donations for the African-American Cultural Fair and Human Rights Study Circles.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
720-0000-321.00-00	Donations	-	-	-	-	-
720-0000-331.01-01	Interest	10	-	13	10	5
720-0000-349.09-00	Other	-	-	-	-	-
	Totals	10	-	13	10	5
Expenses						
Contractual Services						
720-1706-407.31-03	Instructional	-	-	-	-	-
720-1706-407.31-05	Other	-	-	-	-	-
720-1706-407.39-02	Advertising/Publishing	170	200	200	100	-
720-1706-407.39-08	Contracted Services	200	200	-	-	-
	Subtotal	370	400	200	100	-
Commodities						
720-1706-407.41-01	Postage	-	-	-	-	-
720-1706-407.41-02	Office Supplies	158	158	-	-	-
	Subtotal	158	158	-	-	-
Miscellaneous						
720-1706-407.61-04	Other	-	-	-	-	-
	Totals	528	558	200	-	-

PURPOSE

The Landfill Superfund was created to collect/disburse costs related to the remedial action at Landfills No. 2 & No 3. The City and other participating defendants entered into a settlement agreement in 1995 with the U.S. EPA to share expenses and obligations for remediation and monitoring of the closed landfills. The settlement agreement established the "Quincy Landfill Remedial Design/Remedial Action group" (RD/RA Group), and defined the City's share of responsibility as 38% of the total. Historically, the RD/RA Group issues cash calls in increments of \$200,000 to pay expenses of which the City is responsible for \$76,000. For the coming Fiscal Year, two cash calls are anticipated.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenue						
721-0000-331.01-01	Interest Income	-	-	9	7	3
721-0000-391.01-01	From General Fund	152,000	76,000	76,000	76,000	
	Totals	152,000	76,000	76,009	76,007	3
Expenses						
Contractual Services						
721-3716-405.39-08	Contracted Services	152,000	76,000	76,000	76,000	-
	Totals	152,000	76,000	76,000	76,000	-

FUND 724 ANIMAL RESCUE FUND

SUMMARY

In the fall of 2016 the “Quincy Animal Shelter” was named as a beneficiary of the Lori Nazimek estate (\$61,799.60). Because the city operates the animal shelter, we receipted these funds in FY 2017 as General Fund revenue (per the auditors). At that time, it was assumed these funds were to be used for costs already being incurred by our animal shelter contract. However, it was later determined that the city contract does not cover Rescue Costs. Therefore, this fund was moved to a Trust & Agency fund and we created this fund in FYE 2018. These funds cannot be used to offset day to day animal shelter operations. The contracted animal clinic tracks their cost of animal rescue and bills the city/this fund seperately as rescued animals are treated.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
724-0000-321.00-00	Donations	-	-	-	-	-
724-0000-331.01-01	Interest	400	400	1,052	812	387
724-0000-391-01-01	Transfers from GF	-	-	-	-	61,800
	Totals	400	400	1,052	812	62,187
Expenses						
Contractual Services						
724-2116-402-39-08	Contracted Services	18,000	12,600	12,182	7,670	5,655
Commodities						
724-1704-407.46-11	Oper. Supplies-Other	-	-	-	-	-
	Subtotal	-	-	-	-	-
	Totals	18,000	12,600	12,182	7,670	5,655

FUND 743 TOURISM TAX FUND

SUMMARY

The Tourism Tax Fund receives all City Hotel/Motel Tax revenues. The current city Hotel/Motel tax rate is 8% as established by Ordinance 9314 adopted September 18, 2017. This ordinance calls for an annual rate review to occur each budget year. In January 2018, City Council adopted a resolution to maintain the same rate of 8% for another year.

The Hotel/Motel tax revenues are re-distributed based on the inter-governmental agreement with the QMEA (Quincy Metropolitan Exposition & Auditorium) / Oakley-Lindsay Center. This agreement was last amended February 17, 2015 as Ordinance 2015-07.

The City administers the fund and receives a 2% administrative cost share. The amount needed for the debt repay is transferred to the appropriate debt service funds. The remaining is disbursed as allowed based on the current agreement.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
743-0000-314.01-02	Hotel/Motel Tax	1,050,000	1,050,000	1,034,387	1,047,009	1,011,461
743-0000-314.01-08	Penalties on Delinq.Tax	-	-	2,911	796	627
743-0000-331.01-01	Interest Income	2,000	1,600	2,994	1,969	801
743-0000-331.01-02	Interest Tax Payments	-	-	322	10	66
	Totals	1,052,000	1,051,600	1,040,614	1,049,784	1,012,955

Expenses

Transfers

743-1803-401.62-56	Oakley-Lindsay Center	775,000	750,000	770,036	726,325	782,115
743-1803-491.62-01	General Fund	40,000	40,000	6,765	35,413	-
743-1803-491.62-23	2009 OLC G/O Bond Fd	242,000	241,553	222,960	222,960	222,960
743-1803-491.62-25	1996 G/O (H/M) Bond Fd	-	-	-	-	-
743-1803-491.62-96	QMEA Capital Reserve Fd	20,000	20,000	20,000	20,000	5,405
743-1899-401.61-04	Other	-	-	-	-	-
743-1899-401.65-01	Cost Share Administrative	21,000	21,000	20,811	20,504	20,622
	Totals	1,098,000	1,072,553	1,040,572	1,025,202	1,031,102

FUND 745 INCREMENTAL SALES TAX FUND

SUMMARY

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
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The Incremental Sales Tax Fund was set up under the 2004 Sales Tax Revenue Bond Ordinance to account for the Prairie Crossing Incremental Sales Tax per agreement. Every November, February, and June the State of Illinois sends the sales tax data and we calculate the rebate to transfer into this fund from the General Fund. All transfers were previously made to the bond ordinance escrow agent, Heartland Bank. In 2015, the bonds were restructured which eliminated the need to transfer the funds to an escrow and the city now directly rebates the project developer, Orix Sansone Quincy Venture Group. In FY 2020, this disbursement will be reflected as a General Fund sales tax rebate.

Revenues

745-0000-331.01-01	Interest Income	-	-	-		26
745-0000-391.01-01	From General Fund	-	-	406,662	393,134	459,358
	Totals	-	-	406,662	393,134	459,384

Expenses

Transfers

745-1803-401.61-04	Other		-	393,161	393,161	459,358
	Totals	-	-	393,161	393,161	459,358

PURPOSE

Quincy Public Library is an essential community service providing its patrons with materials, facilities, and programs to meet lifelong learning, cultural, and recreational needs. Providing access to information, educational opportunities and a place for community help Quincy maintain its strong standard of living. Programs and services offered by Quincy Public Library help our community maintain a strong standard of living.

Goals and Objectives

Quincy Public Library’s vision of creating, supporting, and promoting a literate community is firmly grounded by a strategic plan to fulfill community needs and encourage lifelong literacy. QPL goals include increase attendance in our early literacy programs by 10% each year. To grow our active cardholder base and reach out to those who are less active about ways to make the library a more user friendly, community centered space.

Past Fiscal Year Highlights

This past year we have made several capital improvements including replacing windows, adding new security gates, and self check out stations. Additionally we are working on our IT infrastructure. Racks were purchased to move servers to the basement of the library, two firewalls were added, and several access points. Staff development was another area of investment. This included staff attending the Diversity and Inclusion Workshop series and several staff attending Human Resource seminars.

Budget Summary

Amount Carried Over May 1	\$ 260,616
Budgeted Revenue	\$2,467,997
Total Available	\$2,728,613
Budgeted Expenditures	\$2,723,420
Estimated Carry Over, April 30	\$ 5,193

QPL is budgeted to receive \$1,829,513 from the City of Quincy. This represents a 2% increase over the previous year. After reviewing the account MICA /Worker Comp it has decreased \$19,910 from FY2019/2020 which is 40.7% change due to the QPL having their own policy. Additionally, QPL is budgeted to receive \$457,692 from the Townships of the Quincy Area Public Library District which is made up of portions of the surrounding Townships of Melrose, Gilmer, Ellington and Riverside. QPL also expects to receive \$50,000 from the Mary Weems Barton Foundation and \$25,000 from Friends of the Library. Any remaining revenue budgeted is from grants and donations. Quincy Public Library also projects to carry over funds, mainly grant funds, received in FY 2019/2020. In total QPL is budgeting \$2,728,613 in available funds to provide services for the community and expects to have \$5,193 remaining at year end.

Aside from Salaries and Benefits, the largest expected expenditure is for the continuation of the Historic Newspaper Digitization Project which is fully funded by a grant from the Illinois State Library. The grant money was received in FY 2018/2019 and is included in the Amount Carried Over as of May 1, 2020. Budgeted expenditures are up only 2% from FY 2019/2020.

REVENUE SUMMARY

ACCOUNT DESCRIPTION	2020/2021	2019/2020	2019/2020	2018/2019	2017/2018
	PROPOSED	REVISED	PROJECTED	YTD	YTD
	BUDGET	BUDGET	ACTUAL	ACTUAL	ACTUAL
Revenues					
City of Quincy Funding	1,829,513	2.00%	1,793,640		1,803,239
QPL Per Capita	50,792		50,792		50,791
Town of Quincy Funding	457,692	-9.93%	508,152		414,180
Grants	5,000	-85.71%	35,000		280,461
Book Revenue	3,000	0.00%	3,000		3,894
Charges for Services	26,500	-7.02%	28,500		30,475
Donations & Memorials	90,500	-13.81%	105,000		39,051
Interest	5,000	0.00%	5,000		1,084
Rebates & Refunds	-	0.00%	-		918
Miscellaneous	-	0.00%	-		85
Total Revenues	2,467,997	-2.42%	2,529,084	-	2,624,178

EXPENSE SUMMARY

ACCOUNT DESCRIPTION	2020/2021	2019/2020	2019/2020	2018/2019	2017/2018
	PROPOSED	REVISED	PROJECTED	YTD	YTD
	BUDGET	BUDGET	ACTUAL	ACTUAL	ACTUAL
Salaries & Benefits	1,743,943	8.11%	1,613,060		1,597,907
Contractual Services	#REF!	#REF!	#REF!		#REF!
Commodities	#REF!	#REF!	#REF!		#REF!
Capital Outlay	185,027	176.16%	67,000		5,369
Grant Expenses	4,200	0.00%	46,000		54,294
Totals	#REF!	#REF!	#REF!	-	#REF!

Totals by Division

0101 Administration	1,946,720	2.95%	1,890,964		1,767,842
0103 Marketing & Events	38,300	26.93%	30,175		27,464
0104 Childrens	32,200	-7.74%	34,900		26,510
0105 Adult/Circulation	154,850	-1.12%	156,600		133,568
0106 Outreach	38,400	-29.28%	54,300		40,926
0107 Young Adult	9,600	0.52%	9,550		8,083
0108 Reference	217,650	-26.11%	294,550		37,287
0109 Audio Visual	44,200	2.40%	43,162		39,385
0110 Tech Services	#REF!	#REF!	#REF!		#REF!
0111 Maintenance	286,000	85.99%	153,769		125,642
Totals	#REF!	#REF!	#REF!	-	#REF!

Quincy Public Library

Revenue

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Revenues						
001-0000-311.00-00	Quincy Tax Funds	-	-	201,312	1,803,239	1,797,191
001-0000-311.05-00	Property Tax Levy	732,045	732,045	437,240	-	-
001-0000-311.06-00	City Subsidy	716,515	735,925	813,195	-	-
001-0000-311.10-00	PPRT Funds	380,953	325,670	262,777	-	-
001-0000-311.10-01	PPRT Overage	-	-	24,515	-	-
001-0000-312.00-00	QPL Per Capita	50,792	50,792	50,791	50,791	31,549
001-0000-313.00-00	TQAPLD contract receipts	293,540	282,250	280,079	271,394	260,956
001-0000-314.00-00	TQ Per Capita	13,902	13,902	13,901	22,536	-
001-0000-315.02-00	TQAPLD	150,250	212,000	212,000	120,250	50,250
001-0000-321.00-00	Grants	5,000	20,000	26,600	268,461	6,750
001-0000-321.05-00	Big Read	-	15,000	-	12,000	11,600
001-0000-331.00-00	Lost/Damaged	3,000	3,000	3,227	3,874	3,103
001-0000-338.00-00	Landrum Books Sales	-	-	-	20	-
001-0000-341.01-00	Copier Fees	1,000	1,000	3,001	3,113	2,906
001-0000-341.02-00	Fax Machines	-	-	-	-	95
001-0000-341.03-00	Fines and Fees	12,000	15,000	13,343	12,845	21,447
001-0000-341.04-00	LAN Printers	5,000	4,000	5,681	6,065	7,607
001-0000-341.05-00	Genealogy Research	500	500	307	504	560
001-0000-341.06-00	Non Resident Cards	8,000	8,000	7,550	7,948	8,050
001-0000-351.00-00	Donations & Memorials	15,500	40,000	51,619	17,192	12,907
001-0000-351.04-00	Weems Barton Foundation	50,000	40,000	40,000	136	5,000
001-0000-351.05-00	Friends of the Library	25,000	25,000	23,348	21,723	30,354
001-0000-360.01-00	Miscellaneous	-	-	-	-	435
001-0000-361.00-00	Interest	5,000	5,000	5,378	1,084	1,094
001-0000-362.00-00	Rebates and Refunds	-	-	-	918	-
001-0000-363.00-00	Miscellaneous	-	-	25	85	73
001-0000-370.00-00	Fund Raising	-	-	-	-	-
		2,467,997	2,529,084	2,475,889	2,624,178	2,251,927

Quincy Public Library

Expenses

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021	2019/2020	2019/2020	2018/2019	2017/2018
		PROPOSED BUDGET	REVISED BUDGET	PROJECTED ACTUAL	YTD ACTUAL	YTD ACTUAL
General Fund						
Salaries & Benefits						
001-0101-451.11-01	Salary/Wages	1,216,531	1,149,457	1,072,930	1,078,312	1,313,599
001-0101-451.11-02	Overtime	-	-	829	694	507
001-0101-451.21-01	Health/Life	261,286	272,965	229,481	281,474	273,962
001-0101-451.22-01	FICA	93,065	87,934	78,496	78,424	96,179
001-0101-451.22-03	Unemployment	3,100	3,000	2,568	2,122	2,773
001-0101-451.23-01	IMRF	169,961	99,704	165,936	156,881	143,255
Total Salaries and Benefits		1,743,943	1,613,060	1,550,240	1,597,907	1,830,275
Contract Services						
001-0101-451.31.01	Accounting	3,500	3,000	3,000	3,000	3,000
001-0101-451.31.02	Legal	3,500	3,000	2,250	975	2,445
001-0101-451.31.04	Other	2,000	1,800	1,540	1,440	1,440
001-0101-451.31.06	Computer Technician	20,000	7,344	-	5,722	7,345
001-0101-451.32-03	Other Equip Contracts	25,000	25,000	21,667	23,680	23,570
001-0101-451.34-02	Meetings	2,000	2,000	3,229	1,994	363
001-0101-451.34-03	Conferences	5,000	3,000	2,441	546	4,804
001-0101-451.34-04	QPL Day	5,000	7,200	5,684	315	515
001-0101-451.35-02	Computers	5,000	4,000	2,012	708	630
001-0101-451.37-01	Telephone	8,300	8,000	6,687	7,202	7,015
001-0101-451.38-01	MICA	29,000	48,910	48,633	44,780	42,648
001-0101-451.38-03	Surety Bond	1,650	1,650	-	-	1,647
001-0101-451.39-01	Legal Advertising	500	-	-	-	241
001-0101-451.39-03	Travel (Local)	500	300	33	34	176
001-0101-451.39-04	Staff Recruitment & Mntn	1,000	1,000	868	1,524	317
001-0101-451.39-07	Dues & Memberships	3,000	3,000	2,615	2,193	2,652
001-0101-451.39-08	Bank & Finance Fees	600	600	506	465	429
		115,550	119,804	101,165	94,578	99,237
Commodities						
001-0101-451.41-01	Department supplies	8,000	8,000	4,479	5,482	6,077
001-0101-451.41-02	Board	-	100	150	-	175
001-0101-451.41-03	Specialty Supplies	2,000	2,000	1,500	1,493	1,463
001-0101-451.41-07	Postage	4,000	4,000	3,532	3,720	3,623
001-0101-451.41-08	Donor Relations Supply	1,000	1,000	-	325	159
001-0101-451.43-00	Books	1,000	1,000	441	761	505
001-0101-451.46-00	Programs	-	-	-	(420)	-
001-0101-451.48.00	Materils from Donations	25,000	36,000	78,475	4,333	22,414
		41,000	52,100	88,577	15,694	34,416
Grant Expenses						
001-0101-451.50-01	Big Read Grant	-	30,000	19,682	20,550	18,193
001-0101-451.50-02	Adult New Reader	-	-	(4,500)	(4,500)	.
001-0101-451.50-10	Digitization	-	-	19,255	18,297	-
001-0101-451.50-12	Back to Books	-	-	4,196	8,969	-
001-0101-451.50-19	Miscellaneous	4,200	16,000	4,160	10,978	-
		4,200	46,000	42,793	54,294	18,193

Quincy Public Library

Expenses

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Capital						
001-0101-451.52-01	Equip Capital Outlay	-	-	-	-	-
001-0101-451.52-02	Computers	42,027	60,000	50,789	5,369	4,328
001-0101-451.52-07	Building Capital Outlay	-	-	-	-	-
001-0101-451.52-10	Vehicles	-	-	-	-	-
		<u>42,027</u>	<u>60,000</u>	<u>50,789</u>	<u>5,369</u>	<u>4,328</u>
	Total General Fund	1,946,720	1,890,964	1,833,564	1,767,842	1,986,449

Administration

Commodities						
001-0103-451.46-00	Programs	15,000	12,000	11,055	12,387	13,993
001-0103-451.47-00	Public Relations	18,000	18,000	13,039	15,077	13,242
001-0103-451.48-00	Donations & Memorials	5,300	175	56	-	-
	Total Admin	38,300	30,175	24,150	27,464	27,235

Marketing and Events

Commodities						
001-0104-451.43-00	Books	21,200	25,000	30,685	19,707	22,383
001-0106-451.43-30	School Books					
001-0104-451.44-00	Periodicals	1,000	900	812	961	946
001-0104-451.45-00	AV Materials	6,200	6,500	3,580	2,562	2,482
001-0104-451.48-00	Materials from Donations	3,800	2,500	903	3,280	-
	Marketing & Events	32,200	34,900	35,980	26,510	25,811

CHILDRENS

Contract Services						
001-0105-451.32-02	Auto System Serv Cont	20,000	21,000	15,189	2,778	-
001-0105-451.32-03	Other Equip Contracts	-	-	-	3,685	4,313
001-0105-451.32-04	RSA	46,350	45,000	44,562	50,748	48,738
	Subtotal	<u>66,350</u>	<u>66,000</u>	<u>59,751</u>	<u>57,211</u>	<u>53,051</u>

Commodities						
001-0105-451.41-05	Dynix Supplies	6,000	6,500	3,214	6,336	6,004
001-0105-451.43-00	Books	74,500	78,000	74,888	65,494	75,066
001-0105-451.44-00	Periodicals	4,500	4,500	3,454	4,527	4,223
001-0105-451.48-00	Materials for Donations	3,500	1,600	-	-	61
	Subtotal	<u>88,500</u>	<u>90,600</u>	<u>81,556</u>	<u>76,357</u>	<u>85,354</u>
	Total Children's	154,850	156,600	141,307	133,568	138,405

Adult/Circulation

Commodities						
001-0106-451.43-00	Books	16,000	21,000	25,242	24,540	25,255
001-0106-451.43-30	School Books	10,000	10,000	15,962	9,872	9,998
001-0106-451.44-00	Periodicals	400	300	326	525	496
001-0106-451.45-00	AV Materials	3,000	3,000	3,739	5,604	5,748
001-0106-451.48-00	Materials for Donations	9,000	20,000	2,181	385	274
	Total Adult/Circulation	38,400	54,300	47,450	40,926	41,771

Outreach

Commodities

Quincy Public Library

Expenses

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2020/2021 PROPOSED BUDGET	2019/2020 REVISED BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
001-0107-451.43-00	Books	7,250	7,000	6,338	6,670	6,689
001-0107-451.44-00	Periodicals	350	350	280	412	534
001-0107-451.45-00	AV Materials	2,000	2,200	3,223	1,001	1,630
	Total Outreach	9,600	9,550	9,841	8,083	8,853
Young Adult						
Commodities						
001-0108-451.41-01	Department Supplies	750	750	307	861	33
001-0108-451.43-00	Books	8,000	10,000	5,914	8,142	11,164
001-0108-451.44-00	Periodicals	10,000	10,000	9,707	8,324	10,314
001-0108-451.45-01	Digital/Electronic	186,000	257,000	80,620	17,702	42,008
001-0108-451.45-06	Microfilm	2,900	2,800	2,194	2,258	3,355
001-0108-451.48-00	Materials for Donations	10,000	14,000	-	-	-
	Total Young Adult	217,650	294,550	98,742	37,287	66,874
Reference						
001-0109-451.41-01	Department	1,500	1,900	1,355	823	878
001-0109-451.45-00	AV Materials	37,000	35,500	34,656	34,884	34,795
001-0109-451.45-01	Digital/Electronic	60,000	53,000	51,549	49,692	39,155
	Total Referene	98,500	90,400	87,560	85,399	74,828
Audio Visual						
Commodities						
001-0110-451.37-04	OCLC	31,200	30,262	30,261	29,380	28,524
001-0110-451.41-01	Department	13,000	12,900	14,777	10,005	8,487
	Total Audio Visual	44,200	43,162	45,038	39,385	37,011
TECHNICAL SERVICES						
Contracted Services						
001-0111-451.32-01	Building Service Contr	15,000	19,000	16,333	14,367	14,992
001-0111-451.33-01	Electricity	71,000	70,169	69,565	66,693	68,401
001-0111-451.33-02	Water	3,000	3,600	2,206	2,773	1,802
001-0111-451.35-01	Building Repair Mainten	15,000	15,000	16,989	10,316	10,653
001-0111-451.35-03	Equipment Repair	25,000	25,000	16,818	18,736	27,953
001-0111-451.35-05	Vehicle Repair Maintenanc	4,000	4,000	4,434	4,007	2,663
	Total Contracted Services	133,000	136,769	126,345	116,892	126,464
Commodities						
001-0111-451.41-03	Specialty Supplies	10,000	10,000	8,656	8,750	9,287
	Total Commodities	10,000	10,000	8,656	8,750	9,287
Capital Outlay						
001-0111-451.52-04	Building Capital Outlay	-	15,000	-	-	-
001-0111-451.52-12	Vehicles Replacement	-	7,000	-	-	-
	Total Technical	143,000	168,769	135,001	125,642	135,751
	Totals	2,723,420	2,773,370	2,458,633	2,292,106	2,542,988

Woodland Cemetary

Summary

	2020/2021 PROPOSED BUDGET	2019/2020 BUDGET	2019/2020 PROJECTED ACTUAL	2018/2019 YTD ACTUAL	2017/2018 YTD ACTUAL
Income:					
Appropriations	243,400	235,167	233,460	229,505	174,750
Burials	1,200	1,200	2,550	2,550	4,125
Donation	500	0	0	0	5,020
Interest Income	7,300	7,182	8,719	12,081	10,777
Recycling			72		86
Sale of Lots	2,000	3,000	1,150	4,250	3,600
carryover balance			50,760	0	
Total Income	254,400	246,549	296,712	248,386	198,358
Expenses:					
Audit	1,500	1,500	1,500	1,500	1,500
Capital Improvements	12,000	14,000	45,815	3,500	4,946
Equipment	4,000	6,000	7,105	28,750	13,783
Equipment- Small	2,000	2,456	7,536	0	0
Insurance	20,700	20,300	18,247	17,065	16,878
Labor	101,240	95,430	58,829	52,064	49,925
Legal					2,228
Legal Licenses	220	101	311	111	129
Maintenance	1,000	0	3,937	4,879	3,142
Mausoleum Repairs		0			1,341
MICA	17,230	16,827	16,727	12,284	11,700
Miscellaneous	460			69	345
Mowers	6,000	5,759	14,500	1,848	12,385
Office	1,000	420	568	410	944
Other taxes	3,850	3,500	3,312	3,115	3,565
PAYROLL TAXES	11,828	11,384	8,732	8,215	7,963
Salaries	53,372	53,372	55,316	55,316	53,316
Tree Fund	5,000	5,000	4,500	0	0
Gasoline	2,000	2,000	1,842	1,468	381
Truck Expense	1,000	1,000	38,000	63	414
Utilites: Electric	6,000	5,000	6,000	7,223	6,514
Utilities: Telephone	3,000	1,500	2,753	3,004	2,680
Utilities: Water	1,000	1,000	722	603	418
Total Expenses	254,400	246,549	296,252	201,487	194,496